

AGENDA

CITY COUNCIL
MONONA PUBLIC LIBRARY MUNICIPAL ROOM
1000 NICHOLS ROAD
TUESDAY, JANUARY 3, 2017
7:30 P.M.

- A. Call to Order.
- B. Roll Call and Pledge of Allegiance.
- C. Approval of Minutes from December 5, 2016.
- D. Appearances.
- E. Public Hearing. (None)
- F. Consent Agenda.
 - 1. Approval of Applications for 2016/2017 Operator Licenses:
 - a. Penelope S. Johnson, Independent
 - b. Mitchell F. Monson, O'Connell's Liquor
 - c. Kyler A. Goglio, Snicks Sportsman's Bar
 - d. Chanel D. Spencer, Speedway – Royal Avenue
 - e. Kyle M. Roessler, Waypoint Public House
 - 2. Approval of Applications for 2016/2018 Operator Licenses:
 - a. Mark R. Hendricks, Tobacco Outlet Plus
- G. Council Action Items.
 - 1. Unfinished Business. (None)
 - 2. New Business.
 - * a. Consideration of Resolution 17-1-2137 Purchase Approval of One Current Model Year One-Ton Single Rear Wheel Chassis Cab (Public Works Committee).
 - * b. Consideration of Resolution 17-1-2138 By the City of Monona Electors Supporting a Constitutional Amendment (City Clerk).
- H. Reports of Committees, Commissions, Boards, Mayor, City Administrator, City Attorney, and Department Managers.
 - 1. Agendas, Supporting Documents, and Minutes are Available on the Monona Web Page – www.mymonona.com.
- I. Appointments.
 - 1. D. Bruce McConnell to the Public Works Committee (effective immediately–May 2018)
- J. Adjournment.

* Request for immediate action

NOTE: Upon reasonable notice, the City of Monona will accommodate the needs of disabled individuals through auxiliary aids or services. For additional information or to request this service, contact Joan Andrusz at (608) 222-2525 (not a TDD telephone number) Fax: (608) 222-9225 or through the City Police Department TDD telephone number 441-0399. The public is notified that any final action taken at a previous meeting may be reconsidered pursuant to the City of Monona ordinances. A suspension of the rules may allow for final action to be taken on an item of New Business. It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information or speak about a subject over which they have decision-making responsibility. Any governmental body at the above stated meeting will take no action other than the governmental body specifically referred to above in this notice. POSTED December 29, 2016 on the City Hall, Library, and Community Center bulletin boards and on the City of Monona's website mymonona.com.

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MONONA CITY COUNCIL MINUTES
December 5, 2016

The regular meeting of the Monona City Council was called to order by Mayor Miller at 7:32 p.m.

Present: Mayor Robert Miller, Alderpersons Mary O'Connor, Andrew Kitslaar, Brian Holmquist, Jim Busse, and Chad Speight. Alderperson Doug Wood was present via speaker telephone later in the meeting.

Also Present: City Administrator April Little, City Attorney Bill Cole, Project Manager/GIS Specialist Brad Bruun, Parks & Recreation Director Jake Anderson, City Planner/Economic Development Director Sonja Reichertz, and City Clerk Joan Andrusz

ROLL CALL AND PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

A motion by Alder O'Connor, seconded by Alder Speight to approve the Minutes of the November 21, 2016 City Council meeting, was carried.

APPEARANCES

The following individuals appeared before the Council and spoke in favor of an Ordinance amendment enacting marijuana decriminalization:

- Daniel Conners, 4814 Goldfinch Drive, Madison
- Shelley Kennedy, 712 Pirate Island Road

Waltrude Brinkmann, 5506 Tonyawatha Trail appeared before the Council and spoke for informational purposes about the Ordinance regarding nuisance trees.

Mari Anne Lichtfeld, 4109 Monona Drive appeared before the Council, recited a humorous dog park poem and presented Mayor Miller with a dog park sweatshirt in appreciation of his efforts on the project.

PUBLIC HEARING

There is no Public Hearing.

CONSENT AGENDA

A motion by Alder Speight, seconded by Alder Kitslaar to approve the following, was carried:

1. Applications for 2016/2017 Operator Licenses:
 - a. Monica McKnight-Foster, Speedway – Royal Avenue
 - b. Bryawna M. May, Speedway – Royal Avenue
2. Applications for 2016/2018 Operator Licenses:
 - a. Reginald Pearnell, PDQ Food Store
 - b. Ashley E. Storms, Silver Eagle Bar & Grill

c. Daniel J. Smith, Walmart

UNFINISHED BUSINESS

Alder Kitslaar reported Library staff met with Public Works staff and Strand Associates for a finalized design. The Library Board meets on December 20 and will review the design. Finance Director Houtakker had told them they had until February for any Capital Budget changes.

A motion by Alder Kitslaar, seconded by Alder O'Connor to table Resolution 16-11-2133 Library Parking Lot Design Approval until the Library Board reviews, was carried.

A motion by Alder Kitslaar, seconded by Alder Speight to table Resolution 16-11-2134 Amending the 2017 Capital Budget for Reconstruction of the Library Parking Lot until the Library Board reviews, was carried.

NEW BUSINESS

A motion by Alder Busse, seconded by Alder O'Connor to suspend the rules and take action on Resolution 16-12-2135 Authorizing the City of Monona to Apply for a Large-Scale Lake Management Planning Grant from the Wisconsin Department of Natural Resources, was carried.

Project Manager Bruun reported this is the second phase of the PCB removal from the north end of the Winnequah Park Lagoon. Funds are in the 2017 Capital Budget with grant funds assumed. This is for design only; the request from last year was for detection.

A motion by Alder Busse, seconded by Alder Holmquist to approve Resolution 16-12-2135 Authorizing the City of Monona to Apply for a Large-Scale Lake Management Planning Grant from the Wisconsin Department of Natural Resources, was carried.

City Administrator Little began Review of Proposed Ordinance Changes for Recodification and Code Approval Process. These are the final sections to be reviewed for Ordinance clean-up. A complete document will be created and will be returned for final approval. Copies will be in City Hall and online.

Trees / Urban Forestry Regulations: The Parks & Recreation Board would approve trees. Yearly inspection of every tree was taken out. This work is usually done section by section throughout the City. City Attorney Cole stated a statement regarding nuisance trees may be added, either tonight by the Council or later at the staff level. Alder Busse noted the City Forrester decides if a tree needs removal and questions who pays for that. City Attorney Cole responded the charge for removal is in another section. Removal of a tree on private property requires a court order and is charged to the homeowner. City Administrator Little reported the Forrester is an expert and doesn't go through the Board if a tree poses an immediate danger.

Recreation Director Anderson reported on Parks Regulations. Fish cleaning was prohibited but now there is a station in Lottes Park so that language was changed. The skate park does not allow home-made obstacles. The Parks & Recreation Board wants to ban smoking in parks. This was recommended by the National Recreation Association because a healthy, active lifestyle is the focus of the group.

City Planner Reichertz reported on Land Use / Zoning / Historic Landmarks. Water quality and excessive runoff was addressed. Impervious surface language was revised regarding lots over and under 10,000 square feet with a variance request to the Zoning Board of Appeals.

Grading of single family zoning district homes was addressed. Some newer construction appears to be out of character with the surrounding neighbors. Any above an 8 foot allowance goes to the Zoning Board of Appeals as a variance request.

Historic conservation was addressed. The process was outlined for nominating a new landmark and the process for any proposed changes to a current landmark now goes to the Landmarks Commission prior to Council consideration including publication and public hearing. Alterations are not reviewed by the Plan Commission. The CDA would advise regarding a landmark property in a TIF district. Alder O'Connor compliments City Planner Reichertz on her time and effort on these changes. Alder Speight agrees and is glad impervious surfaces will now be regulated. Madison and Middleton have similar Ordinances which were reviewed. Alder Busse reported the goal was clean water not appearances. City Attorney Cole wants to emphasize that the changes City Planner Reichertz has reported create new regulations.

City Planner Reichertz reported the Council requested the Plan Commission discuss short term rentals. The Plan Commission decided to take no action until there are more of them in operation; they are not prevalent enough to warrant regulation. City Attorney Cole reported a decision by the Court of Appeals was that unless they are regulated people are free to use their property as they choose. If the Council wants to regulate them and if they are allowed, room tax should be collected. State law requires the payment of sales tax. The City's Ordinance states if a room is rented less than 30 days room tax is required, but this is not enforced. City Planner Reichertz reported it is not stated specifically in the Ordinance but short term rentals are not in the zoning for a single family area and the City Attorney advised her it can't be enforced. Alder Speight questioned whether he could rent his home and choose to collect sales and room tax to comply. City Attorney Cole responded he could, but there is no attempt at enforcement now. He is not sure if a Health Department review is required but it may be.

A motion by Alder Speight, seconded by Alder O'Connor to suspend the rules and take action on Resolution 16-12-2136 Approving a Second Amendment to the Lease Agreement with Madison Cellular Telephone Company for Installation of Equipment, was carried.

City Administrator Little reported Madison Cellular needs a lease agreement to install additional equipment and an antenna at Ahuska Park for an additional \$100 per month. The tennis courts will not be affected and the landscaping will be restored. City Attorney Cole reported Madison Cellular paid for the lights but they are changing the shed slightly so more rent could be charged.

A motion by Alder Speight, seconded by Alder O'Connor to approve Resolution 16-12-2136 Approving a Second Amendment to the Lease Agreement with Madison Cellular Telephone Company for Installation of Equipment, was carried.

Mayor Miller reported Alder Wood wants a budget amendment to reopen the budget that has already been submitted to Dane County. City Attorney Cole stated a motion to reconsider the budget has to be made at the next subsequent meeting. He has to have voted in favor of what he wants to rescind, and action on it needs to be public noticed. Alder Speight stated it won't affect the property tax so it could be brought forth as a budget amendment. This removes the urgency and allows it to be done in front of those affected. City Attorney Cole agreed that a motion to reconsider has to be brought forth tonight; a budget change can be done at any time. If contracts being entered into are part of it, it needs to be done tonight. Alder Busse stated there is no levy or budget affect so there is no urgency to do this tonight. He would rather wait until Alder Wood can be present to speak.

Mayor Miller questioned Alder Wood via speaker telephone whether the changes he is proposing are levy neutral. Alder Wood replied that they are. City Attorney Cole stated that while the maker of a motion to reconsider has to have voted in favor of the original motion the second doesn't. Mayor Miller stated this

isn't on the agenda so can't be discussed. Alder Wood stated a motion to reconsider doesn't have to be on the agenda but action on an item does. Alder Speight questioned whether waiting until January will impact the Fire Chief's spending. City Attorney Cole responded it can be a normal budget amendment and is not required tonight. The Fire Chief could go ahead with expenditures if they are not reduced right away. Alder Wood agrees to wait until he is present to bring forth an amendment.

REPORTS

Project Manager Bruun provided a Report on Solar Facilities. Energy efficiency efforts were reviewed. Averages of the entire project from 2014 on were a total of 793,450 kWh generated with an actual 159,661 generated per year. This is 10% less than the expected 217,700 but is about the usual productivity. Individual cells on a panel can deteriorate over time but an entire panel isn't replaced until enough cells are not functioning. The annual savings are more than projected, probably based on MG&E rates. \$14,000 was saved, but that includes rent of \$5,262, so actual savings is \$9,000 which was predicted. The lease contract is for 6 years, after which solar array rental can be renewed for 25 years.

Alder Busse questioned the rates, length of panel life, and maintenance. City Attorney Cole stated after 25 years the City can contract with Falcon Energy Systems (Falcon) to provide the solar array and maintain and fix panels. Alder Busse suggested in-house testing or hiring a third party to make sure the panels are working. Mayor Miller instructed Project Manager Bruun to contact Falcon on this and if he isn't satisfied he should hire a third party. Project Manager Bruun stated he has seen Falcon replacing panels. This was done without notification to him during his position's staff changes. He now asks for this.

Mayor Miller reported Falcon has suggested the City buy the system sooner but the reports seem to show the City shouldn't. Project Manager Bruun agreed; there is less output than expected so Falcon may want to end the project early. City Attorney Cole stated if the price was low enough it may warrant the City's pursuit. Project Manager Bruun reviewed the cost benefit analysis using grant funds which provided options: continue as is; remove the system, which would be costly; or purchase at a 50% depreciated rate and recoup the cost through energy savings, which would result in the loss of rental revenue.

Mayor Miller stated the project hasn't been perfect but it has had a positive outcome. MG&E has stopped enacting rate increases targeting the City and he thanks them for working with the City on this project. He thanks City Attorney Cole for his original negotiations. The City is getting revenue; this is not just a "feel good" project, and it gets the City to 30% of the 25/25 goal. City Hall's energy usage has reduced with building upgrades and solar power. Project Manager Bruun stated older buildings, especially the Community Center, still use too much energy. The Library and Well #3 have daily peak energy draws. Usage can't be reduced at Well #3 but he hopes the Library can be improved; HVAC is a continual issue there. Facilities reports will come out in January, 2017. Demand trends were reviewed. After school ends in June the Library peaks at 4:00 to 5:00 p.m. as people come in and lights, computers, and HVAC starts up. Curbing this peak could save money. It is unknown why City Hall peaks at 5:30 to 6:00 p.m.

Project Manager Bruun provided a Report on Sustainability Initiatives. Goals and accomplishments throughout the City were reviewed, including bicycle and walking initiatives, transit promotion, energy use and solar project analysis, webpage and Facebook improvements, radio PSAs, sustainable business initiatives, a green purchasing policy, Ordinance review, research grant opportunities, and completion of the Strategic Plan. Mayor Miller requests that stormwater, streets, and Public Works be separated in reports and thanks Project Manager Bruun for the reports and grant application efforts; members agree he did an excellent job.

Members announced upcoming committee meeting dates and times.

Alder O'Connor reported the Community Media Committee meets at 6:00 p.m. on Thursday to hear the UniverCity project report on community Wi-Fi.

Alder Busse reported there is a joint Plan Commission and CDA meeting at 7:00 p.m. on Monday to provide combined presentations on the 2017 strategic housing plan, property development plans, and other development related topics.

City Clerk Andrusz reported the City's part of the statewide presidential election recount is complete. The machines worked perfectly, all votes were counted, and she is confident the outcome won't change.

City Administrator Little reported some 2017 training is already scheduled and she will be meeting soon about the MG21 mural project.

Mayor Miller requests that Department Head reports be submitted consistently. At the end of Monday's combined meeting the CDA will review two Riverfront project candidates. If there is nothing for the next agenda this month the next City Council meeting will be in January, 2017.

APPOINTMENTS

There were no Appointments.

ADJOURNMENT

A motion by Alder Busse, seconded by Alder Kitslaar to adjourn, was carried. (9:48 p.m.)

Joan Andrusz
City Clerk

**Resolution 17-1-2137
Monona Common Council**

**PURCHASE APPROVAL OF ONE CURRENT MODEL YEAR
ONE-TON SINGLE REAR WHEEL CHASSIS CAB**

WHEREAS, the 2017 Capital Budget includes funding in the amount of \$46,500 for the purchase of a new one-ton chassis cab truck and utility box upfit; and,

WHEREAS, the vehicle scheduled to be replaced is a 2005 Chevrolet 2500 pickup truck, which will be sent to auction in 2017; and,

WHEREAS, City staff requested prices locally and through the Wisconsin Department of Administration RFB cooperative purchasing contract for a current model year one-ton chassis cab truck; and,

WHEREAS, staff is recommending the purchase of one regular cab Ford F-350 Super Duty single rear wheel chassis cab truck through the Wisconsin Department of Administration RFB cooperative purchasing contract; and,

WHEREAS, on December 7, 2016, the Public Works Committee reviewed the Wisconsin Department of Administration bid information and the Ewald Automotive Group proposal and has recommended the approval of the proposal in the amount of \$29,755.

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Monona, Dane County, Wisconsin, that the proposal submitted by Ewald Automotive Group for one (1) regular cab Ford F-350 Super Duty single rear wheel chassis cab in the amount of \$29,755 is hereby approved and staff is authorized to proceed with the purchase.

Adopted this _____ day of _____, 2017.

BY ORDER OF THE CITY COUNCIL
CITY OF MONONA, WISCONSIN

Robert E. Miller
Mayor

ATTEST:

Joan Andrusz
City Clerk

Approval Recommended By: Public Works Committee – 12/7/16

Council Action:

Date Introduced: 1-3-17

Date Approved: _____

Date Disapproved: _____

City of Monona
POLICY AND FISCAL NOTE

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Update	Substitute No. _____
		Resolution No. <u>17-1-2137</u>
		Ordinance Amendment No. _____

Title:
Purchase of one current model year One Ton Ford F-350 Super Duty Single Rear Wheel Chassis Cab Truck

Policy Analysis Statement:

Brief Description Of Proposal:
As presented in the 2017 Capital Budget, the Public Works and Parks Department proposes to purchase one regular cab Ford F-350 Super Duty Chassis Cab from Ewald Automotive Group for the amount of \$29,755. This purchase is made utilizing the Wisconsin Department of Administration RFB process and awards program.

Current Policy Or Practice:
This is a replacement for the 2005 Chevrolet 2500 pickup truck, which will be sold at auction in 2017.

Impact Of Adopting Proposal:

- Capital budget allocation: \$46,500
- Proposed chassis cab price: \$29,755
- Utility Box Uprfit: \$13,505 (not part of this approval, purchased separately)

Balance Remaining: \$3,240

Fiscal Estimate:

<p>Fiscal Effect (check/circle all that apply)</p> <input checked="" type="checkbox"/> No fiscal effect <input type="checkbox"/> Creates new expenditure account <input type="checkbox"/> Creates new revenue account <input type="checkbox"/> Increases expenditures <input type="checkbox"/> Increases revenues <input type="checkbox"/> Increases/decreases fund balance _____ Fund	<p>Budget Effect:</p> <input checked="" type="checkbox"/> Expenditure authorized in budget <input type="checkbox"/> No change to budget required <input type="checkbox"/> Expenditure not authorized in budget <input type="checkbox"/> Budget amendment required <p>Vote Required:</p> <input checked="" type="checkbox"/> Majority <input type="checkbox"/> Two-Thirds
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Narrative/assumptions About Long Range Fiscal Effect:

Expenditure/Revenue Changes:

Budget Amendment No. _____				No Budget Amendment Required <input checked="" type="checkbox"/>				
Account Number				Account Name	Budget Prior to Change	Debit	Credit	Amended Budget
Fund	CC	Account	Object					
400	57	57320	869	One Ton Utility Truck	\$46,500			\$46,500
				Totals				

Prepared By:

<p>Department: Public Works Prepared By: Daniel Stephany, Director of Public Works Reviewed By: Marc Houtakker, Finance Director</p>	<p>Date: November 15, 2016 Date: December 28, 2016</p>
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**WISCONSIN DEPARTMENT OF
ADMINISTRATION**

SCOTT WALKER
GOVERNOR

SCOTT A. NEITZEL
SECRETARY

Division of Enterprise Operations
State Bureau of Procurement
101 East Wilson Street, 6th Floor
Post Office Box 7867
Madison, WI 53707-7867
Voice (608) 266-2605
Fax (608) 267-0600
<http://vendornet.state.wi.us>

Date: September 15, 2016

To: Bidders of Model Year 2017 or Newer Passenger, Law Enforcement Vehicles and Light Duty Trucks

From: Rick House, Procurement Specialist
State Bureau of Procurement

Subject: Notice to Award RFB 28228-RH

Enclosure: RFB 28228-RH Bid Price Sheet Abstracts

The State of Wisconsin, as represented by the Department of Administration, State Bureau of Procurement, intends to award RFB 28228-RH as indicated on the attached Bid Price Sheet Abstracts. In accordance with Section 3.5 of RFB 28228-RH; titled Method of Award, awards are based on the lowest total, responsive, responsible bidder for each vehicle type, by manufacturer. This is a notice to award and it does not constitute a contractual commitment. Purchase orders will be executed by the state agencies and municipalities.

Vendor Contact Information:

Scott Kussow
Ewald Motors of Oconomowoc, LLC
36833 E. Wisconsin Ave.
Oconomowoc, WI 53066
262-567-5555/414-258-5000
skussow@ewaldauto.com

Scott Kussow
Ewald's Hartford Ford, LLC
5788 HWY 60 E.
P.O. Box 270046
Hartford, WI 53027
262-567-5555/414-258-5000
skussow@ewaldauto.com

Scott Kussow
Ewald Chevrolet Buick, LLC
36833 E. Wisconsin Ave.
Oconomowoc WI 53066
262-567-5555/414-258-5000
skussow@ewaldauto.com

Pat Benish
Madison Mack Sales, Inc.
DBA Kriete Truck Center
3722 Commercial Ave.
Madison, WI 53708
608-422-0934
pat.benish@kgtruck.com

Please contact Rick House at 608-266-8024 or Email: reche2.house@wisconsin.gov regarding any questions about this notice.



City of Monona – Public Works & Utilities
 5211 Schluter Road
 Monona, Wisconsin 53716
 Phone: 608-222-2525
 Fax: 608-222-9225
 Website: www.mymonona.com

EQUIPMENT PROPOSAL SUMMARY

Advertisement Date:	October 27, 2016
Proposal Opening Date:	November 11, 2016
Proposal Opening Time:	12:00pm
Equipment Proposed:	Cab & Chassis Model 350/3500

Vendor Name:	Zimbrick Chevrolet	Kayser Ford	State – Ewald Chevrolet	State – Ewald Ford
Single Rear Wheel Regular Cab	N/A	No proposal	N/A	\$29,755
Single Rear Wheel Super/Crew Cab	N/A		N/A	\$32,006
Dual Rear Wheel Regular Cab	\$30,899		\$29,095	N/A
Dual Rear Wheel Super/Crew Cab	\$33,624		N/A	N/A
Meets Requested Specifications	No – backup camera		No – backup camera	Yes
Deliver Date Expected	8-10 weeks		12 weeks	12 weeks

Prepared For:
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2017 Fleet/Non-Retail Ford Super Duty F-350 SRW XL 4WD Reg Cab 145"

QUOTE WORKSHEET

QUOTE WORKSHEET - 2017 Fleet/Non-Retail F3F XL 4WD Reg Cab 145" WB 60" CA

MSRP	\$36,730.00
Destination Charge	\$1,195.00
Optional Equipment	\$3,400.00
Dealer Advertising	\$0.00
PRE-TAX ADJUSTMENTS:	
STATE OF WISCONSIN MUNICIPAL DISCOUNT	(\$11,570.00)
Total Pre-Tax Adjustments	(\$11,570.00)
Taxable Price	\$29,755.00
TOTAL	\$29,755.00

Customer Signature / Date

Dealer Signature / Date

2017 FORD F350 REG CAB 4WD SRW C&C TO YOUR SPECS AS DETAILED. REGISTRATION FEES ARE EXTRA. DELIVERY CAN BE ANTICIPATED 90-120 DAYS FROM RECEIPT OF YOUR ORDER. PAYMENT TERMS ARE NET TEN DAYS.

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 462.0, Data updated 10/25/2016
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2017 Fleet/Non-Retail Ford Super Duty F-350 SRW XL 4WD Reg Cab 145"

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2017 Fleet/Non-Retail F3F XL 4WD Reg Cab 145" WB 60" CA

ENTERTAINMENT

- Radio: AM/FM Stereo -inc: digital clock and 4-speakers
- Fixed Antenna
- 1 LCD Monitor In The Front

EXTERIOR

- Wheels: 17" Argent Painted Steel -inc: painted hub covers/center ornaments
- Tires: LT245/75Rx17E BSW PLUS A/S
- Clearcoat Paint
- Black Front Bumper w/Black Rub Strip/Fascia Accent and 2 Tow Hooks
- Black Side Windows Trim and Black Front Windshield Trim
- Black Door Handles
- Black Manual Side Mirrors w/Manual Folding
- Manual Extendable Trailer Style Mirrors
- Fixed Rear Window
- Light Tinted Glass
- Variable Intermittent Wipers
- Aluminum Panels
- Black Grille
- Front License Plate Bracket
- Fully Automatic Aero-Composite Halogen Daytime Running Lights Preference Setting Headlamps w/Delay-Off
- Cab Clearance Lights

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2017 Fleet/Non-Retail Ford Super Duty F-350 SRW XL 4WD Reg Cab 145"

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2017 Fleet/Non-Retail F3F XL 4WD Reg Cab 145" WB 60" CA

INTERIOR

- 4-Way Driver Seat -inc: Manual Recline and Fore/Aft Movement
- 4-Way Passenger Seat -inc: Manual Recline and Fore/Aft Movement
- Manual Tilt/Telescoping Steering Column
- Gauges -inc: Speedometer, Odometer, Oil Pressure, Engine Coolant Temp, Tachometer, Transmission Fluid Temp, Engine Hour Meter, Trip Odometer and Trip Computer
- Manual Air Conditioning
- Illuminated Locking Glove Box
- Interior Trim -inc: Chrome Interior Accents
- Full Cloth Headliner
- Urethane Gear Shift Knob
- HD Vinyl 40/20/40 Split Bench Seat -inc: center armrest, cupholder, storage and driver's side manual lumbar
- Day-Night Rearview Mirror
- Passenger Visor Vanity Mirror
- 2 12V DC Power Outlets
- Front Map Lights
- Fade-To-Off Interior Lighting
- Full Vinyl/Rubber Floor Covering
- Underhood Lights
- Instrument Panel Bin and Covered Dashboard Storage
- Manual 1st Row Windows
- Systems Monitor
- Trip Computer
- Outside Temp Gauge
- Analog Display

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2017 Fleet/Non-Retail Ford Super Duty F-350 SRW XL 4WD Reg Cab 145"

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2017 Fleet/Non-Retail F3F XL 4WD Reg Cab 145" WB 60" CA

- Manual Adjustable Front Head Restraints
- Air Filtration

MECHANICAL

- Engine: 6.2L 2-Valve SOHC EFI NA V8 (Flex-Fuel)
- Transmission: TorqShift 6-Speed Automatic (6R140) -inc: SelectShift
- 3.73 Axle Ratio
- GVWR: 9,800 lb Payload Downgrade Package
- 50-State Emissions System
- Transmission w/Oil Cooler
- Manual Transfer Case
- Part-Time Four-Wheel Drive
- 72-Amp/Hr 650CCA Maintenance-Free Battery w/Run Down Protection
- HD 200 Amp Alternator
- Towing w/Harness and Trailer Sway Control
- 3960# Maximum Payload
- HD Shock Absorbers
- Front And Rear Anti-Roll Bars
- Firm Suspension
- Hydraulic Power-Assist Steering
- Single Stainless Steel Exhaust
- Manual Locking Hubs
- Front Suspension w/Coil Springs
- Leaf Rear Suspension w/Leaf Springs
- 4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs, Brake Assist and Hill Hold Control
- Upfitter Switches

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wi.us



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SCOTT KUSSOW
EWALD AUTOMOTIVE GROUP, LL
36833 E. WISCONSIN AVE.
OCONOMOWOC, WI 53066
Phone: (262) 567-5555
Fax: (262) 560-1303
Email: skfleet@ewaldauto.com

2017 Fleet/Non-Retail Ford Super Duty F-350 SRW XL 4WD Reg Cab 145"

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2017 Fleet/Non-Retail F3F XL 4WD Reg Cab 145" WB 60" CA

SAFETY

- Electronic Stability Control (ESC) And Roll Stability Control (RSC)
- ABS And Driveline Traction Control
- Side Impact Beams
- Dual Stage Driver And Passenger Seat-Mounted Side Airbags
- Low Tire Pressure Warning
- Dual Stage Driver And Passenger Front Airbags w/Passenger Off Switch
- Safety Canopy System Curtain 1st Row Airbags
- Outboard Front Lap And Shoulder Safety Belts -inc: Height Adjusters

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 462.0, Data updated 10/25/2016
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Customer File:

Prepared For:
 DAN STEPHANY
 CITY OF MONONA
 5211 SCHLUTER RD.
 MONONA, WI 53716
 Phone: (608) 222-2525
 Email: dstephany@ci.monona.wi.us



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2017 Fleet/Non-Retail Ford Super Duty F-350 SRW XL 4WD Reg Cab 145"

SELECTED MODEL & OPTIONS

SELECTED MODEL - 2017 Fleet/Non-Retail F3F XL 4WD Reg Cab 145" WB 60" CA

<u>Code</u>	<u>Description</u>	<u>MSRP</u>
F3F	2017 Ford Super Duty F-350 SRW XL 4WD Reg Cab 145" WB 60" CA	\$36,730.00

SELECTED VEHICLE COLORS - 2017 Fleet/Non-Retail F3F XL 4WD Reg Cab 145" WB 60" CA

<u>Code</u>	<u>Description</u>
-	Interior: Medium Earth Gray
-	Exterior 1: Blue Jeans Metallic
-	Exterior 2: No color has been selected.

SELECTED OPTIONS - 2017 Fleet/Non-Retail F3F XL 4WD Reg Cab 145" WB 60" CA

CATEGORY

<u>Code</u>	<u>Description</u>	<u>MSRP</u>
ENGINE		
996	ENGINE: 6.2L 2-VALVE SOHC EFI NA V8 (FLEX-FUEL) (STD)	\$0.00
TRANSMISSION		
44P	TRANSMISSION: TORQSHIFT 6-SPEED AUTOMATIC (6R140) -inc: SelectShift (STD)	\$0.00
OPTION PACKAGE		
630A	ORDER CODE 630A	\$0.00
AXLE RATIO		
X3E	ELECTRONIC-LOCKING W/3.73 AXLE RATIO	\$390.00
WHEELS		
64A	WHEELS: 17" ARGENT PAINTED STEEL -inc: painted hub covers/center ornaments (STD)	\$0.00
TIRES		
TD8	TIRES: LT245/75RX17E BSW PLUS A/S (STD)	\$0.00
PRIMARY PAINT		

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SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2017 Fleet/Non-Retail F3F XL 4WD Reg Cab 145" WB 60" CA

CATEGORY

Code	Description	MSRP
PRIMARY PAINT		
N1	BLUE JEANS METALLIC	\$0.00
PAINT SCHEME		
—	STANDARD PAINT	\$0.00
SEAT TYPE		
AS	MEDIUM EARTH GRAY, HD VINYL 40/20/40 SPLIT BENCH SEAT -inc: center armrest, cupholder, storage and driver's side manual lumbar	\$0.00
GVWR		
68D	GVWR: 9,800 LB PAYLOAD DOWNGRADE PACKAGE (STD)	INC
ADDITIONAL EQUIPMENT		
90L	POWER EQUIPMENT GROUP -inc: Deletes passenger side lock cylinder, upgraded door-trim panel, Accessory Delay, MyKey, owner controls feature, Remote Keyless Entry, Trailer Tow Mirrors w/Power Heated Glass, manual telescoping, heated convex spotter mirror and integrated clearance lamps/turn signals, Perimeter Alarm, Power Front Seat Windows, 1-touch up/down driver/passenger window, Power Locks	\$915.00
213	4X4 ELECTRONIC-SHIFT-ON-THE-FLY (ESOF) -inc: manual-locking hubs and auto rotary control on instrument panel	\$185.00
52B	TRAILER BRAKE CONTROLLER -inc: Verified to be compatible w/electronic actuated drum brakes only, smart trailer tow connector	\$270.00
512	SPARE TIRE, WHEEL & JACK -inc: Excludes carrier, 2-Ton Mechanical Jack REQUIRED in Rhode Island.	\$350.00
924	PRIVACY GLASS (Requires 43B)	\$30.00
43B	FIXED REAR-WINDOW W/DEFROST (Requires 924)	\$60.00
18B	PLATFORM RUNNING BOARDS	\$320.00
76C	EXTERIOR BACKUP ALARM (PRE-INSTALLED) -inc: Custom accessory	\$140.00
61J	2-TON MECHANICAL JACK REQUIRED in Rhode Island.	INC
525	STEERING WHEEL-MOUNTED CRUISE CONTROL (LPO) REQUIRES valid FIN code.	\$235.00

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2017 Fleet/Non-Retail Ford Super Duty F-350 SRW XL 4WD Reg Cab 145"

SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2017 Fleet/Non-Retail F3F XL 4WD Reg Cab 145" WB 60" CA

CATEGORY

Code	Description	MSRP
ADDITIONAL EQUIPMENT		
872	REAR VIEW CAMERA & PREP KIT -inc: cab wiring, frame wiring to the rear most cross member and video display w/o 585,58Y,96V-inc: Video displayed in 4" display when ordered with single CD Upfitters kit includes camera with mounting bracket, 14" jumper wire and camera mounting and aiming instructions.	\$415.00
DEALER INSTALLED / PROCESSING OPTIONS		
<u>.DI-1</u>	2 EXTRA KEYS, 4 TOTAL	\$90.00
OPTIONS TOTAL		\$3,400.00

An underlined code indicates that the options have been applied by the dealer. All sales prices established solely by dealer.

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2017 Fleet/Non-Retail Ford Super Duty F-350 SRW XL 4WD Reg Cab 145"

PRICING SUMMARY

PRICING SUMMARY - 2017 Fleet/Non-Retail F3F XL 4WD Reg Cab 145" WB 60" CA

	<u>MSRP</u>
Base Price	\$36,730.00
Total Options:	\$3,400.00
Vehicle Subtotal	\$40,130.00
Advert/Adjustments	\$0.00
Destination Charge	\$1,195.00
GRAND TOTAL	\$41,325.00

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

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Customer File:

**Resolution 17-1-2138
Monona Common Council**

**BY THE CITY OF MONONA ELECTORS
SUPPORTING A CONSTITUTIONAL AMENDMENT**

WHEREAS, government of, by, and for the people has long been a cherished American value, and;

WHEREAS, free and fair elections are essential to democracy and effective self-governance, and;

WHEREAS, corporations are not and never have been human beings or persons, and therefore are rightfully subservient to human beings and governments as our legal creations; and rightly are provided ONLY privileges by the states, and;

WHEREAS, interpretation of the U.S. Constitution by appointed Supreme Court Justices to include corporations in the term “persons” has long denied We the People’s exercise of self-governance by endowing corporations with Constitutional protections intended by the Framers for ONLY We the People, and;

WHEREAS, in 1976 in the ruling on *Buckley v. Valeo*, the untenable decision of the Supreme Court changed the course of American elections and established the doctrine that spending money to influence elections is a form of speech; and;

WHEREAS, on January 10, 2010, in *Citizens United v. Federal Elections Commission*, the Supreme Court overturned a century of precedence by ruling that corporate spending on elections cannot be limited under the First Amendment.

NOW, THEREFORE, BE IT RESOLVED, that “We the People” of the City of Monona, Wisconsin, seek to reclaim democracy from the expansion of corporate personhood rights and the corrupting influence of unregulated political contributions and spending. We stand with communities across the country to support passage of an amendment to the United States Constitution stating:

1. Only human beings are endowed with constitutional rights — not corporations, unions, nonprofits or other artificial entities, and
2. Money is not speech, and therefore regulating political contributions and spending is not equivalent to limiting speech.

BE IT FURTHER RESOLVED that the City of Monona Wisconsin Clerk is directed to forward a copy of this resolution to our state and federal representatives with instructions to enact resolutions and legislation to advance this effort.

TO BE APPROVED by the Electors of the City of Monona, Wisconsin, at the April 4, 2017 Election.

Adopted this _____ day of _____, 2017.

BY ORDER OF THE CITY COUNCIL
CITY OF MONONA, WISCONSIN

Robert E. Miller
Mayor

ATTEST:

Joan Andrusz
City Clerk

WILLIAM S. COLE
Attorney at Law
2945 Triverton Pike Drive, Suite 101
Madison, WI 53711-7508

Phone: (608) 221-0079

wcole@execpc.com

Fax: (608) 221-7335

LEGAL MEMORANDUM

TO: Mayor Miller, Common Council
FROM: William S. Cole, City Attorney
DATE: November 22, 2016

RE: Petition for Direct Legislation – Move to Amend

An organization has submitted a petition to the city clerk pursuant to section 9.20, Wis. Stats., for direct legislation of a resolution supporting an amendment to the U.S. Constitution stating, in general, corporations are not people and money is not speech. Direct legislation is a statutory right whereby if a petition is signed by city electors representing at least 15% of the votes cast in the last gubernatorial election, the city council is required to either pass the resolution without alteration within 30 days, or submit it to the electors at the next election.

The city clerk has reviewed the signatures within the petition and verified they are proper and in sufficient number. I have reviewed the form of the petition and determined it complies with the requirements of the statute. In addition to the statutory requirements, Wisconsin courts have recognized four limitations on the use of direct legislation:

1. The proposed legislation must be legislative in character, not administrative;
2. It cannot be used to compel the repeal or substantial amendment of existing legislation;
3. It cannot seek to exercise legislative power not conferred upon the municipality; and
4. It may not be used to modify statutorily prescribed procedures or standards.

Mt. Horeb Comm. Alert v. Village Bd. of Mt. Horeb, 2002 WI App. 80.

I am of the opinion the petition does not violate any of the above judicial limitations. An argument could be made that the resolution is not legislative in character and, therefore, violates #1. The Wisconsin Supreme Court has written that subjects of permanent and general character are usually regarded as legislative, and those providing for subjects of temporary and special character are regarded as administrative. *Heider v. Wauwatosa*, 37 Wis. 2d 466 (1967). I find the topic to be sufficiently general in nature to constitute a legislative act. Additionally, the petition only requires a statement supporting a constitutional amendment, rather than passage of a new policy. However, the Council has on past occasions passed resolutions supporting or opposing variety of public matters. I

find such pronouncements of the Common Council to be legislative, and not administrative, in nature.

An argument could also be made that the petition seeks an amendment to the U.S. Constitution and, therefore, violates #2. Significantly, however, the petition only states support for such an amendment. It neither attempts to implement such an amendment or modify the procedure for doing so. For this reason, I believe the petition does not violate #2.

As such, the Common Council is required to either pass the resolution within 30 days of the City Clerk's certification, or to place the matter on the ballot at the Spring election. The Council is not obligated to pass the resolution. If it fails to it must place it on the ballot. Conversely, if the Council passes the resolution, it is not required to place the matter on the ballot in the Spring. The petitioner has requested the matter be placed on the ballot in the Spring even if the Council passes the resolution itself. The Council is not required to do so. However, if it desires, it may accommodate the petitioners' request and do both.

WSC

CERTIFICATION OF PETITION FOR DIRECT LEGISLATION
Section 9.20, Wis. Stats.

I, Joan Andrusz, hereby certify that on November 15, 2016, the attached Petition for Direct Legislation was filed with my office. In accordance with section 9.20(3) of the Wisconsin Statutes, I have carefully examined the petition and determined it is sufficient and that the proposed resolution is in proper form.

Joan Andrusz
Joan Andrusz, City Clerk

11-22-16
Date

5506 Tonyawatha Trail
Monona, WI 53716

November 15, 2016

City Council Member
City of Monona
5211 Schluter Rd
Monona, WI 53716

RE: PETITION FOR DIRECT LEGISLATION

Dear City Council Member:

On behalf of 'Monona United to Amend', please find enclosed a *petition certification* for direct legislation bearing the signatures of 1232 individuals, a number of electors equal to at least 15% of the votes cast for governor at the last general election in Monona. Although the City Council could itself pass the proposed, resolution, pursuant to Wisconsin Statute § 9.20(4), we request that the Council refer the resolution, without alteration, to a vote of the Electors on the April 4, 2017 ballot in Monona. We believe that the voters of Monona should have the opportunity to directly and democratically express their interest on this matter. We have attached a copy of the resolution that we would like the Council to pass after the citizens vote on it.

This resolution calls for a Constitutional Amendment declaring that: 1) Only human beings are endowed with constitutional rights — not corporations, unions, nonprofits or other artificial entities, and 2) Money is not speech, and therefore regulating political contributions and spending is not equivalent to limiting political speech under the First Amendment. A "Yes" vote on this resolution would indicate support for a Constitutional Amendment, while a "No" vote would indicate opposition to an Amendment.

As the individual filing on behalf of 'Monona United to Amend', please contact me directly should you have any questions or concerns about the validity or sufficiency of our petition.

Sincerely,



Waltraud Brinkmann
Resident of Monona
608.222-6717

Enclosures

cc: Joan Andrusz, City Clerk

Ballot Language

Shall the City of Monona, adopt the following resolution?

Resolved, that “We the People” of the City of Monona, Wisconsin, seek to reclaim democracy from the expansion of corporate personhood rights and the corrupting influence of unregulated political contributions and spending. We stand with communities across the country to support passage of an amendment to the United States Constitution stating:

- 1. Only human beings are endowed with constitutional rights — not corporations, unions, nonprofits or other artificial entities, and**
- 2. Money is not speech, and therefore regulating political contributions and spending is not equivalent to limiting speech.**

**MONONA POLICE DEPARTMENT
MONTHLY REPORT**



NOVEMBER 2016

OPERATIONS DIVISION

In November of 2016, the Operations Division handled 48 vehicle crashes, down slightly from the 51 crashes last month. Vehicle crashes are a significant part of a Police Officer's day. For traffic enforcement, there were 169 traffic warnings, 116 traffic citations, and 26 parking tickets issued. Our calls total for November was 1,537 calls for service.

Training

Chief Ostrenga attended a 7 hour CVMIC training on Dealing with Injured/Disabled Employees

Chief Ostrenga and Lt. Wiegel attended an 8 hour Implicit Bias training.

Detective Bomkamp attended a 4 hour Constitutional Law update training.

Officer Mielke attended a 3 day Intoximeter Operators certification training.

Speed Trailer

The Speed Trailer was placed in the 4300 block of Winnequah Rd Nov 3rd--11th and Winnequah Rd at Graham Ave Nov 16th--25th. To request the speed trailer, in your neighborhood, contact Officer Jim Reiter at: jreiter@ci.monona.wi.us

Security Checks

Officers performed 282 security checks in the month of November. A security check is when an Officer goes into a business and walks around to meet with staff to discuss any problems that the businesses are aware of. This also serves as a deterrent for theft. For the overnight shift, this entails checking the perimeter of the business and pulling on doors to make sure the businesses are secure.

Retail Thefts

There were 45 retail theft cases in November, down a couple from 48 cases in October. Around 50 cases are typical in a month. These cases can be time consuming if the suspect flees and follow-up outside the City is necessary.

Tellurian Treatment Center

In November we had 4 calls to the Tellurian property totaling 25 hours of police time.

Use of Force Incidents

On November 2nd at 1:24am an Officer attempted to make a traffic stop on Monona Drive for speeding. The car excellerated and made evasive turns onto Madison residential streets. The officer followed policy and terminated the pursuit.
(MO16-06769)

On November 22nd at 4:39pm a Monona Detective located an occupied stolen vehicle at our Wal-Mart which was aired eariler by Madison PD. Monona and Madison Officers responded to the location and the Detective informed everyone when the vehicle was in motion. Knives and a handgun were mentioned as being related to the Madison case. The car was stopped just outside of the Wal-Mart and the 4 occupants of the vehcile were taken out at gunpoint without issue. The case was turned over to Madison Police for charges.
(MO16-07169)

Citizen Complaints

There were no citizen complaints in November.

1st Shift Monthly Report

On November 18th at 1:46pm Officers were dispatched to Tellurian for a disturbance. The client was upset with the staff and threw a radio at a window, breaking the glass. The client was transported to a local hospital for mental health assistance.
(MO16-07101)

On November 30th at 6:48am an officer was dispatched to the 5300 block of Schluter Rd for a report of a car that had struck a parking sign and MG&E pole guide wire, and fled. The witness was delayed 10 minutes in reporting this crash, and stated the car was believed to be a maroon or darker color older model Toyota Camry.
(MO16-07297)



Officer Overtime Analysis

2016	JUL Hrs	AUG Hrs	SEPT Hrs	OCT Hrs	NOV Hrs	TOTAL HRS To Date	APPROX COST To Date
TRAINING CONSORTIUM (In-Service)	56	-	74.25	79	-	346.25	\$17,313
OTHER REQUIRED TRAINING (ECIR/Radar/CPR/K9)	3	-	8	-	-	120	\$6,000
OPTIONAL OFFICER TRAINING	-	-	-	8	-	11	\$550
SICK LEAVE Coverage	-	8	13	16	4	201	\$10,050
VACATION Coverage	16	4	12	16	12	351	\$17,550
FLOATING HOLIDAY Coverage	-	4	-	4	40	92	\$4,600
MILITARY LEAVE Coverage	2	16	-	-	-	54	\$2,700
COURT	13	12.5	11	13.5	15	163	\$8,150
LATE/EARLY CALL or SERIOUS INCIDENT	27.75	21.5	17	26.25	14	229	\$11,450
Special Event (Meeting, Parade, Festival, Drug Work)	59	1.5	7.5	2.5	6.5	194.25	\$9,713
Mental Health Case	-	4	10.5	0.75	10.5	47.5	\$2,375
Dispatch Coverage	4	-	-	-	-	4	\$200
TRAFFIC GRANT (Reimbursed)	77	76.5	95	-	-	532	\$26,600
TOTAL HRS	257.75	148.00	248.25	166.00	102.00	2345	
Expense Per Month @ average \$50.00 / HR	\$12,888	\$7,400	\$12,413	\$8,300	\$5,100		\$117,250

Lieutenant Curtis Wiegel is the Operations Commander and 1st shift patrol supervisor. He can be reached at cwiegel@ci.monona.wi.us.

2nd Shift

Officers on second shift conducted 80 traffic stops. We handled 23 Retail Thefts, 25 crashes, and 1 Drunk Driver. We also made several warrant arrests.

On November 13, 27, and 29th second shift officers took reports of fraud. In these three cases people had their credit cards cloned and used to make several purchases. In these types of cases purchases ended up in the thousands of dollars.

If I did my math correctly 2nd shift handled 252 crashes 32 OWI arrests, 265 retail thefts, and made 1,848 traffic stops through November of this year.

Sergeant Jeremy Winge is the 2nd shift patrol supervisor and can be contacted at: jwinge@ci.monona.wi.us

3rd Shift

The Monona Police Department third shift officers handled 3 vehicle crashes, 6 retail thefts, and responded to several disturbance calls during the month of November. Officers made 134 traffic stops resulting in 3 OWI arrests. Officers also arrested 3 individuals on arrest warrants.

On November 12th, 2016 at 12:17 a.m. a vehicle was stopped for lane deviation on Monona Dr. The operator was arrested for 1st offense OWI with a B.A.C. of .23g/210L. The driver was taken to the Dane Co Jail on a probation violation.

On November 20th, 2016 at 4:17 a.m., officers responded to a vehicle crash on HWY 12 at South Towne Dr. The operator who caused the crash was arrested for OWI 1st offense. The operator refused the Intoximeter but a preliminary breath test showed a B.A.C. of .17g/210L. Both vehicles involved were believed to be a total loss.

On November 24th, 2016 at 12:30 a.m., officers responded to a local tavern for a fight. The investigation determined that a male had physically assaulted his ex-girlfriend. He was transported to the Dane Co Jail and booked in on Disorderly Conduct and Battery charges.

On November 29th, 2016 at 12:53 a.m. an officer made a traffic stop for a speed violation, 80 mph in a 55 mph zone on Stoughton Rd near Broadway Ave. As a result of the stop the operator was arrested for OWI 1st, with a blood alcohol content of .17 g/210L.

Sergeant Adam Nachreiner is 3rd shift patrol supervisor and can be contacted at anachreiner@ci.monona.wi.us

Community Resource Officer

During the month of November, Community Resource Officer Reiter was involved in the following crime prevention and community relations activities:

The citizen's academy has come to an end. The final two dates we visited the Dane County Abuse Intervention Shelter (DAiS). The academy learned about domestic violence and the criminal justice process after a subject has been arrested. The final day of the academy was enjoying a lite dinner, conversation about their experiences and what they learned.

Earlier in the year Chief Ostrenga and I met with Winnequah School Principal about lock down drills. This month the teachers had a teacher conference and a lock down drill was conducted with only teachers. Officers, including myself were on hand to answer questions and assist with how other schools conducted their drills.

This month School Officer Wunsch and I started a lunch with a cop program. The first lunch was conducted at Winnequah School where we sat with students, had great conversation, and ate lunch. We plan on conducting more of these lunch dates throughout the year.

I met with the resident managers at 250 Femrite, 111/211 Owen, and 100/200 Frostwoods Rd about setting up safety presentation talks in the future

The department fitness testing was conducted for any officer wanting to participate in the Cooper Fitness Testing.

I assisted on two occasions sitting in as bailiff for municipal court duties.

Dane County Deputy McGowan passed away who was one of the Beltline Service Truck Deputies. To honor and remember Bill for all his work he did for Monona Police with directing traffic, helping with traffic crashes, and routine back up, a few officers attended his funeral and wake.

I also assisted IHM School with observing their lock down drill; helped Lt Deuman with getting the new Badger Tracs Citation/Crash software installed; spent several days covering the road and assisted patrol with road coverage; and attended two Shop with a Cop meetings.

The speed board was placed out a few times this month. However at the end of this month it will be stored away for the winter months.

If you would like to involve the Monona Police Department in a community presentation or event, please contact Community Resource Officer James Reiter at 608.222.0463 or jreiter@ci.monona.wi.us

INVESTIGATIVE DIVISION

Detective Unit

During the month of November, 96 cases were reviewed for possible referral to the Investigative Division.

Crime	Number of Cases
Battery	2
Drug Investigation	3
Fraud	12
Property Damage	15
Retail Theft	45
Sex Offense	1
Stolen Vehicle	2
Theft	16

Members of the Investigative Unit were assigned to, or assisted with, 24 incidents.

Current Investigations

MO16-06641/6474/6430/6468 – HARRASSMENT/ID THEFT/THEFT

A friendship/roommate situation went bad resulting in one party stealing from and harassing the other online. Charges were filed and further investigation continues.

MO16-07384 – BAIL JUMPING

A victim of sexual assault was contacted by the suspect from jail. Detectives investigated this incident which resulted in additional charges for the suspect.

MO16-06873 – STALKING

Patrol and detectives have put a lot of time into a breakup gone bad. Many charges, including felony stalking, have been issued against a man involved.

MO16-05166 - EMBEZZLEMENT

An employee at a local liquor store was caught taking cash and goods this past summer. The investigation took an extensive amount of time due to the time period over which the crime occurred. Tens of thousands of dollars' worth of cash was taken and charges have been referred to the Dane County District Attorney's Office.



MO16-070XX - SEXUAL MISCONDUCT

A suspect was found to be secretly videotaping others taking off their clothes in an undisclosed location. We ended up with four juvenile and three adult victims. The suspect was referred to the Dane County DA's Office on seven felony charges.

If you have information to provide in these or other incidents, please contact:
Det. Matthew Bomkamp at mbomkamp@ci.monona.wi.us or Det. Sgt. Ryan Losby at rlosby@ci.monona.wi.us

Other Activities

Property room management
Municipal court officer duties
Liquor License Review Committee

School Resource Officer

In the month of November, I handled 13 incidents at Monona Grove High School, 8 incidents at Glacial Drumlin Middle School, and zero incidents at Winnequah Elementary School. I issued 3 Truancy citations, 1 Possession of Marijuana citation, and 1 Possession of Tobacco citation.

I accompanied the MGHS varsity football program to Camp Randall for their state championship game.



A lockdown drill was conducted at Winnequah Elementary with Staff during an in-service day.

SRO Wunsch and CRO Reiter had “lunch with a cop” at Winnequah Elementary. I spoke with 4k students at Winnequah Elementary regarding the tools Police Officers use. I also spoke to 3 classes at Glacial Drumlin Middle School reference internet and community safety.

There was a physical fight between two male students on the playground at Glacial Drumlin. Both students were counseled and the school did a restorative process with them.

I was notified while off duty of a possible threat to Glacial Drumlin Middle School that was posted on Instagram. The students that made the post were contacted and interviewed. The students claimed the threat was a joke. Charges were referred to the DA’s office.

4 MGHS students returned to school from lunch under the influence of marijuana. Vehicle and locker searches were conducted, but no marijuana was located.

1 MGHS student chose to smoke marijuana prior to a class field trip to the National Guard Armory. The student was found to be in possession of marijuana as well and received a citation.

I worked in conjunction with MGHS social worker to identify a suspect in a sexual assault of a MGHS student that happened in Madison. The case was forwarded to Madison for investigation.

SRO Luke Wunsch can be contacted at lwunsch@ci.monona.wi.us

Clerk of Courts

During the month of November 199 traffic, municipal ordinance and parking citations were issued. In addition there were 169 warnings issued for various traffic offenses. Twenty-two adults and five juveniles were also referred to the Dane County District Attorney’s Office for criminal charges.

Dispatch

The Monona Communications Center dispatches Police, Fire, and EMS, answers routine phone calls from citizens seeking information or wanting police assistance, processes citation payments, prepares and submits accident reports to the State of Wisconsin, files law enforcement related paperwork, and performs many other routine daily duties.

During the month of November, Dispatchers handled 1,537 calls for service. Of these calls for service, 110 calls came in on the 911 lines. Many of the calls for service are converted into incidents which require a report and additional paperwork. On average, each incident, consumes about 1.5 hours of the Dispatcher's time.

Lieutenant Sara Deuman is the Technical Services Commander in charge of Dispatch and Investigations. She can be contacted at sdeuman@ci.monona.wi.us



Calls for Service Summary Past 30 Days

Reported from: 11/16/2016 - 12/15/2016



Call Type

Call Type	Total
911	95
On View	629
Other Citizen Generated	1
Phone	557
Total	1,282

District and Sector

District and Sector	Total
North	601
South	545
Others	136

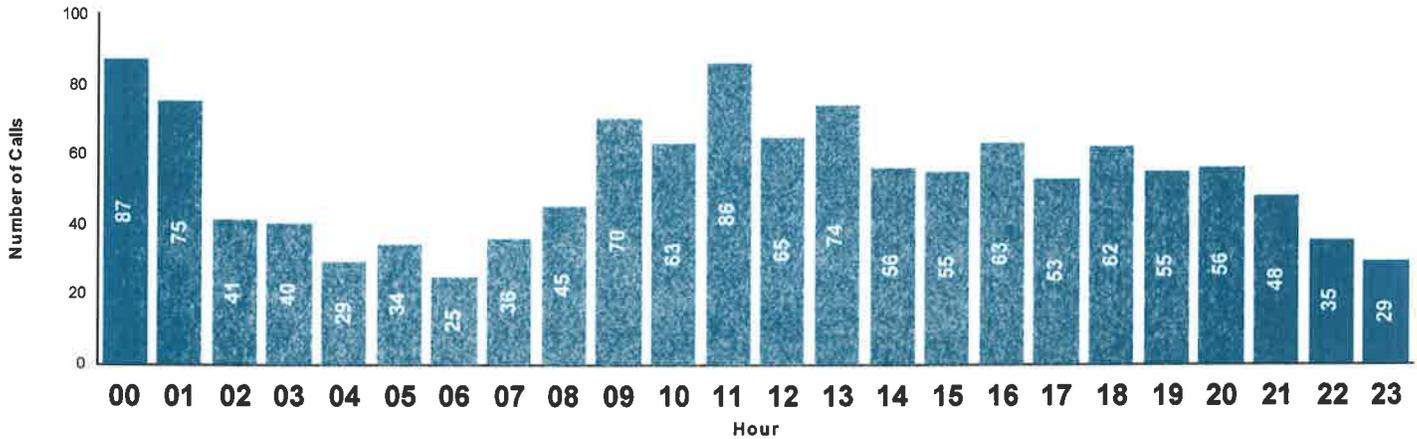
Priority Type

Priority Type	Total
1	213
2	374
3	695

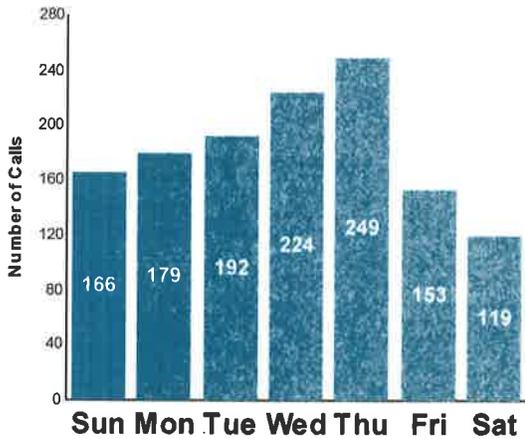
Shift

Shift	Total
1	495
2	427
3	360

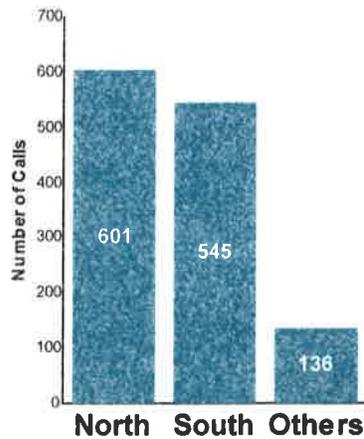
Calls by Time of Day



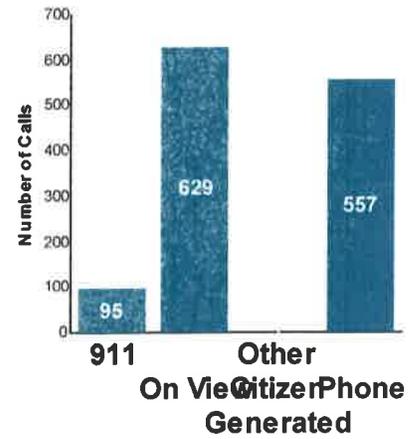
Calls by Day of Week



Calls by Sector



by Call Type





Calls for Service Summary

Past 30 Days

Reported from: 11/16/2016 - 12/15/2016



Top 25 Addresses

	Total
2151 ROYAL AV	95
BELTINE HIGHWAY & MONONA DR	41
4400 MONONA DR	32
BELTINE HIGHWAY & SOUTH TOWNE DR	31
2500 ROYAL AV	29
2501 BROADWAY	22
MONONA DR & WINNEQUAH RD	22
3735 MONONA DR	21
400 BROADWAY	19
BELTINE HIGHWAY & STOUGHTON RD	16
2800 ROYAL AV	14
2101 BROADWAY	13
6540 MONONA DR	13
STOUGHTON RD & BROADWAY	13
5900 MONONA DR	12
4700 GORDON AV	11
5300 MONONA DR	11
6401 COPPS AV	11
211 OWEN RD	10
353 OWEN RD	10
111 OWEN RD	9
802 BROADWAY	9
BROADWAY & MONONA DR	9
MONONA DR & BELTINE HIGHWAY	9
300 FEMRITE DR	8

Top 25 Natures

	Total
SECURITY/TAVERN CHECK	255
TRAFFIC STOP	184
AMBULANCE CALL	89
FOLLOW UP	63
ASSIST CITIZEN	56
CHECK PERSON	51
RETAIL THEFT	43
REPORT WRITING	42
ACCIDENT NON-INJURY	41
INFORMATION	41
PARKING ON STREET	38
911 CELL DISCONNECT	33
CHECK AREA	30
ALARM	26
ASSIST OTHER AGENCY	25
911 OPEN LINE	17
TRAFFIC/SAFETY HAZARD	17
TRAFFIC ENFORCEMENT	16
PROPERTY DAMAGE	14
DISTURBANCE	13
FRAUD	12
THEFT	12
911 DISCONNECT	11
ACCIDENT HIT AND RUN	11
PRESERVE THE PEACE	9



Calls for Service Summary Past 30 Days

Reported from: 11/16/2016 - 12/15/2016



Top 10 Addresses of Citizen Generated Calls for Service

		Total
2151 ROYAL AV	Total	63
	RETAIL THEFT	30
	FRAUD	6
	911 CELL DISCONNECT	4
	THEFT	4
	INFORMATION	3
	911 DISCONNECT	2
	911 OPEN LINE	2
	ASSIST CITIZEN	2
	911 UNINTENTIONAL	1
	ACCIDENT HIT AND RUN	1
	ACCIDENT NON-INJURY	1
	ACCIDENT PRIVATE PROPERTY	1
	CHECK AREA	1
	CHECK PERSON	1
	FOLLOW UP	1
TRESPASSING COMPLAINT	1	
VIOLATION OF COURT ORDER	1	
WARRANT SERVICE/P&P	1	
BELTINE HIGHWAY & MONONA DR	Total	30
	ASSIST CITIZEN	12
	CHECK AREA	4
	TRAFFIC/SAFETY HAZARD	4
	ACCIDENT HIT AND RUN	2
	ACCIDENT NON-INJURY	2
	CHECK PERSON	2
	FOLLOW UP	2
	ASSIST OTHER AGENCY	1



Calls for Service Summary Past 30 Days

Reported from: 11/16/2016 - 12/15/2016



		Total
BELTINE HIGHWAY & MONONA DR	TRAFFIC DRIVING COMPLAINT	1
4400 MONONA DR	Total	14
	JUVENILE COMPLAINT	5
	DISTURBANCE	2
	TRESPASSING COMPLAINT	2
	911 CELL DISCONNECT	1
	911 OPEN LINE	1
	DRUG INVESTIGATION	1
	INFORMATION	1
	INTOXICATED PERSON	1
BELTINE HIGHWAY & SOUTH TOWNE DR	Total	14
	ACCIDENT NON-INJURY	5
	ASSIST CITIZEN	5
	CHECK AREA	2
	ACCIDENT HIT AND RUN	1
	INFORMATION	1
2501 BROADWAY	Total	11
	RETAIL THEFT	6
	ACCIDENT HIT AND RUN	1
	ALARM	1
	INFORMATION	1
	THEFT	1
	WARRANT SERVICE/P&P	1
5900 MONONA DR	Total	11
	911 CELL DISCONNECT	6
	911 DISCONNECT	3
	911 OPEN LINE	1
	CHECK PERSON	1



Calls for Service Summary

Past 30 Days

Reported from: 11/16/2016 - 12/15/2016



		Total
211 OWEN RD	Total	10
	AMBULANCE CALL	5
	CHECK PERSON	2
	911 DISCONNECT	1
	ASSIST CITIZEN	1
	FIRE GAS LEAK	1
353 OWEN RD	Total	10
	AMBULANCE CALL	3
	ASSIST CITIZEN	1
	CHECK PERSON	1
	CHECK PROPERTY	1
	DISTURBANCE	1
	FRAUD	1
	INFORMATION	1
	PROPERTY DAMAGE	1
111 OWEN RD	Total	9
	AMBULANCE CALL	5
	911 CELL DISCONNECT	1
	DEATH INVESTIGATION	1
	FIRE ELEVATOR PROBLEM	1
	FOUND PROPERTY	1
300 FEMRITE DR	Total	8
	DISTURBANCE	2
	UNWANTED PERSON	2
	911 DISCONNECT	1
	AMBULANCE CALL	1
	CHECK AREA	1
	FIRE ALARM	1

MONTHLY DEPARTMENT HEAD REPORT TO COUNCIL

DEPARTMENT: Planning, Zoning, Economic Development

MONTH OF: December 2016

Accomplishments:

- **Plan Commission:** (1) Commission approved three more Code changes that will be included in the Council's final Code Book review. The changes are new permitted encroachments into setback areas for overhangs up to 2.5' and uncovered stoops necessary to access a permitted building, up to three feet in height. Also clarified code section on public hearing notice requirements for Plan Commission zoning permit review. (2) Public hearing and prehearing conference held on PDQ redevelopment proposed at 6400 Monona Drive / 105 E Broadway. Plans include new 6,000 SF c-store, 2-bay car wash, and expansion from 4 to 10 gas pumps in re-oriented gas canopy. Plans also included conceptual solution to community message board at the corner. Some Commissioner concerns about whether the gas station this is the highest and best use for this 1.5 acre corner. (3) Commission tabled a proposed new ground sign for Broadway Car Wash. (4) Taco Bell would like to make architectural updates to their building to be more consistent with their new prototypes (flat parapet walls with purple and metal architectural elements). They will be back at Plan in January requesting final approval. (5) January meetings will also include review of Library and City Hall Parking Lots. Next meeting: January 9th. Next project: Sign Code Re-Write. **Plans such as PDQ can be reviewed at www.mymonona.com/DevelopmentPlans**
- **Code:** All Code sections presented to Council, except for three minor changes above which will be included in the Council's final review of this project.
- **Landmarks Commission:** At November meeting, Commission approved a draft Historic Preservation Plan that outlines recommended preservation options for Pagoda. Commission approved a new Landmarks Nomination Form and Form Guide. Next meeting: January 18, 2017.
- **Community Development Authority:** Meeting December 12th included presentations from two developers to the CDA – Bear Development (Adam Templer) and Galway Companies (Steve Doran). Both were conceptual plans for CDA review and no decision was requested or taken. Bear's plans include 138 residential market rate units, 28 of the units would be limited to 80% AMI (no LIHTC used), 10,420 sf of commercial, and described subsequent phases of 96 market rate units with 5,000 SF, and a hotel near river. Galway's plans include 60-70 market rate units on River site with 25,000 SF commercial, and described subsequent phases including 2 buildings of 80 residential units each of multi-family or senior housing, and a phase III on the old Ruby's site for built-to-suit office (or housing). Discussion continued in closed session including financial requests. **Direction from CDA is to ask both developers to submit their formal request for January meeting, including financial details and term sheet, for CDA to choose one or the other.** CDA also approved a lease in Chase Bank building for Latino Chamber of Commerce. Next meeting: January 24, 2017.
- **Zoning Board of Appeals:** Application for enclosing a shore-yard deck on Birch Haven. Next meeting: January 19, 2017.
- **Tourism Commission:** First meeting held November 22, 2016. Alder Andrew Kitslaar appointed Chair, Finance Director Marc Houtakker appointed Vice Chair, and ALNC Mike Strigel to Secretary. Reviewed Room Tax and Tourism Law's with City Attorney and Financial Outlook with Houtakker. Next meeting: TBD February or March 2017.
- **UniverCity Year:** **Fall presentations are all complete. Projects and reports are posted at website below.** Presentations went very well and were well-received by Committees. Next steps: Sonja will talk with Staff Leads. Possibly staff leads / committees will identify highlights from reports and priorities for items that can be implemented or researched further. This will all be summarized for the Council, probably at the end of spring semester. The spring course list is being finalized and all city staff are working diligently with UW Faculty. Sonja will provide details on spring courses at January 16th meeting. Sonja will be meeting with UW project managers weekly throughout spring. See webpage at www.mymonona.com/UCY

In Progress / Routine Duties:

- Recruiting developer(s) for Riverfront Project; Coordinating city staff and UW contacts on UniverCity Alliance project; Regular minutes and agendas for committee meetings (Plan, CDA, Landmarks, ZBA, Tourism); Reviewing recently completed projects for occupancy permits and zoning code compliance.

Upcoming Objectives / Events:

- Plan Commission January 9; Landmarks Commission January 18; ZBA January 19; CDA January 24; Tourism TBD February or March

- Plans
- Programs
- Zoning Code & Permits
- Zoning Variance
- Sign Code & Permits
- Floodplain and Shoreland-Wetland Zoning
- Riverfront Redevelopment
- Riverfront Hotel
- Economic Development
- Monona Interactive Maps
- UniverCity Alliance



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UniverCity Alliance

The City of Monona is partnering with the University of Wisconsin-Madison on its first ever UniverCity Year. The UniverCity Year is a year long partnership modeled after Oregon's Sustainable City Year Program. Cross-disciplinary teams from existing UW-Madison courses will work on city-initiated projects. The UniverCity Alliance aims to connect education, service and research on campus with cities to further the practice of sustainability. The Alliance convenes representatives from UW-Madison's COWS, Global Health Institute, Institute for Research on Poverty, Morgridge Center for Public Service, Nelson Institute for Environmental Studies, Department of Urban and Regional Planning, and UW-Extension.

Below is a list of the four main topic areas with the final reports and presentations for each course.

Housing & Development

Coursework from Urban and Regional Planning and the UW Business School's Real Estate Program will inform Monona's housing and redevelopment goals by providing analysis of different types of housing occupancy characteristics and creating development proposals for strategic sites.

- Urban and Regional Planning Fall Workshop - [Strategic Housing Plan Report Update](#)
- Real Estate 611: Residential Property Development - [Monona Drive Redevelopment](#)
- [Class Presentations at Joint CDA & Plan Commission Meeting](#)

Sustainable Transportation

The UW will help Monona better understand existing bicycle, pedestrian, and transit infrastructure and connections, and focusing of access for specific populations/destinations including children and schools.

- Urban and Regional Planning 590: Bicycles, Pedestrians, and the City - [Going for Silver](#)
- Urban and Regional Planning Fall Workshop - [Towards a Safe Routes to School Plan](#)
- [Active Transportation Summer Outreach Project](#)

Community Media

These projects will assess current connectivity and WiFi technology infrastructure in the city, thinking about how it can be linked to public services, and examining the potential for creating new shared high-technology resources for public safety, businesses and citizens.

- Library and Information Studies 351: Introduction to Digital Information - [Evaluation of the City's Website](#)

Parks & Recreation

Students will provide details to the master plans of Ahuska and Winnequah Parks for future improvement. This includes looking at uses and maintenance of the parks, physical repairs and upgrades, programming and impacts to surrounding habitat.

- Civil & Environmental Engineering Senior Capstone Design - [Design Documents for Ahuska Park Improvements](#)
- Soil Science 332: Turfgrass Nutrient and Water Management - [Ahuska Park Turfgrass Management Report](#)
- [Class Presentations at Parks & Recreation Board Meeting](#)

(We are still waiting on a few of the reports and those will be posted once received.)

MONTHLY DEPARTMENT HEAD REPORT TO COUNCIL

DEPARTMENT: Public Works & Utilities

MONTH OF: December 2016

Accomplishments:

- During the month of December the street crew completed many rounds of snow plowing and scraping, parking lot snow removal, sidewalk snow removal, anti-icing, intersection snow removal, and clearing snow from fire hydrants.
- The crew constructed and mounted a street light pole storage rack in the DPW yard.
- The crew completed debris removal and yard clean up at the DPW facility.
- The crew completed another round of pothole repair in early December.

Major Projects / Issues:

- Strand Associates is in the final design phase for the 2017 road reconstruction project. This project will be advertised for bids the first week of January, 2017. The project bid opening is scheduled for January 26, 2017.
- The City Hall parking lot reconstruction, Library parking lot reconstruction and Well 2 overflow piping and parking lot construction will be advertised for bids on February 9th and 16th, 2017, and bid opening on February 23, 2017.
- The annual road review was completed in December. Staff has started preparing 2017 road maintenance specifications.

In Progress / Routine Duties:

- Completed meter changes and meter reading for the month.
- Completed daily rounds at the wells and lift stations, collected required water samples, and complete diggers hotline locates for the month.
- Clean floor drains at the shop, complete inventory of shop items, and complete shop maintenance for the month.
- Coordinate City projects with our engineers.
- The monthly DNR water pumpage report was completed and sent in per the requirements of the State.

Upcoming Objectives / Events:

2017 Road Reconstruction Project Update/Schedule:

Tonyawatha; Winnequah to Progressive, 2,376'
Schultz; Tonyawatha to Winnequah, 381'
Dean, Winnequah to Tonyawatha, 634'
Progressive, Tonyawatha to Winnequah, 264'
Total Length; 3,655'

Schedule:

- Public Information Meeting 1 – July 19, 2016
- Public Information Meeting 2 – July 21, 2016
- Public Information Meeting 3 – November 10, 2016
- Final plans and specifications – December, 2016
- Bid advertisement – January 12th and 19th, 2017
- Bid Opening – January 26, 2017
- Bid Award Meetings – February 1, 6, and 20, 2017
- Construction Begins – April 2017
- Substantial Completion Date – August 11, 2017
- Final Completion Date – August 25, 2017

Personnel:

- All staff positions are filled.

MONTHLY DEPARTMENT HEAD REPORT TO COUNCIL

DEPARTMENT: Library

MONTH OF: December 2016

Accomplishments:

Programs throughout the month experienced typically strong attendance.

- International Games Day took place on Saturday, November 19, which involved a collaboration with Brad Van from Aftershock RetroGames, who made several retro arcade games available for patrons to play free of charge for the duration of the day.
- A Seasonal Chefs event with Chef Coz from Rosie's Coffee Bar and Bakery was held on December 7 and reached its usual capacity crowd.
- A Monona History club event involving a presentation about John Muir was originally scheduled for Sunday, December 11, but was rescheduled due to inclement weather. The program took place the following Sunday, December 18, and saw a solid turnout.

Major Projects / Issues:

In late November the boiler went out and we were without heat in the original part of the building for an entire week. Thankfully the weather was somewhat cooperative. We've had multiple services charges for the boiler since August totaling nearly \$1,400, not including these quotes:

- \$1987 quote to repair leaking pump and boiler display; work complete
- \$1628 quote to replace circulator pump; on order, 4-5 weeks delivery

Donation results from Foundation mailing to date total \$6,555. The rate of return has been 9.2%. Gifts range from \$15 to \$1,000 with most (15 people) giving \$50 or \$100 (10 people). Mary O'Connor recorded a WVMO spot featuring the Foundation and Tom Teuber did live spots on 'Giving Tuesday' and 'Shop Local Saturday' to reinforce and remind people of the Library as a resource worth supporting.

In Progress / Routine Duties:

- Painting touch-ups started the last week in November and were completed the second week in December with only minor disruptions to business as usual.
- Directional signage for the restrooms on the main library floor and above the entrance to the quiet reading room was added by the application of vinyl lettering to walls.
- Progress continues on the parking lot project, with current board-approved plans to be discussed at upcoming council meetings.

Upcoming Objectives / Events:

Sue Carr, Kathy Thomas, and Sally Buffat were interviewed by the Herald Independent for a Loud in the Library feature. Highlights were how the concept for Loud in the Library originated, how this year's theme was decided, that Loud in the Library will be an annual event, tickets on sale now (\$20 in advance/\$25 at the door), donors, food, music, entertainment, good fun for a great cause. The event is scheduled for Saturday, January 29 from 7 to 10 PM.

Personnel:

Upon agreeing to assess the current round of candidates for the part-time Youth Services position at the last Board meeting, Matt Heindel, Sally Buffat, and Karen Wendt, with the assistance of board president Sue Carr, interviewed two individuals. The interview panel agreed unanimously to offer the position to Angela Hircock, who has accepted the offer. In order to allow her sufficient time to settle affairs at her current position, her first day at Monona Library will be Monday, January 16. We're confident that Ms. Hircock will be a great fit for the library and are looking forward to working with her.

MONTHLY DEPARTMENT HEAD REPORT TO COUNCIL

DEPARTMENT: City Clerk

MONTH OF: December 2016

Accomplishments:

Completed the minutes of the December 5 City Council and Finance & Personnel Committee, and December 13 License Review Committee meetings.

Prepared and mailed the December 13 License Review Committee meeting packet, facilitated the meeting.

Met with a Monona State Bank representative regarding the new health insurance option.

Participated in the staff holiday potluck.

Worked with an applicant for a Temporary "Class B" licensed event and a request for a floating food cart.

Scheduled the Distinguished Service Award Committee meeting, prepared and mailed the meeting packet, solicited Mayoral Award nominations from Department Heads.

Began archiving, purging, and filing Operator License applications.

Election duties: Participated in the statewide presidential vote recount and took materials back to City Hall; responded to two open records requests for November 8 General Election materials, one an extensive request requiring a \$1,668.11 prepayment; handed out candidate packets as requestors come in; held a Chief Inspector meeting to review recount results; completed one of three WEC required reports; worked on getting the United to Amend referendum to the Council; completed data entry of election results; mailed 31 letters to voters regarding registration form issues; organized election supplies; worked toward ordering the new ADA-compliant voting machines; researched elected officials serving as Election Inspectors.

Major Projects / Issues:

- Complete the minutes for the June 2 Board of Review hearing.
- Complete reporting for the November 8 General Election.
- Order new ADA-compliant election equipment.
- Once pre-payment is received, schedule an Election Inspector to work on the open records request document copying and redacting.
- Archive General Election documents.
- Purge files and file new alcohol and business license applications.
- Remind a licensee they need to change their business name on their license.
- Mail Weights & Measures license reminders.

In Progress / Routine Duties:

Daily deposits; accounts payables; invoice coding and distribution; credit applications; issue Provisional licenses and approved Operator's and other licenses; staff meetings; update WisVote; enter voter registrations and absentee ballot requests as received; file and purge voter registration forms; compile building inspection forms for Appraiser; compile documents and payments for mailing to EMS Medical Billing Associates; publish minutes, public notices, and Ordinances as required; counter-sign documents; perform Notary duties; prepare Council Consent Agenda; work with other staff members on licenses, accounts payables, open records requests, claims against the City, etc.

Upcoming Objectives / Events:

- Work on an Ordinance amendment regarding City staff selling beer at City park events.
- File over 500 voter registration forms from April 5 and 453 from the November 8 elections, and those received before and since then.

Personnel:

Will coordinate baseline election official training Alene Houser will be required to take as Deputy Clerk.

MONTHLY DEPARTMENT HEAD REPORT TO COUNCIL

DEPARTMENT: Senior Center

MONTH OF: December

Accomplishments:

- **January newsletter complete and sent to the printer – hoping to mail this week.**
- **Dementia Friendly – The Committee has held several trainings including Edward Jones Dave Capazzo office, Monona Academy of Dance and DMA Accounting. Trainings are being scheduled for Swad and other offices.**
- **Senior Center holiday dinner was a success with over 150 paid attendees, Winnequah School student and City staff volunteers and Marshall High School and Winnequah strings performing**
- **Day Trips for 2017 have been confirmed and we are starting to publicize**
- **Friends Group held “Santa’s Workshop” as part of Breakfast with Santa event with crafts for making and for sale.**
- **Working with Winnequah School to bring more intergenerational opportunities to the community through exercise and adult coloring combined participation.**

Major Projects / Issues:

Dementia Friendly Coalition – Letters were sent out to area businesses informing them of the opportunity to go through Dementia Friendly training. This has increased the number of trainings that have been occurring dramatically. We will halt the sending of letters over the holidays until there is more consistency in offices.

Capital Budget – We have met with W.E. Davies to have them work up a more specific quote for the 2017 project. We had some leaking in recent weeks that is encouraging us to get this project done early in 2017 due to cabinet and countertop damage.

Madison College Student – Human Services student from Madison College will be ending her work with us this semester.

In Progress / Routine Duties:

Volunteer monthly meeting/training, Dementia Friendly meeting, Staff meeting, working on February newsletter, programs, speakers, etc.

Correspondence, processing memberships and donations and recognition, bills, website updates, publicity in the local paper, changes in supporting agency representatives.

Volunteer coverage for travel, illness and weather

Updating calendars and website for the new year

Upcoming Objectives / Events:

Presentations - Identity Theft, Jessica Michna as Laura Engalls Wilder and Doug Wood presenting Railroads in the 1850's in coming months.

Volunteer Appreciation – Early in 2017, sponsorship letters will be sent out to fund our volunteer appreciation event. Planning for this event will also occur

Summer Concerts – Planning of the Summer concerts will also begin by the Friends group – with some help from Senior Center staff.

Personnel:

Senior Center personnel are efficient, productive and a real asset to the program.

MONTHLY DEPARTMENT HEAD REPORT TO COUNCIL

DEPARTMENT: Community Media

MONTH OF: December

Accomplishments:

Upgraded the audio in the municipal room. The room is capable of video playback with sound, as well as new microphones that can be routed to the speakers in the room for additional sound support.
Completed first semester of the UniverCity project with great feedback from the Community Media Committee.

Major Projects / Issues:

The Municipal room still needs some additional upgrades in regards to the video equipment and overall functionality of the room and displays within the room.

In Progress / Routine Duties:

Continuing to broadcast boys and girls basketball on TV access channels, YouTube and WVMO. In addition, all fine arts presentations are broadcast on YouTube and TV access channels. Daily morning announcements at the high school are coming along well and there is great involvement in the AV club this year.

Upcoming Objectives / Events:

Upgrade our Video server to allow for more storage. Work with Digital Marketing class as part of UniverCity project as well as working with Larry Meiller's radio broadcasting class. Larry's class will produce Public Service Announcements that can air on WVMO

Personnel:

No changes.

MONTHLY DEPARTMENT HEAD REPORT TO COUNCIL

DEPARTMENT: Administrative Services

MONTH OF: Dec. 2016

Accomplishments:

Health insurance open enrollment completed.

- Thirteen (13) employees have enrolled in the new high-deductible health plan option for 2017. This accounts for a savings to the city of \$11,700 versus their enrollment in the HMO option.

Major Projects / Issues:

Union Negotiations:

- The International Association of Fire Fighters (IAFF) Local 311 did not file an appeal of the WERC's decision that health insurance opt out payments are a prohibited subject of bargaining. Bargaining for a successor agreement to the 2015-2016 contract resumed on Dec. 16.
- Oral arguments over who has jurisdiction in the Wisconsin Professional Police Association's grievance against the City are scheduled for Jan. 5 in Dane County Circuit Court.

City Hall Maintenance:

- Tile installation has been completed in the main floor men's and women's restrooms. New paint, toilets, and sinks are scheduled to be installed during the first week of January.
- The walls of the stairway which were previously damaged from a water leak have been repaired and painted.

In Progress / Routine Duties:

Bi-monthly payroll and time tracking, personnel files and new-hire onboarding, recruiting, worker's compensation, troubleshooting IT issues as needed and coordinating weekly IT projects with consultants, website content and maintenance.

Payroll updates and flexible spending plan enrollments for 2017.

Office staff has been busy and very efficient in processing and recording property tax payments and fielding the extra phone calls regarding property taxes.

Upcoming Objectives / Events:

Personnel:

1. Half-time Youth Services Librarian
 - Angela Hircock was offered and accepted the position. Her start date is Jan. 16.
2. Library Director
 - Phone interviews Dec. 13–Jan. 4
 - So far, three candidates have been selected to proceed to the in-person process, scheduled Jan. 11-19. Each candidate selected will participate individually in a 4-hour process which will include:
 1. an interview with the Library Board
 2. a presentation to the Friends of Monona Library, Library Foundation, other city employees, members of the public, and library volunteers
 3. a meeting with the current library staff
3. Summer Seasonals
 - We'll begin accepting applications for our parks, recreation, and outdoor pool seasonal positions in January.