



Finance Committee Meeting

Whitewater Municipal Building Community Room,
312 West Whitewater St., Whitewater, WI 53190
*In Person and Virtual

Tuesday, November 28, 2023 - 5:00 PM

Finance Committee Meeting 11/28/2023
Nov 28, 2023, 5:00 – 6:30 PM (America/Chicago)

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AGENDA

CALL TO ORDER

ROLL CALL

CONSENT AGENDA

Items on the Consent Agenda will be approved together unless any committee member requests that an item be removed for individual consideration.

1. Approval of Minutes from October 10, 2023

HEARING OF CITIZEN COMMENTS

No formal Committee action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those specific issues at the time the Committee discusses that particular item.

To make a comment during this period, or during any agenda item: On a computer or handheld device, locate the controls on your computer to raise your hand. You may need to move your mouse to see these controls. On a traditional telephone, dial *6 to unmute your phone and dial *9 to raise your hand.

CONSIDERATIONS / DISCUSSIONS / REPORTS

2. Updated Financial Reports

- [3.](#) Salary Resolution Proposal
- [4.](#) Employee Bonuses

FUTURE AGENDA ITEMS

5. Policy Review Schedule

ADJOURNMENT

A quorum of the Common Council may be present. This notice is given to inform the public that no formal action will be taken at this meeting.

Anyone requiring special arrangements is asked to call the Office of the City Manager / City Clerk (262-473-0102) at least 72 hours prior to the meeting.

ABSTRACT/SYNOPSIS OF THE ESSENTIAL ELEMENTS OF THE OFFICIAL ACTIONS OF THE FINANCE COMMITTEE OF THE CITY OF WHITEWATER, WALWORTH AND JEFFERSON COUNTIES, WISCONSIN

Special Finance Committee Meeting Minutes of October 10, 2023

1. Call to Order and Roll Call

Chairperson Lisa Dawsey-Smith called the meeting to order at 6:00 pm.

Present at the meeting were committee members David Stone, Jill Gerber, and Lisa Dawsey Smith.

Absent: N/A. Staff and guests present: Finance Director Rachele Blitch, Brad Marquardt, Stacey Lunsford, Kelly Freeman, Dan Meyer, Adam Vander Steeg, and Sabrina Oijibway.

2. Hearing of Citizen Comments

None

3. 2024-2025 Budget Review (1 of 3)

a. Library – Lunsford provided a brief update on her budget and touched on the plans for the library’s expansion in the fall of 2024.

b. Fire/EMS –Stone asked about the ambulance rotation and Freeman explained it would be coming in July 2024 and funded fully by WFD Inc. Dawsey-Smith explained that because the city had purchased the last three ambulances WFD Inc. was funding this purchase. Freeman noted the engine is expected to arrive in July as well. Freeman also noted that in June of 2022, the previous city manager and director of finance signed paperwork to purchase a tower ladder that was budgeted previously and through contract discussions with WFD Inc and E1 they gave a discounted rate since we were ordering the engine as well and that provided us with a \$278,000 savings. Freeman explained further that because of the volatile market we are in the cost of the ladder would have went up by \$100,00 and the engine by \$60,000 if they hadn’t signed the paperwork in June 2022. Stone asked if they are way behind on building the trucks do we still anticipate receiving them in that timeframe? Freeman said yes, the last update was March of 2025 for the engine and ladder. Gerber inquired about the turnout gear going from \$116,000 to \$12,000 and what that was. Freeman explained that they just received a grant from the Hickey Fund for a second set of turnout gear so each frontline firefighter will have two sets and the \$12,000 will be for any repairs. Gerber asked about a significant drop in supplies and also an increase in repair maintenance of \$35,000. Freeman explained the cost of the emission systems are increasing and that they recently had two ambulances go down and the filters alone were \$5,000 a piece. Gerber asked if they would be filling the admin assistant position and Freeman stated they would not and that they reallocated those funds to bring their fire inspections back in house instead.

c. Police –Meyer gave some highlights on the budget additions that included an additional \$10,000 to interpretation services, an additional \$10,000 for mental health annual check-ins with a psychologist, additional funds for training for the SRT drone teams, additional funds for ammunition, and new Axon body cams. Stone inquired where the \$900,000 in new radios is and Meyer stated those are in the CIP. Gerber inquired if the salaries were maintaining currently staffing levels or if they added a position. Meyer explained it was just

maintaining and that the difference was due to a staff member being on military leave but there is a definite need for more officers. Gerber asked about the supplies cost of \$19,000 and Meyer explained that they previously had a LEA grant that reimbursed the costs in that line item and would no longer be receiving it in the future.

4. Future Agenda Items

- Update on Library expansion funding
- Starin Water Tower
- Employee bonus update
- Compensation study update

5. Discussion of Next Meeting Date

Next regular meeting date was set for October 24, 2023 at 4:30pm.

Special finance committee meetings for budget review were set as follows:

October 12th at 6pm

October 16th at 3:30pm

6. Adjournment

Smith moved, Gerber seconded adjournment. Motion carried on unanimous voice vote. Meeting adjourned at 6:18 pm.

Respectfully submitted,

Rachelle Blitch

Director of Finance and Administrative Services.



GENERAL FUND REVENUES

SEC #	DESCRIPTION	2021 ACTUAL	2022 ACTUAL	2023 BUDGET	2023 YTD OCT	% of BUDGET
41000	TOTAL TAXES	4,168,282	4,624,990	6,000,736	5,975,757	100%
42000	TOTAL SPECIAL ASSESSEMENTS	1,452	150	500	193	39%
43000	TOTAL INTERGOVT REVENUES	4,470,390	4,590,742	4,401,936	1,489,598	34%
44000	TOTAL LICENSES & PERMITS	130,500	89,048	73,975	157,602	213%
45000	TOTAL FINES, FORTFEIT - PENALTIES	288,595	296,072	335,900	214,045	64%
46000	TOTAL PUBLIC CHARGES FOR SVCS	82,850	87,843	106,911	71,528	67%
48000	TOTAL MISC REVENUE	389,500	595,927	510,570	1,234,985	242%
49000	TOTAL OTHER FINANCING SOURCES	726,788	99,675	232,209	180,207	78%
TOTAL:		10,258,356	10,384,446	11,662,737	9,323,916	80%

Favorable (Unfavorable)

2023 Act v Bud	
\$ Chg	% Chg
(24,979)	(0.4%)
(308)	(61.5%)
(2,912,338)	(66.2%)
83,627	113.0%
(121,855)	(36.3%)
(35,383)	(33.1%)
724,415	141.9%
(52,002)	(22.4%)
(2,338,821)	-20%

2023 YTD vs. PY		
2022 YTD	\$ Chg	% Chg
4,491,489	1,484,269	33.0%
350	(158)	(45.0%)
1,792,265	(302,667)	(16.9%)
72,191	85,411	118.3%
252,257	(38,212)	(15.1%)
71,839	(310)	(0.4%)
499,706	735,279	147.1%
99,675	80,532	80.8%
7,279,772	2,044,144	28%

GENERAL FUND EXPENDITURE SUMMARY

SEC #	DESCRIPTION	2021 ACTUAL	2022 ACTUAL	2023 BUDGET	2023 YTD OCT	% of BUDGET
1	ADMINISTRATION	1,506,985	1,736,296	1,733,263	1,351,164	78%
2	PUBLIC SAFETY	3,692,835	3,566,454	3,846,148	3,006,832	78%
3	PUBLIC WORKS	1,089,725	1,139,541	1,131,535	977,080	86%
4	PARKS AND RECREATION	739,409	724,655	710,607	615,881	87%
5	NEIGHBORHOOD SVC/PLANNING	338,309	309,932	306,784	287,444	94%
6	TRANSFERS	2,891,093	2,540,798	3,933,900	2,536,694	64%
7	CONTINGENCIES	0	0	0	16,321	#DIV/0!
TOTAL		10,258,356	10,017,677	11,662,237	8,791,416	75%

2023 Act v Bud	
\$ Chg	% Chg
382,099	22.0%
839,316	21.8%
154,455	13.7%
94,727	13.3%
19,340	6.3%
1,397,205	35.5%
(16,321)	-
2,870,821	24.6%

2023 YTD vs. PY		
2022 YTD	\$ Chg	% Chg
1,336,690	(14,474)	(1.1%)
2,867,798	(139,034)	(4.8%)
890,227	(86,853)	(9.8%)
646,528	30,647	4.7%
240,235	(47,209)	(19.7%)
2,275,179	(261,515)	(11.5%)
0	(16,321)	
8,256,657	(534,759)	(6%)

Net Surplus / (Deficit) - 366,768 500 532,500

(976,885) (1,509,385)



GENERAL FUND EXPENDITURE GROUPINGS

SEC #	DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2023 BUDGET	2023 YTD OCT		2023 Act v Bud		2023 YTD vs. PY		
							\$ Chg	% Chg	2022 YTD	\$ Chg	% Chg
51100	Total Legislative Support	137,138	234,884	225,511	157,992	1	67,519	29.9%	159,728	1,736	1.1%
51110	Total Contingencies	26,927	17,258	-	16,321	7	(16,321)	-	-	(16,321)	-
51200	Total Court	72,609	75,869	84,544	69,737	1	14,807	17.5%	67,637	(2,099)	(3.1%)
51300	Total Legal	71,277	72,504	74,591	55,870	1	18,721	25.1%	57,957	2,088	3.6%
51400	Total General Administration	343,224	370,144	405,948	307,736	1	98,212	24.2%	316,199	8,463	2.7%
51450	Total Information Technology	82,498	83,395	92,863	80,119	1	12,744	13.7%	58,327	(21,792)	(37.4%)
51500	Total Financial Administration	197,879	206,731	235,333	187,776	1	47,557	20.2%	176,343	(11,433)	(6.5%)
51540	Total Insurance/Risk Mgt.	116,260	97,278	113,147	83,981	1	29,166	25.8%	105,745	21,764	20.6%
51600	Total Facilities Maintenance	481,094	429,937	446,266	365,619	1	80,647	18.1%	351,298	(14,321)	(4.1%)
52100	Total Police Administration	642,418	669,231	726,491	596,394	2	130,097	17.9%	574,479	(21,914)	(3.8%)
52110	Total Police Patrol	1,916,943	1,877,722	2,078,925	1,607,977	2	470,948	22.7%	1,525,028	(82,949)	(5.4%)
52120	Total Police Investigation	328,880	378,879	434,233	389,924	2	44,308	10.2%	348,002	(41,922)	(12.0%)
52140	Total Comm Service Program	28,631	27,498	40,797	24,703	2	16,095	39.4%	24,159	(544)	(2.3%)
52400	Total Neighbor Svcs & Planning	254,116	349,565	306,784	287,444	5	19,340	6.3%	240,235	(47,209)	(19.7%)
52500	Total Emergency Preparedness	7,102	6,754	9,841	4,622	2	5,219	53.0%	9,080	4,458	49.1%
52600	Total Communications/Dispatch	459,233	461,006	555,861	383,211	2	172,649	31.1%	387,049	3,838	1.0%
53100	Total Public Works Administration	45,500	40,109	51,387	55,752	3	(4,365)	(8.5%)	38,159	(17,593)	(46.1%)
53230	Total Shop/Fleet Operations	155,827	170,149	174,542	179,185	3	(4,642)	(2.7%)	152,450	(26,735)	(17.5%)
53270	Total Parks Maintenance	251,896	207,028	279,011	190,976	4	88,035	31.6%	192,256	1,279	0.7%
53300	Total Street Maintenance	530,072	535,830	561,420	442,655	3	118,765	21.2%	431,770	(10,886)	(2.5%)
53320	Total Snow & Ice	130,637	147,570	151,704	98,122	3	53,581	35.3%	77,592	(20,530)	(26.5%)
53420	Total Street Lights	232,441	227,456	192,483	201,366	3	(8,884)	(4.6%)	190,257	(11,109)	(5.8%)
55111	Total Young Library Building	57,665	57,800	55,061	42,336	1	12,725	23.1%	43,455	1,120	2.6%
55200	Total Parks Administration	45,223	46,542	92,242	80,565	4	11,678	12.7%	39,451	(41,114)	(104.2%)
55210	Total Recreation Administration	197,349	196,989	-	-	4	-	-	222,398	222,398	100.0%
55300	Total Recreation Programs	1,636	718	-	-	4	-	-	3,294	3,294	100.0%
55310	Total Senior Citizen's Program	52,224	55,071	-	-	4	-	-	-	-	-
55320	Total Community Events	11,966	14,157	9,595	14,581	4	(4,986)	(52.0%)	11,129	(3,451)	(31.0%)
55330	Total Comm. Based-Coop Projects	128,000	153,000	329,759	329,759	4	-	0.0%	178,000	(151,759)	(85.3%)
59220	Total Transfers to Other Funds	1,401,357	1,745,442	1,418,180	824,635	6	593,545	41.9%	1,044,196	219,561	21.0%
59230	Total Transfer to Debt Service Fund	970,287	942,883	1,257,105	1,212,059	6	45,046	3.6%	1,031,420	(180,640)	(17.5%)
59240	Total Transfer to Fire Department	215,715	203,837	1,258,615	500,000	6	758,615	60.3%	199,564	(300,436)	(150.5%)
59240	Total Transfers to Special Funds	97,500	-	500	500	6	-	0.0%	500	-	0.0%
	Grand Totals	9,691,522	10,103,236	11,662,737	8,791,916		2,870,821	24.6%	8,257,157	(534,759)	(6.5%)



General Fund
Revenue Budget Summary

GENERAL FUND REVENUES

Favorable (Unfavorable)

	DESCRIPTION	2019 ACTUAL	2020 ACTUAL	2023 BUDGET	2023 YTD OCT	2023 Act v Bud		2023 YTD vs. PY			
						\$	%	2022 YTD	\$ Chg	% Chg	
TAXES											
100-41110-00	LOCAL TAX LEVY	3,012,480	3,093,547	4,499,748	4,499,748	0	0.0%	3,154,970	1,344,778	42.6%	
100-41111-00	DEBT SERVICE TAX LEVY	818,822	892,438	1,257,105	1,257,105	-	0.0%	1,045,965	211,140	20.2%	
100-41112-00	OMITTED PROPERTY TAXES	-	-	-	-	-	-	-	-	-	
100-41113-00	RESCINDED TAXES-REAL ESTATE	-	4,183	-	2,625	2,625	-	-	2,625	-	
100-41114-00	USE VALUE PENALTY	-	224	500	-	(500)	(100.0%)	-	-	-	
100-41140-00	MOBILE HOME FEES	19,169	17,400	25,000	(20,815)	(45,815)	(183.3%)	572	(21,387)	(3741.3%)	
100-41210-00	ROOM TAX-GROSS AMOUNT	104,115	56,542	190,000	184,793	(5,207)	(2.7%)	168,978	15,815	9.4%	
100-41320-00	IN LIEU-UNIV GARDEN & WW MANOR	27,250	27,513	27,733	27,820	87	0.3%	120,606	(92,787)	(76.9%)	
100-41800-00	INTEREST ON TAXES	19,583	12,263	650	24,482	23,832	3666.4%	398	24,083	6044.0%	
	TOTAL TAXES	4,001,419	4,104,110	6,000,736	5,975,757	(24,979)	(0.4%)	4,491,489	1,484,269	33.0%	
SPECIAL ASSESSMENTS											
100-42010-00	INTEREST ON SP ASSESS.	79	53	-	-	-	-	-	-	-	
100-42100-61	WATER MAINS	-	-	-	-	-	-	-	-	-	
100-42200-62	SEWER MAINS & LATERALS	316	316	-	-	-	-	-	-	-	
100-42300-53	ST CONST. - PAVING	-	-	-	-	-	-	-	-	-	
100-42310-53	CURB & GUTTER	58	58	-	-	-	-	-	-	-	
100-42320-53	SIDEWALKS	32	32	-	-	-	-	-	-	-	
100-42350-53	TRAFFIC SIGNAL	-	-	-	-	-	-	-	-	-	
100-42400-53	SNOW REMOVAL	358	641	500	-	(500)	(100.0%)	100	(100)	(100.0%)	
100-42500-53	FAILURE TO MOW FINES	818	425	-	193	193	-	250	(58)	(23.0%)	
100-42550-53	EQUIPMENT USED-DPW	-	-	-	-	-	-	-	-	-	
	TOTAL SPECIAL ASSESSMENTS	1,660	1,523	500	193	(308)	(61.5%)	350	(158)	(45.0%)	
INTERGOVERNMENTAL REVENUES											
100-43344-00	EXPENDITURE RESTRAINT PROG	49,224	67,958	53,306	-	(53,306)	(100.0%)	63,331	(63,331)	(100.0%)	
100-43410-00	SHARED REVENUE-UTILITY	424,378	371,011	396,241	-	(396,241)	(100.0%)	59,313	(59,313)	(100.0%)	
100-43420-00	SHARED REVENUE-BASE	2,836,916	2,836,916	2,836,844	535,131	(2,301,713)	(81.1%)	425,527	109,604	25.8%	
100-43507-52	POLICE-MISC SAFETY GRANTS	5,666	7,697	500	2,510	2,010	402.0%	-	2,510	-	
100-43510-00	FEDERAL/STATE GRANTS-REIMBURSE	-	268,360	-	-	-	-	-	-	-	
100-43520-52	LAW ENFORCEMENT TRNG REIMBURSE	-	-	-	8,103	8,103	-	-	8,103	-	
100-43530-53	TRANSPORTATION AIDS	653,541	664,597	572,016	572,087	71	0.0%	576,591	(4,504)	(0.8%)	
100-43531-52	STATE GRANT--PUBLIC SAFETY	-	-	-	4,722	4,722	-	-	4,722	-	
100-43540-52	UNIVERSITY-LEASE-PARKING	45,000	45,000	45,000	45,000	-	0.0%	45,000	-	0.0%	
100-43550-52	MOU-DISPATCH SERVICE	172,271	166,561	179,292	-	(179,292)	(100.0%)	178,963	(178,963)	(100.0%)	
100-43610-52	PMS-PAYMENT FOR MUNICIPAL SVCS	351,435	284,694	205,881	192,781	(13,100)	(6.4%)	329,598	(136,817)	(41.5%)	
100-43663-52	2% FIRE DUES-ST OF WISC	27,748	27,783	-	-	-	-	32,121	(32,121)	(100.0%)	
100-43670-60	EXEMPT COMPUTER AID-FR STATE	5,587	5,587	5,846	16,330	10,485	179.4%	5,846	10,485	179.4%	
100-43670-61	PERSONAL PROPERTY AID	38,887	35,160	35,656	43,214	7,559	21.2%	35,656	7,559	21.2%	
100-43745-52	WUSD-JUVENILE OFFICIER	46,589	62,051	64,500	65,211	711	1.1%	33,624	31,588	93.9%	
100-43760-00	WEIGHTS & MEASURES RECOVERY	3,183	2,800	2,800	-	(2,800)	(100.0%)	2,800	(2,800)	(100.0%)	
100-43765-00	REIMB-HIST SOC-DEPOT-EL/GAS	1,905	1,784	1,575	2,029	454	28.8%	1,416	613	43.3%	
100-43767-52	REIMB-BADGERNET-FORT ATKINSON	2,480	2,480	2,480	2,480	-	0.0%	2,480	-	0.0%	
100-43775-52	FEDERAL EXCISE TAX REIMB	2,294	930	-	-	-	-	-	-	-	
	TOTAL INTERGOVT REVENUES	4,667,105	4,851,368	4,401,936	1,489,598	(2,912,338)	(66.2%)	1,792,265	(302,667)	(16.9%)	
LICENSES & PERMITS											



GENERAL FUND REVENUE SUMMARY

SEC #	DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2023 BUDGET	2023 YTD OCT	2023 Act v Bud		2023 YTD vs. PY		
						\$ Chg	% Chg	2022 YTD	\$ Chg	% Chg
41000	TAXES	4,104,110	4,339,875	6,000,736	5,975,757	(24,979)	(0.4%)	4,491,489	1,484,269	33.0%
42000	SPECIAL ASSESSMENTS	1,523	3,308	500	193	(308)	(61.5%)	350	(158)	(45.0%)
43000	INTERGOVT REVENUES	4,850,438	4,589,357	4,401,936	1,489,598	(2,912,338)	(66.2%)	1,792,265	(302,667)	(16.9%)
44000	LICENSES & PERMITS	49,695	148,817	73,975	157,602	83,627	113.0%	72,191	85,411	118.3%
45000	FINES, FORFEIT PENALTIES	262,214	295,355	335,900	214,045	(121,855)	(36.3%)	252,257	(38,212)	(15.1%)
46000	PUBLIC CHARGES FOR SVCS	84,435	68,739	106,911	71,528	(35,383)	(33.1%)	71,839	(310)	(0.4%)
48000	MISC REVENUE	501,514	462,853	510,570	1,234,985	724,415	141.9%	499,706	735,279	147.1%
49000	OTHER FINANCING SOURCES	44,530	395,840	232,209	180,207	(52,002)	(22.4%)	99,675	80,532	80.8%
TOTAL:		9,898,460	10,304,142	11,662,737	9,323,916	(2,338,821)	(20.1%)	7,279,772	2,044,144	28.1%

Favorable (Unfavorable)

GENERAL FUND EXPENDITURE SUMMARY

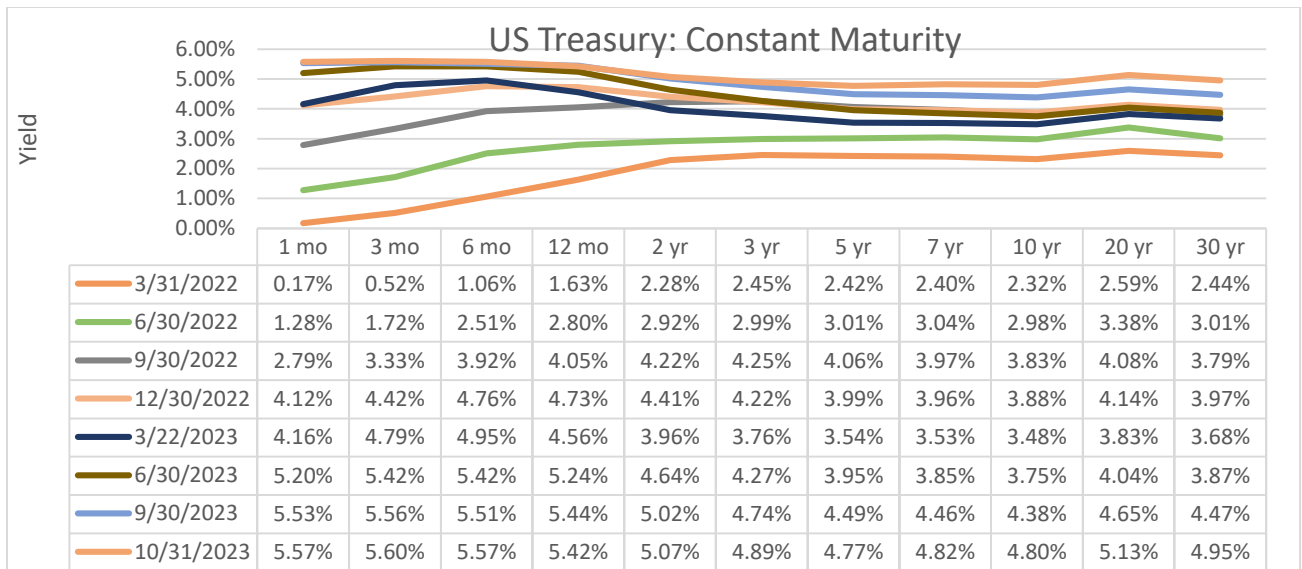
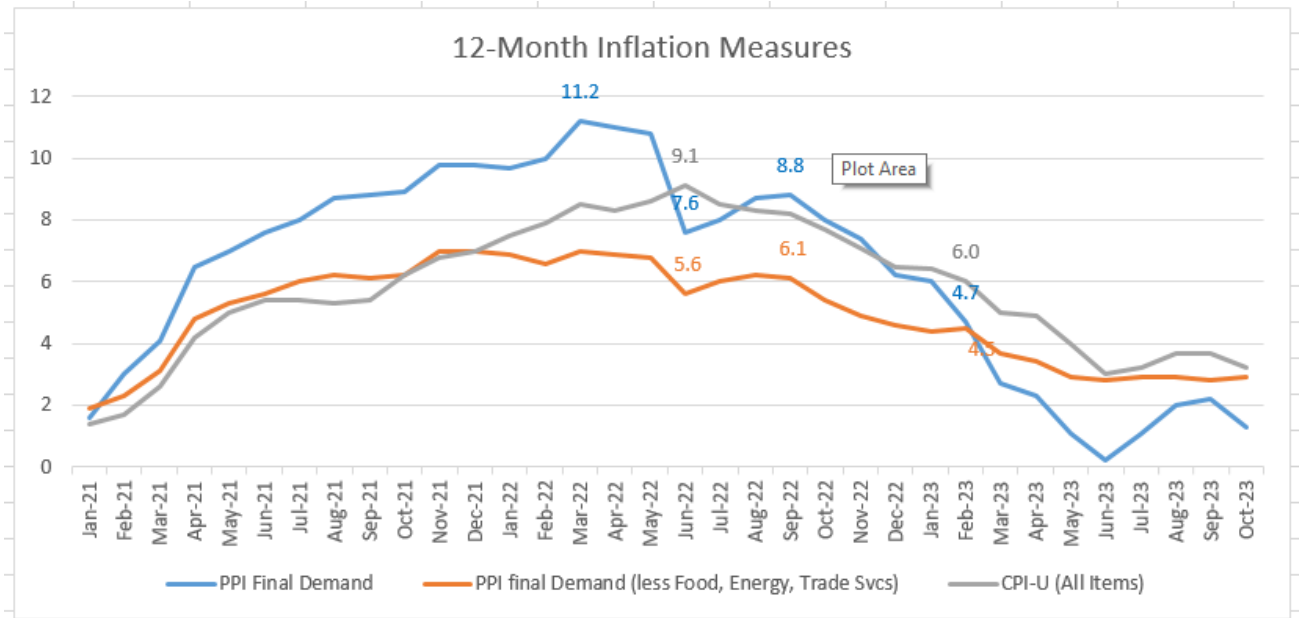
SEC #	DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2023 BUDGET	2023 YTD OCT	2023 Act v Bud		2023 YTD vs. PY		
						\$ Chg	% Chg	2022 YTD	\$ Chg	% Chg
1	ADMINISTRATION	1,559,643	1,628,541	1,733,263	1,351,164	382,099	22.0%	1,336,690	(14,474)	(1.1%)
2	PUBLIC SAFETY	3,383,206	3,421,090	3,846,148	3,506,832	339,316	8.8%	2,867,798	(639,034)	(22.3%)
3	PUBLIC WORKS	1,094,477	1,121,114	1,131,535	977,080	154,455	13.7%	890,227	(86,853)	(9.8%)
4	PARKS AND RECREATION	688,294	673,505	710,607	615,881	94,727	13.3%	646,528	30,647	4.7%
5	NEIGHBORHOOD SVC/PLANNING	254,116	349,565	306,784	287,444	19,340	6.3%	240,235	(47,209)	(19.7%)
6	TRANSFERS	2,684,859	2,892,162	3,934,400	2,037,194	1,897,205	48.2%	2,275,679	238,485	10.5%
7	CONTINGENCIES	26,927	17,258	0	16,321	(16,321)	-	-	(16,321)	-
TOTAL		9,691,522	10,103,236	11,662,737	8,791,916	2,870,821	24.6%	8,257,157	(534,759)	(6.5%)

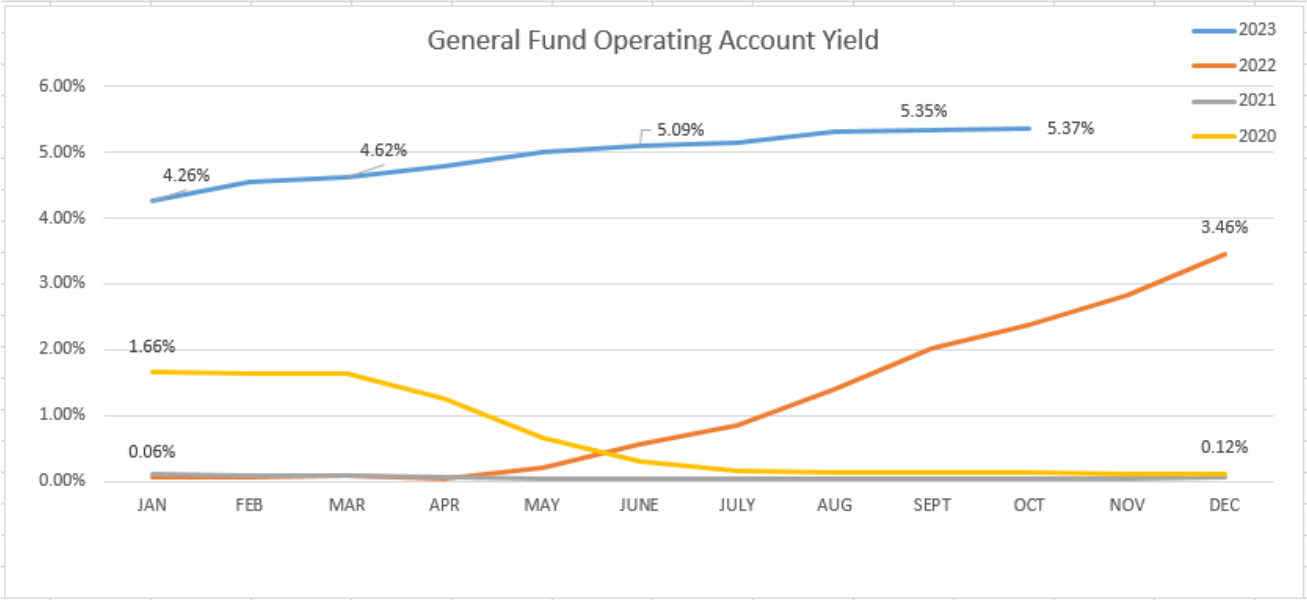
Net Surplus / (Deficit) 206,938 200,906 - 532,000

532,000

(977,385) 1,509,385

STATUS AS OF 10/31/2023





Account	GL Pd	Journal	Date	Description	Amount
100-51400-310				PAYROLL TRANS FOR 2/10/2023 PAY	
100-51400-310	223	PC	2/17/2023	PERIOD January 2023-April 2023	\$8.42
100-51400-310	523	JE	5/17/2023	STAMPS.COM Postage Expense	\$1,334.21
100-51400-310	623	CR	6/23/2023	POSTAGE DUE - POSTAGE DUE May 2023-August 2023	\$3.69
100-51400-310	823	JE	8/30/2023	STAMPS.COM Postage Expense	\$241.85
100-51400-310	923	PC	9/29/2023	PAYROLL TRANS FOR 9/22/2023 PAY PERIOD PAYROLL TRANS FOR 10/20/2023	\$126.97
100-51400-310	1023	PC	10/27/2023	PAY PERIOD	\$271.30
100-51400-310	423	AP	4/3/2023	SWITS	\$81.18 **VendorNo: 2038 **Inv. No: 2023/103 **Desc: STANDARD TRANSLATION
100-51400-310	223	AP	1/9/2023	OFFICE PRO	\$75.00 **VendorNo: 5050 **Inv. No: 0473996-001 **Desc: JAN 2022 SHRED SVC
100-51400-310	323	AP	2/19/2023	WALMART WHITEWATER KIWANIS/BREAKFAST	\$13.96 **VendorNo: 6 **Inv. No: FEB 2023 **Desc: WATER/ICECREAM
100-51400-310	323	AP	2/24/2023	KIWANIS	\$96.00 **VendorNo: 7388 **Inv. No: 022423 **Desc: 6 EASTER LILLIES
100-51400-310	223	AP	2/3/2023	JAMES LEASING LLC	\$120.11 **VendorNo: 8438 **Inv. No: 11478 **Desc: JAN 2023 COPIER LEASE
100-51400-310	223	AP	2/3/2023	JAMES LEASING LLC	\$275.90 **VendorNo: 8438 **Inv. No: 11478 **Desc: JAN 2023 COPIES CHARGE
100-51400-310	323	AP	2/28/2023	JAMES LEASING LLC	\$91.24 **VendorNo: 8438 **Inv. No: 11705 **Desc: FEB 2023 COPIER LEASE
100-51400-310	323	AP	2/28/2023	JAMES LEASING LLC	\$342.05 **VendorNo: 8438 **Inv. No: 11705 **Desc: FEB 2023 COPIES CHARGE
100-51400-310	423	AP	3/31/2023	JAMES LEASING LLC	\$91.24 **VendorNo: 8438 **Inv. No: 12103 **Desc: MAR 2023 COPIER LEASE
100-51400-310	423	AP	3/31/2023	JAMES LEASING LLC	\$445.65 **VendorNo: 8438 **Inv. No: 12103 **Desc: MAR 2023 COPIE CHARGE
100-51400-310	523	AP	5/7/2023	JAMES LEASING LLC	\$91.24 **VendorNo: 8438 **Inv. No: 12460 **Desc: APR 2023 COPIER LEASE
100-51400-310	523	AP	5/7/2023	JAMES LEASING LLC	\$429.01 **VendorNo: 8438 **Inv. No: 12460 **Desc: APR 2023 COPIES CHARGE
100-51400-310	623	AP	5/31/2023	JAMES LEASING LLC	\$91.24 **VendorNo: 8438 **Inv. No: 12777 **Desc: MAY 2023 COPIER LEASE
100-51400-310	623	AP	5/31/2023	JAMES LEASING LLC	\$198.29 **VendorNo: 8438 **Inv. No: 12777 **Desc: MAY 2023 COPIES CHARGE
100-51400-310	723	AP	6/30/2023	JAMES LEASING LLC	\$91.24 **VendorNo: 8438 **Inv. No: 13106 **Desc: JUNE 2023 COPIER LEASE
100-51400-310	723	AP	6/30/2023	JAMES LEASING LLC	\$279.58 **VendorNo: 8438 **Inv. No: 13106 **Desc: JUNE 2023 COPY CHARGE
100-51400-310	823	AP	7/31/2023	JAMES LEASING LLC	\$91.24 **VendorNo: 8438 **Inv. No: 13454 **Desc: JULY 2023 COPIER LEASE
100-51400-310	823	AP	7/31/2023	JAMES LEASING LLC	\$247.16 **VendorNo: 8438 **Inv. No: 13454 **Desc: JULY 2023 COPIES CHARGE
100-51400-310	923	AP	8/31/2023	JAMES LEASING LLC	\$91.24 **VendorNo: 8438 **Inv. No: 13822 **Desc: AUG 2023 COPIER LEASE
100-51400-310	923	AP	8/31/2023	JAMES LEASING LLC	\$409.62 **VendorNo: 8438 **Inv. No: 13822 **Desc: AUG 2023 COPIES CHARGE
100-51400-310	1023	AP	9/30/2023	JAMES LEASING LLC	\$91.24 **VendorNo: 8438 **Inv. No: 14166 **Desc: SEPT 2023 COPIER LEASE
100-51400-310	1023	AP	9/30/2023	JAMES LEASING LLC	\$300.93 **VendorNo: 8438 **Inv. No: 14166 **Desc: SEPT 2023 COPIES CHARGE
100-51400-310	1123	AP	10/31/2023	JAMES LEASING LLC	\$91.24 **VendorNo: 8438 **Inv. No: 14547 **Desc: OCT 2023 COPIER LEASE
100-51400-310	1123	AP	10/31/2023	JAMES LEASING LLC	\$474.56 **VendorNo: 8438 **Inv. No: 14547 **Desc: OCT 2023 COPIES CHARGE
100-51400-310	423	AP	4/21/2023	US BANK	(\$3.79) **VendorNo: 8487 **Inv. No: April 2023 **Desc: Admin-Credit for tax on book
100-51400-310	423	AP	4/21/2023	US BANK	\$87.00 **VendorNo: 8487 **Inv. No: APRIL 2023 **Desc: Admin-Funeral Flowers for Barb Fischer
100-51400-310	423	AP	4/21/2023	US BANK	\$159.92 **VendorNo: 8487 **Inv. No: APRIL 2023 **Desc: Admin-Office supplies
100-51400-310	423	AP	4/21/2023	US BANK	\$100.00 **VendorNo: 8487 **Inv. No: APRIL 2023 **Desc: Admin-Special Olympics Freeze Fest Fee
100-51400-310	423	AP	4/21/2023	US BANK	\$38.96 **VendorNo: 8487 **Inv. No: APRIL 2023 **Desc: Admin-Supplies Meet & Greet with City Mgr
100-51400-310	423	AP	4/21/2023	US BANK	\$69.98 **VendorNo: 8487 **Inv. No: APRIL 2023 **Desc: Admin-TV Stand for City Mgr
100-51400-310	423	AP	4/21/2023	US BANK	\$81.15 **VendorNo: 8487 **Inv. No: APRIL 2023 **Desc: ANDREA GOODBYE PARTY
100-51400-310	423	AP	4/21/2023	US BANK	\$105.00 **VendorNo: 8487 **Inv. No: APRIL 2023 **Desc: Code E Record Checks for City Clerk, City Manager

100-51400-310	423 AP	4/21/2023	US BANK	\$32.97	**VendorNo: 8487	**Inv. No: APRIL 2023	**Desc: COUNCIL NAME PLATES
100-51400-310	423 AP	4/21/2023	US BANK	\$37.37	**VendorNo: 8487	**Inv. No: APRIL 2023	**Desc: JAN-MAR 2023 SHRED SVCS
100-51400-310	423 AP	4/21/2023	US BANK	\$57.31	**VendorNo: 8487	**Inv. No: APRIL 2023	**Desc: JUDY RETIREMENT LUNCH
100-51400-310	823 AP	8/23/2023	US BANK	\$28.30	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Baked goods for Kathy Boyd Day
100-51400-310	823 AP	8/23/2023	US BANK	\$68.19	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Break Room Supplies
100-51400-310	823 AP	8/23/2023	US BANK	\$46.54	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Break Room Supplies
100-51400-310	823 AP	8/23/2023	US BANK	\$22.98	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Break Room Supplies
100-51400-310	823 AP	8/23/2023	US BANK	\$22.77	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Break Room Supplies
100-51400-310	823 AP	8/23/2023	US BANK	\$31.80	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Break Room Supplies
100-51400-310	823 AP	8/23/2023	US BANK	\$71.41	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Break Room Supplies
100-51400-310	823 AP	8/23/2023	US BANK	\$20.00	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Chat GPT Subscription
100-51400-310	823 AP	8/23/2023	US BANK	\$20.00	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Clerk Notary
100-51400-310	823 AP	8/23/2023	US BANK	\$280.00	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Code E Record Checks for City Clerk, Park & Rec and WAFC
100-51400-310	823 AP	8/23/2023	US BANK	\$195.94	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Emerging Leader Lunch
100-51400-310	823 AP	8/23/2023	US BANK	\$94.95	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Foot petal for minute taking
100-51400-310	823 AP	8/23/2023	US BANK	\$70.44	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: HANGING FILE FOLDERS
100-51400-310	823 AP	8/23/2023	US BANK	\$67.58	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: LABELING SUPPLY KIT
100-51400-310	823 AP	8/23/2023	US BANK	\$18.72	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Lunch with Professional
100-51400-310	823 AP	8/23/2023	US BANK	\$1.50	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Mail Letter to Germany
100-51400-310	823 AP	8/23/2023	US BANK	\$119.32	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Notary and Bond
100-51400-310	823 AP	8/23/2023	US BANK	\$189.30	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Office Supplies for 2nd floor
100-51400-310	823 AP	8/23/2023	US BANK	\$26.58	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Office Supplies for 2nd floor
100-51400-310	823 AP	8/23/2023	US BANK	\$26.46	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Office Supplies for 2nd floor
100-51400-310	823 AP	8/23/2023	US BANK	\$93.10	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Office Supplies for 2nd floor
100-51400-310	823 AP	8/23/2023	US BANK	(\$31.50)	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: REFUND SALES TAX
100-51400-310	823 AP	8/23/2023	US BANK	\$48.00	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: SHRED BIN PICK UP
100-51400-310	823 AP	8/23/2023	US BANK	\$12.20	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Snacks for Department Check-Ins
100-51400-310	823 AP	8/23/2023	US BANK	\$42.40	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Snacks for Department Check-Ins
100-51400-310	823 AP	8/23/2023	US BANK	\$34.98	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Snacks for Department Check-Ins
100-51400-310	823 AP	8/23/2023	US BANK	\$25.96	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Snacks for Department Check-Ins
100-51400-310	823 AP	8/23/2023	US BANK	\$8.50	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Snacks for Department Check-Ins
100-51400-310	823 AP	8/23/2023	US BANK	\$26.97	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Snacks for Department Check-Ins
100-51400-310	823 AP	8/23/2023	US BANK	\$19.98	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Snacks for Department Check-Ins
100-51400-310	823 AP	8/23/2023	US BANK	\$12.94	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Snacks for Department Check-Ins
100-51400-310	823 AP	8/23/2023	US BANK	\$15.88	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Snacks for Department Check-Ins
100-51400-310	823 AP	8/23/2023	US BANK	\$159.80	**VendorNo: 8487	**Inv. No: AUG 2023	**Desc: Stamps for City Manager and Clerks Office
100-51400-310	223 AP	2/28/2023	US BANK	\$105.55	**VendorNo: 8487	**Inv. No: February 2023	**Desc: Admin-Book for City Mgr
100-51400-310	223 AP	2/28/2023	US BANK	\$72.73	**VendorNo: 8487	**Inv. No: February 2023	**Desc: Admin-Book for City Mgr
100-51400-310	223 AP	2/28/2023	US BANK	\$72.72	**VendorNo: 8487	**Inv. No: February 2023	**Desc: Admin-Certificate frames
100-51400-310	223 AP	2/28/2023	US BANK	\$16.34	**VendorNo: 8487	**Inv. No: February 2023	**Desc: Admin-City Mgr lunch
100-51400-310	223 AP	2/28/2023	US BANK	(\$4.95)	**VendorNo: 8487	**Inv. No: February 2023	**Desc: Admin-Credit for tax on book
100-51400-310	223 AP	2/28/2023	US BANK	(\$4.68)	**VendorNo: 8487	**Inv. No: February 2023	**Desc: Admin-Credit of tax on funeral flowers
100-51400-310	223 AP	2/28/2023	US BANK	\$55.65	**VendorNo: 8487	**Inv. No: February 2023	**Desc: Admin-Employee Xmas lunch
100-51400-310	223 AP	2/28/2023	US BANK	\$89.68	**VendorNo: 8487	**Inv. No: February 2023	**Desc: Admin-Funeral flowers for Alison Stoll's mother
100-51400-310	223 AP	2/28/2023	US BANK	\$101.50	**VendorNo: 8487	**Inv. No: February 2023	**Desc: Admin-Labor law posters

100-51400-310	223 AP	2/28/2023	US BANK	\$17.10	**VendorNo: 8487 **Inv. No: February 2023 **Desc: Admin-Postage per City Mgr
100-51400-310	223 AP	2/28/2023	US BANK	\$80.00	**VendorNo: 8487 **Inv. No: February 2023 **Desc: BUNDT CAKES FOR RETIREMENT PARTY
					**VendorNo: 8487 **Inv. No: February 2023 **Desc: Code E Record Checks for City Clerk, Park& Rec and
100-51400-310	223 AP	2/28/2023	US BANK	\$56.00	WAFC
					**VendorNo: 8487 **Inv. No: February 2023 **Desc: COOKIES/BROWNIES/FLOWERS FOR RETIREMENT
100-51400-310	223 AP	2/28/2023	US BANK	\$27.23	PARTY
100-51400-310	223 AP	2/28/2023	US BANK	\$100.06	**VendorNo: 8487 **Inv. No: February 2023 **Desc: PAPER PRODUCTS/CULTARY/JUICE
100-51400-310	723 AP	7/28/2023	US BANK	\$20.00	**VendorNo: 8487 **Inv. No: JULY 2023 **Desc: Admin- office and operating supplies
100-51400-310	723 AP	7/28/2023	US BANK	\$76.98	**VendorNo: 8487 **Inv. No: JULY 2023 **Desc: Admin- office and operating supplies
100-51400-310	723 AP	7/28/2023	US BANK	\$82.50	**VendorNo: 8487 **Inv. No: JULY 2023 **Desc: Admin-Funeral flowers for Jason Dean's mother
100-51400-310	723 AP	7/28/2023	US BANK	\$48.96	**VendorNo: 8487 **Inv. No: JULY 2023 **Desc: admin-office and operating supplies
100-51400-310	723 AP	7/28/2023	US BANK	\$15.88	**VendorNo: 8487 **Inv. No: JULY 2023 **Desc: Admin-Office Supplies
100-51400-310	723 AP	7/28/2023	US BANK	\$53.69	**VendorNo: 8487 **Inv. No: JULY 2023 **Desc: Break Room Supplies
100-51400-310	723 AP	7/28/2023	US BANK	\$445.63	**VendorNo: 8487 **Inv. No: JULY 2023 **Desc: Break Room Supplies
100-51400-310	723 AP	7/28/2023	US BANK	\$122.73	**VendorNo: 8487 **Inv. No: JULY 2023 **Desc: Break Room Supplies/office supplies
100-51400-310	723 AP	7/28/2023	US BANK	\$50.27	**VendorNo: 8487 **Inv. No: JULY 2023 **Desc: Chief of Staff Adobe
					**VendorNo: 8487 **Inv. No: JULY 2023 **Desc: Code E Record Checks for City Clerk, City Manager,
100-51400-310	723 AP	7/28/2023	US BANK	\$441.00	Neighborhood Services, Park & Rec and WAFC
100-51400-310	723 AP	7/28/2023	US BANK	\$474.00	**VendorNo: 8487 **Inv. No: JULY 2023 **Desc: Copy Paper
100-51400-310	723 AP	7/28/2023	US BANK	\$318.77	**VendorNo: 8487 **Inv. No: JULY 2023 **Desc: Golf cart decals
100-51400-310	723 AP	7/28/2023	US BANK	\$665.17	**VendorNo: 8487 **Inv. No: JULY 2023 **Desc: HR computer replacement
100-51400-310	723 AP	7/28/2023	US BANK	\$252.45	**VendorNo: 8487 **Inv. No: JULY 2023 **Desc: HR File folders
100-51400-310	723 AP	7/28/2023	US BANK	\$89.35	**VendorNo: 8487 **Inv. No: JULY 2023 **Desc: Office Supplies for 2nd floor
100-51400-310	723 AP	7/28/2023	US BANK	\$93.38	**VendorNo: 8487 **Inv. No: JULY 2023 **Desc: Office Supplies for 2nd floor
100-51400-310	723 AP	7/28/2023	US BANK	\$21.72	**VendorNo: 8487 **Inv. No: JULY 2023 **Desc: Paper Bowls for Employee Breakroom
100-51400-310	723 AP	7/28/2023	US BANK	\$36.99	**VendorNo: 8487 **Inv. No: JULY 2023 **Desc: Paper for Licenses
100-51400-310	723 AP	7/28/2023	US BANK	\$105.15	**VendorNo: 8487 **Inv. No: JULY 2023 **Desc: Plates, Paper cutter
100-51400-310	723 AP	7/28/2023	US BANK	\$13.98	**VendorNo: 8487 **Inv. No: JULY 2023 **Desc: post it notes for 2nd floor
100-51400-310	723 AP	7/28/2023	US BANK	\$40.00	**VendorNo: 8487 **Inv. No: JULY 2023 **Desc: Pulled Deed and Documents for City Manager
100-51400-310	723 AP	7/28/2023	US BANK	\$39.23	**VendorNo: 8487 **Inv. No: JULY 2023 **Desc: SHREDDING SVCS
100-51400-310	723 AP	7/28/2023	US BANK	\$55.35	**VendorNo: 8487 **Inv. No: JULY 2023 **Desc: Smead File Labels for HR
100-51400-310	723 AP	7/28/2023	US BANK	\$51.66	**VendorNo: 8487 **Inv. No: JULY 2023 **Desc: Smead Labels for HR files
100-51400-310	723 AP	7/28/2023	US BANK	\$10.72	**VendorNo: 8487 **Inv. No: JULY 2023 **Desc: Water for Common Council Room
100-51400-310	623 AP	6/23/2023	US BANK	\$44.93	**VendorNo: 8487 **Inv. No: JUNE 2023 **Desc: Admin-City Mgr & IT Admin lunch
100-51400-310	623 AP	6/23/2023	US BANK	\$100.20	**VendorNo: 8487 **Inv. No: JUNE 2023 **Desc: Admin-City Mgr UW-W polo shirts
100-51400-310	623 AP	6/23/2023	US BANK	\$18.98	**VendorNo: 8487 **Inv. No: JUNE 2023 **Desc: Admin-Clerk's phone case
100-51400-310	623 AP	6/23/2023	US BANK	\$29.41	**VendorNo: 8487 **Inv. No: JUNE 2023 **Desc: Admin-New computer mouse for City Mgr
100-51400-310	623 AP	6/23/2023	US BANK	\$53.66	**VendorNo: 8487 **Inv. No: JUNE 2023 **Desc: Admin-Operating supplies
100-51400-310	623 AP	6/23/2023	US BANK	\$886.23	**VendorNo: 8487 **Inv. No: JUNE 2023 **Desc: City Manager laptop
100-51400-310	623 AP	6/23/2023	US BANK	\$459.17	**VendorNo: 8487 **Inv. No: JUNE 2023 **Desc: CITY OF WHITEWATER LANYARDS
100-51400-310	623 AP	6/23/2023	US BANK	\$886.23	**VendorNo: 8487 **Inv. No: JUNE 2023 **Desc: Clerk Laptop
100-51400-310	623 AP	6/23/2023	US BANK	\$55.22	**VendorNo: 8487 **Inv. No: JUNE 2023 **Desc: Clerk monitor external graphics card
100-51400-310	623 AP	6/23/2023	US BANK	\$17.31	**VendorNo: 8487 **Inv. No: JUNE 2023 **Desc: Clerk video cable (Display port to VGA)
100-51400-310	623 AP	6/23/2023	US BANK	\$175.00	**VendorNo: 8487 **Inv. No: JUNE 2023 **Desc: Code E Record Checks for City Clerk
100-51400-310	623 AP	6/23/2023	US BANK	\$48.00	**VendorNo: 8487 **Inv. No: JUNE 2023 **Desc: SHRED BIN PICK UP
100-51400-310	623 AP	6/23/2023	US BANK	\$79.66	**VendorNo: 8487 **Inv. No: JUNE 2023 **Desc: SHREDDING SVCS

100-51400-310	623 AP	6/23/2023	US BANK	\$26.98	**VendorNo: 8487 **Inv. No: JUNE 2023 **Desc: SMEAD LABELING SYSTEM
100-51400-310	323 AP	3/22/2023	US BANK	\$25.53	**VendorNo: 8487 **Inv. No: MARCH 2023 **Desc: Admin-Charger for City Mgr
100-51400-310	323 AP	3/22/2023	US BANK	\$68.04	**VendorNo: 8487 **Inv. No: MARCH 2023 **Desc: Admin-legal pads, place cards, paper, batteries
100-51400-310	323 AP	3/22/2023	US BANK	\$7.29	**VendorNo: 8487 **Inv. No: MARCH 2023 **Desc: Admin-Name tags for strategic planning
					**VendorNo: 8487 **Inv. No: MARCH 2023 **Desc: Admin-operating supplies & refreshments for citizen
100-51400-310	323 AP	3/22/2023	US BANK	\$89.83	strategic planning
100-51400-310	323 AP	3/22/2023	US BANK	\$42.20	**VendorNo: 8487 **Inv. No: MARCH 2023 **Desc: Admin-Strategic Planning for Elected Officials publication
100-51400-310	323 AP	3/22/2023	US BANK	\$209.99	**VendorNo: 8487 **Inv. No: MARCH 2023 **Desc: City Manager monitor
					**VendorNo: 8487 **Inv. No: MARCH 2023 **Desc: Code E Record Checks for City Clerk, Park & Rec and
100-51400-310	323 AP	3/22/2023	US BANK	\$91.00	WAFC
100-51400-310	323 AP	3/22/2023	US BANK	\$50.00	**VendorNo: 8487 **Inv. No: MARCH 2023 **Desc: HANDBOOKS
100-51400-310	323 AP	3/22/2023	US BANK	\$203.64	**VendorNo: 8487 **Inv. No: MARCH 2023 **Desc: HR Manager monitors
100-51400-310	323 AP	3/22/2023	US BANK	\$801.66	**VendorNo: 8487 **Inv. No: MARCH 2023 **Desc: Intern computer, city manager peripherals
100-51400-310	523 AP	5/30/2023	US BANK	\$41.00	**VendorNo: 8487 **Inv. No: MAY 2023 **Desc: Admin-Book for City Mgr
100-51400-310	523 AP	5/30/2023	US BANK	\$41.00	**VendorNo: 8487 **Inv. No: MAY 2023 **Desc: Admin-Book for City Mgr
100-51400-310	523 AP	5/30/2023	US BANK	\$92.00	**VendorNo: 8487 **Inv. No: MAY 2023 **Desc: Admin-Cake for McCormick & Greg M
100-51400-310	523 AP	5/30/2023	US BANK	\$781.92	**VendorNo: 8487 **Inv. No: MAY 2023 **Desc: Admin-City Clerk help wanted ad
100-51400-310	523 AP	5/30/2023	US BANK	(\$1.00)	**VendorNo: 8487 **Inv. No: MAY 2023 **Desc: Admin-Credit
100-51400-310	523 AP	5/30/2023	US BANK	\$70.92	**VendorNo: 8487 **Inv. No: MAY 2023 **Desc: Admin-Kleenex, Band-Aids, batteries
100-51400-310	523 AP	5/30/2023	US BANK	\$6.80	**VendorNo: 8487 **Inv. No: MAY 2023 **Desc: Admin-Meeting with Egle Vaske
100-51400-310	523 AP	5/30/2023	US BANK	\$75.90	**VendorNo: 8487 **Inv. No: MAY 2023 **Desc: Admin-Paper plates, utensils, napkins
100-51400-310	523 AP	5/30/2023	US BANK	\$75.96	**VendorNo: 8487 **Inv. No: MAY 2023 **Desc: Admin-Power strips
100-51400-310	523 AP	5/30/2023	US BANK	\$27.94	**VendorNo: 8487 **Inv. No: MAY 2023 **Desc: Admin-shipping fee
100-51400-310	523 AP	5/30/2023	US BANK	\$77.00	**VendorNo: 8487 **Inv. No: MAY 2023 **Desc: Code E Record Checks for City Clerk and Park and Rec
100-51400-310	523 AP	5/30/2023	US BANK	\$12.00	**VendorNo: 8487 **Inv. No: MAY 2023 **Desc: DOJ RECORDS CHECK-MARQUARDT
100-51400-310	1023 AP	10/20/2023	US BANK	\$10.00	**VendorNo: 8487 **Inv. No: OCT 2023 **Desc: Chat GPT
100-51400-310	1023 AP	10/20/2023	US BANK	\$20.00	**VendorNo: 8487 **Inv. No: OCT 2023 **Desc: Chat GPT Subscription
100-51400-310	1023 AP	10/20/2023	US BANK	\$259.00	**VendorNo: 8487 **Inv. No: OCT 2023 **Desc: Code E Record Checks for City Clerk, Park & Rec and WAFC
100-51400-310	1023 AP	10/20/2023	US BANK	\$104.98	**VendorNo: 8487 **Inv. No: OCT 2023 **Desc: Coffee Maker
100-51400-310	1023 AP	10/20/2023	US BANK	\$43.40	**VendorNo: 8487 **Inv. No: OCT 2023 **Desc: Community Event Entry Form
100-51400-310	1023 AP	10/20/2023	US BANK	\$22.42	**VendorNo: 8487 **Inv. No: OCT 2023 **Desc: Food after a city event
100-51400-310	1023 AP	10/20/2023	US BANK	\$60.01	**VendorNo: 8487 **Inv. No: OCT 2023 **Desc: Gas for driving to an event
100-51400-310	1023 AP	10/20/2023	US BANK	\$36.01	**VendorNo: 8487 **Inv. No: OCT 2023 **Desc: Gas for driving to an event
100-51400-310	1023 AP	10/20/2023	US BANK	\$60.94	**VendorNo: 8487 **Inv. No: OCT 2023 **Desc: Gas for driving to an event
100-51400-310	1023 AP	10/20/2023	US BANK	\$25.00	**VendorNo: 8487 **Inv. No: OCT 2023 **Desc: Gas for driving to an event
100-51400-310	1023 AP	10/20/2023	US BANK	\$20.00	**VendorNo: 8487 **Inv. No: OCT 2023 **Desc: Gas for driving to an event
100-51400-310	1023 AP	10/20/2023	US BANK	\$50.00	**VendorNo: 8487 **Inv. No: OCT 2023 **Desc: Gift Card for Staff
100-51400-310	1023 AP	10/20/2023	US BANK	\$25.00	**VendorNo: 8487 **Inv. No: OCT 2023 **Desc: Gift Card for Staff
100-51400-310	1023 AP	10/20/2023	US BANK	\$526.48	**VendorNo: 8487 **Inv. No: OCT 2023 **Desc: Homecoming Parade Supplies
100-51400-310	1023 AP	10/20/2023	US BANK	\$226.94	**VendorNo: 8487 **Inv. No: OCT 2023 **Desc: Homecoming Parade Supplies
100-51400-310	1023 AP	10/20/2023	US BANK	\$10.17	**VendorNo: 8487 **Inv. No: OCT 2023 **Desc: Meal before an event
100-51400-310	1023 AP	10/20/2023	US BANK	\$26.53	**VendorNo: 8487 **Inv. No: OCT 2023 **Desc: Meeting with Community Member
100-51400-310	1023 AP	10/20/2023	US BANK	\$18.81	**VendorNo: 8487 **Inv. No: OCT 2023 **Desc: Meeting with Community Member

100-51400-310	1023 AP	10/20/2023	US BANK	\$9.70	**VendorNo: 8487	**Inv. No: OCT 2023	**Desc: Meeting with Community Member
100-51400-310	1023 AP	10/20/2023	US BANK	\$21.15	**VendorNo: 8487	**Inv. No: OCT 2023	**Desc: Meeting with Community Member
100-51400-310	1023 AP	10/20/2023	US BANK	\$11.91	**VendorNo: 8487	**Inv. No: OCT 2023	**Desc: Meeting with Community Member
100-51400-310	1023 AP	10/20/2023	US BANK	\$90.20	**VendorNo: 8487	**Inv. No: OCT 2023	**Desc: Office Supplies for 2nd floor
100-51400-310	1023 AP	10/20/2023	US BANK	\$88.55	**VendorNo: 8487	**Inv. No: OCT 2023	**Desc: Office Supplies for 2nd floor
100-51400-310	1023 AP	10/20/2023	US BANK	\$11.40	**VendorNo: 8487	**Inv. No: OCT 2023	**Desc: Office Supplies for 2nd floor
100-51400-310	1023 AP	10/20/2023	US BANK	\$149.80	**VendorNo: 8487	**Inv. No: OCT 2023	**Desc: Office Supplies for 2nd floor
100-51400-310	1023 AP	10/20/2023	US BANK	\$7.95	**VendorNo: 8487	**Inv. No: OCT 2023	**Desc: Office Supplies for 2nd floor
100-51400-310	1023 AP	10/20/2023	US BANK	\$20.99	**VendorNo: 8487	**Inv. No: OCT 2023	**Desc: Office Supplies for 2nd floor
100-51400-310	1023 AP	10/20/2023	US BANK	\$16.99	**VendorNo: 8487	**Inv. No: OCT 2023	**Desc: Office Supplies for 2nd floor
100-51400-310	1023 AP	10/20/2023	US BANK	\$11.69	**VendorNo: 8487	**Inv. No: OCT 2023	**Desc: Pens for CM
100-51400-310	1023 AP	10/20/2023	US BANK	\$186.00	**VendorNo: 8487	**Inv. No: OCT 2023	**Desc: PO BOX 178 ANNUAL FEE
100-51400-310	1023 AP	10/20/2023	US BANK	\$69.58	**VendorNo: 8487	**Inv. No: OCT 2023	**Desc: Stamp Rolls
100-51400-310	1023 AP	10/20/2023	US BANK	\$10.85	**VendorNo: 8487	**Inv. No: OCT 2023	**Desc: Water for Council
100-51400-310	1023 AP	10/20/2023	US BANK	\$25.89	**VendorNo: 8487	**Inv. No: OCT 2023	**Desc: Wedding/ Congratulations Card for Staff
100-51400-310	923 AP	9/22/2023	US BANK	\$82.48	**VendorNo: 8487	**Inv. No: September 2023	**Desc: banker boxes for clerks office
100-51400-310	923 AP	9/22/2023	US BANK	\$20.00	**VendorNo: 8487	**Inv. No: September 2023	**Desc: Chat GPT Subscription
100-51400-310	923 AP	9/22/2023	US BANK	\$168.00	**VendorNo: 8487	**Inv. No: September 2023	**Desc: Code E Record Checks for City Clerk, Park & Rec
100-51400-310	923 AP	9/22/2023	US BANK	\$7.54	**VendorNo: 8487	**Inv. No: September 2023	**Desc: Coffee with Kristen Fisch -Peterson
100-51400-310	923 AP	9/22/2023	US BANK	\$100.00	**VendorNo: 8487	**Inv. No: September 2023	**Desc: Dan & Dwight Gift Cards from John
100-51400-310	923 AP	9/22/2023	US BANK	\$8.42	**VendorNo: 8487	**Inv. No: September 2023	**Desc: Dan & Dwight Thank you cards
100-51400-310	923 AP	9/22/2023	US BANK	\$584.47	**VendorNo: 8487	**Inv. No: September 2023	**Desc: Hawk Fest Supplies for Promotion
100-51400-310	923 AP	9/22/2023	US BANK	\$18.05	**VendorNo: 8487	**Inv. No: September 2023	**Desc: Lunch Meeting with Developers
100-51400-310	923 AP	9/22/2023	US BANK	\$16.72	**VendorNo: 8487	**Inv. No: September 2023	**Desc: Meeting with Rental Association President
100-51400-310	923 AP	9/22/2023	US BANK	\$21.52	**VendorNo: 8487	**Inv. No: September 2023	**Desc: new employee lunch
100-51400-310	923 AP	9/22/2023	US BANK	\$181.15	**VendorNo: 8487	**Inv. No: September 2023	**Desc: Notary and Bond for DC
100-51400-310	923 AP	9/22/2023	US BANK	\$138.69	**VendorNo: 8487	**Inv. No: September 2023	**Desc: Office Supplies for 2nd floor
100-51400-310	923 AP	9/22/2023	US BANK	\$11.95	**VendorNo: 8487	**Inv. No: September 2023	**Desc: Office Supplies for 2nd floor
100-51400-310	923 AP	9/22/2023	US BANK	\$31.35	**VendorNo: 8487	**Inv. No: September 2023	**Desc: Office Supplies for 2nd floor
100-51400-310	923 AP	9/22/2023	US BANK	\$6.49	**VendorNo: 8487	**Inv. No: September 2023	**Desc: Snacks for Department Check-Ins
100-51400-310	923 AP	9/22/2023	US BANK	\$14.97	**VendorNo: 8487	**Inv. No: September 2023	**Desc: Snacks for Department Check-Ins
100-51400-310	923 AP	9/22/2023	US BANK	\$25.44	**VendorNo: 8487	**Inv. No: September 2023	**Desc: Snacks for Department Check-Ins
100-51400-310	923 AP	9/22/2023	US BANK	\$267.96	**VendorNo: 8487	**Inv. No: September 2023	**Desc: Stamps for City Manager
100-51400-310	123 AP	1/27/2023	GRIMM BOOK BINDERY INC	\$61.50	**VendorNo: 87	**Inv. No: 79736	**Desc: City Clerk
100-51400-310	623 AP	2/6/2023	BEST STAMPS	\$26.80	**VendorNo: 8889	**Inv. No: 357474	**Desc: WEIDL SIGNATURE STAMP
100-51400-310	623 AP	6/7/2023	BEST STAMPS	\$33.40	**VendorNo: 8889	**Inv. No: 357580	**Desc: CITY OF WHITEWATER SEAL STAMP
100-51400-310	623 AP	4/13/2023	ODP BUSINESS SOLUTIONS LLC	\$88.89	**VendorNo: 9547	**Inv. No: 304036718001	**Desc: ENVELOPES/INDEX CARDS/POSIT EASEL
100-51400-310	723 AP	6/14/2023	ODP BUSINESS SOLUTIONS LLC	\$23.98	**VendorNo: 9547	**Inv. No: 317705706001	**Desc: SCISSORS, BINDER INDEXES
100-51400-310	623 AP	6/14/2023	ODP BUSINESS SOLUTIONS LLC	\$35.75	**VendorNo: 9547	**Inv. No: 317706473001	**Desc: DIVIDER/PENS/POSTITNOTES
100-51400-310	1123 AP	10/26/2023	LATINO ACADEMAY OF WD INC	\$200.00	**VendorNo: 9769	**Inv. No: 237	**Desc: TAPPING THE UNTAPPED CAREER FAIR FEE



Finance Committee Agenda Item

Meeting Date:	November 28, 2023
Agenda Item:	2024 Salary Resolution
Staff Contact (name, email, phone):	Rachelle Blitch, rblitch@whitewater-wi.gov , 262-473-1380

BACKGROUND
(Enter the who, what when, where, why)

The Common Council annually sets wage ranges for staff compensation through a Salary Resolution. This resolution necessitates regular updates in response to alterations in staffing plans, the culmination of contract negotiations, and shifts in the marketplace. It is crucial to understand that the Salary Resolution itself does not directly modify individual staff wages. Proposed amendments to the 2024 Salary Resolution, detailed in the attached schedule, have been identified for approval.

1. Adjustments to the ranges by 8.2%. This adjustment is done annually and last year council chose to use ERP as a method to move the ranges. The state has frozen the rate for 2024 and it remains at 8.2%.
2. Position changes:
 - *Administrative Assistant-CDA; moved from .5 to 1.0 FTE
 - *First Assistant Chief (Fire); moved from .5 to 1.0 FTE
 - *Media Coordinator; moved from 0.8 to 1.0 FTE
 - *Media Producer; moved from 0.6 to 1.0 FTE
 - *Elimination of Joint Services Officer
 - *Elimination of Engineering Technician
 - *Elimination of Administrative Assistant I-Fire/EMS; HR position was created instead
 - *Assistant Parks, Recreation, & Community Events Director; new position
 - *Information Technology Support Technician; new position
 - *Title change from IT Administrator to IT Director

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS
(Dates, committees, action taken)

None.

FINANCIAL IMPACT
(If none, state N/A)

Adjusting the wage range by 8.2% will result in certain employees falling outside the set range, leading to an estimated \$25,000 in unbudgeted wages for the year 2024.

STAFF RECOMMENDATION

Recommend to the Common Council at the December meeting to adopt the resolution as it has been presented.

ATTACHMENT(S) INCLUDED
(If none, state N/A)

City of Whitewater
2024 Salary ResolutionDraft

Item 3.

Position	Department	FTE	FLSA Status	Minimum Hourly	Maximum Hourly	Minimum Annual	Maximum Annual	Comments
Accountant	Finance and Administrative Services	1.0	Non-Exempt	\$26.89	\$40.30			
Accounting Technician II	Finance and Administrative Services	1.0	Non-Exempt	\$20.33	\$26.21			
Activity Instructors	Parks and Recreation		Non-Exempt	\$9.37	\$13.30			
Activity Leaders / Lifeguards & WSI Aide	Parks and Recreation		Non-Exempt	\$10.83	\$14.80			
Administrative Assistant I - Fire/EMS	Fire and EMS	2.5	Non-Exempt	\$20.33	\$26.21			Eliminated, HR assistant instead
Administrative Assistant I - Records Technician	Police	2.5	Non-Exempt	\$20.33	\$26.21			
Administrative Assistant I - Utilities	Department of Public Works	1.0	Non-Exempt	\$20.33	\$26.21			
Administrative Assistant I- Neighborhood Services	Neighborhood Services	1.0	Non-Exempt	\$20.33	\$26.21			
Administrative Assistant I-CDA	Administration	1.0	Non-Exempt	\$20.33	\$26.21			Increased to 1.0 FTE
Administrative Assistant I-Deputy Clerk	Administration	1.0	Non-Exempt	\$20.33	\$26.21			
Adult Program Coordinator	Parks and Recreation	1.0	Exempt			\$43,014.44	\$53,517.61	
Aquatic Coordinator	Parks and Recreation	1.0	Exempt			\$40,934.13	\$54,508.05	
Assistant Library Director	Library	1.0	Exempt			\$58,722.54	\$75,716.20	
Assistant Parks, Recreation, & Community Events Director	Parks and Recreation	1.0	Exempt			\$57,056.66	\$78,275.09	New position
Athletic Program Coordinator	Parks and Recreation	1.0	Exempt			\$40,934.13	\$54,508.05	
Bailiff	Municipal Court		Non-Exempt	\$27.05	\$27.05			
Captain	Police	1.0	Non-Exempt			\$101,959.73	\$110,141.64	
Certified Instructors	Parks and Recreation		Non-Exempt	\$18.15	\$25.74			
Chief Election Inspectors	Administration		Non-Exempt	\$14.04	\$14.72			
City Clerk	Administration	1.0	Exempt			\$58,722.54	\$75,716.20	
Clerk of Court (Part-time)	Administration	0.75	Non-Exempt	\$20.33	\$26.21			
Communications Coordinator	Police	1.0	Non-Exempt	\$24.64	\$33.81			
Community Service Officer	Police	1.0	Non-Exempt	\$13.01	\$19.30			
Comptroller	Finance and Administrative Services	1.0	Exempt			\$67,236.66	\$86,695.85	
Customer Service Specialist	Library	3.2	Non-Exempt	\$16.45	\$21.22			
Desk Staff	Parks and Recreation		Non-Exempt	\$11.71	\$19.30			
Desk Staff Lead	Parks and Recreation	0.5	Non-Exempt	\$17.56	\$21.77			
Detective	Police	2.0	Non-Exempt	\$39.04	\$39.04			
Detective Lieutenant	Police	1.0	Non-Exempt	\$41.72	\$41.72			
Director of Public Works/City Engineer	Administration	1.0	Exempt			\$93,538.88	\$119,815.03	
Dispatcher / Records Communications Aide I	Police	6.5	Non-Exempt	\$22.40	\$30.73			
Dispatcher / Records Communications Aide II	Police	6.5	Non-Exempt	\$21.33	\$26.02			
Economic Development Director	Administration	1.0	Exempt			\$91,970.00	\$108,200.00	
Election Inspectors	Administration	0.0	Non-Exempt	\$11.71	\$12.26			
EMS /Fire All Call	Fire and EMS		Non-Exempt	\$32.46	\$32.46			
EMS Chief	Fire and EMS		Exempt	\$41.61	\$41.61			
EMT Basic/Advanced/Paramedic/Firefighter	Fire and EMS		Non-Exempt	\$17.31	\$27.05			
Engineering Technician	DPW	0.0	Non-Exempt	\$27.83	\$33.77			Eliminate
Facility Maintenance I	Parks and Recreation	2.0	Non-Exempt	\$27.83	\$33.77			
Facility Maintenance II	Parks and Recreation		Non-Exempt	\$22.21	\$28.11			
Finance and Administrative Services Director	Finance and Administrative Services	1	Exempt			\$93,538.88	\$119,815.03	
Fire Inspector / Code Enforcement Officer	Neighborhood Services	1.0	Non-Exempt	\$15.20	\$19.61			
Fire Inspector EMT / Firefighter	Fire and EMS		Non-Exempt	\$30.30	\$30.30			
First Assistant Chief	Fire and EMS	1.0	Exempt			\$87,091.18	\$94,079.94	Move from .5 to 1.0 FTE
Foreman (Lead)	DPW	1.0	Non-Exempt	\$31.74	\$38.67			
GIS Analyst	Neighborhood Services	1.0	Non-Exempt	\$22.08	\$28.49			

City of Whitewater
2024 Salary ResolutionDraft

Item 3.

Position	Department	FTE	FLSA Status	Minimum Hourly	Maximum Hourly	Minimum Annual	Maximum Annual	Comments
Head Lifeguard	Parks and Recreation		Non-Exempt	\$14.51	\$19.30			
Human Resources Administrator	Finance and Administrative Services		Non-Exempt	\$20.33	\$26.94			
Human Resources Manager	Finance and Administrative Services	1.0	Exempt			\$61,735.31	\$84,693.65	
Intern	Administration		Non-Exempt	\$10.82	\$16.23			
Information Technology Support Technician	Finance and Administrative Services	1.0	Non-Exempt	\$27.83	\$33.77			New position
IT Director	Finance and Administrative Services	1.0	Exempt			\$79,590.33	\$107,681.03	Title change
Joint Services Officer	Neighborhood Services	0.5	Non-Exempt	\$43.04	\$49.30			Eliminate
Lab Assistant	Wastewater	0.25	Non-Exempt	\$12.33	\$14.96			
Laborer I	Streets/Parks/Forestry	8.0	Non-Exempt	\$27.83	\$33.77			
Laborer I - Mechanic	Streets/Parks/Forestry	1.0	Non-Exempt	\$27.83	\$33.77			
Laborer II	Streets/Parks/Forestry		Non-Exempt	\$22.21	\$28.11			
Lead Operator	Wastewater/Water	2.0	Non-Exempt	\$31.74	\$38.68			
Library Director	Library	1.0	Exempt			\$75,747.64	\$97,671.71	
Lieutenant	Police	4.0	Non-Exempt	\$41.72	\$41.72			
Media Coordinator	Administration	1.0	Non-Exempt	\$16.45	\$21.22			Increased from 0.8 to 1.0 FTE & Changed to Administration
Media Producer	Administration	1.0	Non-Exempt	\$12.10	\$19.30			Increased from 0.6 to 1.0 FTE & changed to Administration
Neighborhood Services Director	Neighborhood Services	1.0	Exempt			\$73,743.02	\$99,770.82	
Neighborhood Services Officer	Neighborhood Services	0.5	Non-Exempt	\$13.01	\$19.30			
Outreach Services Specialist	Library	1.2	Non-Exempt	\$18.69	\$24.11			
Parks & Recreation Director	Parks and Recreation	1.0	Exempt			\$75,747.64	\$97,671.71	
Patrol Officer	Police	14	Non-Exempt	\$31.37	\$37.18			
Patrol Officer In Training	Police		Non-Exempt	\$23.52	\$23.52			
Program Attendants	Parks and Recreation		Non-Exempt	\$8.76	\$10.88			
Programming and Makerspace Librarian	Library	1.0	Non-Exempt	\$18.69	\$24.11			
Chief of Staff	Administration	1.0	Exempt			\$54,465.32	\$70,229.10	Changed to Administration
Recreation & Community Events Manager	Parks and Recreation	1.0	Exempt			\$54,465.32	\$70,229.10	
Rental Attendant*	Parks and Recreation		Non-Exempt	\$29.27	\$29.27			
School Resource Officer (SRO)	Police	1.0	Non-Exempt	\$39.04	\$39.04			
Seasonal Laborer	Streets/Parks/Forestry		Non-Exempt	\$12.10	\$18.78			
Sports Officials*	Parks and Recreation		Non-Exempt	\$21.64	\$27.05			
Streets, Parks & Forestry Superintendent	Streets/Parks/Forestry	1.0	Exempt			\$75,747.64	\$97,671.71	
Support Services Manager	Police	1.0	Exempt			\$61,257.60	\$82,878.51	
Technical Services Specialist	Library	1.6	Non-Exempt	\$18.69	\$24.11			
Tournament Manager	Parks and Recreation	0.1	Non-Exempt	\$16.45	\$21.22			
WAFB Manager	Parks and Recreation	1.0	Exempt			\$54,465.32	\$70,229.10	
Wastewater Operator / Lab Technician	Wastewater	4.0	Non-Exempt	\$27.83	\$35.80			
Wastewater Superintendent	Wastewater	1.0	Exempt			\$75,747.64	\$97,671.71	
Wastewater Specialist I	Wastewater		Non-Exempt	\$27.83	\$33.77			
Wastewater Specialist II	Wastewater		Non-Exempt	\$22.21	\$28.11			
Water Laborer I	Water		Non-Exempt	\$27.83	\$33.77			
Water Laborer II	Water		Non-Exempt	\$22.21	\$28.11			
Water Operator	Water	3.0	Non-Exempt	\$27.83	\$35.80			
Water Superintendent	Water	1.0	Exempt			\$75,747.64	\$97,671.71	
WIAA Sports Officials*	Parks and Recreation		Non-Exempt	\$37.87	\$70.33			
Youth Educational Services Librarian	Library	1.0	Exempt			\$48,623.92	\$62,695.73	



Finance Committee Agenda Item

Meeting Date:	November 28, 2023
Agenda Item:	Employee Bonuses
Staff Contact (name, email, phone):	Rachelle Blitch, rblitch@whitewater-wi.gov , 262-473-1380

BACKGROUND
(Enter the who, what when, where, why)

The City anticipates concluding 2023 with a financial surplus and has shown interest in rewarding its diligent employees with a bonus. Specifics regarding eligibility and the amounts to be awarded require further deliberation by the committee. To facilitate this discussion, the City staff have prepared several options for consideration.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS
(Dates, committees, action taken)

FINANCIAL IMPACT
(If none, state N/A)

Potentially up to \$25,000.

STAFF RECOMMENDATION

Staff recommends setting aside \$25,000 for bonuses for full-time hourly employees, exempt employees earning less than \$55,000 per year, and a prorated amount for permanent part-time employees.

ATTACHMENT(S) INCLUDED
(If none, state N/A)

1. Bonus Calculation Example

Bonus Calculation Examples

FT-Nonexempt/Exempt under 55k

74

Option 1: Set amount divided equally

20,000 270

Option 2: Flat rate

250 18,500

Permanent PT

35

5,000 142.86

150 5,250

25,000

23,750