



Finance/Personnel Committee

Regular Meeting

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

Agenda

Tuesday, November 8, 2022

7:30 PM

Council Chambers and Virtual

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

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

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

OR

You can also dial in using your phone.

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

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

Access Code: 154-883-285

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

Call to Order

1. Roll Call
2. Approval of the Minutes of the October 11, 2022, Regular Meeting of the Finance/Personnel Committee.
3. Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Finance/Personnel Committee. §6-3(f) DPMC
4. Consideration and Approval of Fire Department Overtime and LifeQuest Services Billing Reports for October, 2022.
5. Consideration and Possible Action on the October 2022 Police Overtime Report.
6. Recommendation and Possible Action to Approve Purchase of Digital Juice Subscription*
7. Consideration and Approval of Various Credit Limit Increases for City Credit Cards.*
8. Review and possible action on City of De Pere Investments and Cash Detail report for Sept. 2022.
9. Future agenda items.
10. Adjournment

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

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

Agenda Sent To:

Alderspersons

City Administrator

Mayor

Department Heads

TV, Newspapers & Radio Stations

Kress Family Library

De Pere Chamber of Commerce



City of De Pere, Wisconsin

Request For Finance/Personnel Committee Action

MEETING DATE: November 8, 2022

DEPARTMENT: City Attorney

FROM: Angela Zills

SUBJECT: Approval of the Minutes of the October 11, 2022, Regular Meeting of the Finance/Personnel Committee.

ATTACHMENTS:

- October 11, 2022 Minutes-DRAFT (PDF)



Finance/Personnel Committee

Regular Meeting

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

Draft Minutes

Tuesday, October 11, 2022

7:30 PM

Council Chambers and Virtual

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

Attendee Name	Title	Status	Arrived
Devin Perock	Aldersperson	Present	
Pamela Gantz	Aldersperson	Present	
James Boyd	Mayor	Present	
Amy Chandik Kunding	Aldersperson	Present	
John Quigley	Aldersperson	Present	

Also Present: City Administrator Lawrence Delo, Finance Director-Treasurer Joe Zegers, Fire Chief Alan Matzke (Remote), Human Resources Generalist Tracy Hood (Remote), Human Resources Director Shannon Metzler (Remote), Jason Shanda of M3 Insurance and members of the public.

2. Approval of the Minutes of the September 13, 2022, Regular Meeting of the Finance/Personnel Committee.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Amy Chandik Kunding, Aldersperson
AYES:	Perock, Gantz, Boyd, Kunding, Quigley

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

None.

4. Consideration and possible action on the Fire Department Overtime and LifeQuest Services Billing Reports for September, 2022.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Quigley, Aldersperson
SECONDER:	Pamela Gantz, Aldersperson
AYES:	Perock, Gantz, Boyd, Kunding, Quigley

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

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Devin Perock, Aldersperson
SECONDER:	Pamela Gantz, Aldersperson
AYES:	Perock, Gantz, Boyd, Kunding, Quigley

6. Consideration and Possible Action on Request of Mayor Boyd to Travel to Amal, Sweden to Participate in Sister City Delegation (December 2022), with Funding from Unassigned Reserves in an amount up to \$2,263.00.*

Mayor Boyd explained that he was made aware of this invitation two weeks ago; typically, this is something that would be budgeted for, but is not possible under these

circumstances. He believes that the host usually picks up the lodging expense, so his request is for the highest expected amount, but likely could be less.

Both teachers included in the delegation have already obtained approval from the school districts (one from West De Pere and one from Unified).

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Chandik Kunding, Alderperson
SECONDER:	Pamela Gantz, Alderperson
AYES:	Perock, Gantz, Boyd, Kunding, Quigley

7. Recommendation and Possible Action to Approve 2023 Benefit Renewal and Plan Design Changes*

Human Resources Director Metzler provided an overview of the benefit renewal and plan design changes described in greater detail in the memo in the agenda packet. The plan is trending on target, with planned reductions to decrease the significant reserve balance, such as reduced health premiums in 2022, to exhaust the surplus by the end of this year. Changes to the health plan for 2023 include a modest increase of five percent (5%) for premiums and the addition of Behavioral Health services to Teledoc, to provide another resource to access those services. The dental plans are running at target, so a zero increase is being proposed, and it is recommended to change the dental enrollment to annual (from once every five years). No changes are recommended for the vision plan.

As far as other benefits, the Employee Assistance Program is suggested to expand to include elected officials at an annual cost of \$465; this is a minimal cost with big benefit. In addition, it is recommended to move forward with Springbuk to replace employee health assessments. The program is less expensive and provides the city access to more data. While short-term disability was explored for 2023, it is hoped that it can be offered for 2024.

In response to the Mayor's question, HR Director Metzler advised that annual cost of \$465 for the EAP benefit includes 8 sessions per person, per topic, as well as immediate family members. It is a minimal cost with great benefit.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Amy Chandik Kunding, Alderperson
AYES:	Perock, Gantz, Boyd, Kunding, Quigley

8. Review and possible action on city of De Pere Investments and Cash Detail report for Aug. 2022.

Finance Director Treasurer Zegers presented the Cash and Investment Summary showing \$28 million in cash and investments for the month ending August 2022. He then reviewed individual account balances.

The Local Government Investment Pool account reduced from \$15.4 million in July to \$10.5 in August due to payments of \$3.8 million for school property tax and principal and debt payments of \$5.3 million, partially offset by \$4.2 million received from the August tax settlement from Brown County.

He then revised the investment accounts, which decreased due to payments of accounts payable and payroll. Investments totaled \$24.9 million at the end of August, with total cash and investments of nearly \$28 million at month end.

Mayor Boyd made a motion to receive the monthly report and place on file; seconded by Alderperson Quigley.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	John Quigley, Alderperson
AYES:	Perock, Gantz, Boyd, Kunding, Quigley

9. Future agenda items.

None.

10. Adjournment.

Mayor Boyd made a Motion to adjourn at 7:44 PM; seconded by Alderperson Perock. Motion carried by unanimous vote.

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

Respectfully submitted,
Angela Zills



City of De Pere, Wisconsin

Request For Finance/Personnel Committee Action

MEETING DATE: November 8, 2022

DEPARTMENT: Fire Department

FROM: Lea Taylor

SUBJECT: Consideration and Approval of Fire Department Overtime and LifeQuest Services Billing Reports for October, 2022.

ATTACHMENTS:

- FIRE DEPT OT REPORT_OCT 2022 (PDF)

DE PERE FIRE RESCUE
OVERTIME BREAKDOWN BY REASON FOR THE YEAR 2021

REASON	Jan.*	Feb.**	Mar. ***	Apr.+	May++	June+++	July^	Aug.^^	Sept.^^^	Oct.#	Nov.##	Dec.###	TOTAL
DUTY CREW	33.00	33.00	45.00	48.75	54.00	22.50	78.00	75.00	60.25	33.00	6.00	54.00	542.50
EMS TRAINING	81.25	108.50	123.50	67.00	8.75	25.50	0.00	0.00	94.00	143.25	104.00	113.25	869.00
FIRE TRAINING	0.00	0.00	64.75	4.50	16.25	45.00	6.00	53.00	67.50	51.50	12.75	21.50	342.75
RESCUE CALLS	1.25	17.00	6.00	1.75	5.50	7.50	5.25	4.50	6.00	6.00	7.00	3.00	70.75
FIRE CALLS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.50	0.00	4.00	0.00	9.50
MEETINGS	4.50	24.00	58.00	35.50	24.00	0.00	0.00	0.75	108.00	0.00	1.50	6.75	263.00
STAFFING REP.	36.00	62.25	36.00	36.00	141.75	0.00	580.25	500.50	409.50	213.00	673.75	315.75	3,004.75
MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.50	0.00	0.00	0.00	3.50
PUB. ED.	12.25	0.00	1.50	4.50	0.00	12.25	3.50	0.00	9.00	12.75	1.50	0.00	57.25
SPECIAL EVENTS	5.50	70.50	146.75	102.25	68.50	82.25	15.00	55.25	31.25	47.75	53.25	34.50	712.75
# FIRE RUNS	33	24	30	42	21	41	32	41	21	26	23	23	357
# EMS RUNS	195	174	208	177	230	232	235	247	252	230	227	257	2,664
DISPATCH ERRORS	5	4	2	3	1	3	2	6	1	4	2	5	38
TOTAL HRS.	173.75	315.25	481.50	300.25	318.75	195.00	688.00	689.00	794.50	507.25	863.75	548.75	5,875.75

Special Events included in Overtime

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

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

OVERTIME BREAKDOWN BY REASON FOR THE YEAR 2022

REASON	Jan.*	Feb.**	Mar. ***	Apr.+	May++	June+++	July^	Aug.^^	Sept.^^^	Oct.#	Nov.##	Dec.###	TOTAL
DUTY CREW	66.75	29.75	15.00	36.00	24.00	20.50	46.75	18.00	12.00	6.00			274.75
EMS TRAINING	162.75	193.00	146.50	120.25	52.25	5.25	5.25	67.75	189.50	299.25			1,241.75
FIRE TRAINING	50.00	7.75	59.25	70.00	78.75	47.25	13.50	8.50	42.75	19.50			397.25
RESCUE CALLS	11.25	12.75	18.25	14.00	1.25	9.00	5.25	9.75	6.75	4.00			92.25
FIRE CALLS	0.00	2.00	4.50	0.00	17.50	0.00	9.00	0.00	3.75	2.25			39.00
MEETINGS	5.00	21.50	15.75	3.00	29.00	6.75	8.50	58.25	24.00	6.75			178.50
STAFFING REP.	232.50	139.75	387.50	180.00	89.75	336.00	1,032.75	589.75	404.25	566.25			3,958.50
MAINTENANCE	0.00	0.00	0.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.50
PUB. ED.	0.00	5.50	0.00	0.00	0.00	27.25	0.00	0.00	45.00	5.50			83.25
SPECIAL EVENTS	11.00	17.00	10.25	24.50	14.25	41.25	6.00	51.00	9.75	12.00			197.00
# FIRE RUNS	35	31	35	22	38	32	43	25	31	31			323
# EMS RUNS	252	199	252	205	241	234	233	213	223	214			2,266
DISPATCH ERRORS	3	1	1	1	4	2	2	2	4	3			23
TOTAL HRS.	539.25	429.00	657.50	447.75	306.75	493.25	1,127.00	803.00	737.75	921.50	0.00	0.00	6,462.75

Special Events included in Overtime

Total Overtime Budget \$110,000, Expenditures through November 1, 2022, \$152,032

*Period: 12/24/21-01/21/22 +Period: 04/02/22-04/29/22 ^Period: 06/25/22-07/22/22 #Period: 10/01/22-10/28/22
 **Period: 01/22/22-02/18/22 ++Period: 04/30/22-05/27/22 ^^Period: 07/23/22-09/02/22 ##Period:
 ***Period: 02/18/22-04/01/22 +++Period: 05/28/22-06/24/22 ^^Period: 09/03/22-09/30/22 ###Period:

DE PERE FIRE RESCUE
STRUCTURAL FIRE "STILL" ALARMS FOR OCTOBER, 2022



Date	Incident Location	Reported Situation	Units Dispatched	Disposition	Mutual Aid Received
10/2/2022	2555 American Blvd.	Sprinkler activation, no fire, unintentional	BC111, E121	Investigate	N/A
10/2/2022	400 Third Street	Smoke or odor removal	E121	Investigate	N/A
10/4/2022	1218 Grant Street	Trash or rubbish fire, contained	BC111, E111, E121	Extinguishment by fire service personnel, salvage and overhaul	N/A
10/6/2022	1820 Charles Street	Smoke or odor removal	BC111, E111	Investigate	N/A
10/7/2022	2555 American Blvd.	Sprinkler activation, no fire, unintentional	BC111, E121	Investigate, shut down system	N/A
10/8/2022	1305 Lourdes Avenue	Alarm system activation, no fire, unintentional	E121	Restore fire alarm system	N/A
10/12/2022	802 Cook Street	Gas leak	BC111, E111	Investigate	N/A
10/15/2022	710 Waubaunuqua Trail	Overheated motor	E111	Investigate	N/A
10/16/2022	Glory Rd/SB Ashland Ave	Passenger vehicle fire	BC111, A121, E111	Extinguishment by fire service personnel, provide medical assistance	N/A
10/16/2022	2555 American Blvd.	Alarm system sounded due to malfunction	E121	Restore fire alarm system	N/A
10/16/2022	1023 Amhart Drive	Unauthorized burning	BC111, E121	Investigate	N/A
10/18/2022	1313 Lawrence Drive	Alarm system sounded due to malfunction	E121	Investigate	N/A
10/22/2022	600 Grant Street	Alarm system activation, no fire, unintentional	A121, E121	Restore fire alarm system	N/A
10/22/2022	721 Edge Point Court (Town of Ledgeview)	Passenger vehicle fire	BC111, L111	Investigate	N/A
10/23/2022	420 College Avenue	Carbon monoxide incident	BC111, E111, E121	Ventilate, evacuate area	N/A
10/23/2022	665 Grant Street	Alarm system sounded due to malfunction	E121	Investigate	N/A
10/27/2022	1113 Red Wing Trail	Gas leak	BC111, E111	Investigate, evacuate area	N/A
10/28/2022	1501 Main Avenue	Hazmat release investigation, with no Hazmat	BC111, E121	Investigate	N/A
10/29/2022	3537 White Dove Lane (Village of Ashwaubenon)	Building fire	BC111, E111	Investigate	N/A

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

DATE	HOURS OF SICK LEAVE	OVERTIME PAID
10/1/2022	72	108
10/3/2022	24	36
10/5/2022	48	72
10/10/2022	48	72
10/12/2022	5.5	8.25
10/14/2022	12	18
10/15/2022	24	36
10/19/2022	24	36
10/22/2022	24	36
10/23/2022	48	72
10/28/2022	48	72
TOTAL	377.5	566.25

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

LIFEQUEST MEDICAL BILLING - 2022
MONTHLY REPORT

	JAN.	FEB.	MARCH	APRIL	MAY	JUNE
CHARGES	194,947	238,610	232,561	186,763	164,585	216,762
PAYMENTS	65,007	86,624	100,069	98,084	83,169	72,689
CREDIT ADJUSTMENTS	71,686	112,752	116,930	84,507	95,395	115,101

	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.
CHARGES	227,657	237,745	218,833	213,361		
PAYMENTS	102,050	88,105	83,194	86,149		
CREDIT ADJUSTMENTS	108,930	99,670	94,767	112,446		

Payments to LifeQuest	
January	3,354
February	5,888
March	6,470
April	7,477
May	4,724
June	4,176
July	5,137
August	4,577
September	5,132
October	4,985
November	
December	
Total Paid	\$51,921

**See attached details

City Of De Pere
Income and Expenditures
October 2022
All Phases

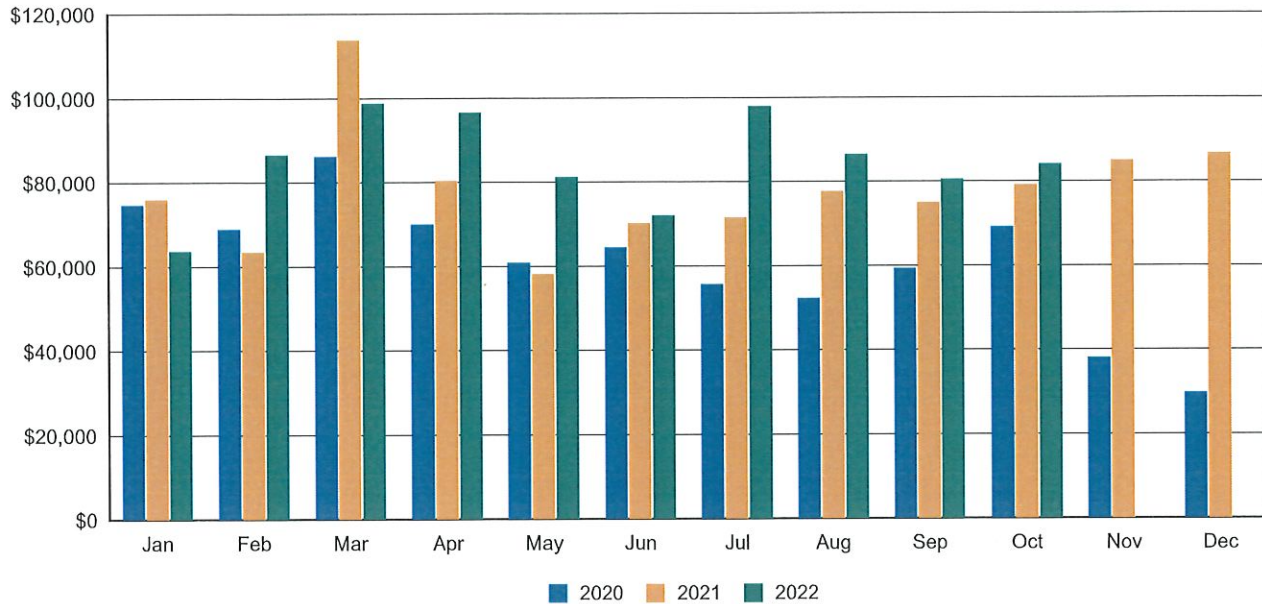
Charges		Billing	Collection	Total
Billing Charges / Collection Placements		\$183,679.00	\$29,678.88	\$213,357.88
Other	+	\$0.00	\$3.00	\$3.00
Subtotal of Charges		\$183,679.00	\$29,681.88	\$213,360.88
Account Transfers		\$19,186.44	\$11,614.44	\$30,800.88
Credit Summary				
Total Credits		\$189,540.81	\$8,990.13	\$198,530.94
Less Adjustments	-	\$112,243.13	\$202.47	\$112,445.60
Less Delinquent Closed Accounts Reconciliation	-	\$0.00	\$1,951.15	\$1,951.15
Less Overpayments	-	\$(1,192.42)	\$(822.00)	\$(2,014.42)
Gross Payments Received		\$78,490.10	\$7,658.51	\$86,148.61
Plus Overpayment Returns	+	\$(864.20)	\$0.00	\$(864.20)
Net Payments Received		\$77,625.90	\$7,658.51	\$85,284.41
Less Payments Kept By Service	-	\$2,818.00	\$0.00	\$2,818.00
Total Deposits Reconciliation		\$74,807.90	\$7,658.51	\$82,466.41
Summary of Disbursement				
Total Deposits & Payments Kept By		\$77,625.90	\$7,658.51	\$85,284.41
Plus Overpayment Refunds	+	\$(328.22)	\$(822.00)	\$(1,150.22)
Gross Revenue		\$77,297.68	\$6,836.51	\$84,134.19
LifeQuest Fee		\$3,478.40	\$1,504.04	\$4,982.44
Plus Probate Fees	+	\$0.00	\$3.00	\$3.00
Other / Fees		-	-	\$0.00
Total Due LifeQuest	Check # EFT	\$3,478.40	\$1,504.04	\$4,985.44
Service Revenue		\$73,819.28	\$5,332.47	\$79,151.75
Less Payments Kept By Service	-	\$2,818.00	\$0.00	\$2,818.00
Less Service Payable	-	\$0.00	\$0.00	\$0.00
Less Probate Fees	-	\$0.00	\$(3.00)	\$(3.00)
Other / Fees		\$0.00	\$0.00	\$0.00
Total Due Service	Check # EFT	\$71,001.28	\$5,329.47	\$76,330.75

Messages:

Total Deposits EOM differ from bank statement by \$380.09 due to \$150.00 ACH return now posted, 10/31 \$175.00 UMR, 10/31 \$55.09 Aetna not posted JLC 11.1.22

All Phases Gross Revenue

City of De Pere
January 2020 to October 2022



	2020	2021	2022
January	\$74,735	\$76,068	\$63,841
February	\$68,980	\$63,602	\$86,624
March	\$86,226	\$113,896	\$98,825
April	\$70,107	\$80,392	\$96,607
May	\$61,059	\$58,325	\$81,259
June	\$64,610	\$70,239	\$72,087
July	\$55,803	\$71,566	\$97,965
August	\$52,414	\$77,763	\$86,527
September	\$59,470	\$75,107	\$80,584
October	\$69,260	\$79,194	\$84,134
November	\$38,169	\$85,024	\$0
December	\$29,842	\$86,681	\$0
Total Gross Revenue	\$730,674	\$937,858	\$848,455

City Of De Pere

Billing Summary

October 2022

Phase 1

Charges

Billing Charges		\$183,679.00	
Other	+	\$0.00	
Subtotal of Charges			\$183,679.00

Account Transfers

Billing to Collections Transfer Total			\$19,186.44
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Credit Summary

Total Credits		\$189,540.81	
Less Adjustments	-	\$112,243.13	
Less Overpayments	-	\$(1,192.42)	
Gross Payments Received			\$78,490.10
Plus Overpayment Returns	-	\$(864.20)	
Net Payments Received			\$77,625.90
Less Payments Kept By Service	-	\$2,818.00	
Total Deposits Reconciliation			\$74,807.90

Summary of Disbursement

Total Deposits & Payments Kept By		\$77,625.90	
Plus Overpayment Refunds	+	\$(328.22)	
Gross Revenue			\$77,297.68
LifeQuest Fee		\$3,478.40	
Plus Probate Fees	+	\$0.00	
Total Due LifeQuest	Check # EFT		\$3,478.40
Service Revenue		\$73,819.28	
Less Payment Kept By Service	-	\$2,818.00	
Less Service Payable	-	\$0.00	
Less Probate Fees	-	\$0.00	
Other / Fees	-	\$0.00	
Total Due Service	Check # EFT		\$71,001.28

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

Receivables Distribution Report

Receivables Cash

All Companies

All Directories

Charges	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Jul 2022	Aug 2022	Sep 2022	Oct 2022	Totals
Nov 2021	3959	40835	17913	3697	1924	1238	0	286	0	69	0	0 \$	69921
132474	3	30.8	13.5	2.8	1.5	0.9	0	0.2	0	0.1	0	0 %	52.8
Dec 2021		1414	31245	22778	12048	4135	1490	432	542	0	10	-16 \$	74078
143477		1	21.8	15.9	8.4	2.9	1	0.3	0.4	0	0	0 %	51.6
Jan 2022			2238	43253	17934	7717	3075	1287	-100	0	0	0 \$	75404
187266			1.2	23.1	9.6	4.1	1.6	0.7	-0.1	0	0	0 %	40.3
Feb 2022				1738	40455	15387	3522	1053	0	0	0	0 \$	62156
159686				1.1	25.3	9.6	2.2	0.7	0	0	0	0 %	38.9
Mar 2022					12718	40086	20879	2013	8345	259	607	-150 \$	84759
202697					6.3	19.8	10.3	1	4.1	0.1	0.3	-0.1 %	41.8
Apr 2022						7944	36694	12390	9634	1835	2006	100 \$	70604
162556						4.9	22.6	7.6	5.9	1.1	1.2	0.1 %	43.4
May 2022							10020	39770	19683	7823	1962	1126 \$	80383
181374							5.5	21.9	10.9	4.3	1.1	0.6 %	44.3
Jun 2022								6148	43991	17570	6212	1538 \$	75460
182315								3.4	24.1	9.6	3.4	0.8 %	41.4
Jul 2022									11811	50340	16296	6529 \$	84976
212516									5.6	23.7	7.7	3.1 %	40
Aug 2022										4148	39546	17217 \$	60911
188907										2.2	20.9	9.1 %	32.2
Sep 2022											5420	43706 \$	49126
192542											2.8	22.7 %	25.5
Oct 2022												6501 \$	6501
126208												5.2 %	5.2
Averages	<u>1st Mo</u>	<u>2nd Mo</u>	<u>3rd Mo</u>	<u>4th Mo</u>	<u>5th Mo</u>	<u>6th Mo</u>	<u>7th Mo</u>	<u>8th Mo</u>	<u>9th Mo</u>	<u>10th Mo</u>	<u>11th Mo</u>	<u>12th Mo</u>	
Extended	3.6	<NA>	<NA>	<NA>	<NA>	<NA>	<NA>	<NA>	<NA>	<NA>	<NA>	<NA>	
Weighted	3.6	23.1	10.2	3.8	1.8	0.6	0.1	0.1	0	0	0	0	



City of De Pere, Wisconsin

Request For Finance/Personnel Committee Action

MEETING DATE: November 8, 2022

DEPARTMENT: Police

FROM: Jeremy Muraski

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

The overtime (OT) report covers the month of October 2022. October overtime was somewhat higher than the OT for October in 2021. This was due in part to the county-wide Active Shooter Incident Management (ASIM) Training that was held. This training was a full 8 hour block and impacted very sworn officer. This is obviously important training, but represents an increase over some training hours we have had in the past. Further we have an officer on light duty, contributing to an increase in staffing overtime.

Staffing Level OT accounted for 261.25 hours. We have two probationary officers in training who are not yet certified for solo patrol.

I have updated the new trend chart to help visualize trends.

ATTACHMENTS:

- 2020 PD OT Summary (PDF)
- 2021 PD OT Report Summary (PDF)
- Trend Chart Oct 2022 (PDF)
- October 2022 PD OT Report (PDF)

**DEPARTMENT OF POLICE
OVERTIME BY REASON
2020**

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

TOTAL OVERTIME BUDGET : \$ 175,000.00

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

PERCENT OF TOTAL BUDGET : 135%

NOTES:

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

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

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

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

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

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

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

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

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

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

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

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

Additional notes

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

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

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

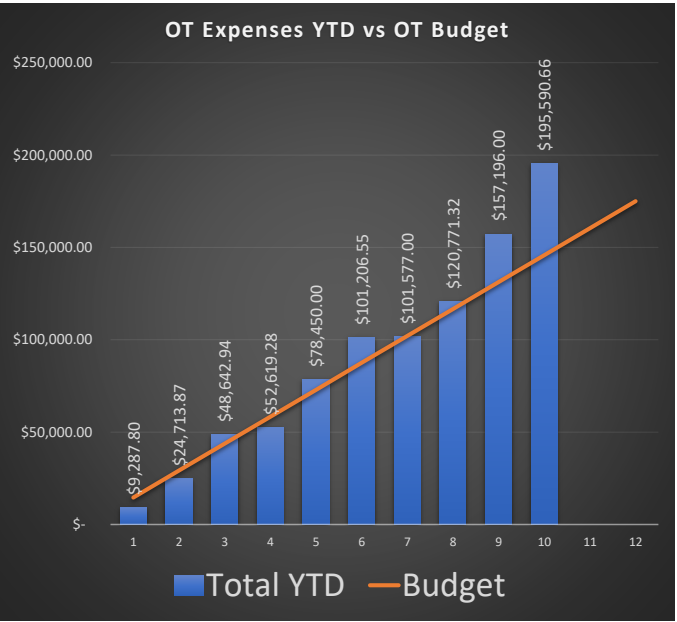
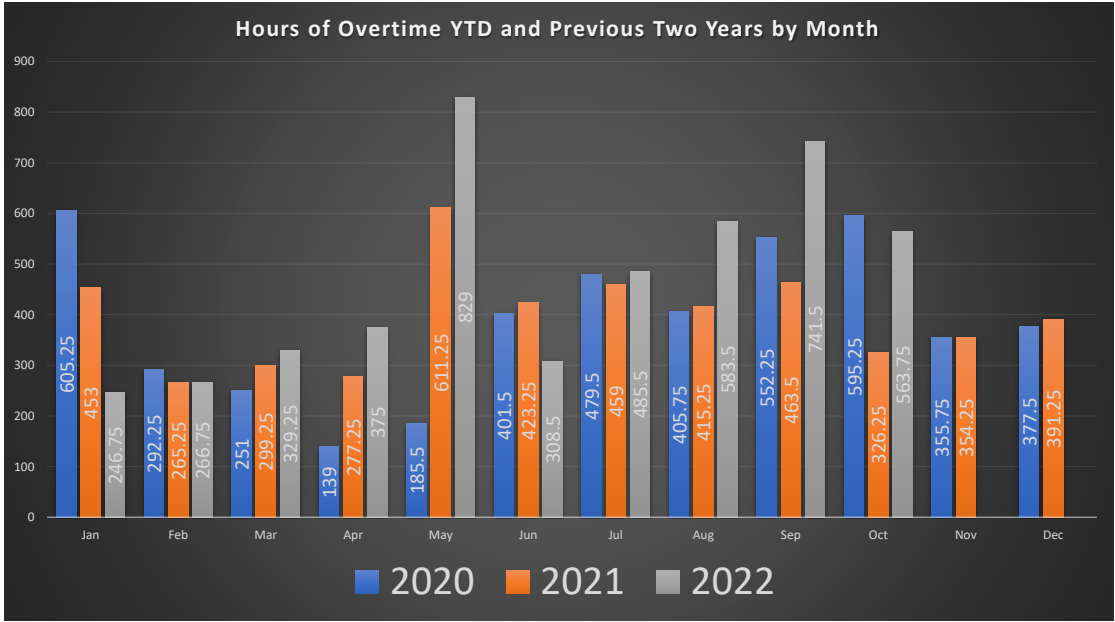
*TOTAL OVERTIME BUDGET: \$ 175,000.00

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

PERCENT OF TOTAL BUDGET: 116%

PD Overtime Trends Report

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total Yearly Hours	Total Yearly Expend	Total OT Budget
2020	605.25	292.25	251	139	185.5	401.5	479.5	405.75	552.25	595.25	355.75	377.5	4640.5	\$ 236,436.94	\$ 175,000.00
2021	453	265.25	299.25	277.25	611.25	423.25	459	415.25	463.5	326.25	354.25	391.25	4738.75	\$ 202,559.08	\$ 175,000.00
2022	246.75	266.75	329.25	375	829	308.5	485.5	583.5	741.5	563.75			4729.5	\$ 195,590.66	\$ 175,000.00
Total YTD	\$ 9,287.80	\$ 24,713.87	\$ 48,642.94	\$ 52,619.28	\$ 78,450.00	\$ 101,206.55	\$ 101,577.00	\$ 120,771.32	\$ 157,196.00	\$ 195,590.66					
% of Budget	5.0%	14.0%	28.0%	30.0%	45.0%	58.0%	58.3%	66.7%	89.8%	112%					
Budget	\$ 14,583.33	\$ 29,166.66	\$ 43,749.99	\$ 58,333.32	\$ 72,916.65	\$ 87,499.98	\$ 102,083.31	\$ 116,666.64	\$ 131,249.97	\$ 145,833.30	\$ 160,416.63	\$ 174,999.96			



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

REASON	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
OFFICER SICK RELIEF	29.25	18.75	40.50	5.50	3.75	7.50	39.75	4.50	3.75	39.75			193.00
OFFICER WORKED ON HOLIDAY	58.25	9.75	8.00	34.75	81.25	18.00	60.00	16.75	114.75	24.25			425.75
OFFICER FOR COURT	8.00	12.50	23.00	10.00	12.00	26.00	6.00	18.00	21.00	14.00			150.50
OFFICER TRAINING	63.25	32.50	53.75	113.00	384.00	34.50	46.00	33.00	243.25	155.00			1158.25
OFFICER RELIEF FOR FUNERAL													0.00
OFFICER ATTEND MEETING		21.25	2.75		6.00	5.00	2.25	4.00	2.00	9.75			53.00
STAFFING LEVEL	55.50	126.50	149.25	152.25	153.50	94.00	267.00	369.75	301.75	261.25			1930.75
INVESTIGATION	31.00	34.25	38.50	44.75	69.75	40.75	47.00	50.00	46.75	23.50			426.25
HONOR GUARD FOR FUNERAL				2.00	1.50	2.00							5.50
SCHOOL LIAISON REIMBURSED	26.25	49.50	20.50	18.00	25.00	32.50		23.00	68.75	45.00			308.50
COMMUNITY RELATIONS													0.00
SPECIAL ASSIGNMENT					104.00	67.50		25.25		32.75			229.50
SPECIAL ASSIGNMENT REIMBURSED		9.75		2.25	81.00		2.00		5.00	21.50			121.50
MISCELLANEOUS	1.50	11.25	13.50	12.75	13.25	13.25	17.50	62.25	8.25	3.50			157.00
MISCELLANEOUS REIMBURSED	23.25	57.25	37.50	31.75	29.00	56.75	49.00	29.00	34.50	16.25			364.25
GROSS OFFICER OVERTIME	296.25	383.25	387.25	427.00	964.00	397.75	536.50	635.50	849.75	646.50	0.00	0.00	5523.75
SUBTOTAL REIMBURSED OVERTIME	(49.50)	(116.50)	(58.00)	(52.00)	(135.00)	(89.25)	(51.00)	(52.00)	(108.25)	(82.75)	0.00	0.00	(794.25)
NET OFFICER OVERTIME	246.75	266.75	329.25	375.00	829.00	308.50	485.50	583.50	741.50	563.75	0.00	0.00	4729.50

TOTAL OVERTIME BUDGET: \$ 175,000.00
 EXPENDITURES THROUGH 10/31/2022 \$ 195,590.66
 PERCENT OF TOTAL BUDGET: 112%



City of De Pere, Wisconsin

Request For Finance/Personnel Committee Action

MEETING DATE: November 8, 2022

DEPARTMENT: Information Technology

FROM: Justine Braun

SUBJECT: Recommendation and Possible Action to Approve Purchase of Digital Juice Subscription*

Staff is requesting approval to make a one-time purchase of \$249 for a lifetime subscription to the video production content library Digital Juice.

Digital Juice is a content library that provides licensed music, video production templates, stock footage and more. Access to this library would ensure we have the permission to use licensed music and speed up some video production projects with the use of templates. This resource would benefit both Cable Access and Marketing efforts. Several other area municipalities subscribed to this service including the City of Oshkosh.

Attorney Johnson has reviewed and signed off on the terms of service. There is funding in the cable access fund to cover the cost of the lifetime subscription.



City of De Pere, Wisconsin

Request For Finance/Personnel Committee Action

MEETING DATE: November 8, 2022

DEPARTMENT: Finance Department

FROM: Joe Zegers

SUBJECT: Consideration and Approval of Various Credit Limit Increases for City Credit Cards.*

ATTACHMENTS:

- Credit Card Memo - November 1-2022(PDF)
- CREDIT CARD HOLDERS WKST FINANCE MTG 11-8-22 (PDF)

To: Honorable Mayor and Members of the Finance Committee
Larry Delo, Administrator
From: Joe Zegers, Finance Director
Date: November 3rd, 2022
Subject: Consideration & Approval of Various City Credit Card Limit Increases

I have attached a summary of the City's various departmental credit cards along with their present and proposed limits. The credit card program was originally approved by the City Council in October of 2007 and several employees have asked for the increased limits to allow them to use the cards especially during peak purchasing months. This would further enable them to take advantage of more favorable cost savings with vendors such as Amazon etc. I have highlighted the changes in yellow on the attached worksheet for your review and consideration. They will be available at the Finance Committee meeting for any questions you may have regarding the changes as well and also feel free to contact me should you have any questions on this.

City of De Pere
Current/Proposed Credit Card Listing

	Name or Department Issued Card/Expiration Date	Present Credit Limit	Proposed Credit Limit
1	City Council - 1	1,500	1,500
2	City Council - 2	1,500	1,500
3	City Hall - 2	1,500	1,500
4	Fire Department	1,500	2,500
5	Engineering Department	1,500	2,500
6	Police Department - 1	2,500	-
7	Police Department - 2	5,000	-
8	Shannon Metzler	1,500	1,500
9	Lawrence Delo	2,500	3,000
10	Scott Thoresen	2,500	2,500
11	Eric Zygarlicke	1,500	1,500
12	Steven Massey	1,500	2,000
13	Parks Center	1,500	2,500
14	Tony Fietzer	1,500	1,500
15	Parks MSC	1,500	2,500
16	Dan Lindstrom	1,500	1,500
17	Health Department	1,500	3,000
18	City Hall - 1	1,500	1,500
19	Public Works	1,500	2,500
20	Jacob P Nowak	1,500	1,500
21	Todd W Kerkela	1,500	1,500
22	James Boyd	1,500	3,000
23	Jeremy Muraski	-	2,000
24	Chad Opicka	-	2,000
25	Nate Mrstik-Police	-	2,000
26	Kerry Krueger-Training Purposes	-	2,000
27	City Atty Tony Wachewicz	1,500	2,500
	TOTAL:	41,000	51,500



City of De Pere, Wisconsin

Request For Finance/Personnel Committee Action

MEETING DATE: November 8, 2022

DEPARTMENT: City Clerk

FROM: Carey Danen

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

ATTACHMENTS:

- September2022 Investment Memo - November 1-2022 (PDF)
- September2022 Investment Schedule_11-8-22 (PDF)

To: Honorable Mayor and Members of the Finance Committee
Larry Delo, Administrator
From: Joe Zegers, Finance Director
Date: November 1st, 2022
Subject: Cash and Investments Report for September 30th, 2022

I have attached a summary of the City's Cash and Investments for your information and review as of September 30th, 2022. I have also attached last year's monthly summary of the accounts from January 1 to December 31, 2021 so you can see comparable activity throughout the course of the year for all accounts. As you can see, the City investments return decreased \$406,930 in **market** value for the **year** through September 30th, 2022. For your information, our budgeted annual amount for general fund investment income for 2022 is \$100,000. The LGIP investment account increased almost \$7.1 million in **September** of 2022 due to a receipt of note proceeds of \$11.55 million and interest of \$35,000 which was partially offset by \$4.5 million due to payments for payroll and accounts payable. Feel free to contact me should you have any questions on this.

DE PERE CASH AND INVESTMENTS SUMMARY

September 30, 2022

CASH ACCOUNTS

CHECKING ACCOUNTS	BALANCE
CITY CHECKING	\$ 1,901,788.97
HEALTH CHECKING	\$ 1,992,335.23
DENTAL CHECKING	\$ 88,158.71
TOTAL CASH	\$ 3,982,282.91

INVESTMENTS

	BALANCE	INTERST AND APPRECIATION	RATE OF RETURN
LGIP	\$ 17,600,772.37	\$ 92,792.16	0.93%
ASSOCIATED BANK TRUST	\$ 4,826,928.96	\$ (251,101.11)	-6.59%
CHARLES SCHWAB INVESTMENTS	\$ 6,110,761.69	\$ (248,620.76)	-5.21%
MONEY MARKET	\$ 3,413,712.90	\$ 26,365.49	1.26%
TOTAL INVESTMENTS	\$ 31,952,175.92	\$ (380,564.22)	
TOTAL CASH AND INVESTMENTS	\$ 35,934,458.83		

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

DE PERE CASH AND INVESTMENT YEARLY SUMMARY
September 30, 2022

	31-Jan-2022	28-Feb-2022	31-Mar-2022	30-Apr-2022	31-May-2022	30-Jun-2022
CHECKING ACCOUNTS						
CITY CHECKING	1,882,432.25	1,656,061.96	1,252,891.03	1,426,451.35	1,536,669.18	2,289,596.82
HEALTH CHECKING	2,055,650.69	1,940,553.16	1,916,059.42	1,899,131.96	1,909,738.45	1,932,450.88
DENTAL CHECKING	76,478.58	77,741.34	79,124.80	81,774.28	78,088.86	76,231.42
SUBTOTAL	\$ 4,014,561.52	\$ 3,674,356.46	\$ 3,248,075.25	\$ 3,407,357.59	\$ 3,524,496.49	\$ 4,298,279.12
TOTAL CASH	\$ 4,014,561.52	\$ 3,674,356.46	\$ 3,248,075.25	\$ 3,407,357.59	\$ 3,524,496.49	\$ 4,298,279.12
INVESTMENTS						
LGIP	8,036,518.10	7,437,020.05	8,496,842.98	8,866,665.54	9,013,513.87	10,327,894.63
ASSOCIATED BANK TRUST	5,035,698.64	5,015,530.03	4,940,436.94	4,910,138.71	4,939,133.74	4,912,204.19
CHARLES SCHWAB INVESTMENTS	6,330,928.23	6,300,725.14	6,239,753.59	6,207,989.76	6,213,759.36	6,188,228.26
MONEY MARKET	18,842,507.70	12,690,550.12	11,691,830.39	10,192,939.12	9,195,922.20	6,200,046.32
TOTAL INVESTMENTS	\$ 38,245,652.67	\$ 31,443,825.34	\$ 31,368,863.90	\$ 30,177,733.13	\$ 29,362,329.17	\$ 27,628,373.40
TOTAL CASH AND INVESTMENTS	\$ 42,260,214.19	\$ 35,118,181.80	\$ 34,616,939.15	\$ 33,585,090.72	\$ 32,886,825.66	\$ 31,926,652.52

	31-Jul-2022	31-Aug-2022	30-Sep-2022	31-Oct-2022	30-Nov-2022	31-Dec-2022
CHECKING ACCOUNTS						
CITY CHECKING	822,949.66	953,122.70	1,901,788.97	-	-	-
HEALTH CHECKING	1,954,331.82	1,981,651.18	1,992,335.23	-	-	-
DENTAL CHECKING	80,211.31	84,975.21	88,158.71	-	-	-
SUBTOTAL	\$ 2,857,492.79	\$ 3,019,749.09	\$ 3,982,282.91	\$ -	\$ -	\$ -
TOTAL CASH	\$ 2,857,492.79	\$ 3,019,749.09	\$ 3,982,282.91	\$ -	\$ -	\$ -
INVESTMENTS						
LGIP	15,457,457.14	10,513,113.79	17,600,772.37	-	-	-
ASSOCIATED BANK TRUST	4,931,903.14	4,881,928.96	4,826,928.96	-	-	-
CHARLES SCHWAB INVESTMENTS	6,204,320.19	6,167,572.91	6,110,761.69	-	-	-
MONEY MARKET	6,204,659.81	3,410,209.27	3,413,712.90	-	-	-
TOTAL INVESTMENTS	\$ 32,798,340.28	\$ 24,972,824.93	\$ 31,952,175.92	\$ -	\$ -	\$ -
TOTAL CASH AND INVESTMENTS	\$ 35,655,833.07	\$ 27,992,574.02	\$ 35,934,458.83	\$ -	\$ -	\$ -

DE PERE CASH AND INVESTMENT YEARLY SUMMARY
December 31, 2021

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

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