

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 **NOVEMBER 13, 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 October 9, 2012 regular meeting of the Finance/Personnel Committee.
3. Overtime report of the Fire Department for the month of October.
4. Overtime report of the Police Department for the month of October.
5. Overtime report of the Engineering Department for the month of October.
6. Review Façade Grant request for 327 Main Avenue. Applicant: Carol Tilkens. *
7. Consider request to extend Option on Parcel WD-1377 for Frigo Enterprises, LLC. *
8. Consider donation request from Celebrate De Pere Committee for the 2013 festival:
 - A. 50% of De Pere Police Department invoice costs. *
9. Consider \$500 donation from the De Pere Christian Outreach Corporation to be used toward the Police Department canine program. *
10. Consider filling Public Works Secretary position vacancy.
11. Consider health insurance funding actuarial analysis for retiree health insurance premiums. *
12. Consider 2013 health insurance funding recommendation. *
13. Consider utilizing \$2,980 from the Contingency Fund for repairs made in October to the Municipal Service Center boiler. *

14. Consider utilizing \$1,800 from the Sustainability Fund for the purchase of recycling/garbage containers. *
15. Investment Results – 3rd Quarter 2012.
16. Public comment and announcements.
17. Future agenda items.
18. 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., November 12, 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

The Celebrate Committee, Inc., 905 George Street #138, De Pere, WI 54115

Chris Frigo, 2201 American Boulevard, De Pere, WI 54115

Forte Composites, 2201 American Boulevard De Pere, WI 54115

Carol Tilkens, 120 St. Francis Drive, Green Bay, WI 54301

Jeff Zepnick, 227 East River Drive , De Pere, WI 54115

**FINANCE/PERSONNEL COMMITTEE
CITY OF DE PERE, WISCONSIN – October 9, 2012**

The Finance/Personnel Committee of the City of De Pere, Wisconsin, met in regular session at the Council Chambers in City Hall, on Tuesday, October 9, 2012.

Mayor Walsh called the meeting to order at 7:30 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, City Attorney Judith Schmidt-Lehman, Fire Chief Robert Kiser, Police Chief Derek Beiderwieden, Planning and Economic Development Director Ken Pabich and Finance Director Joe Zegers.

Aldersperson Robinson moved, seconded by Aldersperson Van Vonderen, to approve the minutes of the September 11, 2012 regular meeting and September 18, 2012 special meeting. Upon vote, the minutes were approved unanimously.

3. Overtime report of the Fire Department for the month of September 2012. Aldersperson Van Vonderen moved, seconded by Aldersperson Donovan to approve the overtime report. Aldersperson Van Vonderen questioned the increase in training and Chief Kiser explained the increase was due to paid on call orientation/training and mechanic training. Chief Kiser noted that Fire Station #1 has its open house on Saturday, October 13, 2012. Chief Kiser also noted the department's goal is to have clearer and more accurate reports by the 1st of the year. Upon discussion and vote, motion was approved unanimously.

4. Overtime report of the Police Department for the month of September 2012. Mayor Walsh moved, seconded by Aldersperson Lueck, to approve the overtime report. Aldersperson Van Vonderen questioned the increase in staffing level and Chief Beiderwieden explained the increase was due to being three officers down in the department. Chief Beiderwieden noted the department will be down four officers by the end of the year. In response to a request by Aldersperson Robinson at the September meeting, Chief Beiderwieden reported the total number of child abuse/neglect cases for YTD 2012 is 24 and 2011 had a total of 30. Upon discussion and vote, motion was approved unanimously.

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

6. Approve revolving loan documents for Nick Brothers Partnership. Aldersperson Donovan moved, seconded by Aldersperson Van Vonderen to approve the loan documents. Upon vote, motion was approved unanimously.

7. Consider donations from the estate of Marian S. Holmes: A. \$12,000 to the Police Department to purchase defibrillators and B. \$13,000 to the Fire Department to purchase a thermal imaging camera. Aldersperson Robinson moved, seconded by Aldersperson Van Vonderen to accept both donations. Upon discussion and vote, motion was approved unanimously.

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8. Consider Police Department continued participation in OWI Saturation Patrols Grant for 2013. Alderperson Robinson moved, seconded by Alderperson Lueck to approve continued participation in the Brown County OWI Task Force. Upon discussion and vote, motion was approved unanimously.

9. Consideration of Police Department traffic Speed Enforcement Grant application. Alderperson Van Vonderen moved, seconded by Alderperson Robinson to approve applying for the grant. Upon discussion and vote, motion was approved unanimously.

10. Consideration of Police Department traffic Click it or Ticket Grant application. Mayor Walsh moved, seconded by Alderperson Robinson to approve applying for the grant. Upon vote, motion was approved unanimously.

11. Consideration of Agreement with Bay Towel. Alderperson Lueck moved, seconded by Alderperson Donovan to approve the agreement. Upon vote, motion was approved unanimously.

12. Consideration of West Loyalty Program contract for Law Library subscriptions. Alderperson Lueck moved, seconded by Mayor Walsh, to approve the three-year subscription. Upon discussion and vote, motion was approved unanimously.

13. Consideration of Wastewater Rate Study proposals. Alderperson Donovan moved, seconded by Alderperson Lueck to accept the bid from Schenck. Upon discussion and vote, motion was approved unanimously.

14. 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.

15. Future Agenda Items. None.

Upon motion by Mayor Walsh, seconded by Alderperson Van Vonderen, the Finance/Personnel Committee unanimously adjourned at 8:18 p.m.

Respectfully submitted,

Jennifer Dupont
Recording Secretary

DE PERE FIRE RESCUE
OVERTIME BREAKDOWN BY REASON
FOR THE YEAR OF 2011

REASON	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	TOTAL
STANDBYS	347.25	362.25	458	305.25	275.5	345.75	455	354.5	363.5	378.25	428	391.5	4464.75
EMS TRAINING	283	92.25	84.75	159.25	36.5	4.75	0	0	140.25	89.75	53.75	160.25	1104.5
FIRE TRAINING	19.5	92.25	100.25	285.25	93.5	10.75	10.5	13.5	18	48.5	6.5	3	701.5
RESCUE CALLS	10	14.5	12.5	14.5	3.25	152.75	16.75	18	19	10.5	4.25	10.25	286.25
FIRE CALLS	6	0.75	0	0	0	0	0	0	0	0	1.5	34.5	42.75
OFFICER MTGS.	9	11.25	3	9	6.75	13	4.5	12	5	12	9	28.75	123.25
STAFFING REP.	210	118.5	202.5	0	3	0	144.5	0	18	132.75	132.5	4.5	966.25
MAINTENANCE	0	0	8	6	0	40.5	0	0	0	22.25	0	0	76.75
PUB. ED.	0	0	13.5	6	1.5	0	0	0	6.75	37.5	0.5	0	65.75
# FIRE RUNS	32	20	35	35	39	20	47	39	46	32	24	39	408
# of EMS RUNS	136	127	154	148	177	132	165	139	138	176	129	142	1765
TOTAL HRS.	884.75	691.75	882.5	785.25	420	567.5	631.25	398	570.5	731.5	636	632.75	7831.75

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			605
EMS TRAINING	52.5	96	69	92.75	28	2.5	16.5	21.5	75.75	59.5			514
FIRE TRAINING	3	16	67.5	55	55.75	0	10.75	13	51.5	26.25			298.75
RESCUE CALLS	24.75	18.5	3.5	9	15.75	7	25.75	5.5	17.25	18			145
FIRE CALLS	32	24	0	11.25	3	14.25	27.75	25.25	3	34.75			175.25
OFFICER MTGS.	3	16	11.5	14	9	4	0	4.5	16	9.5			87.5
STAFFING REP.	75.75	3.75	50.25	4.5	42.75	0	108	132	90	265.5			772.5
MAINTENANCE	11.5	27	8	0	38.25	5.25	0	0	15	0			105
PUB. ED.	0	0	2.5	13.5	0	0	0	0	6.75	45.25			68
# FIRE RUNS	20	21	24	35	28	29	43	29	29	42			300
# of EMS RUNS	147	130	127	152	161	127	143	143	159	169			1458
TOTAL HRS.	277.75	285.25	270	266	292	60	208.75	246.75	351.75	512.75	0	0	2771

ANNUAL PERCENTAGE OF OVERTIME USED THROUGH 10/27/2012 60.16% \$56,884 used, balance left \$37,686

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

AREA	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	TOTAL
LEDGEVIEW	9.5	10.5	4.5	8.4	14.49	3.4	2.5	5.1	7	5.8			71.19
LAWRENCE	9	18.9	7.5	6	10.08	3.7	1.8	5.4	7	8			77.38
ALLOUEZ	0	0	0	0	0	0.0	0	0	0	0			0
ASHWAUBENON	0.5	3.5	0	2.8	8.19	1.4	0.7	1.9	6.5	2.6			28.09
CTY RESCUE	0	0	0	0	0.63	0.0	0	0	0.5	0			1.13
OTHER	0	0	0.5	0	1.26	0.0	0	0	0	0			1.76
TOTAL HRS.	19	32.9	12.5	17.2	34.65	8.5	5	12.4	21	16.4	0	0	179.55

DE PERE FIRE/RESCUE MONTHLY LOG 2012

<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>
1453	10/1/2012	01:17	LA	M	A121		X	N			0
1454	10/1/2012	04:39	CD	M	A121	X		B			0
1455	10/1/2012	05:12	CD	M	A111	X		M		1	2
1456	10/1/2012	08:15	LE	M	A122	X		N			1
1457	10/1/2012	10:14	LA	M	A121		X	V			0
1458	10/1/2012	11:30	LE	M	A111	X		V			0
1459	10/1/2012	15:40	LE	F	E111,C101						0
1459	10/1/2012	15:40	LE	M	A111		X	N			0
1460	10/1/2012	17:28	CD	M	A111		X	V			0
1461	10/1/2012	18:00	CD	M	A121	X		V			0
1462	10/2/2012	03:14	CD	M	A121	X		B			0
1463	10/2/2012	07:01	CD	M	A121		X	M			0
1464	10/2/2012	07:13	LA	M	A111, E121		X	N			3
1465	10/2/2012	08:16	CD	M	A111		X	V			0
1466	10/2/2012	12:26	CD	M	A111	X		A			0
1467	10/2/2012	15:35	AS	M	A121		X	N			0
1468	10/2/2012	15:53	CD	M	A121	X		M			0
1469	10/2/2012	18:03	CD	M	A111		X	A			0
1470	10/2/2012	19:30	LA	M	A121		X	M			0
1471	10/2/2012	20:04	LE	M	A111	X		B			0
1472	10/3/2012	17:35	CD	F	E121,E111,L111						0
1473	10/3/2012	19:07	LA	M	A121		X	N			0
1474	10/3/2012	22:39	CD	F	111,E121,L111,A111,E12					4	3
1475	10/4/2012	06:57	CD	F	E111,E121,L111						3
1476	10/4/2012	09:07	LA	M	A121		X	A			0
1477	10/4/2012	12:14	LA	F	E111, A111						0
1477	10/4/2012	12:14	LA	M	A121	X		V			0
1478	10/4/2012	13:06	CD	M	A111,E111	X		V			0
1479	10/4/2012	19:30	CD	F	E121,E111						0
1480	10/4/2012	19:41	CD	M	A111,E111	X		A			0
1481	10/4/2012	20:43	LA	M	A121	X		V			0
1482	10/4/2012	20:55	CD	M	A111	X		M			3
1483	10/4/2012	23:40	LE	M	A111		X	V			0
1484	10/5/2012	11:00	CD	F	E121,U111						0
1485	10/5/2012	13:35	CD	M	A111	X		B			0
1486	10/5/2012	18:12	CD	F	E121						0
1487	10/5/2012	18:49	LA	M	A121		X	N			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>
1488	10/5/2012	18:53	CD	M	A111	X		V			0
1489	10/5/2012	22:19	LA	M	A121		X	B			0
1490	10/6/2012	09:07	CD	M	A111,E111,A121	X		V			0
1491	10/6/2012	10:21	CD	F	E111						0
1492	10/6/2012	17:01	CD	F	E111.E121						1
1492	10/6/2012	17:15	CD	M	A311		X	N		2	0
1493	10/6/2012	18:24	AS	M	A121,A111		X	A	3		0
1494	10/6/2012	19:43	LE	M	A111		X	N			0
1495	10/7/2012	07:20	CD	M	A121		X	A			0
1496	10/7/2012	19:28	CD	M	A111	X		V			0
1497	10/8/2012	03:56	CD	M	A121		X	N			0
1498	10/8/2012	04:56	CD	M	A121		X	A			0
1499	10/8/2012	06:48	LA	F	E111						0
1499	10/8/2012	06:48	LA	M	A121		X	N			0
1500	10/8/2012	07:29	LA	F	E111						0
1501	10/8/2012	08:00	LE	M	A111		X	A			0
1502	10/8/2012	08:27	AS	M	A121	X		N	1		1
1503	10/8/2012	11:58	CD	M	A121		X	V			0
1504	10/8/2012	12:43	CD	F	E111						0
1505	10/8/2012	15:01	LA	F	E111						0
1505	10/8/2012	15:01	LA	M	A121		X	V			0
1506	10/8/2012	15:24	CD	M	E111		X	N		3	0
1507	10/8/2012	16:14	CD	M	A121	X		V			0
1508	10/8/2012	18:37	CD	M	A121	X		B			0
1509	10/8/2012	19:38	CD	M	A121		X	N			0
1510	10/8/2012	20:30	CD	M	A121		X	V			0
1511	10/9/2012	04:56	CD	M	A121		X	N			0
1512	10/9/2012	06:34	CD	M	A121	X		V			0
1513	10/9/2012	11:36	CD	M	A111,E111	X		A			0
1514	10/9/2012	15:14	CD	M	A121,E111		X	B			0
1515	10/9/2012	15:19	CD	F	E111,L111,C101,C102						0
1516	10/9/2012	16:59	CD	M	A121	X		A			0
1517	10/9/2012	17:03	LE	F	0						0
1518	10/9/2012	17:29	LE	M	A111		X	V			0
1519	10/9/2012	20:19	CD	F	E111,E121,L111,C101						0
1520	10/9/2012	22:03	CD	F	E111,E121,L111,C101						0
1521	10/9/2012	23:48	CD	M	A121		X	V			0
1522	10/10/2012	08:53	LA	M	A121		X	N			0
1523	10/10/2012	11:58	LE	M	A111	X		A			0
1524	10/10/2012	14:24	CD	F	E111						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>
1525	10/10/2012	16:59	CD	M	A111		X	V			0
1526	10/10/2012	18:44	AS	M	A121	X		B	3		0
1527	10/10/2012	20:29	CD	M	A121		X	N			0
1528	10/11/2012	04:40	CD	M	A121		X	V			0
1529	10/11/2012	07:35	CD	F	111,E121,L111,C101,C102						0
1530	10/11/2012	08:39	CD	F	E121						0
1531	10/11/2012	09:42	CD	F	E121						0
1532	10/11/2012	10:27	CD	M	A121		X	N			0
1533	10/11/2012	11:15	CD	M	A121	X		M			0
1534	10/11/2012	16:55	CD	F	E111						0
1534	10/11/2012	16:55	CD	M	A121		X	V			0
1535	10/12/2012	09:24	CD	M	A121		X	B			0
1536	10/12/2012	12:34	CD	M	A111	X		A			0
1537	10/12/2012	22:29	CD	M	A121		X	V			0
1538	10/12/2012	23:55	CD	M	A121	X		A			0
1539	10/13/2012	04:38	LE	M	A111		X	N			0
1540	10/13/2012	06:10	CD	M	A121		X	B			0
1541	10/13/2012	08:17	CD	M	A111		X	N			0
1542	10/13/2012	10:01	CD	F	A121 E111						0
1543	10/13/2012	11:59	CD	M	A121	X		V			0
1544	10/13/2012	14:59	AS	F	E111						0
1545	10/13/2012	16:12	LA	M	A121	X		N			0
1546	10/13/2012	17:57	CD	F	E111,E121,C101						0
1547	10/13/2012	20:13	CD	F	E121						0
1548	10/14/2012	00:04	CD	M	A121	X		B			0
1549	10/14/2012	02:02	CD	M	A121		X	V			0
1550	10/14/2012	02:09	CD	M	A111		X	V			1
1551	10/14/2012	04:53	CD	M	A121	X		B			0
1552	10/14/2012	11:53	CD	M	A111	X		V			0
1553	10/14/2012	23:27	CD	M	A121	X		B			0
1554	10/15/2012	07:42	CD	M	A121	X		A			0
1555	10/15/2012	08:34	CD	M	A111	X		V			0
1556	10/15/2012	15:24	AS	M	A121	X		V	3		0
1557	10/15/2012	17:28	CD	M	A122	X		V			0
1558	10/16/2012	01:40	CD	F	E111,E121,C101						0
1559	10/16/2012	01:59	CD	M			X	N		2	0
1560	10/16/2012	06:32	CD	M	A122	X		B			0
1561	10/16/2012	07:36	CD	M	A121		X	V			0
1562	10/16/2012	07:39	CD	M	A122		X	N			0
1563	10/16/2012	15:10	CD	M	A121		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>
1564	10/16/2012	20:43	CD	M	A122	X		B			0
1565	10/17/2012	00:07	CD	M	A122	X		B			0
1566	10/17/2012	06:22	CD	M	A121	X		V			0
1567	10/17/2012	09:14	CD	M	A121		X	B			0
1568	10/17/2012	14:44	LE	M	A111		X	N			0
1569	10/17/2012	15:45	CD	F	E111						0
1570	10/17/2012	17:18	CD	F	E121						0
1571	10/17/2012	17:43	AS	F	E121,C101						0
1572	10/17/2012	17:59	LA	M	A121	X		M			0
1573	10/17/2012	18:25	AS	M	A111	X		N	3		0
1574	10/18/2012	10:22	LE	M	A111	X		V			
1575	10/18/2012	15:17	CD	M	A111		X	N			0
1576	10/18/2012	18:47	CD	F	E111,E121						0
1577	10/18/2012	20:27	CD	F	E121						0
1578	10/19/2012	00:32	CD	M	A121	X		V			0
1579	10/19/2012	01:59	CD	M	A121		X	N			0
1580	10/19/2012	06:17	CD	M	A111	X		V			0
1581	10/19/2012	07:07	CD	M	A121		X	N			0
1582	10/19/2012	08:48	LA	F	E111						0
1583	10/19/2012	15:17	CD	M	A111	X		A			0
1584	10/19/2012	22:24	CD	M	A121	X		B			0
1585	10/20/2012	12:00	CD	M	A111		X	N			0
1586	10/20/2012	20:24	CD	M	A121	X		V			0
1587	10/20/2012	23:47	CD	M	A121		X	N			0
1588	10/21/2012	08:33	CD	M	A111		X	B			0
1589	10/21/2012	10:19	CD	M	A121	X		A			0
1590	10/21/2012	14:40	CD	M	A121	X		M			0
1591	10/21/2012	19:57	CD	M	A121		X	V			0
1592	10/22/2012	01:58	CD	M	A111	X		V			0
1593	10/22/2012	03:15	CD	M	A111		X	V			0
1594	10/22/2012	10:51	LA	M	A121		X	V			0
1595	10/22/2012	16:04	CD	M	A121		X	M			0
1596	10/23/2012	00:24	CD	M	A121	X		V			0
1597	10/23/2012	10:18	CD	F	111,E121,L111,U111,C10						0
1598	10/23/2012	12:14	CD	M	A111	X		B			0
1599	10/23/2012	13:22	CD	F	E111						0
1600	10/23/2012	14:57	LE	M	A111		X	V			0
1601	10/23/2012	16:00	CD	F	E121						0
1602	10/23/2012	16:41	CD	M	A121		X	N			0
1603	10/24/2012	02:47	CD	M	A111		X	V			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>
1604	10/24/2012	05:41	CD	M	A111	X		V			0
1605	10/24/2012	08:26	CD	M	A111,E111	X		V			0
1606	10/24/2012	10:04	LA	M	A121		X	M			0
1607	10/24/2012	10:06	LE	M	A111	X		A			0
1608	10/24/2012	22:23	CD	M	A111		X	N			0
1609	10/25/2012	02:38	CD	M	A111	X		V			0
1610	10/25/2012	03:00	AS	M	A121		X	N			0
1611	10/25/2012	10:14	CD	M	A111	X		V			0
1612	10/25/2012	12:09	CD	M	A111	X		V			0
1613	10/25/2012	17:11	CD	M	A121		X	N			0
1614	10/25/2012	20:05	CD	M	A111		X	N			0
1615	10/25/2012	22:01	CD	M	A111	X		A			0
1616	10/26/2012	07:39	CD	M	A111		X	B			0
1617	10/26/2012	11:44	LA	F	E111						1
1617	10/26/2012	11:44	LA	M	A122	X		V			0
1617	10/26/2012	11:44	LA	M	E111		X	N		3	0
1618	10/26/2012	18:49	LA	M	A121		X	N			0
1619	10/27/2012	03:02	CD	M	A111,A121		X	N			0
1620	10/27/2012	06:34	LA	M	A121		X	N			0
1621	10/27/2012	07:06	LA	M	A121		X	B			0
1622	10/27/2012	07:48	LA	M	A111		X	M			0
1623	10/27/2012	09:22	CD	M	A111	X		V			0
1624	10/27/2012	10:45	CD	M	A121	X		B			0
1625	10/27/2012	12:28	CD	M	A121	X		V			0
1626	10/27/2012	12:30	CD	M	A111	X		B			1
1627	10/27/2012	23:47	CD	M	A121		X	N			0
1628	10/28/2012	00:18	LE	M	A111		X	N			0
1629	10/28/2012	04:42	CD	M	A121	X		V			0
1630	10/28/2012	06:06	CD	M	A121	X		N			0
1631	10/28/2012	10:25	CD	M	A121	X		V			0
1632	10/28/2012	11:18	CD	M	A121		X	N			0
1633	10/28/2012	11:57	CD	F	E111,E121						0
1634	10/28/2012	14:22	CD	M	A111		X	N			0
1635	10/28/2012	15:40	LA	F	E121,E111						0
1636	10/28/2012	16:44	CD	M	A121	X		V			0
1637	10/28/2012	17:59	LE	M	A111		X	M			0
1638	10/28/2012	18:22	CD	M	A121	X		B			1
1639	10/28/2012	18:43	CD	M			X	N		3	0
1640	10/28/2012	21:28	LA	M	A121		X	N			0
1641	10/28/2012	21:39	LE	M	A111		X	N			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>
1642	10/29/2012	09:09	CD	M	A121		X	V			0
1643	10/29/2012	09:14	LE	M	A111		X	N			0
1644	10/29/2012	12:43	CD	M	A121	X		B			0
1645	10/29/2012	15:42	CD	M	A121		X	V			0
1646	10/29/2012	16:59	CD	M	A121	X		A			0
1647	10/29/2012	21:26	GB	F	E111,E121,L111,A121						0
1648	10/30/2012	01:05	LA	M	A121	X		A			0
1649	10/30/2012	21:15	CD	M	A111		X	V			0
1650	10/30/2012	23:47	CD	M	A111	X		V			0
1651	10/31/2012	01:19	CD	M	A121		X	V			0
1652	10/31/2012	10:14	AS	M	A121		X	A	3		0
1653	10/31/2012	13:21	CD	M	A121		X	N			0
1654	10/31/2012	16:56	CD	M	A111	X		B			0
1655	10/31/2012	19:29	CD	F	E111,L111,E121,A122						0
				211		78	91	169	6	7	

DE PERE FIRE/RESCUE				
OVERTIME REPORT				
MONTH OF OCTOBER, 2012				
PERSONNEL	DATE	ACTUAL HOURS	O.T. HOURS	REASON
BALCER	1-Oct	1.00	3.00	EMS STANDBY
HERMANS, B.	1-Oct	1.00	3.00	EMS STANDBY
NELSON	1-Oct	1.00	3.00	EMS STANDBY
THOMSON	1-Oct	5.50	8.25	WORK OVER FIRE
PANSIER	2-Oct	1.00	3.00	EMS STANDBY
RIEDI	2-Oct	1.00	3.00	EMS STANDBY
WITT	2-Oct	1.00	3.00	EMS STANDBY
ANNEN	3-Oct	2.00	3.00	WORK OVER FIRE
BALCER	3-Oct	2.00	3.00	WORK OVER FIRE
JANSEN	3-Oct	2.00	3.00	WORK OVER FIRE
ANNEN	3-Oct	1.00	1.50	FIRE TRAINING
GATZ	4-Oct	1.67	2.50	WORK OVER FIRE
HENDRICKS, TD.	4-Oct	1.67	2.50	WORK OVER FIRE
HERMANS, D.	4-Oct	1.67	2.50	WORK OVER FIRE
PANSIER	4-Oct	1.67	2.50	WORK OVER FIRE
RIEDI	4-Oct	1.67	2.50	WORK OVER FIRE
SINKLER	4-Oct	1.67	2.50	WORK OVER FIRE
WEYERS	4-Oct	1.67	2.50	WORK OVER FIRE
NELSON	4-Oct	1.25	3.00	EMS STANDBY
PANSIER	4-Oct	1.25	3.00	EMS STANDBY
WITT	4-Oct	1.00	3.00	EMS STANDBY
NELSON	6-Oct	1.00	3.00	EMS STANDBY
CHESLOCK	8-Oct	0.50	0.75	WORK OVER EMS
PUETZ	8-Oct	0.50	0.75	WORK OVER EMS
WITT	8-Oct	0.33	0.50	WORK OVER EMS
JANSEN	8-Oct	0.67	1.00	PUB. EDUCATION
WITT	8-Oct	1.00	3.00	EMS STANDBY
THOMSON	8-Oct	0.50	0.75	WORK OVER EMS
ANNEN	8-Oct	2.50	3.75	FIRE TRAINING
HENDRICKS, TM.	8-Oct	12.00	18.00	STAFFING REPLACEMENT
PUETZ	8-Oct	12.00	18.00	STAFFING REPLACEMENT
HENDRICKS, TD.	9-Oct	0.75	1.25	WORK OVER EMS
HERMANS, D.	9-Oct	0.75	1.25	WORK OVER EMS
SINKLER	9-Oct	0.75	1.25	WORK OVER EMS
ANNEN	9-Oct	2.00	3.00	OFFICERS MEETING
BALCER	9-Oct	0.33	0.50	OFFICERS MEETING
HENDRICKS, TD.	9-Oct	2.00	3.00	OFFICERS MEETING
WEYERS	9-Oct	2.00	3.00	OFFICERS MEETING
NELSON	10-Oct	12.00	18.00	STAFFING REPLACEMENT
MATZKE	10-Oct	12.00	18.00	STAFFING REPLACEMENT
HENDRICKS, TD.	13-Oct	0.33	0.50	WORK OVER EMS
RIEDI	13-Oct	0.33	0.50	WORK OVER EMS
SINKLER	13-Oct	0.33	0.50	WORK OVER EMS
HENDRICKS, TD.	13-Oct	5.00	7.50	PUB. EDUCATION
HERMANS, D.	13-Oct	5.00	7.50	PUB. EDUCATION
MATZKE	13-Oct	2.00	3.00	PUB. EDUCATION

PUETZ	13-Oct	5.00	7.50	PUB. EDUCATION
RIEDI	13-Oct	5.00	7.50	PUB. EDUCATION
SINKLER	13-Oct	2.50	3.75	PUB. EDUCATION
THOMSON	13-Oct	5.00	7.50	PUB. EDUCATION
WITT	14-Oct	1.00	3.00	EMS STANDBY
PANSIER	15-Oct	1.25	3.00	EMS STANDBY
RIEDI	15-Oct	1.25	3.00	EMS STANDBY
HENDRICKS, TM.	15-Oct	3.00	4.50	FIRE TRAINING
NELSON	15-Oct	3.00	4.50	FIRE TRAINING
PANSIER	15-Oct	3.00	4.50	FIRE TRAINING
WEYERS	15-Oct	3.00	4.50	FIRE TRAINING
BROWN	16-Oct	1.17	1.75	WORK OVER EMS
ANNEN	16-Oct	1.00	1.50	WORK OVER EMS
BALCER	16-Oct	2.00	3.00	FIRE TRAINING
DEVILEY	16-Oct	3.00	4.50	PARAMEDIC CME
HENDRICKS, TM.	16-Oct	3.00	4.50	PARAMEDIC CME
PANSIER	16-Oct	3.00	4.50	PARAMEDIC CME
WEYERS	16-Oct	3.00	4.50	PARAMEDIC CME
HENDRICKS, TM.	17-Oct	9.00	13.50	STAFFING REPLACEMENT
WITT	17-Oct	24.00	36.00	STAFFING REPLACEMENT
NELSON	17-Oct	0.50	0.75	WORK OVER EMS
RIEDI	17-Oct	0.50	0.75	WORK OVER EMS
THOMSON	17-Oct	0.50	0.75	WORK OVER EMS
CHESLOCK	17-Oct	24.00	36.00	STAFFING REPLACEMENT
PUETZ	19-Oct	0.50	0.75	WORK OVER EMS
TEWS	19-Oct	0.50	0.75	WORK OVER EMS
MATZKE	19-Oct	1.50	2.25	WORK OVER EMS
BROWN	19-Oct	12.00	18.00	STAFFING REPLACEMENT
BALCER	19-Oct	12.00	18.00	STAFFING REPLACEMENT
WITT	20-Oct	12.00	18.00	STAFFING REPLACEMENT
CHESLOCK	20-Oct	12.00	18.00	STAFFING REPLACEMENT
WITT	24-Oct	1.50	3.00	EMS STANDBY
RIEDI	26-Oct	1.25	3.00	EMS STANDBY
BALCER	27-Oct	1.00	3.00	EMS STANDBY
HENDRICKS, TM.	27-Oct	12.00	18.00	STAFFING REPLACEMENT
WESSLEY	27-Oct	12.00	18.00	STAFFING REPLACEMENT
CHESLOCK	27-Oct	0.50	0.75	WORK OVER EMS
HERMANS, D.	28-Oct	1.00	3.00	EMS STANDBY
BALCER	29-Oct	3.00	4.50	PARAMEDIC CME
HENDRICKS, TD.	29-Oct	3.00	4.50	PARAMEDIC CME
SINKLER	29-Oct	3.00	4.50	PARAMEDIC CME
BROWN	30-Oct	0.67	1.00	EMS TRAINING
BROWN	30-Oct	3.00	4.50	PARAMEDIC CME
ANNEN	30-Oct	3.00	4.50	PARAMEDIC CME
JANSEN	30-Oct	3.00	4.50	PARAMEDIC CME
NELSON	30-Oct	3.00	4.50	PARAMEDIC CME
MATZKE	31-Oct	3.00	4.50	PARAMEDIC CME
PUETZ	31-Oct	3.00	4.50	PARAMEDIC CME
		325.35	512.75	

Number of Standbys

18

DE PERE FIRE RESCUE REPORT

FOR THE MONTH OF OCTOBER 2012

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	MONTH	YTD
TOTAL RUNS	118	1033	18	170	25	186	1	7	7	62	169	1458
RUNS TRANSPORTED	92	800	10	133	14	141	0	6	4	41	120	1120
ALS RUNS	62	530	6	95	6	85	0	3	4	17	78	730
%ALS OF RUNS TRANS.	67%	66%	60%	71%	43%	60%	0%	50%	100%	41%	65%	65%
%ALS/ALL RUNS	53%	51%	33%	56%	24%	46%	0%	43%	57%	27%	46%	50%

RUN DESTINATION

AURORA
BELLIN
ST. MARYS
ST. VINCENT
NO TRANSPORT
TOTAL

MONTH	YTD
21	193
27	246
13	137
59	539
<u>49</u>	<u>343</u>
169	1458

TOTALS ARE CORRECT

MUTUAL AID GIVEN

<u>RUN #</u>	<u>AGENCY</u>	<u>TYPE</u>
1493	ASHWAUBENON	FULLSQD.
1502	ASHWAUBENON	1 PARA.
1526	ASHWAUBENON	FULLSQD.
1556	ASHWAUBENON	FULLSQD.
1573	ASHWAUBENON	FULLSQD.
1652	ASHWAUBENON	FULLSQD.

MUTUAL AID RECEIVED

<u>RUN #</u>	<u>AGENCY</u>	<u>TYPE</u>
1455	ASHWAUBENON	1 PARA.
1492	ASHWAUBENON	FULLSQD.
1506	ASHWAUBENON	FULLSQD.
1559	ASHWAUBENON	FULLSQD.
1617	ASHWAUBENON	FULLSQD.
1639	ASHWAUBENON	FULLSQD.

DE PERE FIRE RESCUE MONTHLY REPORT

OCTOBER, 2012

	CITY OF DE PERE	TOWN OF LAWRENCE	TOWN OF LEDGEVIEW	VILLAGE OF ASHWAUBENON	MUTUAL AID	TOTAL RESPONSES
FIRE INCIDENTS (other)	15	7	2	0	3	27
ACTUAL FIRE INCIDENTS	6	0	0	0	0	6
EXTRICATION	1	0	0	0	0	1
RESCUE CALLS	118	25	18	1	7	169
PUBLIC SERVICE	8	0	0	0	0	8
TOTALS	148	32	20	1	10	211

ESTIMATED TOTAL FIRE LOSS FOR MONTH \$9,500

NUMBER OF FF'S ON DUTY	PER DAY
8 FF'S ON DUTY	9
7 FF'S ON DUTY	10
6 FF'S ON DUTY	12

NUMBER OF PARAMEDICS ON DUTY	PER DAY
3 PARAMEDICS ON DUTY	0
4 PARAMEDICS ON DUTY	10
5 PARAMEDICS ON DUTY	15
6 PARAMEDICS ON DUTY	6

RESPONSE BY UNITS	
ENGINE 111	40
ENGINE 121	26
ENGINE 122	1
LADDER 111	10
AMBULANCE 111	67
AMBULANCE 121	97
AMBULANCE 122	8
CHIEF 101	8
CHIEF 102	3
UTILITY 111	2
BOAT	0
TOTAL	262

**DE PERE FIRE RESCUE
OCTOBER, 2012**

***OVERTIME CAUSED BY SICK LEAVE**

DATE	HOURS SICK LEAVE	OVERTIME
10-8	24	36
10-10	24	36
10-17	24	36
10-19	24	36
10-20	24	36
TOTAL	120	180

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

Fire Department, City of De Pere, WI

Monthly No Standby's Responded Report

Date Between {10/01/2012} And {10/31/2012}

Activity Code	Number of Incidents	Total Hrs	Pct Hrs
3-0 Called 3, got 0	2	01:42	10.50 %
4-0 Called 4, got 0	3	04:22	27.00 %
4-1 Called 4, got 1	5	05:21	33.06 %
4-2 Called 4, got 2	4	04:45	29.41 %
	14	16:10	

Fire Department, City of De Pere, WI

Monthly Standby Activity Report

Date Between {10/01/2012} And {10/31/2012}

Date:	Activity Code	Activities Performed	Total Hrs	Pct Hrs
10/01/2012	4-2 Called 4, got 2	Inventory Replenishment	02:15	16.03 %
10/01/2012	1-1 Called 1, got 1	Station Decontamination	01:00	7.09 %
10/04/2012	3-3 Called 3, got 3	Inventory Replenishment	02:00	14.19 %
10/04/2012	3-3 Called 3, got 3	Other Activities	01:00	7.09 %
10/06/2012	4-1 Called 4, got 1	Other Activities	01:00	7.09 %
10/08/2012	2-1 Called 2, got 1	Station Decontamination	01:00	7.09 %
10/14/2012	4-1 Called 4, got 1	Other Activities	01:00	7.09 %
10/24/2012	2-1 Called 2, got 1	Inventory Replenishment	01:28	10.50 %
10/26/2012	4-1 Called 4, got 1	Inventory Replenishment	01:13	8.65 %
10/27/2012	4-1 Called 4, got 1	Station Decontamination	01:00	7.09 %
10/28/2012	4-1 Called 4, got 1	Answer Phones	01:07	8.01 %
			13	14:05

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			675.75
OFFICER WORKED ON HOLIDAY	169.75	10.00	12.00	32.50	4.00	81.00	63.75	26.50	121.00	12.00			532.50
OFFICER FOR COURT	15.00	18.00	6.00	20.25	7.50	14.00	9.00	15.00	25.50	6.00			136.25
OFFICER TRAINING	31.00	13.00	40.25	120.50	50.00	50.00	8.00	107.00	13.75	70.25			503.75
OFFICER RELIEF FOR FUNERAL							13.50						13.50
OFFICER ATTEND MEETING		8.25						15.00					23.25
STAFFING LEVEL	133.50	79.50	23.25	53.25	136.75	162.00	189.00	243.00	192.75	183.75			1396.75
INVESTIGATION	142.25	68.75	38.25	56.50	77.50	36.75	61.50	135.00	90.00	61.00			767.50
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			374.25
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			433.75
MISCELLANEOUS	5.75	16.50	4.00	11.50	9.50	4.25	7.50	7.00	7.00	4.50			77.50
MISCELLANEOUS REIMBURSED	72.75	95.50	63.25	127.50	77.25	143.75	93.00	110.25	113.25	58.50			955.00
Gross OFFICER OVERTIME	712.50	432.75	292.75	518.75	494.25	854.25	582.00	757.00	691.50	554.00	0.00	0.00	5889.75
SUBTOTAL REIMBURSED OVERTIME	(104.25)	(149.75)	(119.50)	(165.00)	(118.75)	(470.25)	(142.75)	(150.75)	(171.00)	(170.00)	0.00	0.00	(1763.00)
NET OFFICER OVERTIME	608.25	283.00	173.25	353.75	374.50	384.00	439.25	606.25	520.50	384.00	0.00	0.00	4126.75
Community Service Officer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Total Overtime Budget: \$130,000.00
Expenditures through 09/30/2012 \$102,427.00
Percent of Total Budget: 78.79%

NOTES:

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

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

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

^^^Period 9/29/2012 - 10/26/2012
*+Period
*++Period

**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)	(68.25)	(62.50)	(372.75)	(23.25)	(79.50)	(102.00)	(105.25)	(70.75)	(53.25)	(1168.75)
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

**DE PERE POLICE DEPARTMENT
OVERTIME BY REASON
2010**

REASON	JAN*	FEB**	MAR***	APR+	MAY++	JUN ^	JUL #	AUG ##	SEPT^^	OCT^^^	NOV*+	DEC**	TOTAL
OFFICER SICK RELIEF	24.00	36.00	71.25	41.75	43.50	42.00	52.50	48.00	90.25	36.00	54.00	76.50	615.75
OFFICER WORKED ON HOLIDAY	93.50	12.00	37.50	8.00	12.00	87.75	56.50	4.00	109.00	8.00	67.75	31.00	527.00
OFFICER FOR COURT	20.25	6.00	27.00	9.00	15.00	7.50	18.00	21.00	32.25	9.00	15.00	24.00	204.00
OFFICER TRAINING	42.50	26.25	88.25	205.25	87.00	64.00	18.50	23.50	144.00	118.50	42.00	49.25	909.00
OFFICER RELIEF FOR FUNERAL													0.00
OFFICER ATTEND MEETING	10.50	20.00	19.50	12.00	3.50	6.00	13.50		0.75	12.00	21.00	6.00	124.75
STAFFING LEVEL	135.00	149.75	259.00	218.50	344.25	339.25	251.00	487.00	204.00	118.75	228.25	68.25	2803.00
INVESTIGATION	77.75	87.25	157.75	161.50	111.00	70.75	106.75	143.00	104.50	123.00	63.25	123.75	1330.25
HONOR GUARD FOR FUNERAL					9.75								9.75
SCHOOL LIAISON REIMBURSED	24.75	30.75	102.00	26.25	18.75	44.25		13.50	64.25	42.75	22.50	10.50	400.25
COMMUNITY RELATIONS			3.50			0.00		6.00		1.50			11.00
SPECIAL ASSIGNMENT		11.25	13.50	18.50	12.00	273.50		16.50	24.75	22.00			392.00
SPECIAL ASSIGNMENT REIMBURSED												13.50	13.50
MISCELLANEOUS	5.25	7.25	21.50	44.25	7.25	19.00	2.25	78.50	33.25	19.50	6.75	3.75	248.50
MISCELLANEOUS REIMBURSED													0.00
OFFICER TOTAL OVERTIME	433.50	386.50	800.75	745.00	664.00	954.00	519.00	841.00	807.00	511.00	520.50	406.50	7588.75
SECRETARY TOTAL OVERTIME	0.00	0.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.75

TOTAL OVERTIME	433.50	387.25	800.75	745.00	664.00	954.00	519.00	841.00	807.00	511.00	520.50	406.50	7589.50
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NOTES:

* Period 12/26/2009 - 1/22/2010
 **Period 1/23/2010 - 2/19/2010
 ***Period 2/20/2010 - 4/2/2010
 +Period 4/3/2010 - 4/30/2010
 ++Period 5/01/2010 - 5/28/2010
 ^Period 5/29/2010 - 6/25/2010
 #Period 6/26/2010 - 7/23/2010
 ##Period 7/24/2010 - 9/3/2010
 ^^Period 9/4/2010 - 10/1/2010
 ^^^Period 10/2/2010 - 10/29/2010
 *+Period 10/30/2010 - 11/26/2010
 **Period 11/27/2010 - 12/24/2010

**DE PERE ENGINEERING DEPARTMENT
MONTHLY OVERTIME REPORT
October 2012**

EMPLOYEE	DATE	OT HOURS	REASON
Lax, Scott	10/1/2012	0.5	12-01 Sewer and Water Relay
	10/2/2012	3	12-01 Sewer and Water Relay
	10/3/2012	3	12-01 Sewer and Water Relay
	10/4/2012	2.5	12-01 Sewer and Water Relay
	10/8/2012	2.5	12-01 Sewer and Water Relay
	10/9/2012	1	12-01 Sewer and Water Relay
	10/10/2012	0.5	12-01 Sewer and Water Relay
	10/11/2012	0.5	12-01 Sewer and Water Relay
	10/15/2012	0.5	12-01 Sewer and Water Relay
	10/16/2012	1	12-01 Sewer and Water Relay
	10/17/2012	2	12-04 Street Reconstruction-Glenwood Ave.
	10/18/2012	0.5	12-01 Sewer and Water Relay
	10/22/2012	1.5	12-01 Sewer and Water Relay
	10/23/2012	2	GBMSD Interceptor Project
	10/24/2012	0.5	12-05 Sidewalk & Curb
	10/24/2012	3	Locates
	10/25/2012	0.5	12-05 Sidewalk & Curb
	Total Lax	25.00	
Krzewina, Bob	10/1/2012	2.50	12-04 Street Reconstruction-Glenwood Ave.
	10/1/2012	0.50	12-09 Pond Construction & Reconstruction
	10/2/2012	2.00	12-04 Street Reconstruction-Glenwood Ave.
	10/2/2012	1.00	12-09 Pond Construction & Reconstruction
	10/3/2012	1.00	12-04 Street Reconstruction-Glenwood Ave.
	10/3/2012	1.00	12-09 Pond Construction & Reconstruction
	10/4/2012	0.50	12-04 Street Reconstruction-Glenwood Ave.
	10/4/2012	1.00	12-09 Pond Construction & Reconstruction
	10/8/2012	1.50	12-04 Street Reconstruction-Glenwood Ave.
	10/9/2012	1.50	12-04 Street Reconstruction-Glenwood Ave.
	10/10/2012	1.50	12-04 Street Reconstruction-Glenwood Ave.
	10/11/2012	1.00	12-04 Street Reconstruction-Glenwood Ave.
	10/11/2012	1.00	12-09 Pond Construction & Reconstruction
	10/12/2012	0.50	12-09 Pond Construction & Reconstruction
	10/15/2012	2.00	12-04 Street Reconstruction-Glenwood Ave.
	10/16/2012	0.50	12-04 Street Reconstruction-Glenwood Ave.
	10/16/2012	1.00	12-09 Pond Construction & Reconstruction
	10/17/2012	3.00	12-04 Street Reconstruction-Glenwood Ave.
	10/17/2012	0.50	12-09 Pond Construction & Reconstruction
	10/22/2012	1.00	12-09 Pond Construction & Reconstruction
	Total Krzewina	24.50	
Simons, Dan	10/1/2012	2.50	12-07 Asphalt, Curb, & Sewer Repair
	10/2/2012	1.00	12-07 Asphalt, Curb, & Sewer Repair
	10/3/2012	1.50	12-07 Asphalt, Curb, & Sewer Repair
	10/5/2012	1.00	12-07 Asphalt, Curb, & Sewer Repair
	10/8/2012	1.00	12-07 Asphalt, Curb, & Sewer Repair
	10/11/2012	2.00	12-01 B Sewer Relay
	10/15/2012	2.00	12-01 B Sewer Relay
	10/17/2012	3.00	Locates
	10/19/2012	1.00	12-04 Street Reconstruction-Glenwood Ave.
	10/22/2012	1.00	12-07 Asphalt, Curb, & Sewer Repair
	10/23/2012	1.50	12-07 Asphalt, Curb, & Sewer Repair
	Total Simons	17.50	

EMPLOYEE	DATE	OT HOURS	REASON
Stansfield, Tom			
Total Stansfield		0.00	
SUB-TOTAL ENG		67.00	
PART-TIME ENG.			
SUB-TOTAL PART-TIME		0.00	
Grand Total O.T. For October		67.00	
Year-to-Date % of Budget		79.66%	
Grand Total of Reimbursable O.T. (hrs.)			
Year to Date % of Budget Not Including Reimbursable O.T.			

* Cost reimbursable to City

2008 ENGINEERING DEPARTMENT OVERTIME

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
FULL-TIME	16.50	12.00	8.50	37.50	19.50	97.50	66.25	83.50	33.50	56.00	12.50	0.00	443.25
PART-TIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.00	0.00	0.00	0.00	0.00	4.00

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

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
FULL-TIME	6.00	0.00	11.50	72.00	22.00	75.50	107.00	76.00	14.00	20.50	8.50	3.00	416.00
PART-TIME	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

2011 ENGINEERING DEPARTMENT OVERTIME

	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

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
FULL-TIME	0.00	0.00	4.00	17.50	6.50	43.00	90.00	112.00	109.75	67.00	0.00	0.00	449.75
PART-TIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15.25	0.00	0.00	0.00	0.00	15.25
Reimbursable OT	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

X:\Correspondence\Overtime Reports\2012 Overtime Reports\2012 Engineering Overtime Reports.xlsx

Item #6

*** This item was approved at the October 22, 2012 Redevelopment Authority Meeting.**

Review Façade Grant project receipts for 327 Main Avenue. Applicant: Carol Tilkins.

At the June 2011 meeting, the RDA approved the Façade Grant Application for 327 Main Avenue. The grant approval included façade work for the back facade. The grant was approved for expenses up to \$25,000 or a grant of \$6,250. The work for the grant has been completed, inspected and receipts have been provided. The summary of the expenses are provided in the attachments.

In reviewing the receipts, the expenses show a total of \$13,027.41. From the items listed, all invoices are qualifying expenses for the project. Thus the grant total would be \$3,256.85.

Recommendation:

Staff would recommend approval of the submitted expenses and the grant of \$3,256.85 be approved and forward to the Finance Committee for approval.

CITY OF DE PERE, WISCONSIN

AN INSPECTION OF THE ABOVE PREMISES HAS DISCLOSED THE FOLLOWING NONCOMPLIANCE(S):

[illegible]

NOTICE OF COMPLIANCE: All cited violations shall be correct within 30 Days after written notification unless an extension of time is granted. Each day that the violation continues after notice shall constitute a separate offense and is subject to remedies and penalties by the City of De Pere.

Inspector's Name:	Dennis T. Jensen	Violations Explained To:	Compliance Date:
City of De Pere, 335 S. Broadway, De Pere, WI 54115 (920) 339-4053 Office Hours: 8:00 AM to 4:30 PM			

Project Cost Estimate
New Façade
The Avenue Shops
327 Main Ave.
De Pere, WI 54115

6/18/2012

Masonry Materials & Labor	\$	10,900.00
Removing Siding	\$	950.00
Painting Materials & Labor	\$	1,600.00
Removing & Replacing Awning	\$	1,300.00
Removing & Replacing Meters & Wiring	\$	750.00
Permits	\$	100.00
Estimated Project Cost	\$	15,600.00

**Project Cost
New Facade
The Avenue Shoppes
327 Main Ave.
De Pere, WI 54115**

October 05, 2012

Masonry Materials & Labor

Brice Masonry Invoice # 1776A\$ 9,850.00

Remove Siding

Jeff Zepnick.....263.97

Painting Materials & Labor

Northeast Paint Service..... 2,110.00

Removing and Replacing Awning

Appleton Awning Shop Invoice # 27142.....525.00

Removing & Replacing Meters & Wiring

NEW Covenant Contracting Invoice # 2395.....188.44

Permits

City Of De Pere.....90.00

Project Cost..... \$13,027.41



1660 Fire Lane Drive
Green Bay, WI 54311

Invoice

Date	Invoice #
8/21/12	1776A

Bill To:

Tilkens Family Limited Partnership
120 St. Francis Drive
Green Bay, WI 54301

Service At:

327 Main Avenue

P.O. Number

Description

Install a New Brick Veneer to south side of Building as per service
Quote # 1655 Dated 6-14-12 in the amount of \$ 8,900.00.
In addition to the Original Quote we added Highlighted Windows
to the Lower Level of Building at an additional cost of \$ 400.00 and
also added additional brick to the right side of the Building at a cost
of \$ 550.00.

Total Amount Due Labor and Materials \$ 9,850.00

9,850.00

Terms

Visit us online at:
www.bricemasonry.com

Total \$9,850.00

Phone # (920) 465-8631

Fax # (920) 465-8723

Jeff Zepnick
227 E. River Dr. Apt. # 6
De Pere, WI 54115
920-497-7746

9/3/2012

New Façade Expenses

327 Main Ave.

De Pere, WI 54115

Labor to remove eyebrows over windows, gas meters, wood siding behind electric meters, spray foam fill behind meters & cut off flush, remove sign from awning and siding. Re-install eyebrows, gas meters, meet with electrician to loosen and reinstall electric meters, re-install sign on awning & sign on side of building. Cut off left end of soffit up at top of brick. Coordinate with John (painter), for paint color, location, caulking, details for scaffolding. Several trips to Menards for miscellaneous supplies, caulking, paint, masonry anchors, etc. 8 Hours Labor

8 Hrs Labor @ \$20	\$	160.00
Materials	\$	46.74
	\$	7.13
	\$	5.99
	\$	11.16
	\$	10.55
	\$	22.40
Total Amount Due	\$	263.97

Paint Invoice

From:

John Gjesdahl

327 S. Webster Green Bay WI 54301

920.606.0632 gjesda@aol.com

October 3 2012

To:

Avenue Shops

327 Main De Pere WI

For Exterior Renovation

Total Hours	JG	77@20.per	1540.
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	DG	25@18.per	450.
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Paint			120.
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TOTAL			\$2110.labor,materials COMPLETE
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less 750. paid check Aug 28	*****\$1360.*****balance Oct 3 2012
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3052 W. Elberg Ave.
Appleton, WI 54914

Invoice

DATE	INVOICE #
8/29/2012	27142

BILL TO
Carol Tilkens 120 St. Francis Dr. Green Bay, WI 54301

SHIP TO
327 Main St. Deperre, WI

P.O. NO.	TERMS	REP	SHIP DATE	SHIP VIA	AA#
	Net 15	Mike	8/29/2012	Installation	12411

QTY	ITEM	DESCRIPTION	RATE	AMOUNT
1	service	service call to take down and reinstall when ready	500.00	500.00

Subtotal		\$500.00
Sales Tax (5.0%)		\$25.00
Total		\$525.00

Phone #	Fax #	E-mail	Web Site
(920) 733-4701	(920) 733-5688	mark@appletonawning.com	www.appletonawning.com



NEW Covenant Contracting
2873 Ogdan Woods Dr
Green Bay, WI 54313

Invoice

Date	Invoice #
9/7/2012	2395

Bill To
Tilkens FLP 120 St. Francis Dr Green Bay, WI 54301

Terms
Net 15

Description	Amount
Work performed: Removed the electrical service for the installation of the exterior brick at 327 Main Street in DePere, then reattached the service to the wall. Material cost 3 hrs labor @ \$60/hr	8.44 180.00
Thank you for your business!	Total \$188.44

Phone #	Fax #	E-mail	Web Site
920-655-2468	920-884-8799	newcovenantcontracting@gmail.com	newcovenantcontracting.com

CITY OF DE PERE

335 S Broadway
De Pere, WI 54115-2526
PH 920-339-4053 FAX 920-330-9491
dpbuilding@mail.de-pere.org

COMMERCIAL ALTERATION PER

PERMIT #: 120728

DATE ISSUED: 9
EXPIRATION DATE: 9

CITY OF DE PERE

920-339-4050

JOB ADDRESS:

327 MAIN AV C

PARCEL ID: WD-911

SUBDIVISION: PLAT OF W DE PERE

ARCHITECT: NO

TIF DISTRICT:

LOT:

BLOCK

ZONING:

STATE PL APP # PL

FLOOD PLAIN:

RECH: 00073194 9/17/2012 9:15 AM

OPER: 05 TERM: 003

REF:

ISSUED TO: JEFF & HANNA ZEPNICK
ADDRESS: 227 EAST RIVER DRIVE, APT. 6
CITY, STATE ZIP: DE PERE WI 54115
PHONE: 920-497-7746

CONTRACTOR: JE
ADDRESS: 22
CITY, STATE ZIP: DE
PHONE:

TRAN: 88.0000 BUILDING PERMIT:

120728 90.0000

ZEPNICK, JEFF & HANNA

327 MAIN AV C

COMM-ALTER 90.0000

OCCUPANCY: 4 - COMMERCIAL
WORK: BLDG - COMMERCIAL ALTERATION
VALUATION: \$ 15,000.00

SQ FT
WORK NATURE: AL
FOUNDATION:

TENDERED: 90.00 CHECK

APPLIED: 90.00-

CHANGE: 0.00

PROJECT DESCRIPTION: NEW BRICK VANEER/FACADE ON THE SOUTH SIDE OF THE B

PROJECT CONDITIONS: 1. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE 201
WORK SHALL COMPLY WITH ANY PRECISE IMPLEMENTATION PLANS APPROVED BY THE
SYSTEMS, PLANS AND CALCULATIONS ARE REQUIRED TO BE SUBMITTED FOR REVIEW
SAFETY AND BUILDINGS DIVISION, PRIOR TO THE ISSUANCE OF A HVAC PERMIT. 4. C
CERTIFICATE OF OCCUPANCY - THE DESIGNER SHALL SUBMIT A COPY OF THE COMPLI
HVAC BALANCE REPORT (COMM. 64.0313).

FEE CODE
BLD-02A

DESCRIPTION
COMMERCIAL - ALTERATIONS

AMOUNT
\$ 90.00

TOTAL \$ 90.00

NOTICE

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 12 MONTHS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 12 MONTHS AT ANY TIME AFTER WORK IS STARTED.

I EXPRESSLY GRANT THE BUILDING INSPECTOR OR THE INSPECTOR'S AUTHORIZED AGENT PERMISSION TO ENTER THE PREMISES FOR WHICH THIS PERMIT IS SOUGHT AT ALL REASONABLE HOURS AND FOR ANY PROPER PURPOSE TO INSPECT THE WORK WHICH IS BEING DONE.

THE UNDERSIGNED HEREBY APPLIES FOR A PERMIT TO DO WORK ACCORDING TO THE ABOVE DESCRIPTION AND THE PLANS AND SPECIFICATIONS SUBMITTED HEREWITH. THE UNDERSIGNED AGREES THAT SUCH WORK WILL BE DONE AS DESCRIBED AND THAT I WILL COMPLY WITH ALL APPLICABLE REGULATIONS OF THE UNITED STATES, THE STATE OF WISCONSIN AND THE CITY OF DE PERE.

FEES SHALL BE DOUBLED IF WORK IS COMMENCED PRIOR TO OBTAINING A PERMIT. THIS APPLICATION MUST RECEIVE FINAL APPROVAL BEFORE BUILDING IS OCCUPIED.

(SIGNATURE OF CONTRACTOR, OWNER OR AUTHORIZED AGENT)

DATE

UPON SIGNATURE OF AN AUTHORIZED MEMBER OF THE BUILDING INSPECTION DEPARTMENT THIS BECOMES A PERMIT TO CONDUCT THE ABOVE DESCRIBED WORK IN ACCORDANCE WITH ALL EXISTING LAWS, ORDINANCES AND REGULATIONS.

(INSPECTOR)

DATE

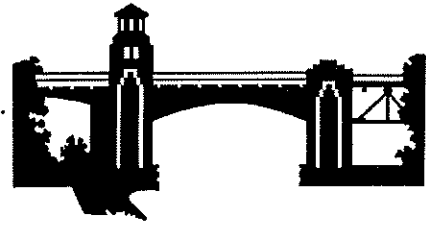
9-17-12

CERTIFICATION #

1268287

CITY OF DE PERE

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



November 13, 2012

To: Finance Committee

From: Ken Pabich, Director of Planning and Economic Development

RE: Request to extend Option on Parcel WD-1377

Staff has received a request to extend the Option to Purchase for Parcel WD-1377. Chris Frigo, of Forte Enterprises, Inc. submitted the request and is requesting an additional 2-year option for the property.

The Finance Committee has approved multiple options in the past, which totaled seven years. Normally, the City would not extend an option beyond this period. However, given the interest in that area of the business park, our existing lot inventory and the economic conditions for the past year, staff feels that it is worthwhile for the City to consider. The company still has a viable growth plan which includes expansion to the south. Based on their growth plans, staff feels confident that the company will continue to expand.

Recommendation

Staff would recommend a two-year extension with the same conditions with the hope that as the economy begins to grow the opportunity will be available for Forte Composites to grow as well.



The Celebrate Committee, Inc.

Organizers of

Celebrate De Pere

905 George Street #138

De Pere, WI 54115

www.celebratedepere.com

October 18, 2012

Board of Directors:

Brenda Gauger

President

920-336-9558

Cell: 920-366-3869

Carl Castelic

Vice President

920-227-3364

Gerard Ambrosius

Treasurer

920-336-7980

Cell: 920-362-7900

Kristina Ambrosius

Treasurer

Cell: 920-883-9227

Mark Hubert

Member-at-Large

Cell: 920-713-1443

Dennis Koltz

Member-at-Large

Rick Steeber

Member-at-Large

City of De Pere

Attn: Members of the City Council

335 S. Broadway

De Pere, WI 54115

Dear Council Members;

We, members of "The Celebrate Committee, Inc. Board of Directors" and the organizing committee would like to thank you for your past support regarding the Celebrate De Pere festival. Your support has enabled us to achieve continued success this past year. Attached is a breakdown listing the non-profit recipients and the total dollar amount the 2012 Celebrate De Pere festival raised for the area non-profit groups. The Celebrate Committee, Inc. is again soliciting your support for the 2013 "Celebrate De Pere" Memorial Day weekend festival.

For the 2013 event, The Celebrate Committee, Inc. is asking the City of De Pere to cover the items outlined in the letter addressed to the Department of Public Works along with 50% of the De Pere Police invoice as has been done in past years.

Your support and attention to this matter is greatly appreciated. The Celebrate Committee, Inc. will have members in the audience to answer any questions and/or concerns anyone may have.

Sincerely;

The Celebrate Committee, Inc.

"Organizers of Celebrate De Pere"



The Celebrate Committee, Inc.

Organizers of

Celebrate De Pere

905 George Street #138

De Pere, WI 54115

www.celebratedepere.com

October 18, 2012

Board of Directors:

Brenda Gauger

President

920-336-9558

Cell: 920-366-3869

Carl Castelic

Vice President

920-227-3364

Gerard Ambrosius

Treasurer

920-336-7980

Cell: 920-362-7900

Kristina Ambrosius

Treasurer

Cell: 920-883-9227

Mark Hubert

Member-at-Large

Cell: 920-713-1443

Dennis Koltz

Member-at-Large

Rick Steeber

Member-at-Large

TO WHOM IT MAY CONCERN:

The following organizations received donations from the proceeds of the 2012 Celebrate De Pere festival:

Altrusa House
Boy Scout Troop #1038
CP Center
City of De Pere
City of De Pere - Dog Park
City of De Pere - Rec Scholarship
De Pere VFW Post 2113
De Pere VFW Post 2113 Aux.
De Pere Historical Society
De Pere Christian Outreach
De Pere Riverwalk
Desert Veterans
EDP & WDP School Grad Bash
Freedom House Ministries
Kress Library
NWTC Criminal Justice Association
Old Glory Honor Flights
Rebuilding Together-Green Bay
Ribbon of Hope Foundation
Susan G. Komen for the Cure
Syble Hopp School

The following organizations had tents in the bowl or worked down at the park over the weekend.

Desert Veterans	Tau Kappa Epsilon Fraternity
Hope Lutheran Church	De Pere Lions Club
De Pere Youth Hockey	Brown County Tavern League
De Pere Softball Booster Club	De Pere Wrestling Booster Club
Women of the Moose	West De Pere Women's Soccer
De Pere Volunteer Firefighters	Boy Scout Troop #1038

Total Non-Profit Amount Celebrate De Pere 2012 Raised: \$90,710

CITY OF DE PERE
POLICE DEPARTMENT

MEMORANDUM

To: Finance and Personnel Committee
From: Derek A. Beiderwieden, Chief of Police
Date: October 10, 2012
Subject: Donation Acceptance from De Pere Christian Outreach

The De Pere Police Department has been presented a \$500.00 donation from the De Pere Christian Outreach Corp. designated to be used toward the department canine program. Please accept this generous donation.

A thank you will be sent.

If you have any questions about the donation please contact me at 339-4075.

Memo

City of De Pere

To: Members of the Finance/Personnel Committee

From: Scott Thoresen Director of Public Works
Shannon Metzler, Human Resources Director 

RE: Consider Filling Public Works Secretary Position Vacancy

Date: October 23, 2012

Sue Selissen resigned her position as Public Works Secretary effective October 19, 2012.

In keeping with the Finance/Personnel Committee position vacancy approval process, the City Administrator, Director of Public Works and I have reviewed the public works secretary position vacancy. During our review we evaluated the current workload and duties for this position as well as alternatives to filling the position. This position is extremely important in the organizational structure of the public works department. It provides the main administrative support to the Director of Public Works, City Engineer and for departmental secretarial work in general. It is the only secretarial position dedicated to the Department of Public Works. There is also a part-time secretarial position that is shared with the Department of Parks, Recreation and Forestry.

The position would be filled in accordance with the Municipal Employees Association collective bargaining agreement through internal posting first, and then if necessary through external recruitment. We anticipate subsequent vacancies through the internal position process, and we ask for your approval to fill those subsequent vacancies as well.

If you have any questions prior to the meeting, please feel free to call Shannon Metzler at 339-4045.

Thank you.

MemoCity of De Pere

To: Members of the Finance/Personnel Committee
From: Shannon Metzler, Human Resources Director
Larry Delo, City Administrator
Re: Consider Actuarial Analysis for Retiree Health Insurance Premiums
Date: November 7, 2012

Currently employees are able to stay on the health insurance when they retire. Retirees pay 102% of the active rate and retirees eligible for Medicare pay approximately 50% of the active rate. Retiree premiums rates were set years ago at a level with the intent that the premiums paid by them would cover their costs for insurance. Reviewing claims data over the past 8.5 years, it shows that is not happening. Our auditors as well as our insurance consultant have been recommending for years that we consider increasing the premium rates for both of those groups so they would cover their insurance expenses.

From 2004-2012 the retiree segment has cost on average an additional 69.7% above their premium contributions. They have cost over 1 million dollars above what they have been paying the last 8.5 years (see attachment).

For this same time period, the retirees over 65 segment (Medicare eligible) have cost on average an additional 77.4% above their premium contributions. They have cost \$635,400 above what they have been paying the last 8.5 years. For this group, a Medicare supplemental plan would be a cheaper option versus what they are currently paying for the City's health insurance. We plan to send out correspondence to those retirees to educate them of this.

As mentioned above, our auditing firm has recommended that we consider increasing the premium rates for these groups and has suggested that we look at considering having an actuarial analysis completed to determine the appropriate increase percentage.

We are estimating that an actuarial analysis will cost approximately \$2500 and would take approximately 4 weeks to complete.

This item is on the agenda for discussion and consideration.

cc: Alderpersons Boyd, Kniezel, Bauer, Crevier

CITY OF DEPERE MEDICAL INSURANCE

RETIREEES OVER 65 SEGMENT

Year	# Enrolled	Total Costs	Costs in excess of Percent in excess of			City (Taxpayers) Share of excess cost	Active Employee Share of excess retiree costs (subsidy)	Subsidy per Retiree
			Retiree Share of Total Cost	share paid by retirees	share paid by retirees			
2004	25	\$195,300	\$110,400	\$84,900	76.9%	\$72,165	\$12,735	\$3,396
2005	26	\$174,100	\$112,500	\$61,600	54.8%	\$52,360	\$9,240	\$2,369
2006	26	\$187,600	\$188,600	-\$1,000	-0.5%	-\$850	-\$150	-\$38
2007	26	\$179,900	\$198,800	-\$18,900	-9.5%	-\$16,065	-\$2,835	-\$727
2008	24	\$205,700	\$130,000	\$75,700	58.2%	\$64,345	\$11,355	\$3,154
2009	22	\$168,100	\$109,300	\$58,800	53.8%	\$49,980	\$8,820	\$2,673
2010	23	\$182,100	\$109,600	\$72,500	66.1%	\$61,625	\$10,875	\$3,152
2011	22	\$250,300	\$131,400	\$118,900	90.5%	\$101,065	\$17,835	\$5,405
2012 (through July)	19	\$242,600	\$59,700	\$182,900	306.4%	\$155,465	\$27,435	\$9,626
Total		\$1,785,700	\$1,150,300	\$635,400	77.4%	\$540,090	\$95,310	\$3,223
Average								Average

RETIREEES SEGMENT

Year	# Enrolled	Total Costs	Costs in excess of Percent in excess of			City (Taxpayers) Share of excess cost	Active Employee Share of excess retiree costs (subsidy)	Subsidy per Retiree
			Retiree Share of Total Cost	share paid by retirees	share paid by retirees			
2004	22	\$257,600	\$175,700	\$81,900	46.6%	\$69,615	\$12,285	\$3,723
2005	23	\$290,550	\$170,600	\$119,950	70.3%	\$101,958	\$17,993	\$5,215
2006	29	\$274,300	\$198,200	\$76,100	38.4%	\$64,685	\$11,415	\$2,624
2007	26	\$481,100	\$260,600	\$220,500	84.6%	\$187,425	\$33,075	\$8,481
2008	24	\$292,600	\$233,400	\$59,200	25.4%	\$50,320	\$8,880	\$2,467
2009	23	\$339,200	\$100,500	\$238,700	237.5%	\$202,895	\$35,805	\$10,378
2010	20	\$302,300	\$167,500	\$134,800	80.5%	\$114,580	\$20,220	\$6,740
2011	18	\$369,100	\$176,900	\$192,200	108.6%	\$163,370	\$28,830	\$10,678
2012 (through July)	15	\$31,600	\$88,400	-\$56,800	-64.3%	-\$48,280	-\$8,520	-\$3,787
Total		\$2,638,350	\$1,571,800	\$1,066,550	69.7%	\$906,568	\$159,983	\$5,169
Average								Average

RETIREEES AND THOSE OVER 65 (both groups)

Total Cost	Total Retiree Share	Total Costs in Excess	City (Taxpayers) Share	Active Employee Share
\$4,424,050	\$2,722,100	\$1,701,950	\$1,446,658	\$255,293

MemoCity of De Pere

To: Members of the Finance/Personnel Committee

From: Shannon Metzler, Human Resources Director 

RE: Consider 2013 Health Insurance Funding Recommendation

Date: November 1, 2012

As we approach the New Year, it's time to set our funding levels and premiums for our health insurance plan for 2013.

The City's health insurance is self-funded with our premiums directly paying claims. For your information, the City pays 85% of the monthly premium for full-time active employees, with the employees responsible for the remaining 15%. Benefits are prorated for part-time employees.

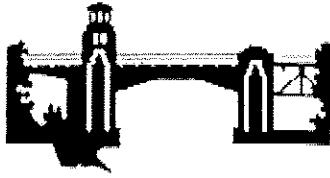
I met with our insurance consultant, McClone, to review the renewal and claims cost projections. Based on this review we are recommending a 3% increase in health insurance premiums for all plan members.

With a 3% increase, the 2013 monthly premiums would be as follows:

Single	\$614.44
Employee + 1	\$1143.58
Family	\$1875.65

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

Thank you.



Memorandum

To: Finance Committee

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

Re: Repair to MSC Boiler – Contingency Fund

Date: November 12, 2012

Issue:

Staff conducted an emergency repair to the MSC Boiler in October, which needed \$2980 from the Contingency Fund to support the repair.

Summary:

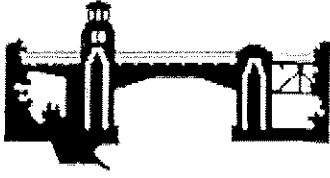
During the annual Preventative Maintenance of our HVAC throughout the City, we were informed from our consultant of a serious issue (internal heating tubes needed replacement) related to one of our boilers at the MSC. Because of the issue, the boiler was shut down causing the HVAC system of the MSC to be supported by only one boiler. We were able to obtain three quotes from different HVAC vendors to repair the boiler. In addition to the boiler we also included a request to repair one of the pumps in this same location. The below costs include repairs to the boiler and pump. We will be covering \$735 of the repair costs through our maintenance budget for the repair of the pump, however need the addition \$2980 from contingency to repair the boiler.

Reeke Marold - \$4902
Bassett Mechanical - \$5615
Tweet Garot - \$3715

Please let me know if you have any questions. Thank you!

2012 CITY OF DE PERE BUDGET ADJUSTMENTS
CONTINGENCY ACCOUNT
\$150,000

[illegible]



Memorandum

To: Finance Committee

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

Re: Purchase of Recycling/Garbage Containers

Date: November 12, 2012

Issue:

Approval \$1800 from the City's Sustainability Fund for the purchase of Recycling/Garbage Containers.

Summary:

In an effort to promote recycling throughout our public buildings, the Sustainability Committee is recommending the purchase of combination Recycling/Garbage containers at City Hall and the Community Center. Containers have been thoroughly investigated and range from \$200 - \$2000 per unit. We have found professional and durable containers for the amount of \$600 per container and are recommending the purchase of 3 containers. One unit has been purchased and been placed in the front lobby of City Hall.

Please let me know if you have any questions. Thank you!

To: Mayor Michael J. Walsh
Lawrence Delo, City Administrator
Finance/Personnel Committee Members
From: Joe Zegers, Finance Director
RE: Investment Results-3rd Quarter 2012
Date: November 8, 2012

I have attached a worksheet which details the investment balances at September 30, 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 September 30, 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 \$100,466 in investment earnings in the general fund account through September 30, 2012 while our budgeted amount is \$275,000. Please feel free to contact me prior to the meeting should you have any questions on this matter.

