

## NOTICE

A meeting of the City of Evansville Common Council will be held at the location, on the date, and at the time stated below. Notice is further given that members of the Finance and Labor, Municipal Services, Plan Commission and Economic Development Committee may be in attendance. Requests for persons with disabilities who need assistance to participate in this meeting should be made by calling City Hall at (608)-882-2266 with as much notice as possible. Agendas, minutes, and packets can be found here: [www.evansvillewi.gov/councilmeetings](http://www.evansvillewi.gov/councilmeetings)

### City of Evansville Common Council Regular Meeting

City Hall, 31 S Madison St, Evansville WI 53536

~~Tuesday, April 14, 2026, 6:00 p.m. POSTPONED TO~~

**Wednesday, April 15, 2026**

### AGENDA-REVISED

1. Call to Order
2. Roll Call
3. Motion to Approve the Agenda
4. Motion to Waive the Reading of Minutes of the March 10, 2026 Regular Meeting and the March 30, 2026 Special Joint Meeting with Town of Porter and Approve as Presented
5. Civility Reminder
6. Special Presentations
7. Citizen Appearances (Public comments on items on the agenda not requiring a public hearing and on matters which can be affected by Council action.)
  - A. Public Hearing: Special Assessments for Public Improvements on Longfield Street
    - 1) Staff Report
    - 2) Initial Discussion by Council
    - 3) Motion to Adopt Resolution 2026-11, A Preliminary Resolution Declaring Intent to Levy Special Assessments Under Municipal Police Power Pursuant to §66.0703, Stats.
8. Reports of Committees
  - A. Library Board Report
  - B. Parks and Recreation Board Report
  - C. Plan Commission Report
    - 1) Second Reading and Motion to Approve Ordinance 2026-03: Rezoning Parcel 6-27-830
  - D. Finance and Labor Relations Committee Report
    - 1) Motion to Accept the March 2026 City bills in the amount of \$3,678,376.21
    - 2) Motion to Approve Revised Employee Handbook
    - 3) Motion to Approve Employment Contract with Ryon Riggan
    - 4) Motion to Approve Head Lifeguard Position Description
    - 5) Motion to Approve Reimbursement Resolution 2026-12 for a Short-Term Advance to the Electric and Water Utility from the City General Fund
    - 6) Motion to Approve Hunt Brothers Lease Agreement with to farm vacant land at Maple Hill Cemetery ending December 15, 2026
    - 7) Motion to Approve Resolution 2026-13 Approving the Affordable Housing Extension for Tax Incremental District (TID) #6
    - 8) Motion to Approve Resolution 2026-14 Terminating Tax Incremental District (TID) #6
    - 9) Motion to Approve Resolution #2026-15: Establishing the Municipal Judge's Salary for the Term Starting in Year 2026
  - E. Public Safety Committee Report
  - F. Municipal Services Report

- 1) Motion to Approve BKS Excavating Inc. Contract in the amount of \$1,429,854.00 for Longfield Street Reconstruction Project
- 2) Motion to Approve Resolution 2026-04 Authorizing Chloride Reduction Program; Water Softener Rebate
- G. Economic Development Committee Report
- H. Youth Center Advisory Board Report
- I. Historic Preservation Commission Report
- J. Fire District Report
- K. Police Commission Report
- L. Energy Independence Team Report
- M. Board of Appeals Report
9. Unfinished Business
  - A. Second Reading and Motion to Approve Ordinance 2026-04: Amending Chapter 2-Administration
10. Communications and Recommendations of the Administrator
11. Communications and Recommendations of the Mayor
  - A. Mayoral Proclamation 2026-04 - Arbor Day 2026
  - B. Mayoral Proclamation 2026-05 - Annual Municipal Clerks Appreciation Week World Migratory Bird Day
  - C. Mayoral Proclamation 2026-06 - World Migratory Bird Day
  - D. Motion to Approve Resolution 2026-16 – Pride Flag 2026
12. New Business.
  - A. Motion to Approve Parks & Recreation Management Software-As-A-Service Agreement with RecDesk LLC
  - B. Motion to Approve KSW EMS Grage Remodeling Project not to exceed \$97,727.04
13. Introduction of New Ordinances
14. Upcoming Meeting Reminder:
  - A. Reorganizational Common Council Meeting, Tuesday April 21, 2026, at 6:00 p.m.
  - B. League of Wisconsin Municipalities – League Locally, Wednesday April 22, 2026 at 2:00 p.m.
  - C. Regular Common Council Meeting, Tuesday May 12, 2026, at 6:00 p.m.
  - D. 2026 Meetings: June 9, July 14, August 11, September 8, October 13, November 10, December 8, 2026, at 6:00 p.m.
15. Adjourn.

*Dianne C. Duggan, Mayor*

**City of Evansville Common Council**  
**Regular Meeting**  
City Hall, 31 S Madison St, Evansville WI 53536  
**Tuesday, March 10, 2026, 6:00 p.m.**

**MINUTES**

1. **Call to Order:** Duggan called the meeting to order at 6:00 p.m.

2. **Roll Call:**

Mayor, Dianne Duggan	P	Jason Sergeant, City Administrator
Aldersperson, Bill Lathrop	P	Leah Hurtley, City Clerk
Aldersperson, Abbey Barnes	P	Colette Spranger, Com Dev Dir
Aldersperson, Erika Stuart	A	Bronna Lehmann, Library Dir
Aldersperson, Kelly Shannon	P	Scott Kriebs, Municipal Services Dir
Aldersperson, Chuck Boyce	P	Mark Kopp, City Attorney
Aldersperson, Joe Geoffrion	P	Greg Johnson, Ehler's
Aldersperson, Ben Corridon	P	Nick Bubolz, Town & Country Engineering
Aldersperson, Lita Droster	A	Jim Graham, CHS

**Citizens also in attendance:** Steve Hagen, Norman Barker, Andy Phillips, Seth Schultz, Julie Paton, Jeff Stevens, RJ Laube, Jon Powers, Bill Hurtley, Margaret Bales, Alec Meier, Holly Scheuren, and LB Burt

3. **Motion to Approve the Agenda moving 10A to between 5 and 6 and striking 10C by Barnes, seconded by Corridon. Motion passed 6-0.**

4. **Motion to Waive the Reading of Minutes of the February 10, 2026 Regular Meeting and Approve as Presented by Barnes, seconded by Lathrop. Motion passed 6-0.**

Lathrop had spelling correction to 8J.

5. **Civility Reminder:** Duggan noted the City's commitment to civility and decorum at Council Meetings.

6. **Special Presentations:**

A. **CHS:** Graham gave quarterly update that included that CHS has evaluated 3 of the 5 sites and continue to monitor the global market.

7. Public Comments on Items on the Agenda not Requiring a Public Hearing and on Matters Which can be Affected by Council Action. (Individuals wishing to address the City Council are required to sign in on the roster and must keep their comments under three minutes. Any materials must be delivered only to the City Clerk.)

A. **Holly Schueren:** Schueren voiced opposition of the Pride Flag being recognized as the official City flag and would like to see the City have only 2 flags, the American flag and the Wisconsin flag.

B. **Margaret Bales:** Bales voiced opposition of the Pride Flag being recognized as the official City flag stating one person should not be designating a flag on behalf of the entire community.

C. **Jeff Stevens:** Stevens shared that the Flag Proclamation should be a referendum vote such as the ATV/UTV was.

8. **Reports of Committees**

A. **Library Board Report:** Lehmann read from a written report: General Updates- In 2025 at the Eager Free Public Library: 3,257 area residents have library cards. They checked out 49,616 physical items and used e-materials 18,904 times which is a combined increase of 7%. 4,599 children, teens, and adults attended 235 library programs and outreach events. The roof wrap of the library's clay tile roof will be inspected again next week. Replacement of the tile roof will begin in June. Library patrons can request free, one-day Wisconsin State Park passes

thanks to a donation from the Friends of the Library. Collaboration planning with the Grove Society for America's 250<sup>th</sup> anniversary and the Economic Development Committee for small business support is underway. We are again offering free access to over 200 classes available from MasterClass. Signup on our website. Program Updates: Learn how native plants can be part of your beautiful garden and support pollinators, beneficial insects, and wildlife from the UW-Arboretum's native plant garden curator this Thursday, 3/12, at 6pm. The Antemeridians book group will discuss *Still True* by Maggie Ginsberg on March 19 at 10:30am. Art Roulette is back by popular demand on March 19. Each person contributes to each painting as they are passed around to create the final masterpieces. Teen activities this month include the Teen Advisory Board meeting, a Romantasy Reads book discussion, and a Minecraft program during Spring Break. Join us after Preschool Story Time on Wednesday at 10am as we make Alphabet Trees inspired by the book *Chicka Chicka Boom Boom*.

**B. Parks and Recreation Board Report:** No Report.

**C. Plan Commission Report:**

- 1) **Motion to Approve the Land Division Application LD-2026-03 for a condominium plat on tax parcel 6-27-830 by Barnes, seconded by Lathrop. Motion passed 6-0.**

Spranger outlined the future plan for the parcel to create more housing for Evansville. Public Comments were in support of the project.

- 2) **Motion to Approve "Amendment to the 2025 Final Land Divider's Agreement for Capstone Ridge" by Barnes, seconded by Lathrop. Motion passed by Roll Call 6-0.**

Spranger explained that the original agreement had a provision that they could donate land for Park land, but it would need to come back through for approval. The intention is to deed land to the city to fulfill the Park land dedication requirements. This would also change the order of the phases of the project.

- 3) **Motion to Approve Application for Downtown Upper Level Housing Unit Rehabilitation Grant by Barnes, seconded by Lathrop. Motion passed 6-0.**

Spranger shared the scope of the Rehabilitation Grant to help rehabilitate residential units and bring them up to code and be available for local housing options. There would be 4 grants of \$12,500 each.

- 4) **Motion to Approve Resolution #2026-06: Establishing Code Enforcement Inspection Fees by Barnes, seconded by Lathrop. Motion passed by Roll Call 6-0.**

Spranger shared that the Municipal Code Enforcement LLC reported that having reinspection fees help get results as well as cover the cost of reinspection. After the second reinspection, the item could be subject to citations.

**D. Finance and Labor Relations Committee Report:** Barnes shared that approval was given to staff to use recruitment services for the City Treasurer position with Robert Half as they focus on the public sector vs. the private sector.

- 1) **Motion to Accept the February 2026 City bills in the amount of \$3,331,992.54 by Barnes, seconded by Lathrop. Motion passed by Roll Call 6-0.**

Stevens shared that there are concerns from citizens about how much spending is occurring. Lathrop pointed out that over \$2.1 million was due to the distribution of tax settlements that were collected on behalf of the Schools and County.

- 2) **Motion to Approve Resolution #2026-07 Authorizing the Issuance and Sale of a \$3,095,000 Water System Revenue Bond Anticipation Note, Series 2026A by Barnes, seconded by Lathrop. Motion passed by Roll Call 6-0.**

Johnson from Ehler's reported the outline for the bond with a maximum term of 3 years. The amount of the loan is lower along with the interest rate.

- 3) **Motion to Approve Wind Turbine Annual Maintenance and Service Agreement, Option B**

with All Energy Management by Barnes, seconded by Corridon. Motion passed by Roll Call 6-0.

- 4) Motion to Approve Farmland Rental Agreement with S & K Ag Corp by Barnes, seconded by Corridon. Motion passed by Roll Call 6-0.
- 5) Motion to Approve Daupler Response Management System Contract ending February 10, 2029 by Barnes, seconded by Corridon. Motion passed by Roll Call 6-0.

Geoffrion asked about competitive pricing. Kriebs explained that the cost for the 3 years is cheaper than the previous 1 year. It also is interactive that residents can submit pictures that can be helpful in speeding up resolutions, and there is some backend reporting that helps internally.

- 6) Motion to Approve Revised State/Municipal Financial Agreement for a State-LET Highway Project by Barnes, seconded by Lathrop. Motion passed by Roll Call 6-0.
- 7) Motion to Approve Contract with Destree Design Architects Design Services for Evansville Camp Store Windows/Doors/Toilet Room by Barnes, seconded by Corridon. Motion passed by Roll Call 6-0.

Destree explained the scope of the work and what portion of the work will be covered under the hailstorm damage insurance claim from last year.

- E. **Public Safety Committee Report:** Geoffrion reported that there were a couple Operator Licenses that were denied due to lack of Police approval. There was also an update that there have been no incidents at Pete's Inn. There was also a concerning safety concern where someone had fallen into the creek and potentially needing a fence in that area.
  - F. **Municipal Services Report:** Corridon reported that there had been a hail repair update for the Wastewater Treatment Plant, and the High School had been awarded a Super Grant.
    - 1) Motion to Approve Resolution #2026-08 –Authorizing Public Improvements and Levying Special Assessments Against Benefitted Property Consisting of Cherry Street, Mill Street, and Railroad Street, North Madison Street, Garfield Avenue, and Brown School Road by Corridon, seconded by Lathrop. Motion passed by Roll Call 6-0.

Bubolz gave a rundown of the project and the scope of the work that was completed.
    - 2) Motion to Approve Resolution #2026-09 –Authorizing Public Improvements and Levying Special Assessments Against Benefitted Property on Water Street by Corridon, seconded by Lathrop. Motion passed by Roll Call 6-0.
  - G. **Economic Development Committee Report:** Geoffrion shared that they had discussion and had moved forward the Grant for Rehabilitation of Downtown Upper-Level Housing Units. Lehmann also attended the meeting to discuss a grant that was awarded to help with materials for building resumes and job searching. There was additional discussion about job fairs.
  - H. **Youth Center Advisory Board Report:** Did Not Meet
  - I. **Historic Preservation Commission Report:** Shannon reported that there was a presentation from Sign Art Studio on offerings for all their signs as they will be recreating the sign for the Grange Building. Corridon shared that while in attendance at the meeting, there was also discussion about Ice Age Trail Alliance Kiosk locations.
  - J. **Fire District Report:** No Report
  - K. **Energy Independence Team Report:** Did Not Meet
9. **Communications and Recommendations of the Administrator:** Sergeant reported an update on the City Treasurer position, that Robert Half had offered up 4 potential candidates. While in Washington D.C., there was discussion with Pocan about Congressional Allocations relating towards the Municipal Services buildings that need replacement. Creekside did hold a July 4<sup>th</sup> event planning meeting.
  10. **Communications and Recommendations of the Mayor:**

- A. **Mayoral Proclamation #2026-01 – Spread Goodness Day, March 13, 2026**-Read by Barnes.  
Tachon spoke about the highlights of the event and offered ideas on how to insert unity and kindness into the day and encourage everyone to wear yellow to bring attention to the day.
  - B. **Mayoral Proclamation #2026-02 – Evansville Community Partnership Commendation**- Read by Barnes.
  - C. ~~Mayoral Proclamation #2026-03 – Designating the Pride Flag an Official City Flag~~
  - D. **Motion to Approve the Revised Minutes of the February 11, 2025 Meeting by Lathrop, seconded by Corridon. Motion passed 6-0.**
  - E. **Agenda items and chairperson protocol:** Duggan reminded that Council abides by Robert’s Rules as in the Municipal Code and to not talk over each other. In addition, if you want to reach out about a particular item, the Chair of the Committee should be the first point of contact as any other contact can undermine the work that they are attempting to work on to resolve concerns.
- 11. **Old Business:** None
  - 12. **New Business:** None
  - 13. **Introduction of New Ordinances**
    - A. **First Reading of Ordinance #2026-03: Rezoning Parcel 6-27-830**-Read by Barnes.
    - B. **First Reading of Ordinance #2026-04: Amending Chapter 2 –Administration**-Ready by Barnes.
  - 14. **Upcoming Meeting Reminder:**
    - A. Joint Town of Porter Meeting on Extraterritorial Jurisdiction Boundary: Monday, March 30<sup>th</sup>, 2026 at 6:00 p.m.
    - B. Regular Common Council Meeting, Tuesday, April 14, 2026 at 6:00 p.m.
    - C. Special Reorg Meeting, Tuesday, April 21, 2026 at 6:00 p.m.
    - D. 2026 Meetings: April 14, April 21 (Special Reorg Meeting), May 12, June 9, July 14, August 11, September 8, October 13, November 10, December 8, 2026, at 6:00 p.m.
  - 15. **Adjourn:** Duggan adjourned the meeting at 7:22 p.m.

**City of Evansville Common Council  
Town of Porter Town Board  
Special Joint Meeting**  
City Hall, 31 S Madison St, Evansville WI 53536  
**Monday March 30, 2026, 6:00 p.m.**

**MINUTES**

1. **Call to Order:** Duggan and Sweeney called the meeting to order at 6:00 p.m.

2. **Roll Call:**

Mayor, Dianne Duggan	P	Alan Sweeney, Town Chair	P
Aldersperson, Bill Lathrop	A	Ryan Nelson, Town of Porter Board	P
Aldersperson, Abbey Barnes	P		
Aldersperson, Erika Stuart	P	Others Present:	
Aldersperson, Kelly Shannon	P	Colette Spranger, Community Development Director	
Aldersperson, Chuck Boyce	P	Jason Sergeant, City Administrator	
Aldersperson, Joe Geoffrion	P	Lisa Imhoff, Anne Remley-Haines, Jeff Stevens	
Aldersperson, Ben Corridon	P	Julie Paton, Gordon Radloff,	
Aldersperson, Lita Droster	P		

3. **Motion to approve the agenda by Corridon, second by Barnes. Motion passed unanimously.**

4. **Intergovernmental Agreement Between the Town of Porter and the City of Evansville.**

- A. **Public Hearing.** Duggan opened the public hearing at 6:06pm. Spranger shared comments submitted prior to the meeting by Brandon Rutz, 7901 N Tolles Rd, Town of Porter, who stated he was concerned there would be increased pressure around his property to develop into rural subdivisions. Warren and Denise Clobes, 7036 N Tolles Rd, asked if this would change their taxing jurisdiction or affect any services like electric or fire protection.
- B. **Discussion.** Spranger explained the rationale behind the boundary agreement and what the agreement would and would not do. The agreement pertains only to the City's land division authority within the Town and adjusts its extraterritorial jurisdiction to a smaller area. The agreement will last 10 years. After 10 years, the parties can re-sign the agreement as is, re-negotiate, or dissolve the agreement. If dissolved, the extraterritorial area for the City will go back to what is allowed by state statute. The Town and City attorneys had brief comments on edits to the document, which both sides agree to.
- C. **Motion to Approve Resolution 2026-10 by Barnes, second by Droster. Motion passes unanimously.**
- D. **Motion to approve Town Resolution 33026, by Nelson, second by Sweeney. Motion passes unanimously.**

5. **Adjourn:** Meeting adjourned at 6:21 pm.



# **PRELIMINARY ASSESSMENT REPORT**

## **2026 STREET & UTILITY IMPROVEMENTS Longfield Street**

(Plans and Specifications under separate cover are available at the  
Office of the City Clerk and are a part of this report)

City of Evansville, Wisconsin

March 2026

**TOWN & COUNTRY ENGINEERING, INC.**

Madison ♦ Rhinelander ♦ Kenosha ♦ Platteville  
6264 Nesbitt Road • Madison, WI 53719 • (608) 273-3350 • tce@tcengineers.net

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# SECTION I

SUMMARY OF THE PROJECT

BENEFITED PROPERTIES

BASIS FOR ASSESSMENTS

## SUMMARY OF THE PROJECT

The project covered by this assessment report concerns street and utility improvements, including sidewalk, on Longfield Street, from Lincoln Street to Fair Street.

The work will include replacement of all the existing 4-inch and 6-inch water main with new 8-inch water main, reconstruction of the sanitary sewer and storm sewer as necessary, complete reconstruction of the existing street pavement, replacement of the curb & gutter, replacement of existing damaged and heaved sidewalk, and construction of new sidewalk where none currently exists. The contractor will perform additional spot repairs as necessary and as directed by the City Engineer.

The improvement of the actual street surface and underground utility construction are paid for by the City and City-owned Utilities. Sidewalk, driveways, curb & gutter and the work items necessary to blend new sidewalk and curb & gutter to the existing yards and driveways will be assessed to the property owners. The plans, specifications and bidding documents which cover this work are under separate cover and are available at City Hall.

Following the listing of the benefited properties is a narrative description of the basis for assessments.

**Benefited Properties**

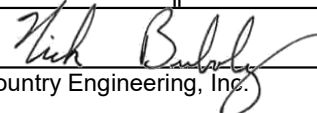
I, the undersigned, do hereby state that it is my judgment that the properties listed below will benefit from, AND will not be damaged by, curb & gutter, sidewalk, AND driveway construction on Longfield Street from Lincoln Street to Fair Street in the City of Evansville, Wisconsin.

OWNER	FRONTAGE DESCRIPTION	PARCEL NUMBER	FEET OF FRONTAGE	PERCENT OF TOTAL
<b>West Side of Longfield Street</b> <i>(Lincoln Street to Fair Street)</i> Fisk Revocable Trust Attn Joan K Fisk 239 Lincoln St Evansville, WI 53536-1266	PT SW1/4 FISHER'S SUBDIVISION LOT 1	6-27-374	100.00	4.33%
Robert and Holly Charlier 311 Longfield Street Evansville, WI 53536-1236	PT SW1/4 FISHER'S SUBDIVISION LOT 2	6-27-375	66.00	2.85%
Gabriel and Michelle Buehl 317 Longfield Street Evansville, WI 53536-1236	PT SW1/4 FISHER'S SUBDIVISION LOT 3	6-27-376	66.00	2.85%
Micheal Bilsie 325 Longfield Street Evansville, WI 53536-1236	PT SW1/4 FISHER'S SUBDIVISION LOT 4 & N 9' LOT 5	6-27-377	75.00	3.24%
Joy Esther Patafio 327 Longfield Street Evansville, WI 53536-1236	PT SW1/4 FISHER'S SUBDIVISION S 57' LOT 5	6-27-377.1	57.00	2.47%
Araceli Ceaca-Jimenez 335 Longfield Street Evansville, WI 53536-1236	PT SW1/4 FISHER'S SUBDIVISION LOT 6	6-27-378	66.00	2.85%
Roessler Grove Properties Llc 42 Grove Street Evansville, WI 53536-1103 <i>(for 341 Longfield Street)</i>	PT SW1/4 FISHER'S SUBDIVISION LOT 7	6-27-378.1	66.00	2.85%
Warren and Heidi Janisch 403 Longfield Street Evansville, WI 53536-1238	PT SW1/4 FISHER'S SUBDIVISION LOT 8	6-27-379	66.00	2.85%

OWNER	FRONTAGE DESCRIPTION	PARCEL NUMBER	FEET OF FRONTAGE	PERCENT OF TOTAL
Claudia A Laak 409 Longfield Street Evansville, WI 53536-1238	PT SW1/4 FISHER'S SUBDIVISION LOT 9	6-27-379.1	66.00	2.85%
Neil and Kiah Rashke 415 Longfield Street Evansville, WI 53536-1238	PT SW1/4 FISHER'S SUBDIVISION LOT 10	6-27-379.2	66.00	2.85%
Ralph and Alice Lyon 421 Longfield Street Evansville, WI 53536-1238	PT SW1/4 FISHER'S SUBDIVISION LOT 11	6-27-379.3	66.00	2.85%
Wayne and Kelly Mason 427 Longfield Street Evansville, WI 53536-1238	PT SW1/4 FISHER'S SUBDIVISION LOT 12	6-27-379.4	66.00	2.85%
James and Ann Merrill 433 Longfield Street Evansville, WI 53536-1238	PT SW1/4 FISHER'S SUBDIVISION LOT 13	6-27-380	66.00	2.85%
Marcie McCaffrey 441 Longfield Street Evansville, WI 53536-1238	PT SW1/4 FISHER'S SUBDIVISION LOT 14	6-27-381	66.00	2.85%
Diane Hatch 449 Longfield Street Evansville, WI 53536-1238	PT SW1/4 FISHER'S SUBDIVISION LOT 15	6-27-382	66.00	2.85%
Jerome Mainguth 451 Longfield Street Evansville, WI 53536-1238	PT SW1/4 FISHER'S SUBDIVISION LOT 16	6-27-383	66.00	2.85%
Emily Gorces 455 Longfield Street Evansville, WI 53536-1238	PT SW1/4 FISHER'S SUBDIVISION LOT 17	6-27-383.1	66.00	2.85%

OWNER	FRONTAGE DESCRIPTION	PARCEL NUMBER	FEET OF FRONTAGE	PERCENT OF TOTAL
<b>East Side Of Longfield Street</b> <i>(Lincoln Street To Fair Street)</i> Robert and Theresa Peterson 304 Longfield Street Evansville, WI 53536-1237	PT SW1/4 FISHER'S SUBDIVISION LOT 36	6-27-396	100.00	4.33%
Albert and Susan Barnett 316 Longfield Street Evansville, WI 53536-1237	PT SW1/4 FISHER'S SUBDIVISION LOT 35 & N1/2 LOT 34	6-27-395	100.00	4.33%
Gary and Priscilla Sarow Revocable Living Trust 320 Longfield Street Evansville, WI 53536-1237	PT SW1/4 FISHER'S SUBDIVISION N3/4 LOT 33 & S1/2 LOT 34	6-27-394	82.00	3.55%
Carlton and Mary Wichser 328 Longfield Street Evansville, WI 53536-1237	PT SW1/4 FISHER'S SUBDIVISION LOT 32 & S 16.5' LOT 33	6-27-393	82.00	3.55%
Robin Schweder 336 Longfield Street Evansville, WI 53536-1237	PT SW1/4 FISHER'S SUBDIVISION LOT 31	6-27-392	66.00	2.85%
David North 344 Longfield Street Evansville, WI 53536-1237	PT SW1/4 FISHER'S SUBDIVISION LOT 30	6-27-391	66.00	2.85%
Mark Merrill 404 Longfield Street Evansville, WI 53536-1239	PT SW1/4 LONGFIELD & SMITH'S ADDITION LOTS 11, 12, 13 & 20 (EXC W 33' N 369' FOR ST)	6-27-478	66.00	2.85%
Wiltse Palmer Irrevocable Trust Attn Meg Wiltse & Dana Palmer & Emily Gorces 410 Longfield Street Evansville, WI 53536-1239	PT SW1/4 FISHER'S SUBDIVISION LOT 28	6-27-390	66.00	2.85%

OWNER	FRONTAGE DESCRIPTION	PARCEL NUMBER	FEET OF FRONTAGE	PERCENT OF TOTAL
Terry & Jana McKinney Revocable Living Trust 416 Longfield Street Evansville, WI 53536-1239	PT SW1/4 FISHER'S SUBDIVISION LOT 27	6-27-389	66.00	2.85%
Joshua and Sarah Fugate 134 N Union Road Brooklyn, WI 53521-9407 (for 422 Longfield Street)	PT SW1/4 FISHER'S SUBDIVISION LOT 26	6-27-388	66.00	2.85%
Benjamin Myers 424 Longfield Street Evansville, WI 53536-1239	PT SW1/4 FISHER'S SUBDIVISION LOT 25	6-27-387	66.00	2.85%
Daniel Emery 432 Longfield Street Evansville, WI 53536-1239	PT SW1/4 FISHER'S SUBDIVISION LOTS 23 & 24	6-27-386	132.00	5.71%
Abou and Ellie Kone 446 Longfield Street Evansville, WI 53536-1239	PT SW1/4 FISHER'S SUBDIVISION LOT 22	6-27-385	66.00	2.85%
Jason P Tishler 450 Longfield Street Evansville, WI 53536-1239	PT SW1/4 FISHER'S SUBDIVISION LOT 21	6-27-384.1	66.00	2.85%
Gage and Amber Brunet 456 Longfield Street Evansville, WI 53536-1239	PT SW1/4 FISHER'S SUBDIVISION LOT 20	6-27-384	66.00	2.85%
<b>TOTALS</b>			2312.00	100.00%



Nick Bubolz, P.E., Town & Country Engineering, Inc.

## BASIS FOR ASSESSMENTS

Curb & gutter is a direct benefit to adjacent properties because it provides for efficient drainage of runoff onto street right-of-way, without ditches which are troublesome to mow, particularly during wet periods. It avoids "rutting" of wheel paths from vehicles which may park on the street frontages during wet soil conditions and the ponding areas which result from such wheel ruts. It provides a clean, visually pleasing line of demarcation between the traveled portion of the street and adjacent vegetated areas. Assessments are made on a front foot basis for curb & gutter, that is, the assessable cost of all of the sidewalk, curb & gutter and all restoration (blending) between the curb & gutter and the existing yards, driveways and sidewalks is added up and assessed to the property served by that section of sidewalk and curb & gutter. A lineal foot basis for curb & gutter assessments is a commonly recognized method for determining curb & gutter benefits to adjacent properties, such benefits being drainage, appearance and longevity of adjacent surfaces. Costs for curb & gutter and sidewalk within intersections are not assessed to any property.

The City of Evansville assessment policy is that 50% of the costs of curb & gutter and sidewalk and 100% for driveways will be charged to the property owners abutting the improvements on the basis of front footage. Two-sided lots receive the same rate for each side. Storm sewer and drainage swales and appurtenances are not assessed. Curb & gutter, sidewalk, and driveway that must be replaced due to sanitary sewer, storm sewer, or water main improvements is not assessed.

Assessments for curb & gutter are made for 50% of the cost of excavation, new concrete curb & gutter, base course beneath and to one foot behind the curb & gutter, and restoration of all vegetated and paved areas behind the curb which must be disturbed to properly blend curb & gutter to the existing features.

Assessments for sidewalk are made for 50% of the cost for excavation, new concrete sidewalk, base course beneath the sidewalk, and restoration of all adjacent vegetated and paved areas which must be disturbed to properly blend the sidewalk to existing features.

Assessments for driveways are made for 100% of the cost for excavation, new concrete sidewalk, base course beneath the driveway, and restoration of all adjacent vegetated and paved areas which must be disturbed to properly blend the driveways to existing features.

In some areas residents may choose to also replace additional sidewalk and driveways. These areas will only be reconstructed at the homeowner's request and 100% of the associated costs will be assessed to that particular property owner.

The entire project was walked in the Fall of 2025 to identify curb & gutter, sidewalk, and driveway that would need replacement, and would be assessed to the fronting property owner. It is possible that some concrete has become damaged due to freeze/thaw cycles or other reasons, and would warrant replacement (and assessment) prior to the project commencing.

For the purposes of the preliminary assessment report, properties with existing driveways are shown to require at least 50 square feet of driveway replacement. Further, properties with existing sidewalk are shown to require at least 15 lineal feet of sidewalk reconstruction. This is also to account for variations from the Fall of 2025 to now. Final assessable amounts will be determined by re-inspecting the project prior to construction beginning and determining exactly the quantities of curb & gutter, sidewalk, and driveway will be assessable. The assessable improvements are being constructed as a part of a street and utilities improvements or sidewalk improvements project. Plans & specifications for the project are available at City Hall.

SECTION II  
PROJECT COSTS

ASSESSABLE COSTS  
 (using bid prices and planned quantities)  
**2026 STREET AND UTILITY IMPROVEMENTS**  
**Longfield Street**  
 City of Evansville, Wisconsin  
 March 2026

**Curb & Gutter - Sample Cost for 100 linear feet**

ITEM	NUMBER OF UNITS	UNIT COST	SUBTOTAL COST
Excavation for New Curb & Gutter*	21.3 cu. yds.	\$21.68	\$462.51
New 30" Concrete Curb & Gutter	100 lin. ft.	\$23.74	\$2,374.00
3/4" Crushed Aggregate Base Course Under Curb & Gutter	3.90 tons	\$17.00	\$66.27
3" Breaker Run Base Course Under Curb & Gutter	19.49 tons	\$16.00	\$311.85
Topsoil Restoration, including Seeding, Fertilizing, & Mulching	166.7 sq. yds.	\$10.05	\$1,675.00
SUBTOTAL			\$4,889.63
CONTINGENCY @ 10%			\$488.96
ENGINEERING @ 13%			\$635.65
<b>TOTAL</b>			<b>\$6,014.24</b>

Total Assessable Length: 100.00 feet  
 Total Assessable Costs: \$3,007.12 (50%)  
 Note: The total of the assessments will differ slightly due to rounding  
 Cost per foot of curb & gutter: \$30.0712 / foot

**4" Concrete Sidewalk - Sample Cost for 100 linear feet (assumes 5 ft. width)**

ITEM	NUMBER OF UNITS	UNIT COST	SUBTOTAL COST
Excavation for New 4" Sidewalk*	15.4 cu. yds.	\$21.68	\$334.57
New 4" Sidewalk	500 sq. ft.	\$7.93	\$3,965.00
3/4" Crushed Aggregate Base Course Under Sidewalk	18.56 tons	\$17.00	\$315.56
Topsoil Restoration, including Seeding, Fertilizing, & Mulching	44.4 sq. yds.	\$10.05	\$446.67
SUBTOTAL			\$5,061.80
CONTINGENCY @ 10%			\$506.18
ENGINEERING @ 13%			\$658.03
<b>TOTAL</b>			<b>\$6,226.01</b>

Total Assessable Length: 100.00 feet  
 Total Assessable Costs: \$3,113.01 (50%)  
 Note: The total of the assessments will differ slightly due to rounding  
 Cost per foot of sidewalk: \$31.1301 / foot

**6" Concrete Driveways - Sample Cost for 100 square feet**

ITEM	NUMBER OF UNITS	UNIT COST	SUBTOTAL COST
Excavation for New Concrete Driveway *	4.3 cu. yds.	\$21.68	\$93.68
6" Concrete Driveway Pavement	100 sq. ft.	\$9.23	\$923.00
3/4" Crushed Aggregate Base Course Under Sidewalk	4.95 tons	\$17.00	\$84.15
Topsoil Restoration, including Seeding, Fertilizing, & Mulching	8.9 sq. yds.	\$10.05	\$89.33
SUBTOTAL			\$1,190.16
CONTINGENCY @ 10%			\$119.02
ENGINEERING @ 13%			\$154.72
<b>TOTAL</b>			<b>\$1,463.90</b>

Total Assessable Area: 100.00 sq. ft.  
 Total Assessable Costs: \$1,463.90 (100%)  
 Note: The total of the assessments will differ slightly due to rounding  
 Cost per square foot of conc. drive: \$14.6390 / sq. foot

**2" Asphalt Driveways - Sample Cost for 100 square feet**

ITEM	NUMBER OF UNITS	UNIT COST	SUBTOTAL COST
Excavation for New Asphalt Driveway*	4.3 cu. yds.	\$21.68	\$93.68
2" Asphalt Driveway Pavement	11.1 sq. yds.	\$30.75	\$341.67
3/4" Crushed Aggregate Base Course Under Sidewalk	7.43 tons	\$17.00	\$126.23
Topsoil Restoration, including Seeding, Fertilizing, & Mulching	8.9 sq. yds.	\$10.05	\$89.33
SUBTOTAL			\$650.91
CONTINGENCY @ 10%			\$65.09
ENGINEERING @ 13%			\$84.62
<b>TOTAL</b>			<b>\$800.62</b>

Total Assessable Area: 100.00 sq. ft.  
 Total Assessable Costs: \$800.62 (100%)  
 Note: The total of the assessments will differ slightly due to rounding  
 Cost per square foot of asph. drive: \$8.0062 / sq. foot

\* Excavation for the new curb & gutter is computed for the area under and to 1 foot behind the back of the curb. Excavation for sidewalks and driveways is computed for the area directly beneath those surfaces.

## SECTION III

### ESTIMATED ASSESSMENTS

**Preliminary Assessments**

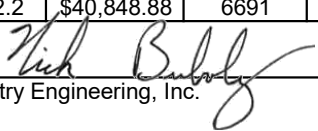
I, the undersigned, do hereby state that it is my judgment that the properties listed below will benefit from, and will not be damaged by, curb & gutter, sidewalk, and driveway construction on Longfield Street from Lincoln Street to Fair Street in the City of Evansville, Wisconsin.

OWNER	PARCEL NUMBER	Curb & Gutter Length (ft.)	Curb & Gutter Cost	Sidewalk Length (ft.)	Sidewalk Cost	Concrete Driveway Area (sq. ft.)	Asphalt Driveway Area (sq. ft.)	Driveway Cost	Total
<b>West Side of Longfield Street</b> <i>(Lincoln Street to Fair Street)</i>									
Fisk Revocable Trust Attn Joan K Fisk 239 Lincoln St Evansville, WI 53536-1266	6-27-374	42.3	\$1,272.61	18.8	\$585.25	50	0	\$731.95	\$2,589.81
Robert and Holly Charlier 311 Longfield Street Evansville, WI 53536-1236	6-27-375	47.5	\$1,426.88	52.8	\$1,643.67	188	0	\$2,752.13	\$5,822.67
Gabriel and Michelle Buehl 317 Longfield Street Evansville, WI 53536-1236	6-27-376	2.4	\$70.67	46.4	\$1,444.44	262	0	\$3,835.41	\$5,350.51
Micheal Bilsie 325 Longfield Street Evansville, WI 53536-1236	6-27-377	13.9	\$418.59	15.0	\$466.95	347	0	\$5,079.72	\$5,965.26
Joy Esther Patafio 327 Longfield Street Evansville, WI 53536-1236	6-27-377.1	37.0	\$1,111.43	34.8	\$1,083.33	179	0	\$2,620.38	\$4,815.13
Araceli Ceaca-Jimenez 335 Longfield Street Evansville, WI 53536-1236	6-27-378	44.0	\$1,324.04	35.2	\$1,095.78	238	95	\$4,244.66	\$6,664.48
Roessler Grove Properties LLC 42 Grove Street Evansville, WI 53536-1103 <i>(for 341 Longfield Street)</i>	6-27-378.1	47.1	\$1,416.96	26.8	\$834.29	150	0	\$2,195.85	\$4,447.09
Warren and Heidi Janisch 403 Longfield Street Evansville, WI 53536-1238	6-27-379	36.0	\$1,082.56	33.6	\$1,045.97	175	90	\$3,282.38	\$5,410.91

OWNER	PARCEL NUMBER	Curb & Gutter Length (ft.)	Curb & Gutter Cost	Sidewalk Length (ft.)	Sidewalk Cost	Concrete Driveway Area (sq. ft.)	Asphalt Driveway Area (sq. ft.)	Driveway Cost	Total
Claudia A Laak 409 Longfield Street Evansville, WI 53536-1238	6-27-379.1	34.5	\$1,036.25	20.0	\$622.60	148	0	\$2,166.57	\$3,825.42
Neil and Kiah Rashke 415 Longfield Street Evansville, WI 53536-1238	6-27-379.2	22.6	\$679.91	38.8	\$1,207.85	175	0	\$2,561.82	\$4,449.58
Ralph and Alice Lyon 421 Longfield Street Evansville, WI 53536-1238	6-27-379.3	44.1	\$1,326.14	40.0	\$1,245.20	180	0	\$2,635.01	\$5,206.36
Wayne and Kelly Mason 427 Longfield Street Evansville, WI 53536-1238	6-27-379.4	40.3	\$1,213.07	36.0	\$1,120.68	494	0	\$7,231.65	\$9,565.41
James and Ann Merrill 433 Longfield Street Evansville, WI 53536-1238	6-27-380	21.8	\$656.76	44.8	\$1,394.63	198	0	\$2,898.52	\$4,949.90
Marcie McCaffrey 441 Longfield Street Evansville, WI 53536-1238	6-27-381	19.3	\$578.87	40.0	\$1,245.20	167	0	\$2,444.71	\$4,268.78
Diane Hatch 449 Longfield Street Evansville, WI 53536-1238	6-27-382	14.9	\$448.66	24.0	\$747.12	223	0	\$3,264.49	\$4,460.27
Jerome Mainguth 451 Longfield Street Evansville, WI 53536-1238	6-27-383	3.7	\$110.36	20.0	\$622.60	146	0	\$2,137.29	\$2,870.25
Emily Gorces 455 Longfield Street Evansville, WI 53536-1238	6-27-383.1	10.9	\$327.48	28.8	\$896.55	50	0	\$731.95	\$1,955.97

OWNER	PARCEL NUMBER	Curb & Gutter Length (ft.)	Curb & Gutter Cost	Sidewalk Length (ft.)	Sidewalk Cost	Concrete Driveway Area (sq. ft.)	Asphalt Driveway Area (sq. ft.)	Driveway Cost	Total
<b>East Side Of Longfield Street</b> <i>(Lincoln Street To Fair Street)</i> Robert and Theresa Peterson 304 Longfield Street Evansville, WI 53536-1237	6-27-396	63.9	\$1,922.75	83.2	\$2,590.02	50	0	\$731.95	\$5,244.72
Albert and Susan Barnett 316 Longfield Street Evansville, WI 53536-1237	6-27-395	66.5	\$2,000.34	68.0	\$2,116.84	172	0	\$2,517.90	\$6,635.09
Gary and Priscilla Sarow Revocable Living Trust 320 Longfield Street Evansville, WI 53536-1237	6-27-394	32.5	\$976.71	35.2	\$1,095.78	261	0	\$3,820.77	\$5,893.26
Carlton and Mary Wichser 328 Longfield Street Evansville, WI 53536-1237	6-27-393	55.6	\$1,671.96	60.0	\$1,867.80	236	73	\$4,039.25	\$7,579.01
Robin Schweder 336 Longfield Street Evansville, WI 53536-1237	6-27-392	45.3	\$1,361.59	37.6	\$1,170.49	171	0	\$2,503.26	\$5,035.35
David North 344 Longfield Street Evansville, WI 53536-1237	6-27-391	22.9	\$687.61	45.6	\$1,419.53	335	0	\$4,904.05	\$7,011.19
Mark Merrill 404 Longfield Street Evansville, WI 53536-1239	6-27-478	44.2	\$1,328.85	45.6	\$1,419.53	296	0	\$4,333.13	\$7,081.51
Wiltse Palmer Irrevocable Trust Attn Meg Wiltse & Dana Palmer & Emily Gorces 410 Longfield Street Evansville, WI 53536-1239	6-27-390	27.5	\$826.96	37.6	\$1,170.49	146	0	\$2,137.29	\$4,134.74

OWNER	PARCEL NUMBER	Curb & Gutter Length (ft.)	Curb & Gutter Cost	Sidewalk Length (ft.)	Sidewalk Cost	Concrete Driveway Area (sq. ft.)	Asphalt Driveway Area (sq. ft.)	Driveway Cost	Total
Terry & Jana McKinney Revocable Living Trust 416 Longfield Street Evansville, WI 53536-1239	6-27-389	25.0	\$751.18	26.0	\$809.38	209	0	\$3,059.54	\$4,620.11
Joshua and Sarah Fugate 134 N Union Road Brooklyn, WI 53521-9407 (for 422 Longfield Street)	6-27-388	38.1	\$1,144.51	32.8	\$1,021.07	267	0	\$3,908.60	\$6,074.18
Benjamin Myers 424 Longfield Street Evansville, WI 53536-1239	6-27-387	12.4	\$372.31	48.8	\$1,519.15	180	0	\$2,635.01	\$4,526.47
Daniel Emery 432 Longfield Street Evansville, WI 53536-1239	6-27-386	27.0	\$810.72	78.4	\$2,440.60	470	0	\$6,880.31	\$10,131.63
Abou and Ellie Kone 446 Longfield Street Evansville, WI 53536-1239	6-27-385	27.7	\$834.18	56.0	\$1,743.28	293	0	\$4,289.22	\$6,866.68
Jason P Tishler 450 Longfield Street Evansville, WI 53536-1239	6-27-384.1	22.2	\$666.38	40.8	\$1,270.11	185	0	\$2,708.21	\$4,644.69
Gage and Amber Brunes 456 Longfield Street Evansville, WI 53536-1239	6-27-384	7.8	\$235.70	60.8	\$1,892.71	50	0	\$731.95	\$2,860.35
<b>TOTALS</b>		1,000.7	\$30,093.00	1312.2	\$40,848.88	6691	258	\$100,014.93	\$170,956.81

  
 Nick Bubolz, P.E., Town & Country Engineering, Inc.

**CITY OF EVANSVILLE  
RESOLUTION #2026-11**

***A PRLIMINARY RESOLUTION DECLARING INTENT TO LEVY SPECIAL  
ASSESSMENTS AGAINST BENEFITTED PROPERTY UNDER MUNICIPAL POLICE  
POWER PURSUANT TO §66.0703.***

WHEREAS, the governing body of the City of Evansville, Wisconsin, notified interested persons concerning the preliminary resolution and report of the City Engineer on the proposed public improvements consisting of Longfield Street and preliminary assessments against benefitted property;

NOW, THEREFORE, BE IT RESOLVED, the governing body of the City of Evansville, Wisconsin, determines as follows:

1. The report of the city engineer, including the plans and specifications and assessments set forth therein, has been adopted and approved.
2. The city engineer advertised for bids and supervised construction of the improvements in accordance with the report hereby adopted.
3. The total amount assessed against the properties in the described assessment shall be assessed by:
  - a) 50% of the cost of the improvements to sidewalks and curb.
  - b) 100% of the driveway approaches from the street to the sidewalk
  - c) 100% of the replaced private water service laterals that are lead or galvanized steel by the lesser of \$2000 or 50% of the total cost of the replacement.
4. Assessments shown on the report represent an exercise of the police power and have been determined on a reasonable basis and are hereby confirmed.
5. Assessments for all projects included in the report are hereby combined as a single assessment but any interested property owner may object to each assessment separately or all assessments jointly for any purpose.
6. Assessments shall be due within 30 days of billing date. Assessments may be paid in cash or in ten (10) annual installments. No such annual installment, except the final one, shall be less than \$50.00. Installments shall be placed on the next tax roll after the due date for collection and shall bear interest at the rate of 3.0% per annum on the unpaid balance (from due date). Installments or assessments not paid when due shall bear additional interest on the amount past due at the rate of 0.8% per annum.
7. The city clerk shall publish this resolution as a class 1 notice under ch. 985, Stats., in the assessment district and mail a copy of this resolution and a statement of the final assessment against the benefitted property together with notice of installment payment privileges to every property owner whose name appears on the assessment roll whose post office address is known or can with reasonable diligence be ascertained.

Passed this 14<sup>th</sup> day of April, 2026.

CITY OF EVANSVILLE

By: \_\_\_\_\_  
Dianne C. Duggan, Mayor

Introduced: 4/14/2026  
Approved: 4/14/2026

Attest: \_\_\_\_\_  
Leah L. Hurtley, City Clerk





**COMMON COUNCIL STAFF REPORT**

**Applications:** RZ-2026-01

**Applicants:** Jon Powers / Powers Consulting

**Parcel:** 6-27-830 **Location:** 4 Grove Street

**April 14, 2026**

Prepared by: Colette Spranger, Community Development Director

Direct questions and comments to: [c.spranger@evansvillewi.gov](mailto:c.spranger@evansvillewi.gov) or 608-882-2263



**Description of request:** The applicant has submitted four total applications with the intention of building a four-unit townhouse on the tax parcel 6-27-830. One is awaiting Common Council approval.

- Rezoning: Enables a multifamily (more than 4 unit) development

Plan Commission held a public hearing at its March 3, 2026 meeting and subsequently approved site plan and conditional use permit applications to enable a 4-unit apartment building on the site. The new units will be townhouse style, two-story with private entrances. This development will accompany the existing house for a total of 6 multiple family units. Common Council approved a condominium plat for

the property at its March regular meeting. This last approval, changing the parcel from R-1 to R-3, will finalize the applications and enable the applicant to apply for a building permit.

At the public hearing, two spoke in favor of the project, noting that as recent newcomers to the City, it had been difficult to find rental housing in good condition. A neighboring landowner also attended and expressed support for the project, and sought clarity on the effect improvements would have on a shared driveway area.

Tonight is the second reading of the ordinance. Since the March meeting, staff has not received additional comments from the public regarding this development.

**Staff Recommended Motion**

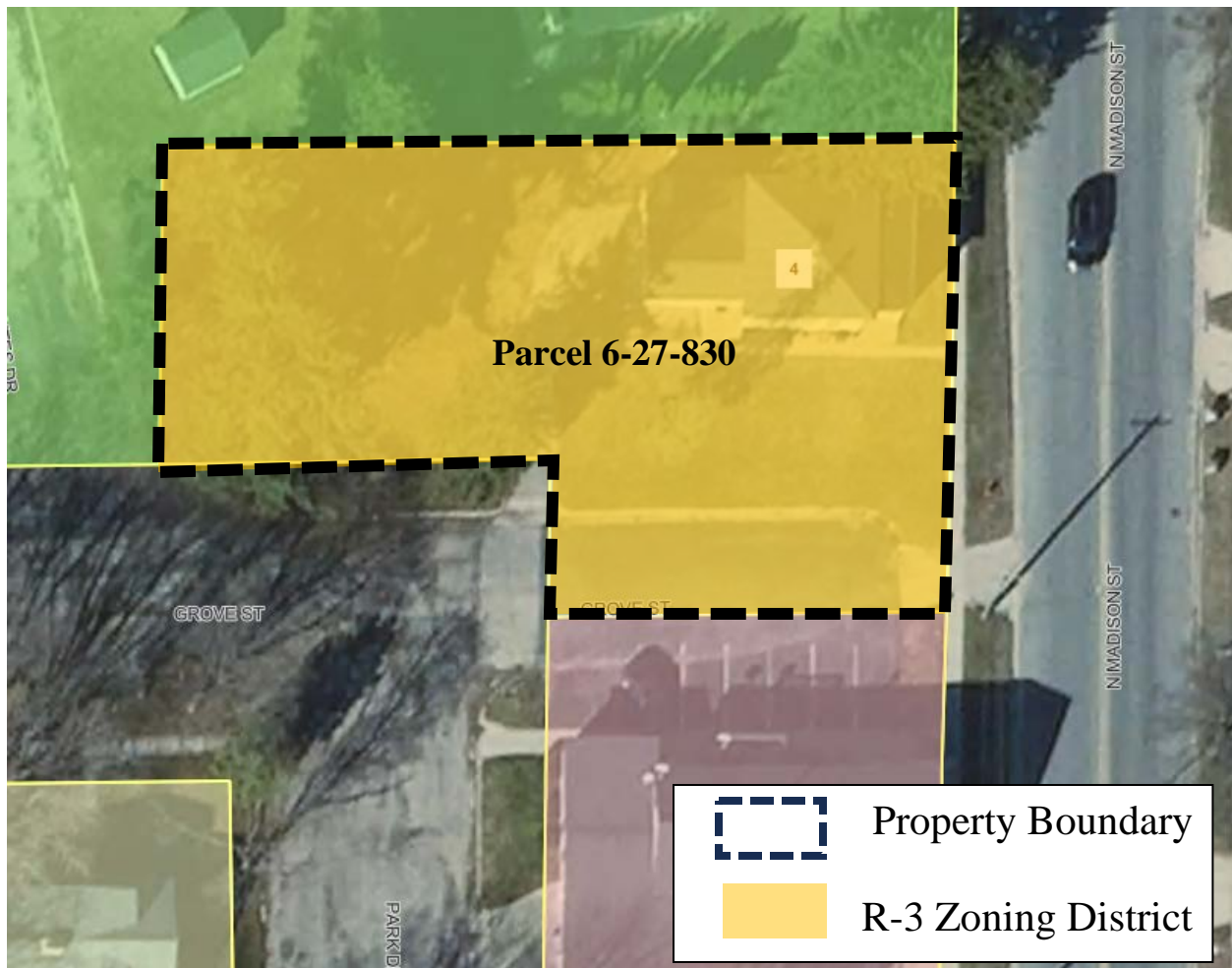
***Motion to approve Ordinance 2026-03.***

**CITY OF EVANSVILLE  
ORDINANCE # 2026-03**

**An Ordinance Rezoning Territory from Residential District One(R-1) to Residential District Three (R-3) for parcels 6-27-830**

The Common Council of the City of Evansville, Rock County, Wisconsin, do ordain as follows:

SECTION 1. Zoning Classification. In accordance with Section 130-171 to 130-176, Evansville Municipal Code, Section 62.23(7)(d)2 of the Wisconsin State Statutes and upon recommendation of the Plan Commission and the findings of the Common Council that such zoning district change is in the best interest of the City, and all necessary notices having been given, and the required public hearing having been held, and the Plan Commission having made its recommendation of approval in writing to the Common Council, that the zoning classification of parcel 6-27-830 be changed from Residential District One(R-1) to Residential District Three (R-3). The area to be rezoned is indicated on the map below:



SECTION 2. Zoning Map Amendment. The official zoning map, City of Evansville, Wisconsin, is hereby amended to show the territory described in Section 1 as Residential District

Three (R-3).

SECTION 3. Severability. If any provision of this Ordinance is invalid or unconstitutional, or if the application of the Ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions or applications of this Ordinance which can be given effect without the invalid or unconstitutional provision or application.

SECTION 4. Effective Date. This Ordinance shall take effect upon its passage and publication as provided by law.

Passed and adopted this \_\_\_th day of April, 2026.

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Dianne C. Duggan, Mayor

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ATTEST:  
Leah L. Hurtley, City Clerk

Introduced: 3/2/2026  
Notices published: 2/18/2026, 2/24/2026  
Public hearing held: 3/2/2026  
Adopted: \_\_\_\_\_  
Published: (within 10 days of adoption)

*Sponsor: This ordinance was initiated by a landowner application for a zoning map amendment.*

Drafted on 2/27/2026 by Colette Spranger, Community Development Director

Invoice GL Account	Invoice GL Account Title	Vendor Number	Payee	Description	Invoice Number	Check Issue Date	Check Amount	Check Number	Discount Taken	GL Activity#	Job Number
100-1650000	PREPAYMENTS	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL, INJUCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	75.27	56870	.00	0	
100-1650000	PREPAYMENTS	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL, INJUCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	61.99	56870	.00	0	
100-1650000	PREPAYMENTS	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL, INJUCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	95.81	56870	.00	0	
100-1650000	PREPAYMENTS	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL, INJUCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	3,087.77	56870	.00	0	
100-1650000	PREPAYMENTS	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL, INJUCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	140.90	56870	.00	0	
100-1650000	PREPAYMENTS	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL, INJUCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	1,237.48	56870	.00	0	
100-1650000	PREPAYMENTS	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL, INJUCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	315.62	56870	.00	0	
100-1650000	PREPAYMENTS	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL, INJUCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	563.60	56870	.00	0	
Total 1001650000:							5,578.44		.00		
100-2127500	REIMBURSABLE DEV COSTS	1885	CONSIGNY LAW FIRM SC	ATTY FEES-COMMUNITY DEVELOPMENT - REIMBURSABLE DEV COSTS	65041	03/12/2026	192.50	56871	.00	0	
Total 1002127500:							192.50		.00		
100-2131100	FEDERAL W/H TAX DEDUCTIO	2442	FICA/FWT DEPOSIT - EFTP	SOC SEC/MED/FWT FEDERAL WITHHOLDING TAX Pay Period: 03/06/2026	PR0306261	03/16/2026	12,137.90	2421	.00	0	
100-2131100	FEDERAL W/H TAX DEDUCTIO	2442	FICA/FWT DEPOSIT - EFTP	SOC SEC/MED/FWT FEDERAL WITHHOLDING TAX Pay Period: 02/20/2026	PR0220261	03/03/2026	11,312.14	2398	.00	0	
100-2131100	FEDERAL W/H TAX DEDUCTIO	2442	FICA/FWT DEPOSIT - EFTP	SOC SEC/MED/FWT FEDERAL WITHHOLDING TAX Pay Period: 03/20/2026	PR0320261	03/30/2026	11,491.99	2427	.00	0	
Total 1002131100:							34,942.03		.00		
100-2131200	STATE W/H TAX DEDUCTION	5550	WI DEPT OF REVENUE-EF	SWT STATE WITHHOLDING TAX Pay Period: 02/20/2026	PR0220261	03/03/2026	5,451.10	2397	.00	0	
100-2131200	STATE W/H TAX DEDUCTION	5550	WI DEPT OF REVENUE-EF	SWT STATE WITHHOLDING TAX Pay Period: 03/06/2026	PR0306261	03/16/2026	5,686.91	2420	.00	0	
100-2131200	STATE W/H TAX DEDUCTION	5550	WI DEPT OF REVENUE-EF	SWT STATE WITHHOLDING TAX Pay Period: 03/20/2026	PR0320261	03/30/2026	5,559.88	2426	.00	0	

Invoice GL Account	Invoice GL Account Title	Vendor Number	Payee	Description	Invoice Number	Check Issue Date	Check Amount	Check Number	Discount Taken	GL Activity#	Job Number
Total 1002131200:							16,697.89		.00		
100-2132110	HEALTH INSURANCE	1997 WI	DEPT-EMPLOYEE TRU	HEALTH INS ADJUSTMENT	PR0306251	03/19/2026	178.51	2013310	.00	0	
100-2132110	HEALTH INSURANCE	1997 WI	DEPT-EMPLOYEE TRU	HEALTH INS DED/EXP HEALTH INS - SINGLE (PRE TAX) Pay Period: 03/06/2026	PR0306261	03/19/2026	6,279.26	2013310	.00	0	
100-2132110	HEALTH INSURANCE	1997 WI	DEPT-EMPLOYEE TRU	HEALTH INS DED/EXP HEALTH INS - FAMILY (PRE TAX) Pay Period: 03/06/2026	PR0306261	03/19/2026	1,489.68	2013310	.00	0	
100-2132110	HEALTH INSURANCE	1997 WI	DEPT-EMPLOYEE TRU	HEALTH INS DED/EXP HEALTH INS - FAMILY (PRE TAX) Pay Period: 03/06/2026	PR0306261	03/19/2026	32,653.91	2013310	.00	0	
100-2132110	HEALTH INSURANCE	1997 WI	DEPT-EMPLOYEE TRU	HEALTH INS DED/EXP RETIREE HEALTH CARE PAYMENTS Pay Period: 03/06/2026	PR0306261	03/19/2026	3,575.64	2013310	.00	0	
100-2132110	HEALTH INSURANCE	1997 WI	DEPT-EMPLOYEE TRU	HEALTH INS DED/EXP HEALTH INS - SINGLE (PRE TAX) Pay Period: 02/20/2026	PR0220261	03/19/2026	6,279.26	2013310	.00	0	
100-2132110	HEALTH INSURANCE	1997 WI	DEPT-EMPLOYEE TRU	HEALTH INS DED/EXP HEALTH INS - FAMILY (PRE TAX) Pay Period: 02/20/2026	PR0220261	03/19/2026	29,193.00	2013310	.00	0	
100-2132110	HEALTH INSURANCE	1997 WI	DEPT-EMPLOYEE TRU	HEALTH INS DED/EXP HEALTH INS - FAMILY (PRE TAX)2 Pay Period: 02/20/2026	PR0220261	03/19/2026	1,489.66	2013310	.00	0	
100-2132110	HEALTH INSURANCE	1997 WI	DEPT-EMPLOYEE TRU	HEALTH INS DED/EXP HEALTH INS - FAMILY (PRE TAX)2 Pay Period: 02/20/2026	PR0220261	03/19/2026	3,460.88	2013310	.00	0	
Total 1002132110:							84,599.80		.00		
100-2132120	DENTAL INSURANCE	1998 DELTA	DENTAL OF WISCO	DENTAL INS DED/EXP DENTAL INSURANCE Employer Pay Period: 03/06/2026	PR0306261	03/19/2026	4,227.79	56911	.00	0	
Total 1002132120:							4,227.79		.00		
100-2132121	VISION INSURANCE	1998 DELTA	DENTAL OF WISCO	VISION INS/EXP VISION INSURANCE Pay Period: 03/06/2026	PR0306261	03/19/2026	258.72	56911	.00	0	
Total 1002132121:							258.72		.00		
100-2132130	RETIREMENT PAYABLE	5610 WISCONSIN	RETIREMENT	WIS RETIRE EXP WRS GENERAL Pay Period: 02/06/2026	PR0206260	03/19/2026	6,233.83	2013312	.00	0	
100-2132130	RETIREMENT PAYABLE	5610 WISCONSIN	RETIREMENT	WIS RETIRE EXP WRS GENERAL Pay Period: 02/06/2026	PR0206260	03/19/2026	6,233.83	2013312	.00	0	
100-2132130	RETIREMENT PAYABLE	5610 WISCONSIN	RETIREMENT	WIS RETIRE EXP WRS PROTECTED UNION Pay Period: 02/06/2026	PR0206260	03/19/2026	2,598.37	2013312	.00	0	
100-2132130	RETIREMENT PAYABLE	5610 WISCONSIN	RETIREMENT	WIS RETIRE EXP WRS PROTECTED UNION Pay Period: 02/06/2026	PR0206260	03/19/2026	5,341.09	2013312	.00	0	
100-2132130	RETIREMENT PAYABLE	5610 WISCONSIN	RETIREMENT	WIS RETIRE EXP WRS ELECTED Pay							

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				Period: 02/06/2026	PR0206260	03/19/2026	76.91	2013312	.00	0	
100-2132130	RETIREMENT PAYABLE	5610	WISCONSIN RETIREMENT	WIS RETIRE EXP WRS ELECTED Pay Period: 02/06/2026	PR0206260	03/19/2026	76.91	2013312	.00	0	
100-2132130	RETIREMENT PAYABLE	5610	WISCONSIN RETIREMENT	WIS RETIRE EXP WRS GENERAL Pay Period: 02/20/2026	PR0220260	03/19/2026	5,979.17	2013312	.00	0	
100-2132130	RETIREMENT PAYABLE	5610	WISCONSIN RETIREMENT	WIS RETIRE EXP WRS GENERAL Pay Period: 02/20/2026	PR0220260	03/19/2026	5,979.17	2013312	.00	0	
100-2132130	RETIREMENT PAYABLE	5610	WISCONSIN RETIREMENT	WIS RETIRE EXP WRS PROTECTED UNION Pay Period: 02/20/2026	PR0220260	03/19/2026	2,679.96	2013312	.00	0	
100-2132130	RETIREMENT PAYABLE	5610	WISCONSIN RETIREMENT	WIS RETIRE EXP WRS PROTECTED UNION Pay Period: 02/20/2026	PR0220260	03/19/2026	5,508.79	2013312	.00	0	
100-2132130	RETIREMENT PAYABLE	5610	WISCONSIN RETIREMENT	OVER/UNDER BALANCE	PR0220260	03/19/2026	231.91	2013312	.00	0	
Total 1002132130:							40,939.94		.00		
100-2133100	FICA DEDUCTIONS	2442	FICA/FWT DEPOSIT - EFTP	SOC SEC/MED/FWT SOCIAL SECURITY Pay Period: 03/06/2026	PR0306261	03/16/2026	8,665.67	2421	.00	0	
100-2133100	FICA DEDUCTIONS	2442	FICA/FWT DEPOSIT - EFTP	SOC SEC/MED/FWT SOCIAL SECURITY Pay Period: 03/06/2026	PR0306261	03/16/2026	7,181.11	2421	.00	0	
100-2133100	FICA DEDUCTIONS	2442	FICA/FWT DEPOSIT - EFTP	SOC SEC/MED/FWT MEDICARE Pay Period: 03/06/2026	PR0306261	03/16/2026	1,679.45	2421	.00	0	
100-2133100	FICA DEDUCTIONS	2442	FICA/FWT DEPOSIT - EFTP	SOC SEC/MED/FWT MEDICARE Pay Period: 03/06/2026	PR0306261	03/16/2026	1,679.45	2421	.00	0	
100-2133100	FICA DEDUCTIONS	2442	FICA/FWT DEPOSIT - EFTP	SOC SEC/MED/FWT SOCIAL SECURITY Pay Period: 02/20/2026	PR0220261	03/03/2026	8,154.53	2398	.00	0	
100-2133100	FICA DEDUCTIONS	2442	FICA/FWT DEPOSIT - EFTP	SOC SEC/MED/FWT SOCIAL SECURITY Pay Period: 02/20/2026	PR0220261	03/03/2026	6,860.09	2398	.00	0	
100-2133100	FICA DEDUCTIONS	2442	FICA/FWT DEPOSIT - EFTP	SOC SEC/MED/FWT MEDICARE Pay Period: 02/20/2026	PR0220261	03/03/2026	1,604.35	2398	.00	0	
100-2133100	FICA DEDUCTIONS	2442	FICA/FWT DEPOSIT - EFTP	SOC SEC/MED/FWT MEDICARE Pay Period: 02/20/2026	PR0220261	03/03/2026	1,604.35	2398	.00	0	
100-2133100	FICA DEDUCTIONS	2442	FICA/FWT DEPOSIT - EFTP	SOC SEC/MED/FWT SOCIAL SECURITY Pay Period: 03/20/2026	PR0320261	03/30/2026	8,320.58	2427	.00	0	
100-2133100	FICA DEDUCTIONS	2442	FICA/FWT DEPOSIT - EFTP	SOC SEC/MED/FWT SOCIAL SECURITY Pay Period: 03/20/2026	PR0320261	03/30/2026	6,980.89	2427	.00	0	
100-2133100	FICA DEDUCTIONS	2442	FICA/FWT DEPOSIT - EFTP	SOC SEC/MED/FWT MEDICARE Pay Period: 03/20/2026	PR0320261	03/30/2026	1,632.60	2427	.00	0	
100-2133100	FICA DEDUCTIONS	2442	FICA/FWT DEPOSIT - EFTP	SOC SEC/MED/FWT MEDICARE Pay Period: 03/20/2026	PR0320261	03/30/2026	1,632.60	2427	.00	0	
Total 1002133100:							55,995.67		.00		
100-2134300	LIFE INS DEDUCTION	3515	SECURIAN FINANCIAL GR	ADJUSTMENT	PR0306253	03/19/2026	18.48	56935	.00	0	
100-2134300	LIFE INS DEDUCTION	3515	SECURIAN FINANCIAL GR	ADJUSTMENT ROUNDING	PR0306253	03/19/2026	.01	56935	.00	0	
100-2134300	LIFE INS DEDUCTION	3515	SECURIAN FINANCIAL GR	LIFE INS DED/EXP LIFE INSURANCE Pay Period: 03/06/2026	PR0306263	03/19/2026	1,002.10	56935	.00	0	
100-2134300	LIFE INS DEDUCTION	3515	SECURIAN FINANCIAL GR	LIFE INS DED/EXP LIFE INSURANCE Pay Period: 03/06/2026	PR0306263	03/19/2026	537.74	56935	.00	0	
Total 1002134300:							1,521.35		.00		

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100-2136100	UNION DUES DEDUCTIONS	5603	WI PROFESSIONAL POLIC	UNION DUES POLICE UNION DUES- POLICE Pay Period: 03/06/2026	PR0306261	03/19/2026	376.00	56945	.00	0	
Total 1002136100:							376.00		.00		
100-2137000	PAYROLL DEDUCTION MISC	5708	WI SCTF	CHILD SUPPORT DED CHILD SUPPORT Pay Period: 02/20/2026	PR0220262	03/05/2026	291.13	56860	.00	0	
100-2137000	PAYROLL DEDUCTION MISC	5708	WI SCTF	CHILD SUPPORT DED CHILD SUPPORT Pay Period: 03/20/2026	PR0320262	03/26/2026	291.13	56981	.00	0	
100-2137000	PAYROLL DEDUCTION MISC	5708	WI SCTF	CHILD SUPPORT DED CHILD SUPPORT Pay Period: 03/06/2026	PR0306262	03/19/2026	291.13	56948	.00	0	
100-2137000	PAYROLL DEDUCTION MISC	923144	EXPERTPAY	0007765751 RETURN PENTALY FEE	614-378-816	03/19/2026	20.00	56913	.00	0	
Total 1002137000:							893.39		.00		
100-2138000	ICMA RETIREMENT CORP DEF	2849	SECURITY BENEFIT LIFE I	DEF COMP-SBG DEFERRED COMP - SBG-% OF AMT Pay Period: 03/06/2026	PR0306261	03/12/2026	1,175.57	2417	.00	0	
100-2138000	ICMA RETIREMENT CORP DEF	2849	SECURITY BENEFIT	POLICE/WIBA DEFERRED - SBG - AMOUNT Pay Period: 03/20/2026	PR0320260	03/25/2026	450.00	2425	.00	0	
100-2138000	ICMA RETIREMENT CORP DEF	2849	SECURITY BENEFIT LIFE I	DEF COMP-SBG DEFERRED COMP - SBG-% OF AMT Pay Period: 03/20/2026	PR0320261	03/25/2026	1,175.57	2424	.00	0	
100-2138000	ICMA RETIREMENT CORP DEF	2855	MISSION SQUARE RETIRE	DEF COMP DED DEFERRED COMP - ICMA - AMOUNT Pay Period: 03/20/2026	PR0320261	03/26/2026	250.00	56968	.00	0	
100-2138000	ICMA RETIREMENT CORP DEF	2855	MISSION SQUARE RETIRE	DEF COMP DED DEFERRED COMP - ICMA - AMOUNT Pay Period: 03/06/2026	PR0306261	03/19/2026	250.00	56923	.00	0	
Total 1002138000:							3,301.14		.00		
100-2140000	AFLAC ACC INS DEDUCTION	1065	AFLAC	ACC/MED/CCARE DED AFLAC ACCIDENT INSURANCE Pay Period: 03/20/2026	PR0320261	03/26/2026	12.42	2013314	.00	0	
100-2140000	AFLAC ACC INS DEDUCTION	1065	AFLAC	ACC/MED/CCARE DED AFLAC ACCIDENT INSURANCE Pay Period: 03/06/2026	PR0306261	03/26/2026	12.42	2013314	.00	0	
Total 1002140000:							24.84		.00		
100-2141000	AFLAC MED INS DEDUCTIONS	1065	AFLAC	ACC/MED/CCARE DED AFLAC Pay Period: 03/20/2026	PR0320261	03/26/2026	28.27	2013314	.00	0	
100-2141000	AFLAC MED INS DEDUCTIONS	1065	AFLAC	ACC/MED/CCARE DED AFLAC MEDICAL Pay Period: 03/06/2026	PR0306261	03/26/2026	28.28	2013314	.00	0	
Total 1002141000:							56.55		.00		
100-45110-520	COURT PENALTIES & COSTS	4700	ST OF WIS CONTROLLER'	COURT FINES/ASSESS-FEB	2026-02	03/12/2026	724.53	56895	.00	0	

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Total 10045110520:							724.53		.00		
100-51010-300	COUNCIL EXPENSES & SUPPL	2540	GORDON FLESCH CO INC	MONTHLY COPIER - COUNCIL	IN15500051	03/26/2026	18.53	56962	.00	0	
100-51010-300	COUNCIL EXPENSES & SUPPL	2540	GORDON FLESCH CO INC	MONTHLY COPIER - COUNCIL	IN15538077	03/19/2026	9.79	56918	.00	0	
100-51010-300	COUNCIL EXPENSES & SUPPL	9017	US BANK	APPLE BUSINESS MANAGER & BUSINESS ESSENTIALS MDM	6123-246921	03/26/2026	10.33	2013313	.00	0	
100-51010-300	COUNCIL EXPENSES & SUPPL	1730	CHARTER COMMUNICATI	M365 ACCOUNT - COUNCIL	2336729010	03/19/2026	82.19	56906	.00	0	
100-51010-300	COUNCIL EXPENSES & SUPPL	1850	COMPUTER KNOW HOW L	BDR BACKUP SYSTEM-COUNCIL	BDR-0326	03/19/2026	33.74	56908	.00	0	
100-51010-300	COUNCIL EXPENSES & SUPPL	1850	COMPUTER KNOW HOW L	MICROSOFT 365 - COUNCIL	BDR-0326	03/19/2026	180.90	56908	.00	0	
Total 10051010300:							335.48		.00		
100-51010-330	COUNCIL & COMM PROF DEV	2239	CREEKSIDE PLACE INC	ROOM RENTAL-COH	180592	03/12/2026	336.00	56875	.00	0	
Total 10051010330:							336.00		.00		
100-51020-300	MAYOR EXPENSES	2540	GORDON FLESCH CO INC	MONTHLY COPIER - MAYOR	IN15500051	03/26/2026	1.23	56962	.00	0	
100-51020-300	MAYOR EXPENSES	2540	GORDON FLESCH CO INC	MONTHLY COPIER - MAYOR	IN15538077	03/19/2026	.65	56918	.00	0	
100-51020-300	MAYOR EXPENSES	9017	US BANK	APPLE BUSINESS MANAGER & BUSINESS ESSENTIALS MDM	6123-246921	03/26/2026	1.72	2013313	.00	0	
100-51020-300	MAYOR EXPENSES	1730	CHARTER COMMUNICATI	M365 ACCOUNTS - MAYOR	2336729010	03/19/2026	13.70	56906	.00	0	
100-51020-300	MAYOR EXPENSES	1850	COMPUTER KNOW HOW L	BDR BACKUP SYSTEM-MAYOR	BDR-0326	03/19/2026	5.62	56908	.00	0	
100-51020-300	MAYOR EXPENSES	1850	COMPUTER KNOW HOW L	MICROSOFT 365 - MAYOR	BDR-0326	03/19/2026	30.15	56908	.00	0	
Total 10051020300:							53.07		.00		
100-51030-281	MUNI COURT FINES/ASSESS	4320	ROCK COUNTY TREASUR	COURT FINES/ASSESS-FEB	2026-02 CO	03/12/2026	171.40	56892	.00	0	
100-51030-281	MUNI COURT FINES/ASSESS	922876	AUSTIN T CULBERTSON	RESTITUTION FROM 2015	2026 REFUN	03/12/2026	3.00	56866	.00	0	
100-51030-281	MUNI COURT FINES/ASSESS	922876	ABIGAIL DANZ	REFUND - OVERPAYMENT	2026 REFUN	03/12/2026	126.00	56864	.00	0	
Total 10051030281:							300.40		.00		
100-51030-300	MUNICIPAL COURT EXPENSE	2540	GORDON FLESCH CO INC	MONTHLY COPIER - MUNICIPAL COURT	IN15500051	03/26/2026	1.16	56962	.00	0	
100-51030-300	MUNICIPAL COURT EXPENSE	2540	GORDON FLESCH CO INC	MONTHLY COPIER - MUNICIPAL COURT	IN15538077	03/19/2026	.62	56918	.00	0	
100-51030-300	MUNICIPAL COURT EXPENSE	5705	WISCONSIN SUPREME CO	CONTINUING EDUC 1/1/2026 TO 4/30/2027	680-0000001	03/19/2026	800.00	56947	.00	0	
100-51030-300	MUNICIPAL COURT EXPENSE	9017	US BANK	ZOOM. US	6004-240113	03/26/2026	15.99	2013313	.00	0	
100-51030-300	MUNICIPAL COURT EXPENSE	9017	US BANK	APPLE BUSINESS MANAGER & BUSINESS ESSENTIALS MDM	6123-246921	03/26/2026	1.72	2013313	.00	0	
100-51030-300	MUNICIPAL COURT EXPENSE	1730	CHARTER COMMUNICATI	M365 ACCOUNTS - COURT	2336729010	03/19/2026	13.70	56906	.00	0	
100-51030-300	MUNICIPAL COURT EXPENSE	1850	COMPUTER KNOW HOW L	BDR BACKUP SYSTEM-COURT	BDR-0326	03/19/2026	5.62	56908	.00	0	
100-51030-300	MUNICIPAL COURT EXPENSE	1850	COMPUTER KNOW HOW L	MICROSOFT 365 - COURT	BDR-0326	03/19/2026	30.15	56908	.00	0	

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100-51030-300	MUNICIPAL COURT EXPENSE	1090	AT&T	MONTHLY AT&T CHARGES	6088822281.	03/19/2026	27.32	56901	.00	0	
Total 10051030300:							896.28		.00		
100-51030-511	MUNI COURT VEHICLE INSUR	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL, INJUCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	45.80	56870	.00	0	
Total 10051030511:							45.80		.00		
100-51030-512	MUNI COURT WORKERS COM	1870	COMMUNITY INSURANCE	WORKERS' COMPENSATION	21036	03/12/2026	17.16	56869	.00	0	
Total 10051030512:							17.16		.00		
100-51040-210	LEGAL SERVICES	1885	CONSIGNY LAW FIRM SC	ATTY FEES-COMMON COUNCIL	65041	03/12/2026	500.00	56871	.00	0	
100-51040-210	LEGAL SERVICES	1885	CONSIGNY LAW FIRM SC	ATTY FEES-GENERAL FUND	65041	03/12/2026	1,016.50	56871	.00	0	
Total 10051040210:							1,516.50		.00		
100-51040-215	LEGAL SERVICES MUNI COUR	1885	CONSIGNY LAW FIRM SC	ATTY FEES-MUNI COURT - MDK	65057	03/12/2026	2,184.00	56871	.00	0	
Total 10051040215:							2,184.00		.00		
100-51090-210	ACCOUNTING/AUDITING	2938	JOHNSON BLOCK & COMP	AUDITING SERVICES-GENERAL	534912	03/26/2026	4,000.00	56967	.00	0	
100-51090-210	ACCOUNTING/AUDITING	2938	JOHNSON BLOCK & COMP	AUDITING SERVICES-ELECTRIC	534912	03/26/2026	1,500.00	56967	.00	0	
100-51090-210	ACCOUNTING/AUDITING	2938	JOHNSON BLOCK & COMP	AUDITING SERVICES-WATER	534912	03/26/2026	1,500.00	56967	.00	0	
100-51090-210	ACCOUNTING/AUDITING	2938	JOHNSON BLOCK & COMP	AUDITING SERVICES-SEWER	534912	03/26/2026	1,000.00	56967	.00	0	
Total 10051090210:							8,000.00		.00		
100-51100-210	ASSESSOR SERVICES	1220	ASSOCIATED APPRAISAL	PROFESSIONAL SERVICES-APR	185563	03/26/2026	1,808.33	56951	.00	0	
100-51100-210	ASSESSOR SERVICES	1220	ASSOCIATED APPRAISAL	PROFESSIONAL SERVICES-APR	185563	03/26/2026	53.26	56951	.00	0	
Total 10051100210:							1,861.59		.00		
100-51100-310	ASSESSOR SUPPLIES	2540	GORDON FLESCH CO INC	MONTHLY COPIER - ASSESSOR	IN15500051	03/26/2026	3.59	56962	.00	0	
100-51100-310	ASSESSOR SUPPLIES	2540	GORDON FLESCH CO INC	MONTHLY COPIER - ASSESSOR	IN15538077	03/19/2026	1.90	56918	.00	0	
Total 10051100310:							5.49		.00		
100-51110-290	FINANCE PUBLISHING CONTR	922873	APG OF SOUTHERN WISC	PLAN COMMISSION LAND DIVISION, CONDITIONAL USE, REZONING	404170	03/05/2026	23.49	56821	.00	0	
100-51110-290	FINANCE PUBLISHING CONTR	922873	APG OF SOUTHERN WISC	SUBSTATION CONSTRUCTION BIDS	405538	03/26/2026	79.48	56950	.00	0	
100-51110-290	FINANCE PUBLISHING CONTR	922873	APG OF SOUTHERN WISC	2026 STREET & UTILITY							

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				IMPROVEMENTS - LONGFIELD STREET	405990	03/26/2026	152.97	56950	.00	0	
100-51110-290	FINANCE PUBLISHING CONTR	922873	APG OF SOUTHERN WISC	CITY OF EVANSVILLE & TOWN OF PORTER JOIN PUBLIC HEARING BOUNDARY AGREEMENT	406034	03/26/2026	5.44	56950	.00	0	
100-51110-290	FINANCE PUBLISHING CONTR	922951	ROCK VALLEY PUBLISHIN	2026 STREET & UTILITY IMPROVEMENTS - LONGFIELD STREET	483515	03/26/2026	127.23	56975	.00	0	
100-51110-290	FINANCE PUBLISHING CONTR	922951	ROCK VALLEY PUBLISHIN	PUBLIC HEARING WITH TOWN OF PORTER	483542	03/26/2026	9.58	56975	.00	0	
100-51110-290	FINANCE PUBLISHING CONTR	922951	ROCK VALLEY PUBLISHIN	VOTING BY ABSENTEE BALLOT	483586	03/26/2026	72.53	56975	.00	0	
Total 10051110290:							470.72		.00		
100-51110-300	FINANCE ADMIN EXPENSE	923066	THOMPSON SAFETY LLC	FIRE EXTINGUISHER ANNUAL MAINT	MKEINU000	03/19/2026	76.93	56939	.00	0	
Total 10051110300:							76.93		.00		
100-51110-310	FINANCE OFFICE SUPPLIES &	2540	GORDON FLESCH CO INC	MONTHLY COPIER - FINANCE OFFICE	IN15500051	03/26/2026	27.49	56962	.00	0	
100-51110-310	FINANCE OFFICE SUPPLIES &	2540	GORDON FLESCH CO INC	MONTHLY COPIER - FINANCE OFFICE	IN15538077	03/19/2026	14.52	56918	.00	0	
100-51110-310	FINANCE OFFICE SUPPLIES &	9017	US BANK	COFFEE, AIR FRESHENERS, K-KUPS, WATER TANK & SIGN HOLDER	0981-240113	03/26/2026	117.89	2013313	.00	0	
100-51110-310	FINANCE OFFICE SUPPLIES &	9017	US BANK	BOUNCIE - VEHICLE DIAGNOSTIC FEE	6123-240113	03/26/2026	9.65	2013313	.00	0	
100-51110-310	FINANCE OFFICE SUPPLIES &	9017	US BANK	LIGHT BULBS X 6	6123-246921	03/26/2026	52.26	2013313	.00	0	
100-51110-310	FINANCE OFFICE SUPPLIES &	9017	US BANK	CITY HALL FITLER	6123-246921	03/26/2026	159.99	2013313	.00	0	
100-51110-310	FINANCE OFFICE SUPPLIES &	9017	US BANK	FUEL FOR CITY CAR	6123-249430	03/26/2026	22.72	2013313	.00	0	
100-51110-310	FINANCE OFFICE SUPPLIES &	9136	EVANSVILLE FORD LLC	BUILDING INSPECTOR CAR BATTERY ISSUES	6092530	03/05/2026	58.13	56833	.00	0	
100-51110-310	FINANCE OFFICE SUPPLIES &	922006	MELANIE CRANS	LINKED-IN JOB AD FOR CITY TREASURER	2026-01	03/05/2026	391.44	56848	.00	0	
Total 10051110310:							854.09		.00		
100-51110-330	FINANCE PROFESSIONAL DE	9017	US BANK	KALAHARI RESORT - EHLERS CONFERENCE	6887-243254	03/26/2026	141.30	2013313	.00	0	
100-51110-330	FINANCE PROFESSIONAL DE	9017	US BANK	KALAHARI RESTAURANT	6887-243254	03/26/2026	114.04	2013313	.00	0	
100-51110-330	FINANCE PROFESSIONAL DE	9017	US BANK	KALAHARI RESORT - EHLERS CONFERENCE	6887-743254	03/26/2026	149.40	2013313	.00	0	
100-51110-330	FINANCE PROFESSIONAL DE	9017	US BANK	EHLERS LODGIN X 2	6123-243254	03/26/2026	160.00	2013313	.00	0	
100-51110-330	FINANCE PROFESSIONAL DE	9017	US BANK	EHLERS MEALS	6123-243254	03/26/2026	25.28	2013313	.00	0	
100-51110-330	FINANCE PROFESSIONAL DE	9017	US BANK	EHLERS MEALS X 3	6123-243254	03/26/2026	73.92	2013313	.00	0	
100-51110-330	FINANCE PROFESSIONAL DE	9017	US BANK	WCMA MEMBERSHIP	6123-244356	03/26/2026	231.75	2013313	.00	0	
100-51110-330	FINANCE PROFESSIONAL DE	9017	US BANK	APPA TRANSPORTATION X3	6123-246921	03/26/2026	35.94	2013313	.00	0	
100-51110-330	FINANCE PROFESSIONAL DE	9017	US BANK	APPA MEALS X 3	6123-246921	03/26/2026	114.80	2013313	.00	0	
100-51110-330	FINANCE PROFESSIONAL DE	9017	US BANK	APPA MEAL	6123-246921	03/26/2026	17.99	2013313	.00	0	
100-51110-330	FINANCE PROFESSIONAL DE	9017	US BANK	WCMA CONFERENCE	6123-249404	03/26/2026	215.00	2013313	.00	0	

Invoice GL Account	Invoice GL Account Title	Vendor Number	Payee	Description	Invoice Number	Check Issue Date	Check Amount	Check Number	Discount Taken	GL Activity#	Job Number
Total 10051110330:							980.62		.00		
100-51110-361	FINANCE COMMUNICATIONS	1240	THRYV	ADVERTISING/WHITE PAGES-CITY HALL	800370190-0	03/19/2026	30.95	56940	.00	0	
100-51110-361	FINANCE COMMUNICATIONS	9017	US BANK	APPLE BUSINESS MANAGER & BUSINESS ESSENTIALS MDM	6123-246921	03/26/2026	7.75	2013313	.00	0	
100-51110-361	FINANCE COMMUNICATIONS	9017	US BANK	ROUNDING ISSUES	6123-246921	03/26/2026	.01	2013313	.00	0	
100-51110-361	FINANCE COMMUNICATIONS	1730	CHARTER COMMUNICATI	M365 ACCOUNTS - FINANCE	2336729010	03/19/2026	61.63	56906	.00	0	
100-51110-361	FINANCE COMMUNICATIONS	1850	COMPUTER KNOW HOW L	BDR BACKUP SYSTEM-FINANCE	BDR-0326	03/19/2026	25.30	56908	.00	0	
100-51110-361	FINANCE COMMUNICATIONS	5035	U S CELLULAR	MONTHLY CELL PHONE SERVICE	0793639451	03/19/2026	92.46	56941	.00	0	
100-51110-361	FINANCE COMMUNICATIONS	7605	GREATAMERICA FINANCI	FINANCE	41318080	03/05/2026	223.15	56840	.00	0	
Total 10051110361:							441.25		.00		
100-51110-512	FINANCE WORK COMP INS	1870	COMMUNITY INSURANCE	WORKERS' COMPENSATION	21036	03/12/2026	125.45	56869	.00	0	
Total 10051110512:							125.45		.00		
100-51120-355	MUNICIPAL BUILDINGS	1230	VESTIS	MAT NYLON/RUBBER, FIRST AID SERVICE, SERVICE CHARGE - CITY HALL	6140770891	03/05/2026	52.47	56856	.00	0	
100-51120-355	MUNICIPAL BUILDINGS	1230	VESTIS	MAT NYLON/RUBBER, FIRST AID SERVICE, SERVICE CHARGE - CITY HALL	6140774933	03/19/2026	52.47	56943	.00	0	
100-51120-355	MUNICIPAL BUILDINGS	1230	VESTIS	MAT NYLON/RUBBER, FIRST AID SERVICE, SERVICE CHARGE - CITY HALL	6140779018	03/26/2026	53.89	56978	.00	0	
100-51120-355	MUNICIPAL BUILDINGS	5160	CITY OF EVANSVILLE	City Hall - W & L Bill	2026-03	03/13/2026	945.64	2418	.00	0	
100-51120-355	MUNICIPAL BUILDINGS	5600	WE ENERGIES	MONTHLY GAS SERVICE-CITY HALL/MUNI COURT	00002-0226	03/05/2026	1,049.59	56858	.00	0	
100-51120-355	MUNICIPAL BUILDINGS	3955	PROFESSIONAL PEST CO	MONTHLY PEST CONTROL-CITY HALL	900754	03/19/2026	53.00	56927	.00	0	
100-51120-355	MUNICIPAL BUILDINGS	1090	AT&T	MONTHLY AT&T CHARGES	6088822281.	03/19/2026	27.32	56901	.00	0	
100-51120-355	MUNICIPAL BUILDINGS	921619	GOLZ ELECTRIC	OFFICE LIGHTS REPAIR	4235	03/26/2026	120.00	56961	.00	0	
Total 10051120355:							2,354.38		.00		
100-51140-210	COMMUNITY WEB PAGE	1630	BYTE STUDIOS INC.	HOSTING & SUPPORT	1910	03/05/2026	450.00	56825	.00	0	
100-51140-210	COMMUNITY WEB PAGE	1630	BYTE STUDIOS INC.	1 HOURS MAILCHIMP FORM ISSUE	1910	03/05/2026	75.00	56825	.00	0	
Total 10051140210:							525.00		.00		
100-51140-285	DOG & CAT EXPENSE	4320	ROCK COUNTY TREASUR	DOG LICENSES - FEB	2026-02 DO	03/05/2026	129.25	56851	.00	0	
100-51140-285	DOG & CAT EXPENSE	4259	HUMANE SOCIETY OF SO	ANIMAL R&B / PICK UP CHARGE	237	03/12/2026	325.00	56885	.00	0	

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Total 10051140285:							454.25		.00		
100-51140-511	VEHICLE INSURANCE	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL, INJUCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	415.44	56870	.00	0	
100-51140-511	VEHICLE INSURANCE	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL, INJUCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	37.63	56870	.00	0	
Total 10051140511:							453.07		.00		
100-52200-210	PROFESSIONAL SERVICES	9017	US BANK	WI DFI WS2 CFI CC	1741-247170	03/26/2026	20.00	2013313	.00	0	
100-52200-210	PROFESSIONAL SERVICES	9017	US BANK	AUTO-OWNERS INSURANCE	9978-244356	03/26/2026	60.00	2013313	.00	0	
100-52200-210	PROFESSIONAL SERVICES	9017	US BANK	DOJ EPAY RECORDS CHECK	9978-247170	03/26/2026	91.00	2013313	.00	0	
100-52200-210	PROFESSIONAL SERVICES	9017	US BANK	DOJ EPAY RECORDS CHECK	9978-247170	03/26/2026	7.00	2013313	.00	0	
100-52200-210	PROFESSIONAL SERVICES	9017	US BANK	DOJ EPAY RECORDS CHECK	9978-247170	03/26/2026	7.00	2013313	.00	0	
100-52200-210	PROFESSIONAL SERVICES	9017	US BANK	DOJ EPAY RECORDS CHECK	9978-247170	03/26/2026	14.00	2013313	.00	0	
100-52200-210	PROFESSIONAL SERVICES	9017	US BANK	WI DFI WS2 CFI CC	9978-247170	03/26/2026	20.00	2013313	.00	0	
100-52200-210	PROFESSIONAL SERVICES	9017	US BANK	NIC*TRAFFICVIOLREGPROG EGOV.COM	7376-241164	03/26/2026	15.30	2013313	.00	0	
100-52200-210	PROFESSIONAL SERVICES	3780	PERSONNEL EVALUATION	JV PEP BILLING	57225	03/19/2026	50.00	56926	.00	0	
100-52200-210	PROFESSIONAL SERVICES	3780	PERSONNEL EVALUATION	JV PEP RESULT SEARCH-POSITIVE	57225	03/19/2026	12.00	56926	.00	0	
100-52200-210	PROFESSIONAL SERVICES	9096	ROCK CO LAW ENFORCE	ANNUAL LAW ENFORCEMENT DUES	2026-03	03/19/2026	50.00	56931	.00	0	
Total 10052200210:							346.30		.00		
100-52200-310	POLICE OFFICE SUPPLIES	2540	GORDON FLESCH CO INC	MONTHLY COPIER - POLICE	IN15500051	03/26/2026	25.38	56962	.00	0	
100-52200-310	POLICE OFFICE SUPPLIES	2540	GORDON FLESCH CO INC	MONTHLY COPIER - POLICE	IN15538077	03/19/2026	13.41	56918	.00	0	
100-52200-310	POLICE OFFICE SUPPLIES	9017	US BANK	ADOBE INC	1741-247933	03/26/2026	253.07	2013313	.00	0	
100-52200-310	POLICE OFFICE SUPPLIES	9017	US BANK	ADOBE INC	1741-247933	03/26/2026	13.19	2013313	.00	0	
100-52200-310	POLICE OFFICE SUPPLIES	9017	US BANK	AMAZON OFFICE SUPPLIES	9978-246921	03/26/2026	121.39	2013313	.00	0	
Total 10052200310:							400.06		.00		
100-52200-330	POLICE PROFESSIONAL DEV	9017	US BANK	KALAHARI RESORT X 2	1741-243254	03/26/2026	436.00	2013313	.00	0	
100-52200-330	POLICE PROFESSIONAL DEV	9017	US BANK	THEIACP	9978-240731	03/26/2026	220.00	2013313	.00	0	
100-52200-330	POLICE PROFESSIONAL DEV	9017	US BANK	KALAHARI RESORT	9978-243254	03/26/2026	218.00	2013313	.00	0	
100-52200-330	POLICE PROFESSIONAL DEV	9017	US BANK	PRICELINE AMERICINN	7376-240362	03/26/2026	196.38	2013313	.00	0	
100-52200-330	POLICE PROFESSIONAL DEV	9017	US BANK	MCDONALDS	7376-244273	03/26/2026	7.68	2013313	.00	0	
100-52200-330	POLICE PROFESSIONAL DEV	9017	US BANK	FESTIVAL FOODS	7376-244273	03/26/2026	20.84	2013313	.00	0	
100-52200-330	POLICE PROFESSIONAL DEV	9017	US BANK	BRICKS DOWNTOWN BAR	7376-246921	03/26/2026	38.59	2013313	.00	0	
100-52200-330	POLICE PROFESSIONAL DEV	9017	US BANK	CULVERS	7376-249430	03/26/2026	54.54	2013313	.00	0	
100-52200-330	POLICE PROFESSIONAL DEV	9017	US BANK	HOLIDAY INN EXPRESS	7376-249430	03/26/2026	101.50	2013313	.00	0	

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100-52200-330	POLICE PROFESSIONAL DEV	9017	US BANK	HOLIDAY INN EXPRESS	7376-249430	03/26/2026	235.98	2013313	.00	0	
100-52200-330	POLICE PROFESSIONAL DEV	9017	US BANK	HOLIDAY INN EXPRESS	7376-249430	03/26/2026	227.99	2013313	.00	0	
Total 10052200330:							1,757.50		.00		
100-52200-340	POLICE EQUIPMENT	4845	AXON ENTERPRISE	TASER 10 HALT CARTRIDGE	INUS427305	03/19/2026	480.00	56902	.00	0	
Total 10052200340:							480.00		.00		
100-52200-343	POLICE VEHICLE FUEL	9017	US BANK	BP	7376-241225	03/26/2026	26.55	2013313	.00	0	
100-52200-343	POLICE VEHICLE FUEL	922831	CONSUMERS COOP OIL C	POLICE - FUEL	154789-0226	03/19/2026	856.75	56909	.00	0	
Total 10052200343:							883.30		.00		
100-52200-350	POLICE EQUIP MAINTENANCE	923066	THOMPSON SAFETY LLC	5LB ABC - RECHARGE, FIRE EXTINGUISHER ANNUAL MAINT	MKEINU000	03/19/2026	453.34	56939	.00	0	
100-52200-350	POLICE EQUIP MAINTENANCE	923141	AUTO SPA CAR WASH	PD-VEHICLE WASHES	2026-02	03/05/2026	66.60	56823	.00	0	
Total 10052200350:							519.94		.00		
100-52200-355	POLICE BLDG MAINT	1230	VESTIS	MAT NYLON RUBBER/FIRST AID/SERVICE CHARGE - POLICE	6140762725	03/05/2026	34.31	56856	.00	0	
100-52200-355	POLICE BLDG MAINT	1230	VESTIS	MAT NYLON RUBBER/FIRST AID/SERVICE CHARGE - POLICE	6140766828	03/05/2026	34.31	56856	.00	0	
100-52200-355	POLICE BLDG MAINT	1230	VESTIS	MAT NYLON RUBBER/FIRST AID/SERVICE CHARGE - POLICE	6140770890	03/12/2026	36.02	56897	.00	0	
100-52200-355	POLICE BLDG MAINT	1230	VESTIS	MAT NYLON RUBBER/FIRST AID/SERVICE CHARGE - POLICE	6140774932	03/19/2026	36.02	56943	.00	0	
100-52200-355	POLICE BLDG MAINT	9017	US BANK	AMAZON	9978-246921	03/26/2026	26.80	2013313	.00	0	
100-52200-355	POLICE BLDG MAINT	923003	COVERALL NORTH AMERI	COMMERCIAL CLEANING SERVICES - BILLED ON BEHALF OF GIBSON CLEANING ENTERPRISES, LLC	1000520534	03/05/2026	625.00	56829	.00	0	
Total 10052200355:							792.46		.00		
100-52200-360	POLICE BLDG UTILITIES EXPE	5160	CITY OF EVANSVILLE	EPD - W & L Bill	2026-03	03/13/2026	785.15	2418	.00	0	
100-52200-360	POLICE BLDG UTILITIES EXPE	5600	WE ENERGIES	MONTHLY GAS SERVICE-PD	00005-0226	03/05/2026	1,202.02	56858	.00	0	
Total 10052200360:							1,987.17		.00		
100-52200-361	POLICE COMMUNICATIONS	9017	US BANK	APPLE BUSINESS MANAGER & BUSINESS ESSENTIALS MDM	6123-246921	03/26/2026	16.35	2013313	.00	0	
100-52200-361	POLICE COMMUNICATIONS	1730	CHARTER COMMUNICATI	M365 ACCOUNTS - PD	2336729010	03/19/2026	130.14	56906	.00	0	
100-52200-361	POLICE COMMUNICATIONS	1850	COMPUTER KNOW HOW L	BDR BACKUP SYSTEM-PD	BDR-0326	03/19/2026	149.00	56908	.00	0	
100-52200-361	POLICE COMMUNICATIONS	1850	COMPUTER KNOW HOW L	MICROSOFT 365 - PD	BDR-0326	03/19/2026	286.43	56908	.00	0	
100-52200-361	POLICE COMMUNICATIONS	5035	U S CELLULAR	MONTHLY CELLULAR							

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				SERVICE-POLICE DEPT	0793870460	03/19/2026	435.70	56941	.00	0	
100-52200-361	POLICE COMMUNICATIONS	7605	GREATAMERICA FINANCIA	POLICE	41318080	03/05/2026	261.37	56840	.00	0	
Total 10052200361:							1,278.99		.00		
100-52200-511	POLICE VEHICLE INSURANC	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL, INJUCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	785.70	56870	.00	0	
Total 10052200511:							785.70		.00		
100-52200-512	POLICE WORKERS COMP INS	1870	COMMUNITY INSURANCE	WORKERS' COMPENSATION	21036	03/12/2026	7,173.63	56869	.00	0	
Total 10052200512:							7,173.63		.00		
100-52230-512	PT - POLICE WORK COMP INS	1870	COMMUNITY INSURANCE	WORKERS' COMPENSATION	21036	03/12/2026	236.31	56869	.00	0	
Total 10052230512:							236.31		.00		
100-52240-210	BLDG INSP - PROFESSIONAL	922983	GENERAL ENGINEERING	BUILDING INSPECTION 2/1/2026 TO 2/28/2026	153-22 (INSP	03/19/2026	1,510.00	56915	.00	0	
Total 10052240210:							1,510.00		.00		
100-52240-300	BLDG INSP - MISC EXP	2540	GORDON FLESCH CO INC	MONTHLY COPIER - BUILDING INSP	IN15500051	03/26/2026	.13	56962	.00	0	
100-52240-300	BLDG INSP - MISC EXP	2540	GORDON FLESCH CO INC	MONTHLY COPIER - BUILDING INSP	IN15538077	03/19/2026	.07	56918	.00	0	
Total 10052240300:							.20		.00		
100-52240-361	BLDG INSP - COMMUNICATIO	9017	US BANK	APPLE BUSINESS MANAGER & BUSINESS ESSENTIALS MDM	6123-246921	03/26/2026	.86	2013313	.00	0	
100-52240-361	BLDG INSP - COMMUNICATIO	1730	CHARTER COMMUNICATI	M365 ACCOUNTS - BLDG INS	2336729010	03/19/2026	6.85	56906	.00	0	
100-52240-361	BLDG INSP - COMMUNICATIO	1850	COMPUTER KNOW HOW L	BDR BACKUP SYSTEM-BLD INSPECT	BDR-0326	03/19/2026	2.81	56908	.00	0	
100-52240-361	BLDG INSP - COMMUNICATIO	1850	COMPUTER KNOW HOW L	MICROSOFT 365 - BLDG INS	BDR-0326	03/19/2026	15.08	56908	.00	0	
100-52240-361	BLDG INSP - COMMUNICATIO	5035	U S CELLULAR	MONTHLY CELL PHONE SERVICE	0793639451	03/19/2026	54.22	56941	.00	0	
Total 10052240361:							79.82		.00		
100-52240-512	BLDG INSP WORK COMP INS	1870	COMMUNITY INSURANCE	WORKERS' COMPENSATION	21036	03/12/2026	776.38	56869	.00	0	
Total 10052240512:							776.38		.00		
100-53300-130	PW SAFETY AND PPE	4874	THE SHOE BOX	SHOE ALLOWANCE - TIM FISCHER	91695	03/05/2026	177.20	56853	.00	0	

Invoice GL Account	Invoice GL Account Title	Vendor Number	Payee	Description	Invoice Number	Check Issue Date	Check Amount	Check Number	Discount Taken	GL Activity#	Job Number
Total 10053300130:							177.20		.00		
100-53300-280	PW DRUG & ALCOHOL TESTIN	3305	MERCY HEALTH SYSTEM	DRUG SCREEN DOT PANEL	00045059-00	03/19/2026	50.00	56922	.00	0	
Total 10053300280:							50.00		.00		
100-53300-300	PW STREET MAINT& REPAIRS	4165	ROCK ROAD COMPANIES I	COLD MIX 2 TONS	328542	03/12/2026	691.50	56893	.00	0	
Total 10053300300:							691.50		.00		
100-53300-310	PW OFFICE SUPPLIES & EXP	2540	GORDON FLESCH CO INC	MONTHLY COPIER - DPW OFFICE	IN15500051	03/26/2026	.39	56962	.00	0	
100-53300-310	PW OFFICE SUPPLIES & EXP	2540	GORDON FLESCH CO INC	MONTHLY COPIER - DPW OFFICE	IN15538077	03/19/2026	.21	56918	.00	0	
Total 10053300310:							.60		.00		
100-53300-343	PW VEHICLE FUEL	922831	CONSUMERS COOP OIL C	DPW - FUEL	154771-0226	03/12/2026	239.89	56872	.00	0	
100-53300-343	PW VEHICLE FUEL	922978	WEX BANK	FUEL PURCHASES WITH REBATE	110937131	03/12/2026	393.57	56898	.00	0	
Total 10053300343:							633.46		.00		
100-53300-355	PW BLDG MAINT & SUPPLIES	2455	FERRELLGAS	ANNUAL RENTAL	RN11280133	03/12/2026	12.00	56879	.00	0	
100-53300-355	PW BLDG MAINT & SUPPLIES	922887	JAY'S BIG ROLL INC.	EMPRESS HEAVY WEIGHT FORK POLYSTYRENE	3789798	03/05/2026	30.00	56843	.00	0	
100-53300-355	PW BLDG MAINT & SUPPLIES	922887	JAY'S BIG ROLL INC.	XL HEAVY DUTY 6 MIL BLACK NITRILE PF GLOVES	3789798	03/05/2026	31.20	56843	.00	0	
100-53300-355	PW BLDG MAINT & SUPPLIES	922887	JAY'S BIG ROLL INC.	TOOL BOX WHITE RAGS	3789798	03/05/2026	16.00	56843	.00	0	
100-53300-355	PW BLDG MAINT & SUPPLIES	923066	THOMPSON SAFETY LLC	10LB FIRE EXTINGUISHER 6 YR MAINTENANCE, 5LB ABC - 6YR INTERNAL MAINTENANCE, FIRE EXTINGUISHER ANNUAL MANT	MKEINU000	03/19/2026	737.77	56939	.00	0	
Total 10053300355:							826.97		.00		
100-53300-360	PW BLDG UTILITIES EXP-HEAT	5160	CITY OF EVANSVILLE	DPW Garage - W & L Bill	2026-03	03/13/2026	730.01	2418	.00	0	
100-53300-360	PW BLDG UTILITIES EXP-HEAT	5600	WE ENERGIES	MONTHLY GAS SERVICE-DPW	00001-0226	03/05/2026	2,377.14	56858	.00	0	
100-53300-360	PW BLDG UTILITIES EXP-HEAT	5600	WE ENERGIES	MONTHLY GAS SERVICE-BLDG WEST	00009-0226	03/05/2026	345.01	56858	.00	0	
100-53300-360	PW BLDG UTILITIES EXP-HEAT	923066	THOMPSON SAFETY LLC	10LB ABC 6YR INTERNAL MAINT, 5LB ABC HYDROSTIATIC TEST, 5LB ABC FIRE EXT, FIRE EXTINGUISHER ANNUAL MAINT	MKEINU000	03/19/2026	63.03	56939	.00	0	
Total 10053300360:							3,515.19		.00		
100-53300-361	PW COMMUNICATIONS	9017	US BANK	APPLE BUSINESS MANAGER & BUSINESS ESSENTIALS MDM	6123-246921	03/26/2026	2.58	2013313	.00	0	

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100-53300-361	PW COMMUNICATIONS	1730	CHARTER COMMUNICATI	CHARTER SPECTRUM DPW	1708303010	03/05/2026	129.99	56827	.00	0	
100-53300-361	PW COMMUNICATIONS	1730	CHARTER COMMUNICATI	M365 ACCOUNTS - DPW	2336729010	03/19/2026	20.55	56906	.00	0	
100-53300-361	PW COMMUNICATIONS	1850	COMPUTER KNOW HOW L	BDR BACKUP SYSTEM-DPW	BDR-0326	03/19/2026	8.43	56908	.00	0	
100-53300-361	PW COMMUNICATIONS	1850	COMPUTER KNOW HOW L	MICROSOFT 365 - DPW	BDR-0326	03/19/2026	45.23	56908	.00	0	
100-53300-361	PW COMMUNICATIONS	5035	U S CELLULAR	MONTHLY CELLULAR SERVICE-DPW	0793619109	03/19/2026	76.49	56941	.00	0	
100-53300-361	PW COMMUNICATIONS	7605	GREATAMERICA FINANCIA	DPW	41318080	03/05/2026	45.31	56840	.00	0	
Total 10053300361:							328.58		.00		
100-53300-511	PW VEHICLE INSURANCE	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL, INJUCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	1,958.59	56870	.00	0	
Total 10053300511:							1,958.59		.00		
100-53300-512	PW WORKERS COMP INSURA	1870	COMMUNITY INSURANCE	WORKERS' COMPENSATION	21036	03/12/2026	2,265.64	56869	.00	0	
Total 10053300512:							2,265.64		.00		
100-53310-290	RECYCLING & REFUSE COLL	923080	GFL ENVIRONMENTAL	FUEL SURCHAGER	U100003009	03/05/2026	179.52	56838	.00	0	
100-53310-290	RECYCLING & REFUSE COLL	923080	GFL ENVIRONMENTAL	RECYCLING STANDARD SERVICE	U100003009	03/05/2026	3,479.98	56838	.00	0	
100-53310-290	RECYCLING & REFUSE COLL	923080	GFL ENVIRONMENTAL	RECYCLING STANDARD SERVICE	U100003009	03/05/2026	3,620.68	56838	.00	0	
100-53310-290	RECYCLING & REFUSE COLL	923080	GFL ENVIRONMENTAL	TRASH STANDARD SERVICE	U100003009	03/05/2026	7,280.00	56838	.00	0	
100-53310-290	RECYCLING & REFUSE COLL	923080	GFL ENVIRONMENTAL	TRASH STANDARD SERVICE	U100003009	03/05/2026	7,293.00	56838	.00	0	
100-53310-290	RECYCLING & REFUSE COLL	923080	GFL ENVIRONMENTAL	RECYCLING STANDARD SERVICE	U100003009	03/05/2026	3,400.25	56838	.00	0	
100-53310-290	RECYCLING & REFUSE COLL	923080	GFL ENVIRONMENTAL	FUEL SURCHARGE	U100003085	03/26/2026	404.10	56960	.00	0	
100-53310-290	RECYCLING & REFUSE COLL	923080	GFL ENVIRONMENTAL	RESI RECYCLE 1YD	U100003085	03/26/2026	3,489.36	56960	.00	0	
100-53310-290	RECYCLING & REFUSE COLL	923080	GFL ENVIRONMENTAL	RECYCLING STANDARD SERVICE	U100003085	03/26/2026	3,620.68	56960	.00	0	
100-53310-290	RECYCLING & REFUSE COLL	923080	GFL ENVIRONMENTAL	RESI WASTE 1YD	U100003085	03/26/2026	7,293.00	56960	.00	0	
100-53310-290	RECYCLING & REFUSE COLL	923080	GFL ENVIRONMENTAL	TRASH STANDARD SERVICE	U100003085	03/26/2026	7,293.00	56960	.00	0	
100-53310-290	RECYCLING & REFUSE COLL	923080	GFL ENVIRONMENTAL	RECYCLING STANDARD SERVICE	U100003085	03/26/2026	3,400.25	56960	.00	0	
100-53310-290	RECYCLING & REFUSE COLL	923080	GFL ENVIRONMENTAL	RO WASTE TEMP 10YD	U100003085	03/26/2026	312.49	56960	.00	0	
100-53310-290	RECYCLING & REFUSE COLL	923080	GFL ENVIRONMENTAL	TRASH STANDARD SERVICE	U100003085	03/26/2026	80.00	56960	.00	0	
100-53310-290	RECYCLING & REFUSE COLL	923080	GFL ENVIRONMENTAL	RO WASTE TEMP 30YD	U100003085	03/26/2026	366.20	56960	.00	0	
Total 10053310290:							51,512.51		.00		
100-53310-512	RECYCLING WORK COMP INS	1870	COMMUNITY INSURANCE	WORKERS' COMPENSATION	21036	03/12/2026	700.96	56869	.00	0	
Total 10053310512:							700.96		.00		
100-53420-300	PW FLEET MAINTENANCE	1060	EVANSVILLE HARDWARE	REPLACEMENT SPOUT&VNT KIT	K37206	03/05/2026	16.99	56835	.00	0	
100-53420-300	PW FLEET MAINTENANCE	1402	BATTERIES PLUS LLC	REPLACE THERMOSTAT & TEMP SENSOR FILL WITH NEW COOLANT	3503	03/26/2026	286.21	56954	.00	0	

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100-53420-300	PW FLEET MAINTENANCE	1402	BATTERIES PLUS LLC	12V 31DT DUR ULTRA AGM 30	P90283438	03/19/2026	719.85	56903	.00	0	
100-53420-300	PW FLEET MAINTENANCE	9017	US BANK	POWER SERVICE DIESEL FUEL SUPPLEMENT CETANE BOOST	3774-246921	03/26/2026	86.99	2013313	.00	0	
100-53420-300	PW FLEET MAINTENANCE	9017	US BANK	4 PCS 4.10/3.50-4" TIRE & WHEEL FLAT FREE 10 INCH SOLID RUBBER TIRES	3774-246921	03/26/2026	58.98	2013313	.00	0	
100-53420-300	PW FLEET MAINTENANCE	9017	US BANK	AIR FILTER FOR HONDA AFZE30 GX340 GX390 11HP 13HP 17210-EZ-3-505 PRESSURE WASHER GENERATOR ENGINE	3774-246921	03/26/2026	14.99	2013313	.00	0	
100-53420-300	PW FLEET MAINTENANCE	9017	US BANK	V-SEK OIL FILTER WRENCH SET	3774-246921	03/26/2026	68.99	2013313	.00	0	
100-53420-300	PW FLEET MAINTENANCE	9017	US BANK	LITTLE TREES CAR AIR FRESHENER	3774-246921	03/26/2026	17.99	2013313	.00	0	
100-53420-300	PW FLEET MAINTENANCE	5176	VARESI'S AUTO & TRUCK	REPLACE THERMOSTAT & TEMP SENSOR FILL WITH NEW COOLANT REMOVE & REPLACE WATER PUMP	3503	03/19/2026	286.21	56942	.00	0	
100-53420-300	PW FLEET MAINTENANCE	5176	VARESI'S AUTO & TRUCK	REPLACE THERMOSTAT & TEMP SENSOR FILL WITH NEW COOLANT REMOVE & REPLACE WATER PUMP	3514	03/19/2026	344.98	56942	.00	0	
100-53420-300	PW FLEET MAINTENANCE	922952	ATV/UTV RENEWAL PROC	ATV RENEWAL UT6508CZ	464708858-0	03/05/2026	5.00	56822	.00	0	
Total 10053420300:							1,907.18		.00		
100-53470-300	PW STREET LIGHTING EXP	5160	CITY OF EVANSVILLE	Street Lights - W & L Bill	2026-03	03/13/2026	7,227.84	2418	.00	0	
Total 10053470300:							7,227.84		.00		
100-54620-210	SENIOR CITIZENS PROGRAM	2239	CREEKSIDE PLACE INC	MONTHLY SR PROGRAMMING	40336	03/12/2026	375.00	56874	.00	0	
Total 10054620210:							375.00		.00		
100-54620-212	SENIOR TRANS & SERVICES	2239	CREEKSIDE PLACE INC	SR SERVICE COOR COMPENSATION	40336	03/12/2026	1,925.84	56874	.00	0	
Total 10054620212:							1,925.84		.00		
100-55720-300	PARK MAINT EXPENSES	1060	EVANSVILLE HARDWARE	CARR SCREW Z 3/8X2 1/2	K37287	03/05/2026	29.99	56835	.00	0	
100-55720-300	PARK MAINT EXPENSES	1060	EVANSVILLE HARDWARE	STAIN DECK SOLID NEUT GL	K37287	03/05/2026	61.99	56835	.00	0	
100-55720-300	PARK MAINT EXPENSES	2540	GORDON FLESCH CO INC	MONTHLY COPIER - PARK MAINT	IN15500051	03/26/2026	.43	56962	.00	0	
100-55720-300	PARK MAINT EXPENSES	2540	GORDON FLESCH CO INC	MONTHLY COPIER - PARK MAINT	IN15538077	03/19/2026	.23	56918	.00	0	
100-55720-300	PARK MAINT EXPENSES	9017	US BANK	WATERPLAY MANUFACTURING	9864-742472	03/26/2026	287.70	2013313	.00	0	
100-55720-300	PARK MAINT EXPENSES	9017	US BANK	APPLE BUSINESS MANAGER & BUSINESS ESSENTIALS MDM	6123-246921	03/26/2026	.86	2013313	.00	0	
100-55720-300	PARK MAINT EXPENSES	1730	CHARTER COMMUNICATI	M365 ACCOUNTS - PARKS	2336729010	03/19/2026	6.85	56906	.00	0	
100-55720-300	PARK MAINT EXPENSES	1850	COMPUTER KNOW HOW L	MICROSOFT 365 - PARKS	BDR-0326	03/19/2026	15.08	56908	.00	0	
100-55720-300	PARK MAINT EXPENSES	3600	NAPA OF OREGON	PROFORMER CABIN AIR FILTER	417003	03/12/2026	14.11	56889	.00	0	
100-55720-300	PARK MAINT EXPENSES	3600	NAPA OF OREGON	GOLD OIL FILTER	417003	03/12/2026	28.62	56889	.00	0	
100-55720-300	PARK MAINT EXPENSES	5560	WISCONSIN DEPT OF REV	SHELTER RENTAL & PICNIC TABLES SALES USE TAX	2026-03 SAL	03/19/2026	20.85	2419	.00	0	
100-55720-300	PARK MAINT EXPENSES	923066	THOMPSON SAFETY LLC	10LB FIRE EXTINGUISHER 6 YR MAINTENANCE, 5LB ABC - 6YR INTERNAL MAINTENANCE, FIRE							

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				EXTINGUISHER ANNUAL MANT	MKEINU000	03/19/2026	340.90	56939	.00	0	
100-55720-300	PARK MAINT EXPENSES	923080	GFL ENVIRONMENTAL	15 ANTES DR	U100003009	03/05/2026	80.00	56838	.00	0	
100-55720-300	PARK MAINT EXPENSES	923080	GFL ENVIRONMENTAL	15 ANTES DR	UN00001599	03/19/2026	157.65	56916	.00	0	
100-55720-300	PARK MAINT EXPENSES	923080	GFL ENVIRONMENTAL	LARSEN ACRE PARK	UN00001599	03/19/2026	180.65	56916	.00	0	
Total 10055720300:							1,225.91		.00		
100-55720-343	PARKS FUEL	922978	WEX BANK	FUEL PURCHASES WITH REBATE	110937131	03/12/2026	17.49	56898	.00	0	
Total 10055720343:							17.49		.00		
100-55720-360	PARK UTILITIES EXPENSE	5160	CITY OF EVANSVILLE	Park - W & L Bill	2026-03	03/13/2026	965.85	2418	.00	0	
Total 10055720360:							965.85		.00		
100-55720-361	PARKS COMMUNICATION EXP	5035	U S CELLULAR	MONTHLY CELLULAR SERVICE- PARKS MAINT.	0793619109	03/19/2026	35.52	56941	.00	0	
Total 10055720361:							35.52		.00		
100-55720-362	BALLFIELD LIGHTING EXP	5160	CITY OF EVANSVILLE	Ballfield Lights- W & L Bill	2026-03	03/13/2026	296.87	2418	.00	0	
Total 10055720362:							296.87		.00		
100-55720-511	PARK VEHICLE INSURANCE	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL, INJUCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	104.11	56870	.00	0	
Total 10055720511:							104.11		.00		
100-55720-512	PARK WORKERS COMP INSU	1870	COMMUNITY INSURANCE	WORKERS' COMPENSATION	21036	03/12/2026	909.38	56869	.00	0	
Total 10055720512:							909.38		.00		
100-55720-720	CITY CELEBRATION/EVENTS	5160	CITY OF EVANSVILLE	110 E CHURCH STREET - MONITORING SERVICE	10047-00.3	03/12/2026	12.00	56868	.00	0	
100-55720-720	CITY CELEBRATION/EVENTS	5160	CITY OF EVANSVILLE	FIRST & W MAIN ST - OUTLETS	10052-00.3	03/12/2026	12.36	56868	.00	0	
Total 10055720720:							24.36		.00		
100-55730-300	AQUATIC CENTER EXPENSES	2540	GORDON FLESCH CO INC	MONTHLY COPIER - SWIMMING POOL	IN15500051	03/26/2026	.35	56962	.00	0	
100-55730-300	AQUATIC CENTER EXPENSES	2540	GORDON FLESCH CO INC	MONTHLY COPIER - SWIMMING POOL	IN15538077	03/19/2026	.19	56918	.00	0	
100-55730-300	AQUATIC CENTER EXPENSES	5160	CITY OF EVANSVILLE	Aquatic - W & L Bill	2026-03	03/13/2026	1,489.42	2418	.00	0	
100-55730-300	AQUATIC CENTER EXPENSES	5600	WE ENERGIES	MONTHLY GAS SERVICE-BLDG BATH	00012-0226-	03/05/2026	19.80	56858	.00	0	

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100-55730-300	AQUATIC CENTER EXPENSES	5600	WE ENERGIES	MONTHLY GAS SERVICE-BLDG EQP	00013-0226	03/05/2026	22.95	56858	.00	0	
100-55730-300	AQUATIC CENTER EXPENSES	9017	US BANK	APPLE BUSINESS MANAGER & BUSINESS ESSENTIALS MDM	6123-246921	03/26/2026	1.72	2013313	.00	0	
100-55730-300	AQUATIC CENTER EXPENSES	1730	CHARTER COMMUNICATI	M365 ACCOUNTS - POOL	2336729010	03/19/2026	13.70	56906	.00	0	
100-55730-300	AQUATIC CENTER EXPENSES	1730	CHARTER COMMUNICATI	CHARTER SPECTRUM 700 PORTER RD	2342021010	03/19/2026	110.00	56906	.00	0	
100-55730-300	AQUATIC CENTER EXPENSES	1850	COMPUTER KNOW HOW L	MICROSOFT 365 - POOL	BDR-0326	03/19/2026	30.15	56908	.00	0	
100-55730-300	AQUATIC CENTER EXPENSES	1850	COMPUTER KNOW HOW L	BDR BACKUP SYSTEM-POOL	BDR-0326	03/19/2026	5.62	56908	.00	0	
100-55730-300	AQUATIC CENTER EXPENSES	1090	AT&T	MONTHLY AT&T CHARGES	6088822281	03/19/2026	27.32	56901	.00	0	
Total 10055730300:							1,721.22		.00		
100-55730-511	AQUATIC CENTER VEHICLE I	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL, INJUCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	233.21	56870	.00	0	
Total 10055730511:							233.21		.00		
100-55730-512	AQUATIC CTR WORKERS CO	1870	COMMUNITY INSURANCE	WORKERS' COMPENSATION	21036	03/12/2026	616.08	56869	.00	0	
Total 10055730512:							616.08		.00		
100-55740-300	CONCESSIONS EXPENSES	5160	CITY OF EVANSVILLE	Park Store - W & L Bill	2026-03	03/13/2026	35.27	2418	.00	0	
Total 10055740300:							35.27		.00		
100-55740-512	CONCESSIONS WORK COMP I	1870	COMMUNITY INSURANCE	WORKERS' COMPENSATION	21036	03/12/2026	68.95	56869	.00	0	
Total 10055740512:							68.95		.00		
100-55750-300	RECREATION & YOUTH CTR O	5600	WE ENERGIES	MONTHLY GAS SERVICE-YOUTH CENTER	00010-0226	03/05/2026	8.91	56858	.00	0	
100-55750-300	RECREATION & YOUTH CTR O	9017	US BANK	APPLE BUSINESS MANAGER & BUSINESS ESSENTIALS MDM	6123-246921	03/26/2026	.86	2013313	.00	0	
100-55750-300	RECREATION & YOUTH CTR O	1730	CHARTER COMMUNICATI	M365 ACCOUNTS - EYC	2336729010	03/19/2026	6.85	56906	.00	0	
100-55750-300	RECREATION & YOUTH CTR O	1850	COMPUTER KNOW HOW L	MICROSOFT 365 - EYC	BDR-0326	03/19/2026	15.08	56908	.00	0	
100-55750-300	RECREATION & YOUTH CTR O	1850	COMPUTER KNOW HOW L	BDR BACKUP SYSTEM-EYC	BDR-0326	03/19/2026	2.81	56908	.00	0	
Total 10055750300:							34.51		.00		
100-55750-355	YOUTH CTR REPAIRS & MAIN	5160	CITY OF EVANSVILLE	Yth Center/Aware- W & L Bill	2026-03	03/13/2026	32.50	2418	.00	0	
Total 10055750355:							32.50		.00		
100-55750-511	YOUTH CENTER VEHICLE IN	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL,							

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				INJUCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	70.80	56870	.00	0	
Total 10055750511:							70.80		.00		
100-55750-512	YOUTH CENTER WORK COMP	1870	COMMUNITY INSURANCE	WORKERS' COMPENSATION	21036	03/12/2026	18.70	56869	.00	0	
Total 10055750512:							18.70		.00		
100-55760-300	RECREATION & BASEBALL EX	2540	GORDON FLESCH CO INC	MONTHLY COPIER - BASEBALL	IN15500051	03/26/2026	1.52	56962	.00	0	
100-55760-300	RECREATION & BASEBALL EX	2540	GORDON FLESCH CO INC	MONTHLY COPIER - BASEBALL	IN15538077	03/19/2026	.80	56918	.00	0	
Total 10055760300:							2.32		.00		
100-56820-300	ECONOMIC DEVELOPMENT E	2540	GORDON FLESCH CO INC	MONTHLY COPIER - ECONOMIC DELVL	IN15500051	03/26/2026	.52	56962	.00	0	
100-56820-300	ECONOMIC DEVELOPMENT E	2540	GORDON FLESCH CO INC	MONTHLY COPIER - ECONOMIC DELVL	IN15538077	03/19/2026	.27	56918	.00	0	
Total 10056820300:							.79		.00		
100-56840-251	COMM DEVL - IT MAINT & REP	1850	COMPUTER KNOW HOW L	MICROSOFT 365 - FINANCE	BDR-0326	03/19/2026	135.68	56908	.00	0	
100-56840-251	COMM DEVL - IT MAINT & REP	1850	COMPUTER KNOW HOW L	ROUNDING ISSUE	BDR-0326	03/19/2026	.01	56908	.00	0	
Total 10056840251:							135.69		.00		
100-56840-300	COMMUNITY DEVELOP EXPE	2540	GORDON FLESCH CO INC	MONTHLY COPIER - COMM. DEVEL	IN15500051	03/26/2026	10.30	56962	.00	0	
100-56840-300	COMMUNITY DEVELOP EXPE	2540	GORDON FLESCH CO INC	MONTHLY COPIER - COMM. DEVEL	IN15538077	03/19/2026	5.44	56918	.00	0	
100-56840-300	COMMUNITY DEVELOP EXPE	9017	US BANK	APPLE BUSINESS MANAGER & BUSINESS ESSENTIALS MDM	6123-246921	03/26/2026	1.72	2013313	.00	0	
100-56840-300	COMMUNITY DEVELOP EXPE	1730	CHARTER COMMUNICATI	M365 ACCOUNTS - ECON DEVL	2336729010	03/19/2026	13.70	56906	.00	0	
100-56840-300	COMMUNITY DEVELOP EXPE	1850	COMPUTER KNOW HOW L	MICROSOFT 365 - ECON DEVL	BDR-0326	03/19/2026	30.15	56908	.00	0	
100-56840-300	COMMUNITY DEVELOP EXPE	1850	COMPUTER KNOW HOW L	BDR BACKUP SYSTEM-ECON DEVL	BDR-0326	03/19/2026	5.62	56908	.00	0	
100-56840-300	COMMUNITY DEVELOP EXPE	5035	U S CELLULAR	MONTHLY CELL PHONE SERVICE	0793639451	03/19/2026	79.05	56941	.00	0	
100-56840-300	COMMUNITY DEVELOP EXPE	7605	GREATAMERICA FINANCIA	COM DEV	41318080	03/05/2026	9.08	56840	.00	0	
Total 10056840300:							155.06		.00		
100-56840-330	COMMUNITY DEVL PROFESSI	9017	US BANK	KALAHARI RESORT - EHLERS CONFERENCE	0999-243254	03/26/2026	253.20	2013313	.00	0	
Total 10056840330:							253.20		.00		
100-56840-512	COMMUNITY DEVL P WORK C	1870	COMMUNITY INSURANCE	WORKERS' COMPENSATION	21036	03/12/2026	44.14	56869	.00	0	

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Total 10056840512:							44.14		.00		
100-56880-300	HISTORIC PRESERVATION EX	2540	GORDON FLESCH CO INC	MONTHLY COPIER - HISTORIC PRES	IN15500051	03/26/2026	4.39	56962	.00		0
100-56880-300	HISTORIC PRESERVATION EX	2540	GORDON FLESCH CO INC	MONTHLY COPIER - HISTORIC PRES	IN15538077	03/19/2026	2.32	56918	.00		0
Total 10056880300:							6.71		.00		
110-56820-300	TOURISM EXPENSE	2239	CREEKSIDE PLACE INC	HONORARIUM	2026-03	03/05/2026	500.00	56830	.00		0
110-56820-300	TOURISM EXPENSE	2239	CREEKSIDE PLACE INC	CRUISE NIGHTS	2026-03	03/05/2026	1,500.00	56830	.00		0
110-56820-300	TOURISM EXPENSE	2375	EVANSVILLE UNDERGRO	2026 MUSIC SUPPORT	2026-03	03/05/2026	1,500.00	56836	.00		0
Total 11056820300:							3,500.00		.00		
120-56700-821	HOUSING CAPITAL IMPROVE	5760	MSA PROFESSIONAL SER	REIMBURSE MSA RECORDING FEE REDUCE MORTGAGE	HO#5 RECO	03/26/2026	35.99	56969	.00		0
120-56700-821	HOUSING CAPITAL IMPROVE	5760	MSA PROFESSIONAL SER	RLF ADMIN - SUBTOTAL REVOLING LOAN FUND	027302	03/26/2026	8,950.86	56969	.00		0
120-56700-821	HOUSING CAPITAL IMPROVE	5760	MSA PROFESSIONAL SER	FINAL INSPECTION	027304	03/26/2026	250.00	56969	.00		0
Total 12056700821:							9,236.85		.00		
200-1650000	PREPAYMENTS	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL, INJUCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	3,960.33	56870	.00		0
Total 2001650000:							3,960.33		.00		
200-52220-210	EMS PROFESSIONAL SERVIC	3230	EMS MANAGEMENT & CO	ANNUAL LEADERS SUPPORT BRIDGE FEE	LQ-010887	03/12/2026	499.00	56878	.00		0
Total 20052220210:							499.00		.00		
200-52220-310	EMS OFFICE SUPPLIES	2540	GORDON FLESCH CO INC	MONTHLY COPIER - EMS	IN15500051	03/26/2026	.10	56962	.00		0
200-52220-310	EMS OFFICE SUPPLIES	2540	GORDON FLESCH CO INC	MONTHLY COPIER - EMS	IN15538077	03/19/2026	.05	56918	.00		0
Total 20052220310:							.15		.00		
200-52220-330	EMS PROFESSIONAL DEVL	9017	US BANK	ACTIVE SHOOTER CONFERENCE - LODGING	6903-240009	03/26/2026	126.72	2013313	.00		0
200-52220-330	EMS PROFESSIONAL DEVL	9017	US BANK	ACTIVE SHOOTER CONFERENCE - LODGING	6903-240009	03/26/2026	362.07	2013313	.00		0
200-52220-330	EMS PROFESSIONAL DEVL	9017	US BANK	ACTIVE SHOOTER CONFERENCE - MEALS X 2	6903-246921	03/26/2026	86.95	2013313	.00		0
200-52220-330	EMS PROFESSIONAL DEVL	9017	US BANK	ACTIVE SHOOTER CONFERENCE - MEALS X 2	6903-246921	03/26/2026	101.93	2013313	.00		0

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200-52220-330	EMS PROFESSIONAL DEVL	9017	US BANK	ACTIVE SHOOTER CONFERENCE - MEALS X 2	6903-249430	03/26/2026	43.52	2013313	.00	0	
200-52220-330	EMS PROFESSIONAL DEVL	9017	US BANK	CPR INSTRUCTOR DEV. CLASS - MEAL	6903-249430	03/26/2026	41.59	2013313	.00	0	
200-52220-330	EMS PROFESSIONAL DEVL	3076	CAROLYN KLEISCH	MILEAGE - ACTIVE THREAT CONFERENCE	2026-02	03/05/2026	110.64	56826	.00	0	
200-52220-330	EMS PROFESSIONAL DEVL	3076	CAROLYN KLEISCH	MILEAGE - CPR INSTRUCTOR DEVELOPMENT CLASS	2026-02	03/05/2026	24.07	56826	.00	0	
200-52220-330	EMS PROFESSIONAL DEVL	2639	SCOTT GENZ	NATIONAL REG. NEWEWAL - EMS LICENSING	2026-03	03/19/2026	26.00	56934	.00	0	
200-52220-330	EMS PROFESSIONAL DEVL	923122	CODY MEYER	ACTIVE THREAT CONFERENCE	2026-02	03/05/2026	180.16	56828	.00	0	
Total 20052220330:							1,103.65		.00		
200-52220-340	EMS MED SUPPLIES & EQUIP	5253	WELDERS SUPPLY COMP	SMALL OXYGEN	3282112	03/05/2026	28.56	56859	.00	0	
Total 20052220340:							28.56		.00		
200-52220-343	EMS AMBULANCE FUEL	922831	CONSUMERS COOP OIL C	EMS - FUEL	154781-0226	03/12/2026	527.48	56873	.00	0	
Total 20052220343:							527.48		.00		
200-52220-350	EMS AMBULANCE MAINTENA	4468	SIREN SERVICES LLC	INTELLIPEX MODULE LOOSE IN HOUSING	5010	03/19/2026	860.65	56937	.00	0	
200-52220-350	EMS AMBULANCE MAINTENA	4468	SIREN SERVICES LLC	EGR COOLANT LINE RUBBING, NEEDS REPLACING	5011	03/19/2026	241.40	56937	.00	0	
200-52220-350	EMS AMBULANCE MAINTENA	4468	SIREN SERVICES LLC	MODULE EXHAUST VENT RIPPED OFF	5013	03/19/2026	247.59	56937	.00	0	
200-52220-350	EMS AMBULANCE MAINTENA	4468	SIREN SERVICES LLC	SIDE HEADLIGHT AMBER MARKER LIGHT OUT	5014	03/19/2026	97.16	56937	.00	0	
Total 20052220350:							1,446.80		.00		
200-52220-355	EMS BUILDING MAINT & REPA	3955	PROFESSIONAL PEST CO	MONTHLY PEST CONTROL-EMS BLDG	900758	03/19/2026	32.00	56927	.00	0	
Total 20052220355:							32.00		.00		
200-52220-361	EMS COMMUNICATIONS	9017	US BANK	APPLE BUSINESS MANAGER & BUSINESS ESSENTIALS MDM	6123-246921	03/26/2026	1.72	2013313	.00	0	
200-52220-361	EMS COMMUNICATIONS	1730	CHARTER COMMUNICATI	CHARTER SPECTRUM EMS	1564186010	03/19/2026	61.43	56906	.00	0	
200-52220-361	EMS COMMUNICATIONS	1730	CHARTER COMMUNICATI	M365 ACCOUNTS - EMS	2336729010	03/19/2026	13.70	56906	.00	0	
200-52220-361	EMS COMMUNICATIONS	1850	COMPUTER KNOW HOW L	MICROSOFT 365 - EMS	BDR-0326	03/19/2026	30.15	56908	.00	0	
200-52220-361	EMS COMMUNICATIONS	1850	COMPUTER KNOW HOW L	BDR BACKUP SYSTEM-EMS	BDR-0326	03/19/2026	5.62	56908	.00	0	
200-52220-361	EMS COMMUNICATIONS	1090	AT&T	MONTHLY AT&T CHARGES	6088822281.	03/19/2026	54.64	56901	.00	0	
200-52220-361	EMS COMMUNICATIONS	7605	GREATAMERICA FINANCIA	EMS	41318080	03/05/2026	32.37	56840	.00	0	

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Total 20052220361:							199.63		.00		
200-52220-362	EMS UTILITIES	5160	CITY OF EVANSVILLE	EMS - W & L Bill	2026-03	03/13/2026	397.06	2418	.00	0	
200-52220-362	EMS UTILITIES	5600	WE ENERGIES	MONTHLY GAS SERVICE-EMS	00003-0226	03/05/2026	269.18	56858	.00	0	
200-52220-362	EMS UTILITIES	5600	WE ENERGIES	MONTHLY GAS SERVICE-EMS GARAGE	00007-0226	03/05/2026	295.81	56858	.00	0	
Total 20052220362:							962.05		.00		
200-52220-380	EMS ACT 102 EXPENSES-AIDS	4468	SIREN SERVICES LLC	LIQUID SPRING STRUTS, ONE IS CLASS 2 LEAK	5012	03/19/2026	2,641.30	56937	.00	0	
Total 20052220380:							2,641.30		.00		
200-52220-511	EMS VEHICLE INSURANCE	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL, INJUCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	2,572.61	56870	.00	0	
Total 20052220511:							2,572.61		.00		
200-52220-512	EMS WORKERS COMP INSUR	1870	COMMUNITY INSURANCE	WORKERS' COMPENSATION	21036	03/12/2026	3,375.48	56869	.00	0	
Total 20052220512:							3,375.48		.00		
210-1650000	PREPAYMENTS	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL, INJUCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	157.80	56870	.00	0	
Total 2101650000:							157.80		.00		
210-55700-310	LIBRARY OFFICE SUPPLIES	5560	WISCONSIN DEPT OF REV	BUSINESS REGISTRATION RENEWAL- EAGER FREE PUBLIC LIBRARY	600-0000225	03/05/2026	10.00	56862	.00	0	
210-55700-310	LIBRARY OFFICE SUPPLIES	5560	WISCONSIN DEPT OF REV	CHANGES TO SALES TAX FOR LIBRARY	L000809464	03/19/2026	21.12	56946	.00	0	
Total 21055700310:							31.12		.00		
210-55700-312	LIBRARY COPIER SUPPLIES	2540	GORDON FLESCH CO INC	MONTHLY COPIER CHARGES- LIBRARY	IN15526872	03/12/2026	77.42	56882	.00	0	
210-55700-312	LIBRARY COPIER SUPPLIES	7380	DEMCO	DEMCO CIRCEXTENDER2X 4 MIL	7778581	03/26/2026	21.89	56958	.00	0	
210-55700-312	LIBRARY COPIER SUPPLIES	7380	DEMCO	DEMCO PREMIUM BOOK TAPE	7778581	03/26/2026	59.10	56958	.00	0	
210-55700-312	LIBRARY COPIER SUPPLIES	7380	DEMCO	DEMCO PREMIUM BOOK TAPE 3" X 30 YARDS	7778581	03/26/2026	21.16	56958	.00	0	
210-55700-312	LIBRARY COPIER SUPPLIES	7380	DEMCO	SUPERFOLD 12"H 24" JACKET LENGTH	7778581	03/26/2026	48.58	56958	.00	0	
210-55700-312	LIBRARY COPIER SUPPLIES	7380	DEMCO	PAPERFOLD ADJUSTAB BOOK							

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				JACKET COVER	7778581	03/26/2026	43.49	56958	.00	0	
210-55700-312	LIBRARY COPIER SUPPLIES	7380	DEMCO	MULTI-DISC DVD ALBUMS 6 CAP	7778581	03/26/2026	12.40	56958	.00	0	
210-55700-312	LIBRARY COPIER SUPPLIES	7380	DEMCO	POLYPROPYLENE DVD ALBUM	7778581	03/26/2026	23.44	56958	.00	0	
210-55700-312	LIBRARY COPIER SUPPLIES	7380	DEMCO	SUPERFOLD 10" H 21" JACKET LENGTH	7778581	03/26/2026	201.75	56958	.00	0	
210-55700-312	LIBRARY COPIER SUPPLIES	7380	DEMCO	FILMOPLAST PAPER MENDING TAPE	7778581	03/26/2026	35.52	56958	.00	0	
210-55700-312	LIBRARY COPIER SUPPLIES	7380	DEMCO	FLAT GLUE BRUSH	7778581	03/26/2026	5.87	56958	.00	0	
210-55700-312	LIBRARY COPIER SUPPLIES	7380	DEMCO	1"W X 8"L PLASTIC BONE FOLDER	7778581	03/26/2026	11.36	56958	.00	0	
Total 21055700312:							561.98		.00		
210-55700-313	LIBRARY POSTAGE	9017	US BANK	POSTAGE	7375-241374	03/26/2026	4.96	2013313	.00	0	
210-55700-313	LIBRARY POSTAGE	9017	US BANK	USPS	7375-241374	03/26/2026	4.96	2013313	.00	0	
210-55700-313	LIBRARY POSTAGE	9017	US BANK	USPS	7375-241374	03/26/2026	4.96	2013313	.00	0	
Total 21055700313:							14.88		.00		
210-55700-330	LIBRARY PROFESSIONAL DEV	9017	US BANK	WISCONSIN LIBRARY ASSOCIATION - MEMBERSHIP RENEWAL	2394-242078	03/26/2026	159.60	2013313	.00	0	
210-55700-330	LIBRARY PROFESSIONAL DEV	9017	US BANK	URBAN LAND INTERESTS - PARKING	7375-240223	03/26/2026	26.00	2013313	.00	0	
210-55700-330	LIBRARY PROFESSIONAL DEV	9017	US BANK	LIBRARY LEGISLATIVE DAY - MEALS	7375-246921	03/26/2026	25.00	2013313	.00	0	
Total 21055700330:							210.60		.00		
210-55700-355	BLDG MAINTENANCE & REPAI	2940	JEFFERSON FIRE & SAFE	DRY CHEMICAL EXTINGUISHER ANNUAL MAINTENANCE	IN337498	03/12/2026	20.00	56888	.00	0	
210-55700-355	BLDG MAINTENANCE & REPAI	2940	JEFFERSON FIRE & SAFE	DRY CHEMICAL EXTINGUISHER 6 YEAR MAINTENANCE	IN337498	03/12/2026	30.00	56888	.00	0	
210-55700-355	BLDG MAINTENANCE & REPAI	2940	JEFFERSON FIRE & SAFE	PORTABLE SERVICE CALL	IN337498	03/12/2026	80.00	56888	.00	0	
210-55700-355	BLDG MAINTENANCE & REPAI	2940	JEFFERSON FIRE & SAFE	VALVE REBUILD KIT - BADGER FIRE EXTINGUISHER	IN337498	03/12/2026	11.75	56888	.00	0	
210-55700-355	BLDG MAINTENANCE & REPAI	2940	JEFFERSON FIRE & SAFE	FUEL SURCHARGE	IN337498	03/12/2026	5.00	56888	.00	0	
210-55700-355	BLDG MAINTENANCE & REPAI	921619	GOLZ ELECTRIC	SET TIMER FOR LIGHTS OUTSIDE OF BUILDING	4230	03/19/2026	488.18	56917	.00	0	
210-55700-355	BLDG MAINTENANCE & REPAI	2865	CONVERGINT TECHNOLO	LITHIUM BATTERY	IN00344493	03/19/2026	10.30	56910	.00	0	
210-55700-355	BLDG MAINTENANCE & REPAI	922933	NORSE LAWN SERVICE LL	SNOW REMOVAL	1240	03/12/2026	50.00	56890	.00	0	
210-55700-355	BLDG MAINTENANCE & REPAI	922933	NORSE LAWN SERVICE LL	SNOW REMOVAL	1263	03/26/2026	150.00	56970	.00	0	
210-55700-355	BLDG MAINTENANCE & REPAI	923003	COVERALL NORTH AMERI	COMMERCIAL CLEANING SERVICES - BILLED ON BEHALF OF R & R CLEANING SERVICE LLC	1000507025	03/05/2026	1,087.00	56829	.00	0	
Total 21055700355:							1,932.23		.00		
210-55700-361	LIBRARY COMMUNICATIONS	1090	AT&T	MONTHLY AT& T CHARGES	6088822281	03/19/2026	54.64	56901	.00	0	
210-55700-361	LIBRARY COMMUNICATIONS	7605	GREATAMERICA FINANCIA	LIBRARY	41318080	03/05/2026	70.40	56840	.00	0	

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Total 21055700361:							125.04		.00		
210-55700-362	LIBRARY UTILITIES	5160	CITY OF EVANSVILLE	LIBRARY - W & L Bill	2026-03	03/13/2026	1,264.97	2418	.00		0
Total 21055700362:							1,264.97		.00		
210-55700-363	LIBRARY FUEL	5600	WE ENERGIES	MONTHLY GAS SERVICE/LIBRARY	00001-0226	03/05/2026	1,870.92	56858	.00		0
Total 21055700363:							1,870.92		.00		
210-55700-371	LIBRARY ADULT BOOKS	9017	US BANK	ADULT BOOK DVD	7375-246921	03/26/2026	206.58	2013313	.00		0
210-55700-371	LIBRARY ADULT BOOKS	9017	US BANK	ADULT BOOK DVD	7375-246921	03/26/2026	39.97	2013313	.00		0
210-55700-371	LIBRARY ADULT BOOKS	9017	US BANK	ADULT BOOK DVD	7375-246921	03/26/2026	39.47	2013313	.00		0
210-55700-371	LIBRARY ADULT BOOKS	7740	INGRAM LIBRARY SERVIC	ADULT BOOKS CREDIT	94171507	03/05/2026	16.50-	56842	.00		0
210-55700-371	LIBRARY ADULT BOOKS	7740	INGRAM LIBRARY SERVIC	ADULT BOOKS	94603280	03/05/2026	394.22	56842	.00		0
210-55700-371	LIBRARY ADULT BOOKS	7740	INGRAM LIBRARY SERVIC	ADULT BOOKS	94675249	03/05/2026	16.35	56842	.00		0
210-55700-371	LIBRARY ADULT BOOKS	7740	INGRAM LIBRARY SERVIC	ADULT BOOKS	94693960	03/05/2026	95.37	56842	.00		0
210-55700-371	LIBRARY ADULT BOOKS	7740	INGRAM LIBRARY SERVIC	ADULT BOOKS	94717892	03/05/2026	29.99	56842	.00		0
210-55700-371	LIBRARY ADULT BOOKS	7740	INGRAM LIBRARY SERVIC	ADULT BOOKS	94963921	03/12/2026	38.01	56887	.00		0
210-55700-371	LIBRARY ADULT BOOKS	7740	INGRAM LIBRARY SERVIC	ADULT BOOKS	94963922	03/12/2026	94.12	56887	.00		0
210-55700-371	LIBRARY ADULT BOOKS	7740	INGRAM LIBRARY SERVIC	ADULT BOOKS	95137281	03/19/2026	16.30	56920	.00		0
210-55700-371	LIBRARY ADULT BOOKS	7740	INGRAM LIBRARY SERVIC	ADULT BOOKS	95137282	03/19/2026	42.45	56920	.00		0
210-55700-371	LIBRARY ADULT BOOKS	7740	INGRAM LIBRARY SERVIC	ADULT BOOKS	95168318	03/19/2026	370.92	56920	.00		0
210-55700-371	LIBRARY ADULT BOOKS	7740	INGRAM LIBRARY SERVIC	ADULT BOOKS	95181653	03/19/2026	17.48	56920	.00		0
210-55700-371	LIBRARY ADULT BOOKS	7740	INGRAM LIBRARY SERVIC	ADULT BOOKS	95181655	03/19/2026	151.12	56920	.00		0
210-55700-371	LIBRARY ADULT BOOKS	7740	INGRAM LIBRARY SERVIC	ADULT BOOKS	95295538	03/26/2026	35.45	56965	.00		0
210-55700-371	LIBRARY ADULT BOOKS	7740	INGRAM LIBRARY SERVIC	ADULT BOOKS	95342049	03/26/2026	14.11	56965	.00		0
210-55700-371	LIBRARY ADULT BOOKS	7740	INGRAM LIBRARY SERVIC	ADULT BOOKS	95363386	03/26/2026	35.46	56965	.00		0
210-55700-371	LIBRARY ADULT BOOKS	7740	INGRAM LIBRARY SERVIC	ADULT BOOKS	95400435	03/26/2026	85.27	56965	.00		0
210-55700-371	LIBRARY ADULT BOOKS	7740	INGRAM LIBRARY SERVIC	ADULT BOOKS	95400436	03/26/2026	42.36	56965	.00		0
210-55700-371	LIBRARY ADULT BOOKS	7680	HARLEQUIN READER SER	ADULT BOOKS	209840768-0	03/19/2026	31.76	56919	.00		0
210-55700-371	LIBRARY ADULT BOOKS	7680	HARLEQUIN READER SER	ADULT BOOKS	209840768-0	03/26/2026	28.56	56964	.00		0
210-55700-371	LIBRARY ADULT BOOKS	7250	PLAYAWAY PRODUCTS LL	ADULT BOOKS	528514	03/26/2026	350.85	56972	.00		0
210-55700-371	LIBRARY ADULT BOOKS	922823	KANOPY INC.	ADULT BOOKS	494691-PPU	03/05/2026	24.70	56845	.00		0
Total 21055700371:							2,184.37		.00		
210-55700-372	LIBRARY CHILDREN'S BOOKS	7740	INGRAM LIBRARY SERVIC	CHILDRENS BOOKS	94675248	03/05/2026	19.46	56842	.00		0
210-55700-372	LIBRARY CHILDREN'S BOOKS	7740	INGRAM LIBRARY SERVIC	CHILDRENS BOOKS	94675250	03/05/2026	80.34	56842	.00		0
210-55700-372	LIBRARY CHILDREN'S BOOKS	7740	INGRAM LIBRARY SERVIC	CHILDRENS BOOKS	94693961	03/05/2026	223.03	56842	.00		0
210-55700-372	LIBRARY CHILDREN'S BOOKS	7740	INGRAM LIBRARY SERVIC	CHILDRENS BOOKS	94717893	03/05/2026	24.89	56842	.00		0

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210-55700-372	LIBRARY CHILDREN'S BOOKS	7740	INGRAM LIBRARY SERVIC	CHILDRENS BOOKS	94963920	03/12/2026	11.17	56887	.00	0	
210-55700-372	LIBRARY CHILDREN'S BOOKS	7740	INGRAM LIBRARY SERVIC	CHILDRENS BOOKS	94963923	03/12/2026	58.64	56887	.00	0	
210-55700-372	LIBRARY CHILDREN'S BOOKS	7740	INGRAM LIBRARY SERVIC	CHILDRENS BOOKS	94963924	03/12/2026	6.81	56887	.00	0	
210-55700-372	LIBRARY CHILDREN'S BOOKS	7740	INGRAM LIBRARY SERVIC	CHILDRENS BOOKS	95137280	03/19/2026	21.49	56920	.00	0	
210-55700-372	LIBRARY CHILDREN'S BOOKS	7740	INGRAM LIBRARY SERVIC	CHILDRENS BOOKS	95137283	03/19/2026	34.63	56920	.00	0	
210-55700-372	LIBRARY CHILDREN'S BOOKS	7740	INGRAM LIBRARY SERVIC	CHILDRENS BOOKS	95168317	03/19/2026	418.84	56920	.00	0	
210-55700-372	LIBRARY CHILDREN'S BOOKS	7740	INGRAM LIBRARY SERVIC	CHILDRENS BOOKS	95181652	03/19/2026	36.39	56920	.00	0	
210-55700-372	LIBRARY CHILDREN'S BOOKS	7740	INGRAM LIBRARY SERVIC	CHILDRENS BOOKS	95181654	03/19/2026	111.60	56920	.00	0	
210-55700-372	LIBRARY CHILDREN'S BOOKS	7740	INGRAM LIBRARY SERVIC	CHILDRENS BOOKS	95181656	03/19/2026	42.30	56920	.00	0	
210-55700-372	LIBRARY CHILDREN'S BOOKS	7740	INGRAM LIBRARY SERVIC	CHILDRENS BOOKS	95342050	03/26/2026	21.06	56965	.00	0	
210-55700-372	LIBRARY CHILDREN'S BOOKS	7740	INGRAM LIBRARY SERVIC	CHILDRENS BOOKS	95363385	03/26/2026	12.63	56965	.00	0	
210-55700-372	LIBRARY CHILDREN'S BOOKS	7740	INGRAM LIBRARY SERVIC	CHILDRENS BOOKS	95400434	03/26/2026	51.75	56965	.00	0	
210-55700-372	LIBRARY CHILDREN'S BOOKS	7740	INGRAM LIBRARY SERVIC	CHILDRENS BOOKS	95400437	03/26/2026	28.34	56965	.00	0	
210-55700-372	LIBRARY CHILDREN'S BOOKS	7740	INGRAM LIBRARY SERVIC	CHILDRENS BOOKS	95400438	03/26/2026	13.79	56965	.00	0	
Total 21055700372:							1,217.16		.00		
210-55700-376	LIBRARY PROGRAMMING SUP	9017	US BANK	FOLKMANISI QUIVERS	2394-240007	03/26/2026	67.94	2013313	.00	0	
210-55700-376	LIBRARY PROGRAMMING SUP	9017	US BANK	PIGGLY WIGGL FOOD	2394-244273	03/26/2026	18.17	2013313	.00	0	
210-55700-376	LIBRARY PROGRAMMING SUP	9017	US BANK	PIGGLY WIGGL FOOD	2394-244273	03/26/2026	15.96	2013313	.00	0	
210-55700-376	LIBRARY PROGRAMMING SUP	9017	US BANK	PIGGLY WIGGL FOOD	2394-244273	03/26/2026	26.13	2013313	.00	0	
210-55700-376	LIBRARY PROGRAMMING SUP	9017	US BANK	MICHAEL STORES	2394-246921	03/26/2026	64.36	2013313	.00	0	
210-55700-376	LIBRARY PROGRAMMING SUP	9017	US BANK	DNR DEVILS LAKE STATE PARK	2394-247170	03/26/2026	90.00	2013313	.00	0	
210-55700-376	LIBRARY PROGRAMMING SUP	921751	MARIE MESSINGER	STORYTIME-BABY/EVENING, DISCUSSION	2026-02	03/05/2026	210.00	56846	.00	0	
210-55700-376	LIBRARY PROGRAMMING SUP	922718	REBECCA VANDAN	PIGGLY WIGGLY	2026-03	03/19/2026	46.59	56929	.00	0	
210-55700-376	LIBRARY PROGRAMMING SUP	922862	COLLABORATIVE SUMME	DINO POSTERS, BOOKMARKS, BANNER, STICKERS	882466	03/26/2026	82.36	56956	.00	0	
Total 21055700376:							621.51		.00		
210-55700-385	LIBRARY GRANT EXPENDITU	5035	U S CELLULAR	MONTHLY CELLULAR SERVICE- LIBRARY	0792878098	03/19/2026	51.14	56941	.00	0	
Total 21055700385:							51.14		.00		
210-55700-511	LIBRARY VEHICLE INSURANC	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL, INJUCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	116.60	56870	.00	0	
Total 21055700511:							116.60		.00		
210-55700-512	WORKERS COMPENSATION I	1870	COMMUNITY INSURANCE	WORKERS' COMPENSATION	21036	03/12/2026	125.36	56869	.00	0	

Invoice GL Account	Invoice GL Account Title	Vendor Number	Payee	Description	Invoice Number	Check Issue Date	Check Amount	Check Number	Discount Taken	GL Activity#	Job Number
Total 21055700512:							125.36		.00		
220-1650000	PREPAYMENTS	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL, INJUCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	603.34	56870	.00		0
Total 2201650000:							603.34		.00		
220-54640-343	CEMETERY FUEL	922978	WEX BANK	FUEL PURCHASES WITH REBATE	110937131	03/12/2026	124.01	56898	.00		0
Total 22054640343:							124.01		.00		
220-54640-350	CEMETERY MAINT EXP	1060	EVANSVILLE HARDWARE	BOLT U 1/2"X3.5"X5.75"	K37320	03/05/2026	15.98	56835	.00		0
220-54640-350	CEMETERY MAINT EXP	1060	EVANSVILLE HARDWARE	METAL REPAIR TAPE 50YD	K37320	03/05/2026	11.99	56835	.00		0
220-54640-350	CEMETERY MAINT EXP	1060	EVANSVILLE HARDWARE	SPLIT LOCKWASH Z 1/2	K37337	03/05/2026	9.29	56835	.00		0
220-54640-350	CEMETERY MAINT EXP	1060	EVANSVILLE HARDWARE	1/2 FLAT WASHER	K37337	03/05/2026	12.99	56835	.00		0
220-54640-350	CEMETERY MAINT EXP	1060	EVANSVILLE HARDWARE	PULL UTILITY HD 6-3/4"ZN	K37337	03/05/2026	26.36	56835	.00		0
220-54640-350	CEMETERY MAINT EXP	1060	EVANSVILLE HARDWARE	FASTENERS	K37337	03/05/2026	6.36	56835	.00		0
220-54640-350	CEMETERY MAINT EXP	2540	GORDON FLESCH CO INC	MONTHLY COPIER - CEMETERY	IN15500051	03/26/2026	.56	56962	.00		0
220-54640-350	CEMETERY MAINT EXP	2540	GORDON FLESCH CO INC	MONTHLY COPIER - CEMETERY	IN15538077	03/19/2026	.30	56918	.00		0
220-54640-350	CEMETERY MAINT EXP	9017	US BANK	MR. HEATER 60,000 BTU FORCED AIR PROPANE SPACE HEATER	3774-246921	03/26/2026	109.00	2013313	.00		0
220-54640-350	CEMETERY MAINT EXP	9017	US BANK	CONCRETE CURLING BLANKET WATERPROOF TARPS	3774-246921	03/26/2026	115.99	2013313	.00		0
220-54640-350	CEMETERY MAINT EXP	9017	US BANK	AMAZON	3774-246921	03/26/2026	138.33	2013313	.00		0
220-54640-350	CEMETERY MAINT EXP	923066	THOMPSON SAFETY LLC	FIRE EXTINGUISHER ANNUAL MAINT	MKEINU000	03/19/2026	21.98	56939	.00		0
Total 22054640350:							469.13		.00		
220-54640-360	CEMETERY UTILITIES EXPEN	5160	CITY OF EVANSVILLE	Cemetery- W & L Bill	2026-03	03/13/2026	161.92	2418	.00		0
Total 22054640360:							161.92		.00		
220-54640-361	CEMETERY COMMUNICATION	5035	U S CELLULAR	MONTHLY CELLULAR SERVICE- CEMETERY	0793619109	03/19/2026	56.46	56941	.00		0
Total 22054640361:							56.46		.00		
220-54640-511	CEMETERY VEHICLE INSURA	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL, INJUCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	371.68	56870	.00		0
Total 22054640511:							371.68		.00		

Invoice GL Account	Invoice GL Account Title	Vendor Number	Payee	Description	Invoice Number	Check Issue Date	Check Amount	Check Number	Discount Taken	GL Activity#	Job Number
220-54640-512	CEMETERY WORKERS COMP	1870	COMMUNITY INSURANCE	WORKERS' COMPENSATION	21036	03/12/2026	821.74	56869	.00	0	
Total 22054640512:							821.74		.00		
230-57960-822	ARPA CITY HALL ARCHIVE RO	923072	A & M MASONRY INC	FOUNDATION REPAIR	1554	03/26/2026	12,200.00	56949	.00	0	
Total 23057960822:							12,200.00		.00		
250-57950-751	DEVELOPMENT ASSISTANCE	9431	GROVE PARTNERS LLC	DEVELOPMENT ASSISTANCE PAYMENT	222-001112	03/12/2026	17,745.40	56884	.00	0	
Total 25057950751:							17,745.40		.00		
260-57950-751	Development Assistance	9431	GROVE PARTNERS LLC	DEVELOPMENT ASSISTANCE PAYMENT	222 0700010	03/12/2026	60,842.92	56883	.00	0	
Total 26057950751:							60,842.92		.00		
300-58940-210	PROFESSIONAL SERVICES	1560	BOND TRUST SERVICES C	PAYING AGENT FEE	103036-PA	03/31/2026	400.00	2402	.00	0	
300-58940-210	PROFESSIONAL SERVICES	1560	BOND TRUST SERVICES C	PAYING AGENT FEE	103037-PA	03/31/2026	400.00	2404	.00	0	
300-58940-210	PROFESSIONAL SERVICES	1560	BOND TRUST SERVICES C	PAYING AGENT FEE	103038-PA	03/31/2026	400.00	2406	.00	0	
300-58940-210	PROFESSIONAL SERVICES	1560	BOND TRUST SERVICES C	PAYING AGENT FEE	103041-PA	03/31/2026	400.00	2412	.00	0	
300-58940-210	PROFESSIONAL SERVICES	1560	BOND TRUST SERVICES C	PAYING AGENT FEE	103042-PA	03/31/2026	400.00	2414	.00	0	
300-58940-210	PROFESSIONAL SERVICES	1560	BOND TRUST SERVICES C	PAYING AGENT FEE	103043-PA	03/31/2026	400.00	2416	.00	0	
Total 30058940210:							2,400.00		.00		
300-58940-610	PRINCIPAL PAYMENT	8855	BOARD OF COM OF PUBLI	TRUST LOAN FUND 744 #02018030.01 PRIN	0000022005	03/12/2026	27,655.32	2400	.00	0	
300-58940-610	PRINCIPAL PAYMENT	8855	BOARD OF COM OF PUBLI	TRUST LOAN FUND 744 #02018030.01 PRIN	0000022005	03/12/2026	46,092.20	2400	.00	0	
300-58940-610	PRINCIPAL PAYMENT	1560	BOND TRUST SERVICES C	\$3,205,000.00 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2025A	343675	03/31/2026	275,000.00	2415	.00	0	
300-58940-610	PRINCIPAL PAYMENT	1560	BOND TRUST SERVICES C	\$1,855,000.00 GENERAL OBLIGATION REFUNDING BONDS, SERIES 2017A	329849	03/31/2026	205,000.00	2403	.00	0	
300-58940-610	PRINCIPAL PAYMENT	1560	BOND TRUST SERVICES C	\$2,420,000.00 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2021C	340031	03/31/2026	200,000.00	2405	.00	0	
300-58940-610	PRINCIPAL PAYMENT	1560	BOND TRUST SERVICES C	\$1,305,000.00 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2022C	340983	03/31/2026	85,000.00	2409	.00	0	
300-58940-610	PRINCIPAL PAYMENT	1560	BOND TRUST SERVICES C	\$15,205,000.00 GENERAL OBLIGATION CORPORATE PURPOSE BONDS, SERIES 2023A	341852	03/31/2026	160,000.00	2411	.00	0	
300-58940-610	PRINCIPAL PAYMENT	1560	BOND TRUST SERVICES C	\$3,030,000.00 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2024A	342419	03/31/2026	90,000.00	2413	.00	0	
300-58940-610	PRINCIPAL PAYMENT	1560	BOND TRUST SERVICES C	\$460,000.00 TAXABLE GENERAL OBLIGATION REFUNDING BONDS, SERIES 2012A	38431	03/31/2026	35,000.00	2401	.00	0	
300-58940-610	PRINCIPAL PAYMENT	2000	THE DEPOSITORY TRUST	\$4,180,000 GO NOTES 2018A	9K9083A-03	03/31/2026	445,000.00	2423	.00	0	

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300-58940-610	PRINCIPAL PAYMENT	2000	THE DEPOSITORY TRUST	\$1,270,000 GO NOTES 2019B	9K9083B-03	03/31/2026	100,000.00	2422	.00	0	
Total 30058940610:							1,668,747.52		.00		
300-58940-620	INTEREST PAYMENTS	8855	BOARD OF COM OF PUBLI	TRUST LOAN FUND 744 #02018030.01 INT	0000022005	03/12/2026	4,092.19	2400	.00	0	
300-58940-620	INTEREST PAYMENTS	8855	BOARD OF COM OF PUBLI	TRUST LOAN FUND #02011159.01 INT	0000022005	03/12/2026	6,820.32	2400	.00	0	
300-58940-620	INTEREST PAYMENTS	1560	BOND TRUST SERVICES C	\$3,205,000.00 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2025A	343675	03/31/2026	41,665.00	2415	.00	0	
300-58940-620	INTEREST PAYMENTS	1560	BOND TRUST SERVICES C	\$1,855,000.00 GENERAL OBLIGATION REFUNDING BONDS, SERIES 2017A	329849	03/31/2026	4,350.00	2403	.00	0	
300-58940-620	INTEREST PAYMENTS	1560	BOND TRUST SERVICES C	\$2,420,000.00 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2021C	340031	03/31/2026	9,942.50	2405	.00	0	
300-58940-620	INTEREST PAYMENTS	1560	BOND TRUST SERVICES C	\$1,305,000.00 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2022C	340983	03/31/2026	11,375.00	2409	.00	0	
300-58940-620	INTEREST PAYMENTS	1560	BOND TRUST SERVICES C	\$15,205,000.00 GENERAL OBLIGATION CORPORATE PURPOSE BONDS, SERIES 2023A	341852	03/31/2026	358,187.50	2411	.00	0	
300-58940-620	INTEREST PAYMENTS	1560	BOND TRUST SERVICES C	\$3,030,000.00 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2024A	342419	03/31/2026	59,675.00	2413	.00	0	
300-58940-620	INTEREST PAYMENTS	1560	BOND TRUST SERVICES C	\$460,000.00 TAXABLE GENERAL OBLIGATION REFUNDING BONDS, SERIES 2012A	38431	03/31/2026	1,365.00	2401	.00	0	
Total 30058940620:							497,472.51		.00		
400-52200-840	Police Equipment Purchase	2630	GENERAL COMMUNICATI	REMOVE WATCHGUARD VIDEO SYSTEM & INTSALL NEW SYSTEM	355082	03/19/2026	1,120.00	56914	.00	0	
400-52200-840	Police Equipment Purchase	923143	MYSTAIRE INC.	48" LATITUDE FENTANYL SERIES	0020937-IN	03/19/2026	9,350.00	56924	.00	0	
400-52200-840	Police Equipment Purchase	923143	MYSTAIRE INC.	SAND 48W X 30D X 36H FOR 4' L	0020937-IN	03/19/2026	3,235.00	56924	.00	0	
Total 40052200840:							13,705.00		.00		
400-53300-802	PW Landscaping/Sidewalk Prog	922943	JB JOHNSON BROS. LLC	TID 6 SIDEWALKS	EV105 WAT	03/26/2026	16,658.95	56966	.00	0	
Total 40053300802:							16,658.95		.00		
400-53300-840	PW Equipment Purchase	1985	DECKER SUPPLY CO INC	30 WATT SOLAR BASIC SIGN SYSTEM/CONTROLLER	935708	03/26/2026	1,974.90	56957	.00	2026008	
400-53300-840	PW Equipment Purchase	1985	DECKER SUPPLY CO INC	SQUARE TOP POLE MOUNT, TRUE SOUTH AIM, FOR TRAFFICALM, SOLAR PANEL	935708	03/26/2026	226.60	56957	.00	2026008	
400-53300-840	PW Equipment Purchase	1985	DECKER SUPPLY CO INC	SIGNALERT 30" FLASHIER RING STOP SIGN	935708	03/26/2026	1,063.00	56957	.00	2026008	
400-53300-840	PW Equipment Purchase	1985	DECKER SUPPLY CO INC	30 WATT SOLAR POWERED INTELLIGENT SIGN CONTROLLER	935709	03/26/2026	1,293.90	56957	.00	2026008	
400-53300-840	PW Equipment Purchase	1985	DECKER SUPPLY CO INC	30W SOLAR POWERED COLLABORATOR COMMUNICATES & CAMMANDED BY TC CONTROLLER	935709	03/26/2026	1,199.50	56957	.00	2026008	
400-53300-840	PW Equipment Purchase	1985	DECKER SUPPLY CO INC	TRAFFIC CALM RECTRANGULAR							

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				RAPID FLASHING BEACON	935709	03/26/2026	2,559.20	56957	.00	2026008	
400-53300-840	PW Equipment Purchase	1985	DECKER SUPPLY CO INC	BDL3-Y BULLDOG III PUSHBUTTON	935709	03/26/2026	795.40	56957	.00	2026008	
400-53300-840	PW Equipment Purchase	1985	DECKER SUPPLY CO INC	SQUARE TOP POLE MOUNT, TRUE SOUTH AIM, FOR TRAFFICALM, SOLAR PANEL	935709	03/26/2026	226.60	56957	.00	2026008	
400-53300-840	PW Equipment Purchase	1985	DECKER SUPPLY CO INC	PEDESTRIAN ADVANCE SYMBOL	935709	03/26/2026	230.00	56957	.00	2026008	
400-53300-840	PW Equipment Purchase	1985	DECKER SUPPLY CO INC	DIAGONAL ARROW DOWN LEFT	935709	03/26/2026	45.90	56957	.00	2026008	
400-53300-840	PW Equipment Purchase	1985	DECKER SUPPLY CO INC	DIAGONAL ARROW DOWN RIGHT	935709	03/26/2026	170.90	56957	.00	2026008	
Total 40053300840:							9,785.90		.00		
400-53300-860	PW Road Construction	2942	JEFF'S PLUMBING & HEAT	HOOKED UP NEW SEWER LINE TO HOUSE, RAN NEW DRAIN FOR WATER SOFTENER DISCHARGE	2025-10-2	03/19/2026	856.80	56921	.00	2025018	
400-53300-860	PW Road Construction	5690	WIS DEPT OF TRANSPOR	MADISON STREET	395-0000431	03/12/2026	8,273.33	56899	.00	2026012	
400-53300-860	PW Road Construction	4990	TOWN & COUNTRY ENIN	2026 LONGFIELD STREET & UTILITY IMPROVEMENTS	29290	03/05/2026	4,279.72	56854	.00	2026015	
400-53300-860	PW Road Construction	90606	RAILROAD MANAGEMENT	PL-LICENSE FEES, PRESET	544449	03/05/2026	1,325.70	56850	.00	2026013	
Total 40053300860:							14,735.55		.00		
400-55700-821	Library Building Improvements	922947	DESTREE DESIGN ARCHI	PROJECT ASSOCIATE JC	15323	03/05/2026	80.00	56831	.00	0	
400-55700-821	Library Building Improvements	923002	NORTH AMERICAN MECH	HAIL DAMAGE INSULATION REPAIR	940001029	03/26/2026	3,960.00	56971	.00	0	
400-55700-821	Library Building Improvements	923042	RENAISSANCE ROOFING I	REPAIR TORN ROOF WRAP COVERING HAIL DAMAGE BEFORE STORM	26030054	03/26/2026	3,094.13	56973	.00	0	
Total 40055700821:							7,134.13		.00		
600-1650000	PREPAYMENTS	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL, INJUCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	1,452.62	56870	.00	0	
Total 6001650000:							1,452.62		.00		
600-53500-210	WWTP PROFESSIONAL SERVI	4990	TOWN & COUNTRY ENIN	2026 OPPERATIONAL ASSISTANCE	29371	03/05/2026	1,592.50	56854	.00	0	
600-53500-210	WWTP PROFESSIONAL SERVI	1712	CERTIFIED BALANCE & SC	CLEANING & CALIBRATION OF DISSOLVED OXYGEN METER	26932	03/19/2026	269.00	56905	.00	0	
600-53500-210	WWTP PROFESSIONAL SERVI	1712	CERTIFIED BALANCE & SC	ADD PROBE ON YSI 4010-2W	26932	03/19/2026	110.00	56905	.00	0	
600-53500-210	WWTP PROFESSIONAL SERVI	1712	CERTIFIED BALANCE & SC	YSI OBOD CAP KIT & PROGRAMMING	26932	03/19/2026	235.00	56905	.00	0	
600-53500-210	WWTP PROFESSIONAL SERVI	1062	SJE	SEINOR SERVICE	CD99609502	03/12/2026	595.00	56894	.00	0	
600-53500-210	WWTP PROFESSIONAL SERVI	1062	SJE	MILAGE	CD99609502	03/12/2026	33.12	56894	.00	0	
600-53500-210	WWTP PROFESSIONAL SERVI	1062	SJE	REPLACEMENT BATTERY FOR A 1747- L532	CD99609502	03/12/2026	38.96	56894	.00	0	
Total 60053500210:							2,873.58		.00		

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600-53500-214	WWTP LABORATORY SERVIC	8901	AGSOURCE COOP SERVI	BOD-5DAY/CHLORIDE/LAB FILTRATION/NITROGEN,PHOSPHORU S, SOLIDS	PS-INV4581	03/05/2026	50.00	56820	.00	0	
600-53500-214	WWTP LABORATORY SERVIC	8901	AGSOURCE COOP SERVI	BOD-5DAY/CHLORIDE/LAB FILTRATION/NITROGEN,PHOSPHORU S, SOLIDS	PS-INV4590	03/12/2026	50.00	56865	.00	0	
600-53500-214	WWTP LABORATORY SERVIC	8901	AGSOURCE COOP SERVI	BOD-5DAY/CHLORIDE/LAB FILTRATION/NITROGEN,PHOSPHORU S, SOLIDS	PS-INV4597	03/19/2026	996.75	56900	.00	0	
Total 60053500214:							1,096.75		.00		
600-53500-310	WWTP GEN OFFICE SUPPLIE	2540	GORDON FLESCH CO INC	MONTHLY COPIER - WWTP OFFICE	IN15500051	03/26/2026	.01	56962	.00	0	
600-53500-310	WWTP GEN OFFICE SUPPLIE	2540	GORDON FLESCH CO INC	MONTHLY COPIER - WWTP OFFICE	IN15538077	03/19/2026	.01	56918	.00	0	
Total 60053500310:							.02		.00		
600-53500-330	WWTP PROFESSIONAL DEVL	9017	US BANK	MEAL REIB - MIDWEST WATER & WASTEWATER EXPO	3774-240552	03/26/2026	76.84	2013313	.00	0	
600-53500-330	WWTP PROFESSIONAL DEVL	9017	US BANK	KALAHARI RESORT - MIDWEST WATER & WASTEWATER EXPO X 3	3774-243254	03/26/2026	447.00	2013313	.00	0	
600-53500-330	WWTP PROFESSIONAL DEVL	9017	US BANK	KALAHARI RESORT - MIDWEST WATER & WASTEWATER EXPO	3774-243254	03/26/2026	93.06	2013313	.00	0	
600-53500-330	WWTP PROFESSIONAL DEVL	9017	US BANK	MEAL REIB - MIDWEST WATER & WASTEWATER EXPO	3774-243254	03/26/2026	15.48	2013313	.00	0	
600-53500-330	WWTP PROFESSIONAL DEVL	9017	US BANK	PIGGLY WIGGL FOOD	3774-244273	03/26/2026	8.34	2013313	.00	0	
Total 60053500330:							640.72		.00		
600-53500-340	WWTP GENERAL PLANT SUPP	1060	EVANSVILLE HARDWARE	EX CORD 12/3SJTW YL 25	K37436	03/05/2026	134.97	56835	.00	0	
Total 60053500340:							134.97		.00		
600-53500-355	WWTP PLANT MAINT & REPAI	921619	GOLZ ELECTRIC	WWTP LIGHTS	4219	03/19/2026	850.64	56917	.00	0	
600-53500-355	WWTP PLANT MAINT & REPAI	923066	THOMPSON SAFETY LLC	10LB ABC FIRE EXT, FIRE EXTINGUISHER ANNUAL MAINT	MKEINU000	03/19/2026	289.89	56939	.00	0	
600-53500-355	WWTP PLANT MAINT & REPAI	923066	THOMPSON SAFETY LLC	FIRE PARTS & SERVICE CHARGE	MKEINU000	03/19/2026	109.99	56939	.00	0	
Total 60053500355:							1,250.52		.00		
600-53500-361	WWTP COMMUNICATIONS	9017	US BANK	APPLE BUSINESS MANAGER & BUSINESS ESSENTIALS MDM	6123-246921	03/26/2026	2.58	2013313	.00	0	
600-53500-361	WWTP COMMUNICATIONS	1730	CHARTER COMMUNICATI	CHARTER SPECTRUM WWTP	0033616030	03/19/2026	179.60	56907	.00	0	
600-53500-361	WWTP COMMUNICATIONS	1730	CHARTER COMMUNICATI	M365 ACCOUNTS - SEWER	2336729010	03/19/2026	20.55	56906	.00	0	
600-53500-361	WWTP COMMUNICATIONS	1850	COMPUTER KNOW HOW L	MICROSOFT 365 - SEWER	BDR-0326	03/19/2026	45.23	56908	.00	0	
600-53500-361	WWTP COMMUNICATIONS	1850	COMPUTER KNOW HOW L	BDR BACKUP SYSTEM-SEWER	BDR-0326	03/19/2026	8.43	56908	.00	0	
600-53500-361	WWTP COMMUNICATIONS	5035	U S CELLULAR	MONTHLY CELLULAR SERVICE- WWTP	0793619109	03/19/2026	41.40	56941	.00	0	

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Total 60053500361:							297.79		.00		
600-53500-362	WWTP ELECTRIC/WATER EXP	5160	CITY OF EVANSVILLE	Disposal Plant - W & L Bill	2026-03	03/13/2026	4,980.86	2418	.00	0	
Total 60053500362:							4,980.86		.00		
600-53500-363	WWTP NATURAL GAS EXP	5600	WE ENERGIES	MONTHLY GAS SERVICE-WWTP	00008-0226	03/05/2026	3,075.14	56858	.00	0	
Total 60053500363:							3,075.14		.00		
600-53500-511	WWTP VEHICLE INSURANCE	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL, INJUCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	968.67	56870	.00	0	
Total 60053500511:							968.67		.00		
600-53500-512	WORKERS COMPENSATION I	1870	COMMUNITY INSURANCE	WORKERS' COMPENSATION	21036	03/12/2026	1,955.16	56869	.00	0	
Total 60053500512:							1,955.16		.00		
600-53500-850	Sanitary Sewer Construction	4990	TOWN & COUNTRY ENGIN	LINCOLN LIFT STATION PRELIMINRY ENGINEERING	29367	03/05/2026	881.48	56854	.00	2024038	
Total 60053500850:							881.48		.00		
600-53510-512	SAN SEWER WORK COMP INS	1870	COMMUNITY INSURANCE	WORKERS' COMPENSATION	21036	03/12/2026	344.50	56869	.00	0	
Total 60053510512:							344.50		.00		
600-53510-850	STREET RECONSTRUCTION	4990	TOWN & COUNTRY ENGIN	2026 LONGFIELD STREET & UTILITY IMPROVEMENTS	29290	03/05/2026	6,998.75	56854	.00	2026015	
Total 60053510850:							6,998.75		.00		
600-53520-355	LIFT STATION MAINT & REPAI	923136	JOHN FABICK TRACTOR C	TROUBLESHOOT ENGINE COOLANT HEATER	SIMS010679	03/05/2026	688.26	56844	.00	0	
Total 60053520355:							688.26		.00		
600-53520-360	LIFT STATION UTILITIES	5160	CITY OF EVANSVILLE	Lift Pump - W & L Bill	2026-03	03/13/2026	2,374.28	2418	.00	0	
600-53520-360	LIFT STATION UTILITIES	5600	WE ENERGIES	MONTHLY GAS SERVICE-LIFT PUMP	00006-0226	03/05/2026	14.87	56858	.00	0	

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Total 60053520360:							2,389.15		.00		
610-53580-210	PROFESSIONAL SERVICES	1560	BOND TRUST SERVICES C	PAYING AGENT FEE	103039-PA	03/31/2026	500.00	2408	.00	0	
610-53580-210	PROFESSIONAL SERVICES	1560	BOND TRUST SERVICES C	PAYING AGENT FEE	103040-PA	03/31/2026	400.00	2410	.00	0	
Total 61053580210:							900.00		.00		
610-53580-512	STORMWATER WORKERS CO	1870	COMMUNITY INSURANCE	WORKERS' COMPENSATION	21036	03/12/2026	515.22	56869	.00	0	
Total 61053580512:							515.22		.00		
610-53580-530	PRINCIPAL DEBT PAYMENT	1560	BOND TRUST SERVICES C	\$790,000.00 GENERAL OBLIGATION SEWERAGE BONDS, SERIES 2021D	340032	03/31/2026	35,000.00	2407	.00	0	
Total 61053580530:							35,000.00		.00		
610-53580-620	INTEREST ON LONG-TERM DE	1560	BOND TRUST SERVICES C	\$790,000.00 GENERAL OBLIGATION SEWERAGE BONDS, SERIES 2021D	340032	03/31/2026	4,927.50	2407	.00	0	
Total 61053580620:							4,927.50		.00		
610-53580-850	STWT ROAD CONSTRUCTION	4990	TOWN & COUNTRY ENGIN	2026 LONGFIELD STREET & UTILITY IMPROVEMENTS	29290	03/05/2026	3,145.78	56854	.00	2026015	
Total 61053580850:							3,145.78		.00		
620-1165000	PREPAYMENTS	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL, INJUNCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	2,354.55	56870	.00	0	
Total 6201165000:							2,354.55		.00		
620-2238040	OASI (FICA)	2442	FICA/FWT DEPOSIT - EFTP	SOC SEC/MED/FWT SOCIAL SECURITY Pay Period: 03/06/2026	PR0306261	03/16/2026	1,484.56	2421	.00	0	
620-2238040	OASI (FICA)	2442	FICA/FWT DEPOSIT - EFTP	SOC SEC/MED/FWT MEDICARE Pay Period: 03/06/2026	PR0306261	03/16/2026	347.20	2421	.00	0	
620-2238040	OASI (FICA)	2442	FICA/FWT DEPOSIT - EFTP	SOC SEC/MED/FWT MEDICARE Pay Period: 03/06/2026	PR0306261	03/16/2026	347.20	2421	.00	0	
620-2238040	OASI (FICA)	2442	FICA/FWT DEPOSIT - EFTP	SOC SEC/MED/FWT SOCIAL SECURITY Pay Period: 02/20/2026	PR0220261	03/03/2026	1,294.44	2398	.00	0	
620-2238040	OASI (FICA)	2442	FICA/FWT DEPOSIT - EFTP	SOC SEC/MED/FWT MEDICARE Pay Period: 02/20/2026	PR0220261	03/03/2026	302.73	2398	.00	0	
620-2238040	OASI (FICA)	2442	FICA/FWT DEPOSIT - EFTP	SOC SEC/MED/FWT MEDICARE Pay Period: 02/20/2026	PR0220261	03/03/2026	302.73	2398	.00	0	
620-2238040	OASI (FICA)	2442	FICA/FWT DEPOSIT - EFTP	SOC SEC/MED/FWT SOCIAL SECURITY Pay Period: 03/20/2026	PR0320261	03/30/2026	1,339.69	2427	.00	0	

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620-2238040	OASI (FICA)	2442	FICA/FWT DEPOSIT - EFTP	SOC SEC/MED/FWT MEDICARE Pay Period: 03/20/2026	PR0320261	03/30/2026	313.32	2427	.00	0	
620-2238040	OASI (FICA)	2442	FICA/FWT DEPOSIT - EFTP	SOC SEC/MED/FWT MEDICARE Pay Period: 03/20/2026	PR0320261	03/30/2026	313.32	2427	.00	0	
Total 6202238040:							6,045.19		.00		
620-52427-000	DEBT PAYMENTS	2000	THE DEPOSITORY TRUST	\$1,270,000 GO NOTES 2019B	9K9083B-03	03/31/2026	50,000.00	2422	.00	0	
Total 62052427000:							50,000.00		.00		
620-52622-002	OPER POWER PURCHASED F	5160	CITY OF EVANSVILLE	Well #1/#2/Water - W & L Bill	2026-03	03/13/2026	4,937.55	2418	.00	0	
Total 62052622002:							4,937.55		.00		
620-52625-002	MAINT PUMP BUILDINGS & EQ	923066	THOMPSON SAFETY LLC	10LB ABC 6YR INTERNAL MAINT, 5LB ABC HYDROSTIATIC TEST, 5LB ABC FIRE EXT, FIRE EXTINGUISHER ANNUAL MAINT	MKEINU000	03/19/2026	252.10	56939	.00	0	
Total 62052625002:							252.10		.00		
620-52631-002	OPER WATER TREATMENT CH	9218	WI STATE LABORATORY O	FLORIDE	835808	03/05/2026	31.00	56861	.00	0	
620-52631-002	OPER WATER TREATMENT CH	3342	MARTELLE WATER TREAT	SODIUM HYPOCHLORITE BULK	31067	03/05/2026	505.00	56847	.00	0	
620-52631-002	OPER WATER TREATMENT CH	3342	MARTELLE WATER TREAT	FUEL SURCHARGE	31067	03/05/2026	30.00	56847	.00	0	
620-52631-002	OPER WATER TREATMENT CH	3342	MARTELLE WATER TREAT	PVC CORP STOP ASSEMBLIES	31061	03/05/2026	405.00	56847	.00	0	
620-52631-002	OPER WATER TREATMENT CH	3342	MARTELLE WATER TREAT	WALCHEM INJECTOR-CAN-1VC-7	31061	03/05/2026	189.00	56847	.00	0	
620-52631-002	OPER WATER TREATMENT CH	3342	MARTELLE WATER TREAT	3/8 INCH TUBING - 100'	31061	03/05/2026	64.00	56847	.00	0	
620-52631-002	OPER WATER TREATMENT CH	3342	MARTELLE WATER TREAT	INSTALLATION LABOR	31061	03/05/2026	130.00	56847	.00	0	
620-52631-002	OPER WATER TREATMENT CH	3342	MARTELLE WATER TREAT	TRAVEL	31061	03/05/2026	95.00	56847	.00	0	
620-52631-002	OPER WATER TREATMENT CH	90802	USA BLUE BOOK	HACH FLUORIDE REAGENT ARSENIC FREE	INV0099928	03/26/2026	329.25	56977	.00	0	
Total 62052631002:							1,778.25		.00		
620-52651-002	MAINT MAINS	2675	GRAINGER	PRESSURE GAGE WITH INTERNAL SEAL	9851375312	03/26/2026	50.38	56963	.00	0	
Total 62052651002:							50.38		.00		
620-52651-003	CAPITAL PROJECTS MAINS	4990	TOWN & COUNTRY ENGIN	2026 LONGFIELD STREET & UTILITY IMPROVEMENTS	29290	03/05/2026	6,218.41	56854	.00	2026015	
Total 62052651003:							6,218.41		.00		
620-52651-004	CAPITAL WATER OTHER	921973	WATER WELL SOLUTIONS	WELL NO 3 PULL AND INSPECT	261024	03/05/2026	74,585.00	56857	.00	2026032	

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620-52651-004	CAPITAL WATER OTHER	921973	WATER WELL SOLUTIONS	WELL NO 3 PULL AND INSPECT	261049	03/26/2026	18,010.00	56980	.00	0	
Total 62052651004:							92,595.00		.00		
620-52652-002	MAINT SERVICES	2565	G FOX & SON INC	REPAIR WATER LEAK ON SERVICE LINE HIT BY INTERCON	3426	03/12/2026	3,725.00	56881	.00	0	
Total 62052652002:							3,725.00		.00		
620-52653-002	MAINT METERS	1060	EVANSVILLE HARDWARE	M18 TOPOFF POWER SUPPLY	K37213	03/05/2026	113.00	56834	.00	0	
620-52653-002	MAINT METERS	1060	EVANSVILLE HARDWARE	INSTANT SAVINGS	K37213	03/05/2026	14.00	56834	.00	0	
Total 62052653002:							99.00		.00		
620-52655-002	MAINT MAINTENANCE OF OT	1230	VESTIS	MAT NYLON/RUBBER, FIRST AID SERVICE, SERVICE CHARGE - W & L	6140770892	03/12/2026	28.64	56897	.00	0	
620-52655-002	MAINT MAINTENANCE OF OT	1230	VESTIS	MAT NYLON/RUBBER, FIRST AID SERVICE, SERVICE CHARGE - W & L	6140774934	03/19/2026	28.64	56944	.00	0	
620-52655-002	MAINT MAINTENANCE OF OT	1230	VESTIS	MAT NYLON/RUBBER, FIRST AID SERVICE, SERVICE CHARGE - W & L	6140779019	03/26/2026	29.42	56979	.00	0	
Total 62052655002:							86.70		.00		
620-52902-002	OPER ACCOUNTING & COLLE	7605	GREATAMERICA FINANCIA	WATER	41318080	03/05/2026	58.63	56840	.00	0	
Total 62052902002:							58.63		.00		
620-52903-002	OPER READING & COLLECTIN	2880	INFOSEND INC	POSTAGE CHARGES	305956	03/12/2026	507.52	56886	.00	0	
620-52903-002	OPER READING & COLLECTIN	2880	INFOSEND INC	SUPPLIES	305956	03/12/2026	218.87	56886	.00	0	
Total 62052903002:							726.39		.00		
620-52921-002	OPER OFFICE SUPPLIES & EX	2540	GORDON FLESCH CO INC	MONTHLY COPIER - W & L OFFICE	IN15500051	03/26/2026	12.23	56962	.00	0	
620-52921-002	OPER OFFICE SUPPLIES & EX	2540	GORDON FLESCH CO INC	MONTHLY COPIER - W & L OFFICE	IN15538077	03/19/2026	6.47	56918	.00	0	
620-52921-002	OPER OFFICE SUPPLIES & EX	1090	AT&T	MONTHLY AT& T CHARGES	6088822281	03/19/2026	27.30	56901	.00	0	
Total 62052921002:							46.00		.00		
620-52925-002	OPER INJURIES & DAMAGE	1870	COMMUNITY INSURANCE	WORKERS' COMPENSATION	21036	03/12/2026	2,253.40	56869	.00	0	
620-52925-002	OPER INJURIES & DAMAGE	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL, INJUCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	1,469.01	56870	.00	0	
Total 62052925002:							3,722.41		.00		

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620-52930-002	OPER MISC GENERAL EXPEN	5160	CITY OF EVANSVILLE	Water-West/East Buildings - W&L Bill	2026-03	03/13/2026	457.80	2418	.00	0	
620-52930-002	OPER MISC GENERAL EXPEN	9017	US BANK	APPLE BUSINESS MANAGER & BUSINESS ESSENTIALS MDM	6123-246921	03/26/2026	3.44	2013313	.00	0	
620-52930-002	OPER MISC GENERAL EXPEN	1730	CHARTER COMMUNICATI	M365 ACCOUNTS - WATER	2336729010	03/19/2026	27.40	56906	.00	0	
620-52930-002	OPER MISC GENERAL EXPEN	1850	COMPUTER KNOW HOW L	MICROSOFT 365 - WATER	BDR-0326	03/19/2026	60.30	56908	.00	0	
620-52930-002	OPER MISC GENERAL EXPEN	1850	COMPUTER KNOW HOW L	BDR BACKUP SYSTEM-WATER	BDR-0326	03/19/2026	11.25	56908	.00	0	
620-52930-002	OPER MISC GENERAL EXPEN	922873	APG OF SOUTHERN WISC	PLAN COMMISSION LAND DIVISION, CONDITIONAL USE, REZONING	404170	03/05/2026	1.57	56821	.00	0	
620-52930-002	OPER MISC GENERAL EXPEN	922873	APG OF SOUTHERN WISC	SUBSTATION CONSTRUCTION BIDS	405538	03/26/2026	5.30	56950	.00	0	
620-52930-002	OPER MISC GENERAL EXPEN	922873	APG OF SOUTHERN WISC	2026 STREET & UTILITY IMPROVEMENTS - LONGFIELD STREET	405990	03/26/2026	10.20	56950	.00	0	
620-52930-002	OPER MISC GENERAL EXPEN	922873	APG OF SOUTHERN WISC	CITY OF EVANSVILLE & TOWN OF PORTER JOIN PUBLIC HEARING BOUNDARY AGREEMENT	406034	03/26/2026	.36	56950	.00	0	
620-52930-002	OPER MISC GENERAL EXPEN	922951	ROCK VALLEY PUBLISHIN	2026 STREET & UTILITY IMPROVEMENTS - LONGFIELD STREET	483515	03/26/2026	8.48	56975	.00	0	
620-52930-002	OPER MISC GENERAL EXPEN	922951	ROCK VALLEY PUBLISHIN	PUBLIC HEARING WITH TOWN OF PORTER	483542	03/26/2026	.64	56975	.00	0	
620-52930-002	OPER MISC GENERAL EXPEN	922951	ROCK VALLEY PUBLISHIN	VOTING BY ABSENTEE BALLOT	483586	03/26/2026	4.84	56975	.00	0	
Total 62052930002:							591.58		.00		
620-52930-130	WATER SAFETY & PPE	91058	ELECTRICAL TESTING LA	EA LINE HOSE TESTED	44854	03/05/2026	156.00	56832	.00	0	
Total 62052930130:							156.00		.00		
620-52930-251	IT SERVICE & EQUIP	1730	CHARTER COMMUNICATI	CHARTER SPECTRUM W&L WATER	1708302010	03/12/2026	65.00	56867	.00	0	
620-52930-251	IT SERVICE & EQUIP	1730	CHARTER COMMUNICATI	CHARTER SPECTRUM W&L WATER	2504625010	03/12/2026	50.00	56867	.00	0	
620-52930-251	IT SERVICE & EQUIP	1850	COMPUTER KNOW HOW L	UNIFI WIRELESS ACCESS POINT	44594	03/19/2026	124.50	56908	.00	0	
620-52930-251	IT SERVICE & EQUIP	5035	U S CELLULAR	MONTHLY CELLULAR SERVICE-W&L	0793712794	03/19/2026	47.59	56941	.00	0	
Total 62052930251:							287.09		.00		
620-52930-330	PROFESSIONAL DEVELOPME	9017	US BANK	AVID HOTEL - TRAINING	9864-249430	03/26/2026	49.95	2013313	.00	0	
Total 62052930330:							49.95		.00		
620-52930-343	TRANSPORTATION FUEL	1090	AT&T MOBILTY	MONTHLY AT& T CHARGES	2873406521	03/26/2026	69.24	56952	.00	0	
620-52930-343	TRANSPORTATION FUEL	922978	WEX BANK	FUEL PURCHASES WITH REBATE	110937131	03/12/2026	136.58	56898	.00	0	
Total 62052930343:							205.82		.00		
620-52935-002	MAINT MAINTENANCE OF GE	1060	EVANSVILLE HARDWARE	NOZZLE TWIST 4" BRASS, LEADER HOSE 6', FLXZLA SWVL HOSE	K37377	03/05/2026	65.77	56834	.00	0	

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620-52935-002	MAINT MAINTENANCE OF GE	5600	WE ENERGIES	MONTHLY GAS SERVICE-BLDG EAST	00004-0226	03/05/2026	434.75	56858	.00	0	
620-52935-002	MAINT MAINTENANCE OF GE	5600	WE ENERGIES	MONTHLY GAS SERVICE-BLDG WEST	00009-0226	03/05/2026	345.01	56858	.00	0	
Total 62052935002:							845.53		.00		
630-1107001	CONSTRUCTION WIP	4422	SCHLITTLER CONSTRUCT	WATERMAIN LEAK MADISON ST	2162	03/19/2026	2,075.00	56932	.00	0	26-25-0004-E-1
Total 6301107001:							2,075.00		.00		
630-1142001	AR - ELECTRIC	922872	SCOTT & JOAN SMITH	REFUND OVERPAYMENT	2026 REFUN	03/19/2026	204.01	56933	.00	0	
Total 6301142001:							204.01		.00		
630-1143010	Other Accts Rec.-Solar Buyback	5520	WPPI ENERGY	RENEWABLE ENERGY VOLUME DISCOUNT	42-22026	03/26/2026	20.00	2399	.00	0	
Total 6301143010:							20.00		.00		
630-1150001	INVENTORY - ELECTRIC	9149	RESCO	WIRE - #6 URD DUPLEX	3101419	03/19/2026	4,356.00	56930	.00	0	
630-1150001	INVENTORY - ELECTRIC	9149	RESCO	WIRE - #6 URD DUPLEX	3103882	03/12/2026	4,356.00	56891	.00	0	
630-1150001	INVENTORY - ELECTRIC	9149	RESCO	WIRE, 4/0-4/0-2/0 AL SWEETBRIAR	3104811	03/12/2026	5,297.35	56891	2.65	0	
630-1150001	INVENTORY - ELECTRIC	9149	RESCO	7FT FIBER STICK/SUY STR INS 5/8X7/8	3106581	03/26/2026	898.35	56974	.45	0	
630-1150001	INVENTORY - ELECTRIC	9149	RESCO	3 FT FIBER STICK/GCTE15-36 GUY STRAIN INSULATOR	3106745	03/26/2026	1,349.32	56974	.68	0	
630-1150001	INVENTORY - ELECTRIC	923145	B & C	1" PETRO SPLICE	11626B	03/26/2026	374.00	56953	.00	0	
630-1150001	INVENTORY - ELECTRIC	923145	B & C	2" PETRO SPLICE	11626B	03/26/2026	294.20	56953	.00	0	
Total 6301150001:							8,213.22		3.78		
630-1165000	PREPAYMENTS	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL, INJUCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	8,191.94	56870	.00	0	
Total 6301165000:							8,191.94		.00		
630-2238080	WI SALES TAX	5560	WISCONSIN DEPT OF REV	SALES USE TAX	2026-03 SAL	03/19/2026	9,018.43	2419	.00	0	
Total 6302238080:							9,018.43		.00		
630-2252001	CUSTOMER CONST ADV >01/0	922872	BILL KARLS	REFUND OF ESTIMATE PAYMENT	2026 REFUN	03/05/2026	6,107.54	56824	.00	0	
Total 6302252001:							6,107.54		.00		

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630-2253021	CTC ENERGY CONSERVATION	91020	SEERA	FOCUS ON ENERGY - FEB PAYMENT	2026-02	03/19/2026	2,486.07	56936	.00	0	
Total 6302253021:							2,486.07		.00		
630-2253022	WPPI REIMBURSEMENTS	922872	MICHELLE DALTON	ELECTRIC VEHICLE REBATE	2026 REFUN	03/05/2026	250.00	56849	.00	0	
Total 6302253022:							250.00		.00		
630-2253031	RENEWABLE ENERGY	5520	WPPI ENERGY	GREEN POWER (RENEWABLE ENERGY)	42-22026	03/26/2026	554.00	2399	.00	0	
Total 6302253031:							554.00		.00		
630-41400-001	OPERATING & OTHER REVEN	5560	WISCONSIN DEPT OF REV	SALES USE TAX-DISCOUNT	2026-03 SAL	03/19/2026	67.79-	2419	.00	0	
Total 63041400001:							67.79-		.00		
630-51555-300	POWER PURCHASED	5520	WPPI ENERGY	PURCHASE POWER (TOTAL POWER COST)	42-22026	03/26/2026	538,980.11	2399	.00	0	
Total 63051555300:							538,980.11		.00		
630-51582-300	CAPITAL SUBSTATION EXPEN	9133	FORSTER ELECTRICAL E	E02-25B UNION TOWNLINE SUBSTATION FEEDER DESIGN	27306	03/12/2026	352.50	56880	.00	2024030	
630-51582-300	CAPITAL SUBSTATION EXPEN	9133	FORSTER ELECTRICAL E	E02-22D UTL ADDITION	27392	03/12/2026	38,843.75	56880	.00	2023023	
Total 63051582300:							39,196.25		.00		
630-51584-300	OPER UG LINE	9133	FORSTER ELECTRICAL E	E02-24C HWY 14 WISDOT WORK PLAN	27366	03/12/2026	810.00	56880	.00	0	
Total 63051584300:							810.00		.00		
630-51593-300	OH LINE MAINTENANCE	9149	RESCO	ARRESTER COVERS, 6/BOX	3105759	03/19/2026	360.90	56930	.18	0	
Total 63051593300:							360.90		.18		
630-51594-300	UG LINE MAINENANCE	9133	FORSTER ELECTRICAL E	E02-25D STH 213 WISDOT PROJECT 5571-01-74	27328	03/12/2026	90.00	56880	.00	2025053	
630-51594-300	UG LINE MAINENANCE	9149	RESCO	CABLE WRAP AROUND 3/0-400 48L P5	3106310	03/26/2026	522.84	56974	.26	0	
630-51594-300	UG LINE MAINENANCE	9149	RESCO	HVY WALL TUBING 1KV 250 48L P10	3106310	03/26/2026	346.73	56974	.17	0	
630-51594-300	UG LINE MAINENANCE	90092	BORDER STATES ELECTRI	PLY - 4243 3/4X66FT PLASTIC TAPE	932105929	03/19/2026	457.41	56904	.00	0	
630-51594-300	UG LINE MAINENANCE	922881	USIC RECEIVABLES LLC	AFTER HOURS	793532	03/05/2026	44.86	56855	.00	0	
630-51594-300	UG LINE MAINENANCE	922881	USIC RECEIVABLES LLC	EMERGENCY NORMAL HOURS	793532	03/05/2026	89.72	56855	.00	0	
630-51594-300	UG LINE MAINENANCE	922881	USIC RECEIVABLES LLC	PER TICKET	793532	03/05/2026	1,459.48	56855	.00	0	

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630-51594-300	UG LINE MAINENANCE	922881	USIC RECEIVABLES LLC	PROJECT TIME	793532	03/05/2026	2,337.98	56855	.00	0	
Total 63051594300:							5,349.02		.43		
630-51594-891	LINE MAPPING	9133	FORSTER ELECTRICAL E	E02-26G TECHNICAL ASSISTANCE	27391	03/12/2026	270.00	56880	.00	0	
Total 63051594891:							270.00		.00		
630-51596-840	STREET LIGHT EQUIPMENT	2552	FRESCO INC	K137-P4NRIV60(SSL) 120:277K18PR730K #2WSLGD TX RAL 6012	66660	03/05/2026	1,695.00	56837	.00	0	
Total 63051596840:							1,695.00		.00		
630-51902-300	ACCT & COLLECTING EXPENS	7605	GREATAMERICA FINANCIA	ELECTRIC	41318080	03/05/2026	108.88	56840	.00	0	
Total 63051902300:							108.88		.00		
630-51902-361	COMMUNICATION EXPENSE	9017	US BANK	APPLE BUSINESS MANAGER & BUSINESS ESSENTIALS MDM	6123-246921	03/26/2026	8.61	2013313	.00	0	
630-51902-361	COMMUNICATION EXPENSE	1730	CHARTER COMMUNICATI	M365 ACCOUNTS - ELECTRIC	2336729010	03/19/2026	68.49	56906	.00	0	
630-51902-361	COMMUNICATION EXPENSE	1850	COMPUTER KNOW HOW L	MICROSOFT 365 - ELECTRIC	BDR-0326	03/19/2026	150.75	56908	.00	0	
630-51902-361	COMMUNICATION EXPENSE	1850	COMPUTER KNOW HOW L	BDR BACKUP SYSTEM-ELECTRIC	BDR-0326	03/19/2026	28.11	56908	.00	0	
630-51902-361	COMMUNICATION EXPENSE	5035	U S CELLULAR	MONTHLY CELL PHONE SERVICE	0793639451	03/19/2026	54.46	56941	.00	0	
630-51902-361	COMMUNICATION EXPENSE	5035	U S CELLULAR	MONTHLY CELLULAR SERVICE- COURT CLERK	0793984798	03/26/2026	34.24	56976	.00	0	
Total 63051902361:							344.66		.00		
630-51903-300	BILLING SUPLIES AND EXPEN	5520	WPPI ENERGY	SUPPORT SERVICES JAN	42-22026	03/26/2026	5,388.20	2399	.00	0	
630-51903-300	BILLING SUPLIES AND EXPEN	2880	INFOSEND INC	POSTAGE CHARGES	305956	03/12/2026	942.55	56886	.00	0	
630-51903-300	BILLING SUPLIES AND EXPEN	2880	INFOSEND INC	SUPPLIES	305956	03/12/2026	406.46	56886	.00	0	
630-51903-300	BILLING SUPLIES AND EXPEN	2880	INFOSEND INC	OTHER	305956	03/12/2026	2.24	56886	.00	0	
Total 63051903300:							6,739.45		.00		
630-51921-300	OFFICE SUPPLIES & EXPENS	2540	GORDON FLESCH CO INC	MONTHLY COPIER - OFFICE SUPPLIES	IN15500051	03/26/2026	32.01	56962	.00	0	
630-51921-300	OFFICE SUPPLIES & EXPENS	2540	GORDON FLESCH CO INC	MONTHLY COPIER - OFFICE SUPPLIES	IN15538077	03/19/2026	16.90	56918	.00	0	
Total 63051921300:							48.91		.00		
630-51925-300	LIABILITY CLAIMS	1870	COMMUNITY INSURANCE	GL/AL PREMIUM, AUTO MEDICAL, INJUCTIVE, IDENTITY RECOVERY, INSUREDS & ENDORSEMENTS	21037	03/12/2026	5,550.13	56870	.00	0	

Invoice GL Account	Invoice GL Account Title	Vendor Number	Payee	Description	Invoice Number	Check Issue Date	Check Amount	Check Number	Discount Taken	GL Activity#	Job Number
Total 63051925300:							5,550.13		.00		
630-51926-131	CLOTHNG ALLOWANCE	9017	US BANK	AMARIL UNIFORM COMPANY	9864-240133	03/26/2026	245.42	2013313	.00	0	
630-51926-131	CLOTHNG ALLOWANCE	9017	US BANK	AMARIL UNIFORM COMPANY	9864-240133	03/26/2026	2,472.84	2013313	.00	0	
630-51926-131	CLOTHNG ALLOWANCE	9017	US BANK	AMARIL UNIFORM COMPANY	9864-240133	03/26/2026	87.02	2013313	.00	0	
Total 63051926131:							2,805.28		.00		
630-51926-512	WORKERS COMPENSATION	1870	COMMUNITY INSURANCE	WORKERS' COMPENSATION	21036	03/12/2026	9,026.36	56869	.00	0	
Total 63051926512:							9,026.36		.00		
630-51928-300	REGULATORY EXPENSE	90925	PUBLIC SERVICE COMMIS	1880-CE-107	2602-I-01880	03/19/2026	93.61	56928	.00	0	
630-51928-300	REGULATORY EXPENSE	90925	PUBLIC SERVICE COMMIS	1880-CE-107	2602-I-01880	03/19/2026	96.65	56928	.00	0	
630-51928-300	REGULATORY EXPENSE	90925	PUBLIC SERVICE COMMIS	1880-CE-107	2602-I-01880	03/19/2026	145.73	56928	.00	0	
630-51928-300	REGULATORY EXPENSE	90925	PUBLIC SERVICE COMMIS	1880-CE-108	2602-I-01880	03/19/2026	23.40	56928	.00	0	
630-51928-300	REGULATORY EXPENSE	90925	PUBLIC SERVICE COMMIS	1880-SB-101	2602-I-01880	03/19/2026	92.83	56928	.00	0	
630-51928-300	REGULATORY EXPENSE	90925	PUBLIC SERVICE COMMIS	1880-SB-101	2602-I-01880	03/19/2026	1,974.65	56928	.00	0	
Total 63051928300:							2,426.87		.00		
630-51930-130	SAFETY EQUIPMENT AND PP	9017	US BANK	AMARIL UNIFORM COMPANY	9864-240133	03/26/2026	2,604.10	2013313	.00	0	
630-51930-130	SAFETY EQUIPMENT AND PP	91058	ELECTRICAL TESTING LA	PR GLOVES TESTED	44854	03/05/2026	120.00	56832	.00	0	
630-51930-130	SAFETY EQUIPMENT AND PP	91058	ELECTRICAL TESTING LA	PR. NEW PRELACEMENT GLOVES	44854	03/05/2026	330.00	56832	.00	0	
630-51930-130	SAFETY EQUIPMENT AND PP	91058	ELECTRICAL TESTING LA	EA. LINE BLANKETS TESTED	44854	03/05/2026	168.00	56832	.00	0	
630-51930-130	SAFETY EQUIPMENT AND PP	91058	ELECTRICAL TESTING LA	EA DEAD END PROTECTORS TESTED	44854	03/05/2026	40.00	56832	.00	0	
630-51930-130	SAFETY EQUIPMENT AND PP	91058	ELECTRICAL TESTING LA	EA CUT OUT COVER TESTED	44854	03/05/2026	10.00	56832	.00	0	
630-51930-130	SAFETY EQUIPMENT AND PP	91058	ELECTRICAL TESTING LA	EA LINE HOODS TESTED	44854	03/05/2026	40.00	56832	.00	0	
630-51930-130	SAFETY EQUIPMENT AND PP	91058	ELECTRICAL TESTING LA	EA HOSE END CONNECTORS TESTED	44854	03/05/2026	18.00	56832	.00	0	
630-51930-130	SAFETY EQUIPMENT AND PP	91058	ELECTRICAL TESTING LA	GLOVES, SLEEVES, LINE BLANKETS, LINE HOSE, DEAD END PROTECTOR, CUT OUT COVER, HOOD TESTED	44882	03/12/2026	339.50	56877	.00	0	
Total 63051930130:							3,669.60		.00		
630-51930-251	IT SERVICE AND EQUIPMENT	1850	COMPUTER KNOW HOW L	UNIFI WIRELESS ACCESS POINT	44594	03/19/2026	124.50	56908	.00	0	
630-51930-251	IT SERVICE AND EQUIPMENT	1090	AT&T MOBILTY	MONTHLY AT& T CHARGES	2873406521	03/26/2026	343.79	56952	.00	0	
Total 63051930251:							468.29		.00		
630-51930-300	MISC GENERAL EXPENSES	9017	US BANK	AMERICAN PUBLIC POWER	9864-248019	03/26/2026	50.00	2013313	.00	0	
630-51930-300	MISC GENERAL EXPENSES	9017	US BANK	AMERICAN PUBLIC POWER	9864-248019	03/26/2026	325.00	2013313	.00	0	

Invoice GL Account	Invoice GL Account Title	Vendor Number	Payee	Description	Invoice Number	Check Issue Date	Check Amount	Check Number	Discount Taken	GL Activity#	Job Number
630-51930-300	MISC GENERAL EXPENSES	1730	CHARTER COMMUNICATI	CHARTER SPECTRUM W&L	1708302010	03/12/2026	64.99	56867	.00	0	
630-51930-300	MISC GENERAL EXPENSES	1730	CHARTER COMMUNICATI	ELECTRIC CHARTER SPECTRUM W&L	2504625010	03/12/2026	50.00	56867	.00	0	
630-51930-300	MISC GENERAL EXPENSES	3305	MERCY HEALTH SYSTEM	BROG SCREEN DOT PANEL	00045059-00	03/19/2026	50.00	56922	.00	0	
630-51930-300	MISC GENERAL EXPENSES	3305	MERCY HEALTH SYSTEM	BAT BREATH ALCOHOL TEST	00045059-00	03/19/2026	33.00	56922	.00	0	
630-51930-300	MISC GENERAL EXPENSES	922873	APG OF SOUTHERN WISC	PLAN COMMISSION LAND DIVISION, CONDITIONAL USE, REZONING	404170	03/05/2026	6.26	56821	.00	0	
630-51930-300	MISC GENERAL EXPENSES	922873	APG OF SOUTHERN WISC	SUBSTATION CONSTRUCTION BIDS	405538	03/26/2026	21.20	56950	.00	0	
630-51930-300	MISC GENERAL EXPENSES	922873	APG OF SOUTHERN WISC	2026 STREET & UTILITY IMPROVEMENTS - LONGFIELD STREET	405990	03/26/2026	40.79	56950	.00	0	
630-51930-300	MISC GENERAL EXPENSES	922873	APG OF SOUTHERN WISC	CITY OF EVANSVILLE & TOWN OF PORTER JOIN PUBLIC HEARING BOUNDARY AGREEMENT	406034	03/26/2026	1.45	56950	.00	0	
630-51930-300	MISC GENERAL EXPENSES	922951	ROCK VALLEY PUBLISHIN	2026 STREET & UTILITY IMPROVEMENTS - LONGFIELD STREET	483515	03/26/2026	33.93	56975	.00	0	
630-51930-300	MISC GENERAL EXPENSES	922951	ROCK VALLEY PUBLISHIN	PUBLIC HEARING WITH TOWN OF PORTER	483542	03/26/2026	2.56	56975	.00	0	
630-51930-300	MISC GENERAL EXPENSES	922951	ROCK VALLEY PUBLISHIN	VOTING BY ABSENTEE BALLOT	483586	03/26/2026	19.34	56975	.00	0	
Total 63051930300:							698.52		.00		
630-51930-330	PROFESSIONAL DEV/TRAININ	9017	US BANK	UW CONT ED REG CENTER - TONY BRADY	9864-247170	03/26/2026	1,895.00	2013313	.00	0	
630-51930-330	PROFESSIONAL DEV/TRAININ	9017	US BANK	AVID HOTEL - TRAINING	9864-249430	03/26/2026	49.96	2013313	.00	0	
630-51930-330	PROFESSIONAL DEV/TRAININ	922942	SCOTT KRIEBES	REIMB. - FOOD & LODGING FOR APPA	2026-02	03/05/2026	1,447.61	56852	.00	0	
Total 63051930330:							3,392.57		.00		
630-51930-331	APPRENTICESHIP TRAINING	9017	US BANK	HAMPTON INNS - APPRENTICE SCHOOL	9139-247554	03/26/2026	435.00	2013313	.00	0	
630-51930-331	APPRENTICESHIP TRAINING	923068	HUNTER WHITE	REIMB - MEALS SCHOOL EAU CLAIRE	2026-02	03/05/2026	232.23	56841	.00	0	
Total 63051930331:							667.23		.00		
630-51930-340	TOOL AND EQUIPMENT	1060	EVANSVILLE HARDWARE	MLW DRVR BIT SET 54PC	K37470	03/05/2026	35.99	56834	.00	0	
630-51930-340	TOOL AND EQUIPMENT	1060	EVANSVILLE HARDWARE	DCK SCREW 10X2.5" STR	K37470	03/05/2026	17.49	56834	.00	0	
630-51930-340	TOOL AND EQUIPMENT	90123	C&M HYDRAULIC TOOL S	SCREWDRIVER 6" CUSHION GRIP	0184202-IN	03/26/2026	112.90	56955	.00	0	
630-51930-340	TOOL AND EQUIPMENT	3409	DITCH WITCH MIDWEST	HAMMERHEAD MODEL: 3" RHPPDF S/N: 163044	ESA009715-	03/19/2026	7,050.00	56912	.00	0	
630-51930-340	TOOL AND EQUIPMENT	3409	DITCH WITCH MIDWEST	1 GALLON MOLE OIL	PSO184990-	03/26/2026	148.50	56959	.00	0	
Total 63051930340:							7,364.88		.00		
630-51930-343	TRANSPORTATION FUEL	922978	WEX BANK	FUEL PURCHASES WITH REBATE	110937131	03/12/2026	865.07	56898	.00	0	

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Total 63051930343:							865.07		.00		
630-51930-350	TRANSPORTATION MAINTENA	1060	EVANSVILLE HARDWARE	PAINT QT ROYAL BLUE R-O	K37191	03/05/2026	17.99	56834	.00	0	
630-51930-350	TRANSPORTATION MAINTENA	1060	EVANSVILLE HARDWARE	RSTP I/E OB PRMR GRAY QT	K37191	03/05/2026	16.99	56834	.00	0	
630-51930-350	TRANSPORTATION MAINTENA	1060	EVANSVILLE HARDWARE	DIAB AUGER BIT 3/4X17.5"	K37215	03/05/2026	35.99	56834	.00	0	
630-51930-350	TRANSPORTATION MAINTENA	1060	EVANSVILLE HARDWARE	FACE SHIELD BLUE 1PK	K37215	03/05/2026	35.98	56834	.00	0	
630-51930-350	TRANSPORTATION MAINTENA	9017	US BANK	LUEBKES TUBES & HOSES - HYD HOSE	9864-240133	03/26/2026	119.16	2013313	.00	0	
630-51930-350	TRANSPORTATION MAINTENA	9017	US BANK	LAKESIDE INTERNATIONAL FITTING ELBOW	9864-246921	03/26/2026	89.04	2013313	.00	0	
630-51930-350	TRANSPORTATION MAINTENA	3600	NAPA OF OREGON	HOLOGEN SEALED BEAMS	416784	03/12/2026	15.99	56889	.00	0	
630-51930-350	TRANSPORTATION MAINTENA	3600	NAPA OF OREGON	FUSES	417221	03/19/2026	4.49	56925	.00	0	
630-51930-350	TRANSPORTATION MAINTENA	3409	DITCH WITCH MIDWEST	MODEL:RT45 - CHAIN JUMPING THE SPROCKET	SWO053871	03/12/2026	7,668.88	56876	.00	0	
630-51930-350	TRANSPORTATION MAINTENA	3409	DITCH WITCH MIDWEST	MODEL:RT45-BATTERY NEG CABLE, STARTER CABLE, SUPPLIES	SWO053871	03/12/2026	1,938.50	56876	.00	0	
630-51930-350	TRANSPORTATION MAINTENA	3409	DITCH WITCH MIDWEST	MODEL:RT45-AIR FILTER, OIL FILTER, WATER SEPARATOR	SWO053871	03/12/2026	1,102.07	56876	.00	0	
630-51930-350	TRANSPORTATION MAINTENA	3409	DITCH WITCH MIDWEST	MODEL:RT45-42" ROLLER BOOM, AUGER SPROCKET, DIG CHAING	SWO053871	03/12/2026	1,177.00	56876	.00	0	
630-51930-350	TRANSPORTATION MAINTENA	922978	WEX BANK	FUEL PURCHASES WITH REBATE	110937131	03/12/2026	62.44	56898	.00	0	
630-51930-350	TRANSPORTATION MAINTENA	923038	TEREX USA LLC	INSPECT UNIT SHEAVES & ALIGNMENT ALL PERTAINING TO CONTINUED WINCH ROPE DAMAGE	7636111	03/19/2026	531.00	56938	.00	0	
630-51930-350	TRANSPORTATION MAINTENA	923038	TEREX USA LLC	REPLACE DAMAGED TIP SHEAVE & LOWER ROLLER & PIN	7636111	03/19/2026	177.00	56938	.00	0	
630-51930-350	TRANSPORTATION MAINTENA	923038	TEREX USA LLC	SHEAVE	7636111	03/19/2026	106.10	56938	.00	0	
630-51930-350	TRANSPORTATION MAINTENA	923038	TEREX USA LLC	SNAP RING PIN	7636111	03/19/2026	99.41	56938	.00	0	
630-51930-350	TRANSPORTATION MAINTENA	923038	TEREX USA LLC	ROLLER	7636111	03/19/2026	127.91	56938	.00	0	
630-51930-350	TRANSPORTATION MAINTENA	923038	TEREX USA LLC	SHACKLE	7636111	03/19/2026	307.62	56938	.00	0	
630-51930-350	TRANSPORTATION MAINTENA	923038	TEREX USA LLC	SBHCSCREW	7636111	03/19/2026	.99	56938	.00	0	
630-51930-350	TRANSPORTATION MAINTENA	923038	TEREX USA LLC	ROPE GUIDE	7636111	03/19/2026	60.15	56938	.00	0	
630-51930-350	TRANSPORTATION MAINTENA	923038	TEREX USA LLC	ROPE 7/8 X60" AMSTEEL II 2 EYES	7636111	03/19/2026	994.21	56938	.00	0	
630-51930-350	TRANSPORTATION MAINTENA	923038	TEREX USA LLC	SHACKLE 9500#	7636111	03/19/2026	85.34	56938	.00	0	
630-51930-350	TRANSPORTATION MAINTENA	923038	TEREX USA LLC	SNATCH BLOCK TD12S10BH	7636111	03/19/2026	5,796.60	56938	.00	0	
630-51930-350	TRANSPORTATION MAINTENA	923038	TEREX USA LLC	SHOP SUPPLIES/ENVIRONMENTAL	7636111	03/19/2026	25.00	56938	.00	0	
Total 63051930350:							20,595.85		.00		
630-51930-392	PUBLIC RELATIONS AND ADV	1240	THRYV	AT&T YEL PAGES ADVERTISING-W&L	800370196-0	03/12/2026	16.55	56896	.00	0	
Total 63051930392:							16.55		.00		
630-51932-300	BUILDING AND PLANT MAINTEN	1060	EVANSVILLE HARDWARE	COUPL HOSE BARB5/8X3/4FM, HOSE NOZLE METAL, WASHR HOSE RUBBER	K37377	03/05/2026	65.77	56834	.00	0	

Invoice GL Account	Invoice GL Account Title	Vendor Number	Payee	Description	Invoice Number	Check Issue Date	Check Amount	Check Number	Discount Taken	GL Activity#	Job Number
630-51932-300	BUILDING AND PLANT MAINTENANCE	1060	EVANSVILLE HARDWARE	FASTENERS	K37412	03/05/2026	7.45	56834	.00	0	
630-51932-300	BUILDING AND PLANT MAINTENANCE	1060	EVANSVILLE HARDWARE	HITCH PIN STEEL 3/4"	K37412	03/05/2026	9.59	56834	.00	0	
630-51932-300	BUILDING AND PLANT MAINTENANCE	1060	EVANSVILLE HARDWARE	ELBOW PVC 90D EA 1"	K37419	03/05/2026	2.59	56834	.00	0	
630-51932-300	BUILDING AND PLANT MAINTENANCE	1060	EVANSVILLE HARDWARE	COUPLE PVC 1"	K37419	03/05/2026	1.98	56834	.00	0	
630-51932-300	BUILDING AND PLANT MAINTENANCE	1060	EVANSVILLE HARDWARE	1" EMT 2H STRAP	K37419	03/05/2026	.59	56834	.00	0	
630-51932-300	BUILDING AND PLANT MAINTENANCE	1060	EVANSVILLE HARDWARE	BALL VALVE BRS FIP 1"	K37419	03/05/2026	27.99	56834	.00	0	
630-51932-300	BUILDING AND PLANT MAINTENANCE	1060	EVANSVILLE HARDWARE	NIPPLE BLACK 1"XCLOSE	K37419	03/05/2026	2.39	56834	.00	0	
630-51932-300	BUILDING AND PLANT MAINTENANCE	1060	EVANSVILLE HARDWARE	HEX BUSHING 1-1/2"X1" GALV	K37419	03/05/2026	7.59	56834	.00	0	
630-51932-300	BUILDING AND PLANT MAINTENANCE	1060	EVANSVILLE HARDWARE	1" RGD 2H STRAP	K37419	03/05/2026	.99	56834	.00	0	
630-51932-300	BUILDING AND PLANT MAINTENANCE	1230	VESTIS	MAT NYLON/RUBBER, FIRST AID SERVICE, SERVICE CHARGE - W & L	6140770892	03/12/2026	28.64	56897	.00	0	
630-51932-300	BUILDING AND PLANT MAINTENANCE	1230	VESTIS	MAT NYLON/RUBBER, FIRST AID SERVICE, SERVICE CHARGE - W & L	6140774934	03/19/2026	28.64	56944	.00	0	
630-51932-300	BUILDING AND PLANT MAINTENANCE	1230	VESTIS	MAT NYLON/RUBBER, FIRST AID SERVICE, SERVICE CHARGE - W & L	6140779019	03/26/2026	29.42	56979	.00	0	
630-51932-300	BUILDING AND PLANT MAINTENANCE	5600	WE ENERGIES	MONTHLY GAS SERVICE-BLDG EAST	00004-0226	03/05/2026	434.76	56858	.00	0	
630-51932-300	BUILDING AND PLANT MAINTENANCE	5600	WE ENERGIES	MONTHLY GAS SERVICE-BLDG WEST	00009-0226	03/05/2026	1,035.04	56858	.00	0	
630-51932-300	BUILDING AND PLANT MAINTENANCE	2675	GRAINGER	AIR HOSE 1/2" ID 15FT	9811249771	03/26/2026	68.92	56963	.00	0	
630-51932-300	BUILDING AND PLANT MAINTENANCE	2675	GRAINGER	AIR HOSE, 3/8" I.D., 15 FT	9838168079	03/26/2026	49.64	56963	.00	0	
630-51932-300	BUILDING AND PLANT MAINTENANCE	2675	GRAINGER	REDUCING BUSHING BRASS	9851375312	03/26/2026	29.76	56963	.00	0	
630-51932-300	BUILDING AND PLANT MAINTENANCE	923066	THOMPSON SAFETY LLC	10LB ABC 6YR INTERNAL MAINT, 5LB ABC HYDROSTIATIC TEST, 5LB ABC FIRE EXT, FIRE EXTINGUISHER ANNUAL MAINT	MKEINU000	03/19/2026	315.13	56939	.00	0	
Total 63051932300:							2,009.04		.00		
630-51932-360	BUILDING & PLANT UTILITY C	5160	CITY OF EVANSVILLE	Electric-West/East Buildings - W&L Bill	2026-03	03/13/2026	1,176.10	2418	.00	0	
Total 63051932360:							1,176.10		.00		
Grand Totals:							3,678,376.21		4.39		

# CITY OF EVANSVILLE



## PERSONNEL POLICIES AND EMPLOYEE HANDBOOK

Effective ~~January-April 15<sup>th</sup>, 2026~~ <sup>1<sup>st</sup>, 2024</sup>

Adopted by Common Council December 9<sup>th</sup>, 2014. Last Revised ~~November-April 14<sup>th</sup>, 2026~~  
Additional revisions by the Common Council on December 13<sup>th</sup>, 2016; April 18<sup>th</sup>, 2016; and December 10<sup>th</sup>, 2019



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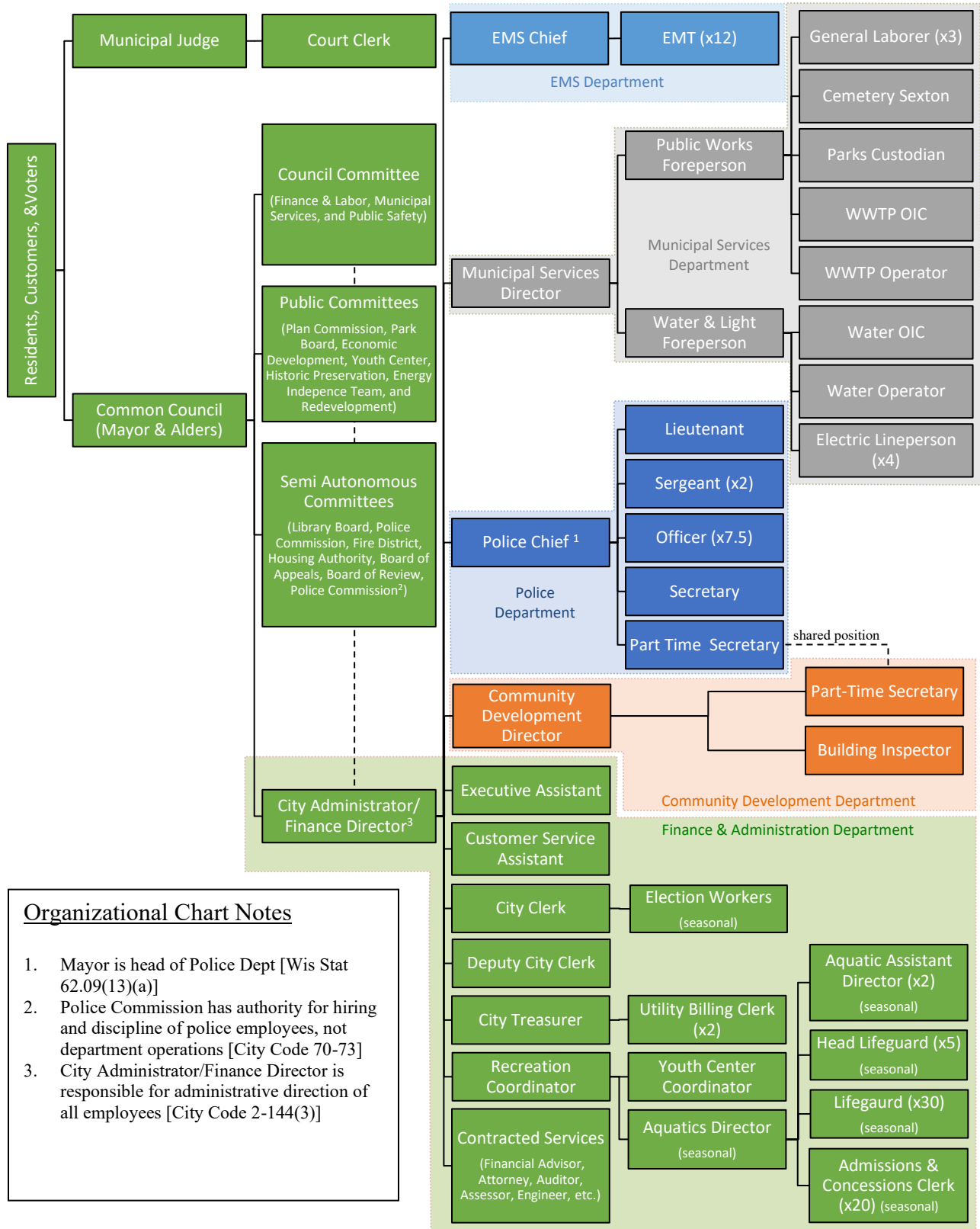
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## ORGANIZATION CHART



### Organizational Chart Notes

1. Mayor is head of Police Dept [Wis Stat 62.09(13)(a)]
2. Police Commission has authority for hiring and discipline of police employees, not department operations [City Code 70-73]
3. City Administrator/Finance Director is responsible for administrative direction of all employees [City Code 2-144(3)]

## MISSION STATEMENT

### 1.1 Mission Statement

*The City is committed to promoting teamwork, involving its citizens in the decision process, inclusion and diversity, and always striving towards excellence.*

[10/14/2014, 11/14/2023]

## GENERAL INFORMATION

### 2-1 Purpose.

This employee handbook is adopted by the Evansville Common Council to assist and guide City of Evansville employees of their duties and responsibilities for their benefit as well as that of the City and its residents.

[10/14/2014, 11/14/2023]

### 2-2 Scope.

This Employee Handbook has effect and authority over all full- and part-time employees and volunteers of the City of Evansville, but does not include employees of the Eager Free Public Library.

[10/14/2014, 11/14/2023]

### 2-3 Not a Contract.

This handbook and the policies set forth in it are not intended to and do not constitute, nor do they create, an employment contract between the City of Evansville and any of its employees. No individual City official has authority to enter into an oral or written promise or contract of employment with any individual or group of employees. Any employment contract must be approved by a majority of the Common Council.

Except as otherwise expressly provided by statute, all employment with the City of Evansville is considered at-will. As such, employees are free to resign at any time and the City is free to end the employment relationship, at any time, with or without cause or prior notice.

[12/09/2014]

### 2-4 Collective Bargaining and Other Employment Agreements.

To the extent any provision of this Handbook is in conflict with a labor agreement or individual employment contract duly entered into by the City, the labor agreement or individual employment contract shall control.

[12/09/2014]

### 2-5 Department Specific Personnel Policies.

Individual departments may have needs which are not specifically addressed by this city-wide personnel policy. Those departments may develop policies to address those needs so long as those policies do not conflict with this handbook, other City policies, or with any labor agreement that applies to that department. The more restrictive policy shall be the controlling policy for each department.

Any policies developed under this section must be in writing, approved by the department's supervisory committee, reviewed by the Finance and Labor Relations Committee, adopted by the Evansville Common Council, distributed to all affected employees, and filed with the administrative staff at City Hall.

[10/14/2014]

## **2-6 Periodic Review at Discretion of Council.**

The City reserves and retains all its rights to manage its own affairs. The terms and provisions of this handbook are subject to change from time to time, at the Common Council's sole discretion and pursuant to the Common Council's determination(s) regarding the needs of the City with respect to effective administration, supervision and control of facilities, operations, programs and personnel. The City will endeavor to review the employee handbook at least every five years.

[12/09/2014]

## **2-7 Employee Definitions.**

- 1. Employee** shall mean a person employed by the City of Evansville. Employee does not mean elected public officials, appointed members of City committees, election officials, or independent contractors.
- 2. Full-Time Employee** shall mean an employee who is regularly scheduled for compensated service of thirty (30) or more hours per week [ie: at least one-hundred-thirty (130) hours per month for purposes of determining eligibility under the Affordable Care Act].
- 3. Part-Time Employee** shall mean an employee who is regularly scheduled for compensated service of under thirty (30) hours per week [ie: less than one-hundred-thirty (130) hours per month for purposes of determining eligibility under the Affordable Care Act].
- 4. Limited Term Employee** shall mean a full-time or part-time employee hired for a specific period of time up to one (1) year. The term of a Limited Term Employee may be extended at the discretion of the City for up to one (1) additional year.
- 5. Seasonal Employee** shall mean an employee hired for a brief period, typically no longer than six (6) months. Even if working as thirty (30) or more hours per week, a Seasonal Employee is not considered a Full-Time Employee for purposes of determining eligibility under the Affordable Care Act.
- 6. Safety-Sensitive Employee Positions** shall mean those positions where the nature of the work being performed could jeopardize the life and/or health of the employee, other City employees, or the public, such as positions requiring operation of heavy equipment/machinery, a Commercial Driver License, work within traffic right-of-way, work in a facility with running machinery, treatment of waste water, emergency response requiring defensive driving, emergency response requiring medical service, and emergency response requiring use of weapons.
- 7. Student Intern** shall mean a person who is participating in a program intended to provide the person with a work experience as part of an educational program. Paid student interns, co-op students, and unpaid student interns are not eligible for health and dental insurance, sick leave, paid holidays, paid vacations, and retirement benefits, unless otherwise required by the Wisconsin Retirement System. All student interns will have a

written agreement of understanding with the City, outlining academic and work expectations, job duties, and goals.

8. **Volunteer** shall mean a person performing services without compensation as part of a City function and under the City's direction and supervision. A Volunteer may receive a nominal reimbursement or paid stipend. A Volunteer includes paid on-call Emergency Medical Technician (EMT) and Emergency Medical Services (EMS) Drivers. A Volunteer is subject to background checks and drug testing for hiring and all policies regarding conduct and behavior.
9. **Stipend** shall mean either 1) A temporary increase in pay that an Employee may receive when temporarily assigned an increase in duties or responsibilities or 2) A nominal payment or reimbursement to a Volunteer.

[10/14/2014, 11/14/2023]

### **2-8 Role of City Administrator/Finance Director.**

As defined in the Evansville Municipal Code, the City Administrator/Finance Director (to be referred as the City Administrator) performs the general personnel management duties of the City:

1. Be responsible for the administrative direction and coordination of all employees of the City according to the established organizational procedures of the City and the Wisconsin State statutes.
2. Recommend to the Council the appointment, promotion, and when necessary for the good of the City, the suspension or termination of department heads.
3. In consultation with the appropriate department head, be responsible for the appointment, promotion, and when necessary for the good of the City, the suspension or termination of employees below the department head level.
4. Serve as personnel officer for the City with responsibilities to see that complete and current personnel records, including specific job descriptions, for all City employees are kept; evaluate in conjunction with department heads the performance of all employees on a regular basis; recommend salary and wage scales for City employees not covered by collective bargaining agreements; develop and enforce high standards of performance by City employees; assure that City employees have proper working conditions; and work closely with department heads to promptly resolve personnel problems or grievances.
5. Assist in labor contract negotiations and collective bargaining issues.
6. Work closely with department heads to ensure that employees receive adequate opportunities for training to maintain and improve their job-related knowledge and skills.

[12/09/2014]

### **2-9 Major Departments & Functions.**

1. **Administration & Finance:** The financial and administrative function of the City is encompassed primarily through the auspices of the City Administrator. The financial and administrative functions of the City include but are not limited to payroll, utility billing, financial & capital planning, accounting and permits. The City Administrator serves as the personnel director, chief administrative officer, and budget manager, and oversees day-to-day administrative and financial operations of the City. The City Administrator serves as the focal liaison among the public, the Common Council and Mayor, other

governmental bodies, various City committees and contracted professionals, such as attorneys, engineers, assessor, and auditor. The administration and finance functions are supervised generally by the Common Council and Mayor and specifically by the Finance and Labor Relations Committee.

The City Clerk, City Treasurer, and Executive Assistant, all under the City Administrator, has primary responsibility for payroll, insurance, licensing, record keeping, elections, required notices, and coordinates a variety of municipal activities as required by statutes, ordinances, and as authorized by the Common Council.

2. **Library:** Under the direction of the library director, provides materials and other services to fulfill educational, cultural, informational and recreational needs of the community. The Eager Free Public Library is a member of the Prairie Lakes Library System and serves all residents within the City and surrounding area. The Library Board is the supervisory committee for the library. Employees of the Library are not covered by this Employment Handbook; they are covered by a separate policy adopted by the Library Board.
3. **Police Department:** Under the direct supervision of the Chief of Police, provides full-time police coverage for the City, including law enforcement, traffic and parking enforcement, security checks for businesses and residences, investigative follow-up, representation in municipal court and liaison with the Rock County Sheriff's Department and other law enforcement agencies. The police department is supervised generally by the Public Safety Committee. According to Wisconsin Statute 62.09 (13)(a), the Chief of Police has command of the police force under the direction of the Mayor. The Police Commission has specific statutory responsibilities for hiring and discipline.
4. **Municipal Services Department:** Under the direct supervision of the Municipal Services Director, oversees and maintains City buildings and facilities, streets, parks, cemetery, the sanitary sewer system and wastewater treatment plant, and the storm drainage system, and provides quality water and electric service. The staff works a regular 40-hour work week but provides emergency services on a 24-hour basis through a standby (on-call) policy. The Municipal Services Committee is the primary supervisory committees for the municipal services department.
5. **Emergency Medical Service (EMS):** Under the direct supervision of the Emergency Medical Services Chief, provides emergency medical assistance and ambulance transport to area hospitals through the efforts of trained local volunteer emergency medical technicians. EMS staff follow adopted protocols and operate under the direction of a Wisconsin-licensed Medical Director. The Public Safety Committee is the supervisory committee for the emergency medical service.
6. **Community Development:** Under the supervision of the City Administrator, provides long range planning, development application review, zoning and code enforcement, , as well as economic development programming and planning. Manages the Building and Code Enforcement officer. Planning Commission is the primary supervisory committee for community development.

[10/14/2014, 4/10/2018, 11/14/2023]

## **2-10 Position Descriptions.**

Position descriptions identify the most important tasks and responsibilities of a position, to whom an employee reports, and specific conditions of employment. Position descriptions may be changed at the discretion of the departmental supervisory committee, subject to approval by the Finance & Labor Relations Committee. Position descriptions are used in recruiting for a position vacancy, and both the employee and supervisor should use the description in the selection, orientation and performance planning process.

[12/09/2014]

## **2-11. Subordinate and Supervisor Communication.**

Subordinate employee should report issues to their immediate supervisor first. There are no intended systems of reporting within the City meant to restrain an employee's ability to speak on the importance of productivity, safety, harassment, or other important matters within their department or City. The purpose of reporting to the most immediate supervisor is to talk with those best able to understand the issues of productivity, personnel differences, reflect on personal attitude or more. The supervisor shall work with the employee(s) to resolve the matter.

Employees are encouraged to speak on matters and if they are uncomfortable bringing forward concerns or a particular concern to their immediate supervisor they may bring it to the Department Head or City Administrator. If the immediate supervisor fails to follow through on, communicate about, or resolve the issue, the matter should be brought to the attention of the City Administrator. If the concerns involve the City Administrator, it should be brought to the attention of the Mayor or Council President. Any attempts at intimidation or retaliation against employees voicing their concerns may be considered a violation of conduct as described in Chapter 8, resulting in discipline described in Chapter 9.

[4/10/2018]

## RECRUITMENT & SELECTION

### **3-1 Equal Opportunity Employer.**

The City of Evansville is an equal opportunity employer. It is the City of Evansville's policy to administer all of its employment policies in a non-discriminatory manner without regard to race, color, religion, gender, age, national origin, disability, or any other basis as required by applicable federal, state or local fair employment laws or regulations. The City shall make a conscious effort to remove artificial barriers to equal opportunity. Job descriptions shall be reviewed with an effort to spot and remove any unnecessary qualifications and add acceptable work or educational experiences that are relevant.

[07/08/2014, 4/10/2018]

### **3-2 Hiring Authority.**

Department heads filling vacancies in non-department head budgeted positions shall advise their supervisory committee and the City Administrator prior to advertising the position. All positions must be budgeted. Vacancies in department head positions are advertised by the City Administrator in coordination with the department's supervisory committee and the Finance & Labor Relations Committee; positions filled by mayoral appointment require additional coordination. All final candidates for employment are subject to the hiring process in section 3-5 below.

[07/08/2014, 12/13/2016, 11/14/2023]

### **3-3 Advertising & Posting.**

Subject to any collective bargaining requirements for represented positions, the City shall have full discretion over the advertising and posting of any vacancy. Current City employees who are qualified for a vacant position may apply for it. Every appointment shall be made on the basis of merit and fitness for the position. In the City's discretion, or when required by law, merit and fitness shall be ascertained by written, oral or other examinations designed to evaluate the ability of the candidate to perform the duties of the position. Current City employees who are qualified and apply for a vacant position shall be considered and interviewed for the position. Vacancies may be filled by promotion or through the hiring process as determined by the City. To meet section 3-1 Equal Opportunity Employer, when advertising for most positions, the City should notify large and diverse groups of people when able.

[07/08/2014, 12/13/2016, 4/10/2018]

### **3-4 Confidentiality.**

The City respects requests for confidentiality from job applicants. However, the City does not guarantee such confidentiality for finalists (generally, those actually invited to interview). The City may request a written waiver for release of information necessary for reference and background checks of job applicants.

[07/08/2014]

### **3-5 Pre-Employment Background Checks.**

1. The City shall conduct a criminal and financial background check on all candidates for employment who reach final consideration for employment with the City and may require

a drug screening. Additionally, when the City determines there to be a job related and business necessity for screening current employees for criminal and financial conduct, the City shall require a criminal and financial background checks on a current employee and may require a drug screening.

2. When assessing an individual applicant or current employee with a criminal conviction or a pending criminal charge, the City shall consider whether the circumstances of the criminal conviction or pending criminal charge are substantially related to the circumstances of the particular job. In making this assessment, the City shall consider such things as the nature and gravity of the crime, the circumstances of the offense, the nature of the job and any other relevant information.
3. All final candidates for employment shall be reviewed by the City Administrator and references checked.

[Ord. 2013-09, 07/08/2014, 12/09/2014, 11/14/2023]

### **3-6 Residency.**

When in the best interests of the City, the City may require residency within a certain geographical proximity to the City for any individual employee position for emergency purposes, per state statute. The positions of City Administrator, Police Chief, Emergency Medical Service Chief, and Municipal Services Director are emergency City personnel.

[07/08/2014]

### **3-7 Nepotism.**

Pursuant to Evansville Municipal Code, Section 2-98:

1. No person shall be employed by the City while the employee or a member of the employee's immediate family:
  - a. Is authorized or required to participate in the employment, disciplining or removal of such person.
  - b. Is authorized or required to participate in determining the wages, hours or working conditions of such person.
  - c. Is authorized or required to exercise supervision over such person.
2. Immediate family includes spouse, brother, sister, father, mother, son, daughter, brother- or sister-in-law, mother- or daughter-in-law or father- or son-in-law.
3. A job promotion will be considered a new hire for purposes of applying the nepotism policy.
4. This subsection shall not apply to seasonal, student intern, or unpaid volunteers employees who are compensated by the City less than \$10,000 in any 12 consecutive month period.

[07/08/2014, 11/14/2023]

### **3-8 Orientation Program.**

As soon as possible following acceptance of employment, new employees shall be provided with written information concerning all general conditions of employment, including hours of work, fringe benefits, pay and pay periods, City rules, privileges and responsibilities. The employee

shall be given a copy of this "Employee Handbook", requiring the employee's acknowledgment of receipt and review, by signature of the employee on the first day of employment. All required forms such as tax withholding, insurance enrollments, etc., shall be completed and signed and relevant benefit descriptions furnished.

The department head shall orient each new employee to the conditions related to the job and work site. Such orientation shall include introductions to fellow employees, work standards, safety regulations, break periods, supplies, etc.

Updated versions of the City of Evansville personnel policy will be provided to all City employees, requiring employees' acknowledgement of receipt and expected review of contents, by signature of the employee within 3 working days.

[07/08/2014]

### **3-9 Probationary/Introductory Period.**

All employees hired are subject to a 12-month probationary period. A collective bargaining agreement or other employment agreement duly entered into by the City may include a revised probationary or introductory period.

[07/08/2014, 11/14/2023]

### **3-10 Bonds.**

Employees whose employment with the City of Evansville requires them to handle other people's property or to deal with money in any capacity, may be required to be bonded. The City of Evansville will pay the cost of bonding. If an employee fails to maintain bondable qualifications, they may be subject to transfer to another position, if available, or termination.

[07/08/2014, 11/14/2023]

### **3-11 Indemnity.**

Employees shall be protected from liability in the performance of their duties with the City pursuant to Wisconsin Statutes, Section 895.46.

[07/08/2014]

### **3-12 Personnel File.**

An employee may inspect their personnel file--including any personnel documents which are used or which have been used in determining that employee's qualifications for employment, promotion, transfer, additional compensation, termination or other disciplinary action and medical records. Unless the documents are excluded from employee inspection as provided by law, all such personnel documents are available for employee inspection. The employer shall grant *at least 4* requests by an employee in a calendar year, unless otherwise provided in a collective bargaining agreement, to inspect the employee's personnel records as provided in this section. For an employee to review their personnel file, a written request shall be made to the City Administrator who shall be the steward of all aforementioned City of Evansville personnel files. The City Administrator shall provide the employee with the opportunity to inspect the employee's personnel file within seven (7) working days of such request. Inspection shall take place reasonably near the workplace and under the supervision of the department head or City

Administrator or designated appointee and during reasonable hours. The procedure to follow is outlined in Wisconsin Stats. 103.13 Records Open to Employee.

The employee has the right to write a statement of disagreement with any item in the file. An employee may not remove any item from the file. An employee may have copies of items in the file for the cost of reproduction.

[07/08/2014, 11/14/2023]

### **3-13 Personal Status Change.**

For accuracy of personnel records, emergency contact, employee benefits and tax withholding status, it is the responsibility of each employee to notify the Executive Assistant or designated employee of any change in marital status, number of dependents, address, telephone number, or person to contact in case of an emergency.

[07/08/2014,04/12/2016, 11/14/2023]

### **3-14 Health and Medical Records.**

It is the policy of the City of Evansville to comply with all applicable laws regarding the retention and/or disclosure of employee health and medical records. In that regard, the City treats such information as confidential and will only disclose such information as is necessary to meet any legal obligations the City may have.

[12/09/2014, 4/10/2018]

### **3-15 Performance Evaluation.**

Department heads shall conduct written performance evaluations annually on employees under their supervision, to be filed generally no later than 30 days before the employee's anniversary date. with the City Administrator, who shall place the evaluation in the employee's personnel file. Evaluations shall be signed by the person conducting the evaluation and initialed/signed by the employee. The City Administrator shall generally conduct annual reviews of department heads no later than 30 days before the employee's anniversary date.. The Mayor and/or Council President with formal input from Common Council shall conduct the annual review of the City Administrator consistent with employee contract.

Objectives of performance evaluations include:

1. To give employees positive feedback concerning their work for the City.
2. To determine whether or not an employee is meeting the expectations of the City.
3. To stimulate improved performance on the part of each employee, as well as better performance on the part of work units.
4. To provide employees and their department heads with an opportunity to periodically discuss work-related problems and work out solutions.
5. To provide an opportunity to identify an employee's training needs and desires as well as to ensure that the employee's career goals are being met, where applicable.
6. To provide the City an objective basis for deciding matters concerning retention, promotion or wage increases, where applicable.
7. Determine if employee's performance has been satisfactory to merit step increases in wages per the City's adopted Pay Philosophy

8. To provide a documented source of information about an employee's past performance if a decision needs to be made concerning discipline or dismissal.
9. To collect feedback on policies, actions, and supervision.

[07/08/2014, 11/14/2023]

## SEPARATION

### **4-1 Notice of Resignation.**

Employees shall give their department head at least ten (10) working days written notice of resignation. Department heads shall give the City Administrator at least (30) calendar days written notice of resignation with a minimum of 20 working days within said 30 day period. The City Administrator shall give the Mayor and Council President written notice of resignation same as all department heads. Part-time employees who are not department heads are to give two (2) calendar weeks.

No vacation or sick leave, which would otherwise be payable, will be paid to any employee who resigns without giving the required notice. A resignation accepted by the City in writing is final as of the date stated in the notice of resignation.

Working days are the days within the employees regularly scheduled shift. Floating holidays, vacation, compensatory time and sick time shall not count as part of the minimum working days required for payout of vacation and sick time.

Any changes of notice that move the calendar date sooner shall be considered a new notice for purpose of payout.

City may, in its own interest, allow a resignation sooner or the use of floating holidays, holidays, vacation, compensatory time and sick time to fulfill the required schedule as determined by the City Administrator. If the employee seeking exception is an employee with a separate employment agreement, section 4-8 applies.

Unreported or unauthorized absence of three (3) consecutive work days will result in the employee's automatic resignation. In such cases, no vacation or severance payments will be made.

[08/12/2014, 4/10/2018]

### **4-2 Payout.**

Employees who resign, retire, or are laid off shall be paid in full by no later than the date of the following established payroll schedule or as agreed to within a separation agreement.

Upon resignation or retirement with required written notice, employee shall be entitled to unused vacation leave and a payout of unused sick leave. Employees who are involuntarily terminated or who failed to provide required written notice of resignation or retirement shall not be entitled to a payout of unused vacation and sick leave.

1. For non-exempt employees of the municipal services or finance departments or non-exempt clerical employees of the police department who were hired prior to January 1, 2014, the eligible payout shall be 60% of unused sick leave.
2. For exempt employees and sworn police officers, the eligible payout shall be according to the appropriate employment or collective bargaining agreement.
3. For all other employees, the eligible payout shall be 50% of unused sick leave.

[12/09/2014, 12/13/2016, 11/14/2023]

#### **4-3 Layoffs.**

Layoffs and furloughs of employees will be based on the City's assessment of employees' skills and qualifications, and its determination as to the needs of the City. There are **no** recall rights.

In the event of a layoff, all City paid benefits, except health insurance, dental insurance, and life insurance, will terminate immediately. Health insurance, dental insurance and life insurance coverage will continue through the month following an employee's last day of work. Employees will have the option of continued participation in the group health and/or dental insurance plans, at their own expense, as required by COBRA.

[12/09/2014]

#### **4-4 Retirement.**

In the case of retirement, employees covered by the City of Evansville's retirement plan under the State of Wisconsin Retirement System are eligible for benefits as defined in the plan. An employee may be eligible for continued health insurance coverage under COBRA; an employee may be eligible to utilize deferred sick leave for payment of health insurance premiums.

[08/12/2014]

#### **4-5 Return of City Property.**

Failure to return City property upon leaving employment with the City, including keys and passwords, may result in prosecution.

[08/12/2014]

#### **4-6 Exit Interview.**

The City may conduct an exit interview when an employee separates from employment with the City regardless of their length of service, position, or circumstances of separation. The exit interview is meant to gain insight into the City's personnel and managerial practices, to determine where personnel policies and procedures are in need of review or revision, and where supervisory and managerial practices need modification or improvement.

[08/12/2014]

#### **4-7 References.**

Upon written request, the City will provide any prospective employer of a current or former City employee with verification of employment, including inclusive dates of employment, job title and duties, and final rate of pay. Unless otherwise specifically authorized or required to be released by state statute, any additional information will be provided only pursuant to a written request by the employee or the prospective employer and a written release and waiver signed by the employee.

A prospective employer may review a personnel file with a written release by the employee, subject to statutory restrictions under 103.13.

[08/12/2014]

#### **4-8 Separation Agreements.**

A separation agreement between City and employee providing added or less benefits described within this handbook may be considered. Separation agreements for an employee without an employment agreement shall be approved by the Finance and Labor Relations Committee. An employee with an employment agreement shall have their separation agreements approved by the Common Council.

[4/10/2018]

## COMPENSATION

### 5-1 Attendance and Hours.

1. **Attendance.** It is expected that employees will report to work on time, use their available working hours to the best advantage, and leave only after the regular working hours are completed. If an employee is unable to report to work at their scheduled starting time, they are to notify their supervisor prior to the start of their shift, *or as soon as reasonably possible*. Employees are not to leave work prior to the end of their scheduled shift without first obtaining permission from their supervisor.
2. **Schedule.** Employees shall work the hours and duties assigned by their supervisors. To the extent consistent with the efficient performance of available work, employees shall generally work a regular schedule of hours. Nothing in these policies is intended to restrict or otherwise limit the City's right to schedule the hours to be worked by an employee. For budgetary or other managerial reasons, the Council may require a reduction in scheduled overtime or a shortened work week below full-time.
3. **Standard Workday and Workweek.** The standard workday shall be comprised of eight hours divided into two approximately equal periods, separated by *an unpaid meal period of at least 30 minutes*. The standard workweek shall be comprised of five eight-hour days worked consecutively within a seven day period. Unless stated in a separate employment agreement/contract, FLSA non-exempt employees may not self-elect to use their meal period to leave their shift early or start their shift late. A department head may set a work schedule different from the standard when no alternative can be made to complete a time sensitive job, weather dependent jobs, adjust for the department's total work load, or it is determined the most efficient use of schedule. Pursuant to approval of the City Administrator, Department Heads and Supervisors can set operation schedules for their department or building on an annual basis. **Rest Breaks.** City employees, when working under conditions where the use of a rest break is practical, shall be allowed to take one 15 minute paid break per every 4 hours worked, at a time specified by the immediate supervisor. The purpose of a break is to provide rest for the health, safety and productivity of the employee and the City. Each supervisor shall schedule rest periods so as not to interfere with work requirements. Unused rest breaks may not be accumulated nor used for any purpose other than a rest period.
4. **Inclement Weather.** In the event of inclement weather such as snow, fog, or ice which creates hazardous travel conditions to and from an employee's home, an employee may arrive late or leave early upon permission from their supervisor. If an employee anticipates being late in their arrival to work, the employee should, to the extent reasonably practical, notify their supervisor prior to the start of their shift.
5. **Closures.** Operational closures due to inclement weather, staffing shortages, or threats to the safety of employees shall be paid as a holiday.

[12/09/2014, 4/10/2018, 01/01/2020, 11/14/2023]

## **5-2 Pay Periods and Payday.**

The payroll year is made up of twenty-six (26) biweekly pay periods, which do not correspond to the calendar year. Pay periods start on Saturday and end on the Friday of the second week. Paychecks will be available to employees by 12:00 noon on Friday after the pay period.

Upon request, payroll checks may be mailed to the employee's home. When a payday falls on a holiday, checks will be distributed a day early, to the greatest extent possible. For calculation of stand-by compensation, holiday pay, overtime and more, the City uses the paid observance date of the holiday, not the actual holiday on the calendar.

[8/14/2007, 04/12/2016]

## **5-3 Time Sheets.**

Time sheets are required of all City employees. The City or department head may require time-stamped time cards or daily time sheets. Each time sheet must be signed by the employee to be valid for payment. Time sheets shall be submitted to department heads no later than 9:00 a.m. on the Monday preceding a Friday payday. The department head shall submit all time sheets to the Administration & Finance Department before noon of the Monday preceding the Friday payday. Time sheets shall indicate the number of hours worked and/or meetings attended, including any compensatory time and/or overtime. Any paid time off such as sick, vacation, compensatory or holiday time shall also be indicated. If a signed time sheet is not turned in on time, the paycheck may be delayed until the next regular payday.

Falsification of a time sheet, intentional or not may constitute a violation of policy. It is imperative all employees carefully track and document their use of time.

[4/8/2014, 01/01/2020, 11/14/2023]

## **5-4 Compensation.**

For employees covered by labor agreements, compensation is set in the applicable labor agreement and may include a longevity bonus. For all other employees, compensation rates, including any longevity, temporary assignment, and performance pay, are set and adjusted by the Finance & Labor Relations Committee, provided that such compensation complies with the annual budget adopted by the Common Council.

[4/8/2014]

## **5-5 Overtime**

Employees shall receive permission from their department head prior to performing work that would result in accrual of overtime or compensatory time. Department heads shall monitor hours worked within their department to avoid the scheduling or use of overtime to the greatest extent possible.

A non-exempt employee who works more than either forty (40) hours in a week or ten (10) hours in a day, shall receive time and one-half (1.5) for all hours actually worked including sick and bereavement leave (not including vacation or other compensation for non-worked hours) in excess of forty (40) hours in a week or ten (10) hours in a day. Paid holiday hours (not floating holidays) or workdays canceled due to inclement weather shall count toward the calculation of overtime or compensatory time eligibility. Employees shall have the option of receiving either

overtime pay or compensatory time off computed at the rate of one and one-half times (1.5) the employee's regular rate of pay.

[01/01/2020]

### **5-6 Compensatory Time**

Compensatory time is allowed and used for the purpose of providing staff additional time off as needed for personal well-being while saving the City from paying additional wages.

Compensatory time off shall accrue at the rate of one and one-half (1.5) hours for each overtime hour worked. To provide employees flexibility in taking time off, hours earned through on-call or working more than their regular shift, including part-time employees, may convert hours to compensatory time.

Compensatory time may be accumulated to a maximum of eighty (80) hours in one calendar year. Afterwards all overtime, or regular hours shall be paid in the pay period earned. Compensatory time shall be used within the calendar year in which it is earned. Employees may request a payout of earned compensatory time on the second payroll period of June of each year and receive the final payout of earned compensatory time in the second pay period of December each year.

When an employee manages to use 60 hours of compensatory time for time off from work, on or before November 1<sup>st</sup>, they may elect to replenish their compensatory time above 80 hours in a calendar year, provided the employee never elected to cash out their time in June.

At termination the employee will be paid for accrued compensatory time at the employee's final regular rate. Compensatory time shall be taken at mutually agreed upon time(s) so as not to unduly disrupt operations.

[01/01/2020]

### **5-7 Call-in Pay**

If an employee is called back into work at other than his or her normal time, they shall receive a minimum of two (2) hours pay for such work on weekdays or on weekends and a minimum of four (4) hours for such work on observed, paid holidays or pay for the actual time worked, whichever is greater. This provision shall not apply to hours worked consecutively prior or subsequent to the employee's regular schedule of hours. Minimum call-in pay shall count as hours worked for calculation of overtime.

[4/8/2014, 11/14/2023]

### **5-8 Standby Procedures and Compensation.**

One (1) Water & Light field employee and one (1) Public Works field employee shall take standby duty (on-call with a pager or cell phone) with each employee expected to take a turn on a rotating basis for each one (1) week period from 3:30 pm on Friday through 3:30 pm the following Friday. This period includes all the hours not included in any regular work day, including 24 hours a day on weekends and holidays and the period from the end of each regular work day (typically 3:30 pm) until the start of the following work day (typically 7:00 am).

Regular standby duty shall be compensated as twelve (12) hours straight time for the one-week period plus any calls and equipment checks at the appropriate rate.

The employee on regular standby duty shall be responsible for the Saturday, Sunday, and holiday water test procedures and taking the wastewater treatment plant readings. The employee will receive (in addition to standby compensation) a minimum of two (2) hours of pay for each day on non-holiday weekends and a minimum of four (4) hours of pay on holidays. If testing or other problems occur, the employee shall be paid for actual hours worked if over the two (2) hour or four (4) hour minimum, whichever is applicable. If water or wastewater pumps/controls need to be checked a second time later in the day, the employees shall receive a second call-in pay at the minimum of two (2) hours on non-holiday weekends and four (4) hours on holidays.

Upon receipt of a service call, the employee shall call in a second qualified employee, as needed, to assist them, ensuring all safety regulations are complied with and that neither employee is placed in extraordinary danger or hardship. As many employees as are deemed necessary to complete the work in a safe and timely manner shall be called in. Employees shall document these calls and be compensated at the appropriate rate.

On those weekends and holidays when it will be difficult to contact a second qualified employee, due to vacations, etc., when a number of employees will be out of town, a second employee shall be placed on reserve standby, and carry the second pager, so that employee can be summoned at any time by the employee on regular standby.

Reserve standby duty shall be compensated as two (2) hours straight time per day or four (4) hours straight time on holidays plus any calls and equipment checks at the appropriate rate.

[12/10/2013, 11/14/2023]

### **5-9 FLSA Exempt Positions.**

Fair Labor Standards Act exempt employees shall devote as much time as necessary to carry out their duties without earning overtime or compensatory time. The City may allow FLSA exempt position to adjust their work schedule to recognize and accommodate those situations where they have worked an excessive amount of hours compared to their typical two-week work schedule. Such flexible time off shall be requested, within four pay periods and documented per section 7-1 of this handbook.

Excluding the absence of one (1) or more full days of work, FLSA exempt employees cannot be reduced in pay for working less than their scheduled or expected hours. Failure to meet schedules, expected hours of work in a pay period, or use of paid leave to full-fill the expected hours of a pay period is a matter of employee conduct under Chapter 8 and discipline under Chapter 9. Time cards shall be used to track days and times of work; meetings; and benefit time used. Time sheets benefit FLSA exempt employees as it tracks time earned per section 7-1.

[12/09/2014, 04/12/2016, 4/10/2018, 11/14/2023]

### **5-10 Longevity Bonus.**

The City shall pay a longevity bonus of 1.0% for full-time employees who have worked at least ten (10) years continuous employment with the City, 2.0% for full-time employees who have worked at least fifteen (15) years continuous employment with the City, and 3% for full-time

employees who have worked at least twenty (20) years continuous employment with the City. The longevity bonus earned in the calendar year starting January 1<sup>st</sup> and ending December 31<sup>st</sup> shall be paid as a single annual payment during the first pay period in December. In the event an employee retires on or past their anniversary date of employment they shall receive their longevity bonus the same time as their payout of vacation and/or sick time would occur.

[12/10/2013, 12/13/2016, 4/10/2018, 11/14/2023]

### **5-11 Clothing Allowance.**

Full-time Municipal Services Department Supervisors and field employees will be reimbursed for one (1) pair of approved work boots per year that meet state safety requirements, as evidenced by a receipt of purchase.

In addition, full-time Department Heads and Municipal Services Department field employees will receive a three-hundred dollar (\$300.00) or more clothing allowance each year as set by the annual budget, provided the employee continues to be employed by the City for the entire year. The payment of this allowance will occur in January and is considered taxable compensation by the Internal Revenue Service. If, for any reason, an employee who was paid a clothing allowance does not continue to be employed by the City for the entire year in which the clothing allowance was paid, the employee shall pay to the City a pro-rated share of the clothing allowance for the portion of the year the employee is not employed by the City. Note: electric utility purchase of flame-resistant clothing is considered personal protective equipment and is reimbursed by evidence of receipt or directly purchased by the City in addition to the clothing allowance.

A collective bargaining agreement or individual employment contract may include provisions for a clothing allowance.

[12/09/2014, 12/13/2016, 11/14/2023]

### **5-12 Temporary Assignment Compensation.**

During an extended absence or vacancy, the department head or administrator may temporarily assign an employee to perform some or all of the duties of the vacant position.

When the temporary assignment is expected to last more than two (2) weeks, the City may consider providing a stipend or temporary increase in compensation for performance of the higher rated duties of the vacant position. Consideration for compensation may include factors such as the scope and nature of the duties, additional hours needed to perform the duties, expected duration of the temporary assignment, extraordinary or emergency circumstances, budgetary impact, existing collective bargaining or other labor agreement, and recommendation by the department head and/or City Administrator. Typically, if an employee is fully performing the majority of the duties of the vacant position, the employee may be paid either 90% of the wage for that position or a 5% increase in pay, up to the wage for that position for the period the extra duties are performed. Decisions about temporary assignment compensation shall be made by the City Administrator if within budget parameters, or Finance & Labor Relations Committee if outside budget parameters, whose decision shall be final.

[4/8/2014, 11/14/2023]

### **5-13 Payroll Deductions.**

Deductions are made from employees' paychecks as required by law for federal, state and local taxes, social security and Medicare, and as ordered by a court for garnishment and child support. The amount of tax withheld is based on the W-4 form the employee completed upon hire. Employees shall notify the Human Resources Administrator to update their W-4 forms when appropriate to ensure that the amount of tax withholding is appropriate.

Voluntary payroll deductions, if applicable, are made for health, life, other insurance programs and benefits (AFLAC), union dues/fair share payments and employee contributions to a deferred compensation plan, offered by the City. Deductions are itemized on the paycheck stub.

[4/8/2014]

### **5-14 No Pay Advances.**

The City of Evansville does not compensate employees in advance of work performance.

[8/14/2007]

### **5-15 Travel, Lodging, Meals and Other Reimbursements.**

The City expressly notes that the IRS considers reimbursement for lodging and meals to be taxable compensation under certain circumstances. It is the policy of the City to reimburse employees for applicable and reasonable expenses of travel associated with the conduct of City business, training and conferences. Receipts must be submitted for all reimbursement requests. Instead of employee reimbursement, the City may pay the vendor directly for employee travel expenses.

All travel by a non-department head employee requires the approval of the department head. All travel by a department head requires the approval of the City Administrator. All travel by the City Administrator must be approved by the Mayor. Travel that either exceeds the amount budgeted or has not been budgeted requires prior approval of the City's appropriate supervisory committee. In addition, all trips exceeding \$5,000 require prior approval by the City of Evansville Common Council.

Travel expenses must be accounted for by presenting valid receipts no later than thirty (30) days following the trip. The appropriate department head or City Administrator/ Finance Director shall review all receipts submitted. The City shall not reimburse expenses exceeding the travel allowance; the City shall not duplicate reimbursement when costs are reimbursed by other sources. All reimbursements require an itemized receipt or detailed report of what was purchased, for what purpose and assurance the purchase is not contrary to any other policies. Reimbursement shall be made in a timely manner.

1. **Transportation.** The City shall reimburse transportation costs, including parking, at either the actual cost of hired transportation or at the IRS standard mileage rate for use of a personal vehicle. Use of a City vehicle or car-pooling with others attending the same function is required to conserve on City expenses. When a City vehicle or car-pooling is available, employees electing not to carpool for personal convenience (such as but not limited to bringing guests along, traveling to another non-work location before/afterwards, or preferring to drive their personal vehicles separate from other

employees) shall be denied for reimbursement. Payment for transportation charges may be handled by reimbursement upon presentation of valid receipts or by prepaid advance travel reservations. All traffic and parking violations or other non-work related expenses are not reimbursable. Employees shall always travel using the most economical and carbon neutral means necessary.

If an employee does not have the State required liability coverage they shall use a City vehicle instead.

2. **Lodging.** In order to qualify for overnight travel reimbursement, the event must take place no less than a one (1) hour drive from Evansville or have prior approval by the appropriate supervisor. Lodging expenses per night, including all taxes, shall not exceed \$250.00 excluding expenses without: prior City Administrator approval; the employee is staying at the closest hotel to where the conference is located; or the rate is below the Government Services Administration (GSA) set per diem.

Posted hotel check-out hours are to be observed to avoid a charge for the day of departure. When registering into a hotel, or signing for any official purpose, employees should use their business address and identification and ask for government discounts and tax exemptions. Employees shall not be reimbursed for personal telephone calls or valet or dry cleaning services. If any employee is accompanied by a non-City employee (e.g. a spouse, domestic partner, family member, etc.) on an overnight trip, the City will not reimburse for more than the applicable single room rate since no travel expense for non-employees is reimbursable.

3. **Meals.** Meal receipts are required for reimbursements, and reimbursement, including gratuity, will not exceed \$75.00 per day, unless the GSA per diem for meals is greater in the area visited by the employee. Reimbursement will be allowed for: (1) Breakfast, if the employee leaves before 6:00 a.m. or is staying overnight out of town; (2) Lunch, if the employee leaves before 10:00 a.m. and returns after 2:30 p.m.; (3) Dinner, if the employee leaves before 5:00 p.m. returns after 8:00 p.m. Under no circumstances will the cost for alcoholic beverages be reimbursed by the City of Evansville.

[12/09/2014,04/12/2016, 4/10/2018, 11/14/2023]

### **5-16 Membership Dues.**

Memberships to local, state, or national organizations and fees for professional licensure may be reimbursed by the City provided the membership or licensure is job-related and is budgeted.

[4/8/2014]

### **5-17 Training and Development.**

When an employee attends a job-related training or conference program, the City will pay the employee their regular pay and reimburse the employee for associated expenses. All textbooks received in conjunction with the training program are deemed to be City property. In addition, the City requires its management/supervisory staff to provide ongoing training regarding work performance, City policies, and safety issues required by the City's insurance carrier and OSHA.

[8/14/2007]

The City may provide additional training and education for employees with the expectation such training will provide the City with new services, advance understanding of existing service, provide the employee with a future opportunity for advancement within the City, or pursuit and completion of an Associate's Degree. City coverage of expenses for tuition, training equipment, materials, mileage and employee pay will be decided on a case-by-case basis. The City may request potential reimbursement for education and training programs if the employee does not complete the program. The City may request guarantees of employment to cover the investment of education and training programs in an agreement. These agreements are developed case-by-case and are approved by Finance and Labor Relations Committee.

[4/10/2018]

### **5-18 Work from Home.**

Being available to staff and the public is an essential function of most positions within the City of Evansville. Department Heads and FLSA Exempt employees may make arrangements with the City Administrator to allow City work to be conducted from home as needed and infrequently. Work from home can provide the opportunity for exempt personnel and department heads to complete essential tasks. This allowance is to be restricted so it does not create a system of abuse. Arrangements for accessing City files, programs and applications shall be made in advance with the City's Information Technology provider to create the most secure connection possible. All work conducted at this time is property of the City. Time calculations must be made conservatively to make certain staff meet the minimum requirements on their time sheets. Work from home requests shall be made in writing to the City Administrator and should generally avoid work days preceding or following weekends and holidays.

[01/01/2020, 11/14/2023]

## BENEFITS

### 6-1 Health Insurance.

Pursuant to the criteria and procedures of the Employee Trust Fund, eligible employees shall be able to enroll for health insurance coverage as of the first of the month following receipt of a timely application. Employer contributions shall be tolled until after one (1) month of employee's coverage under the Wisconsin Retirement System. The City does not allow duplication of coverage if the employee and their dependent are both employed by the City, unless the dependent loses insurability, provided that the carrier does not prohibit such coverage. Employees and their dependents have the right to continue health insurance coverage, at their own cost, under certain state and federal laws, upon leave of absence without pay, termination, layoff, retirement, divorce, death and/or certain other qualifying events.

For currently enrolled active employees with creditable Wisconsin Retirement System (WRS) service on or after July 1, 2011 the City shall pay a percentage of the premium for single or family health insurance as follows:

1. Full-Time Employees are regularly scheduled for compensated service of thirty (30) or more hours per week [ie: one-hundred-thirty (130) hours or more per month for purposes of determining eligibility under the Affordable Care Act]. ~~For Full-Time Employees, the City shall pay the lesser of either 90% of premium of the lowest cost health plan in Rock County or 88% of the average premium cost of plans offered in any tier of the lowest employee premium cost. The employee share of the premium shall not exceed a cap set at \$66 per month single coverage and \$159 per month family coverage in 2014 to the extent that the cap remains within the legal limit of no less than 12% of the average premium cost of plans offered in any tier of the lowest employee premium cost. Said caps shall automatically increase by 18.5% each calendar year. For Full-Time employees, unless a contract specifies otherwise, the City contribution towards health insurance premium shall be 88% of the gross premium of the average cost Tier 1 qualified IYC health plan approved by the ETF Board which is in the service area of the Employer. All City contributions shall be consistent with ETF, WRS, and State regulations as they may be amended.~~

~~1.2.~~ Part-Time Employees are regularly scheduled for compensated service of under thirty (30) hours per week but more than twenty three (23) [ie: less than one-hundred-thirty (130) hours per month for purposes of determining eligibility under the Affordable Care Act]. ~~For Part-Time employees the City contribution towards health insurance premium shall be 50% of the gross premium of the average cost Tier 1 qualified IYC health plan approved by the ETF Board which is in the service area of the Employer. All City contributions shall be consistent with ETF, WRS, and State regulations as they may be amended. the City shall pay 50% of the premium of the lowest cost health plan in Rock County.~~

For currently enrolled active employees with creditable Wisconsin Retirement System (WRS) prior to July 1, 2011 the City shall pay a percentage of the premium for single or family health insurance as follows:

1. For Part-Time Employees regularly scheduled for under twenty (20) hours per week [ie: less than one-thousand-forty (1040) hours per year for purposes of determining eligibility under the requirements of the Employee Trust Fund] but more than eleven and a half (11.5) the City shall pay 0% of the premium of the lowest cost plan in Rock County.

In all cases, the employee shall have the option to select a higher cost health plan and shall be solely responsible for the difference in cost.

[12/09/2014, 11/14/2023, [3/14/2026](#)]

### **6-2 AFLAC.**

Employees may choose, at their own expense, to participate in a separate insurance policy offered through American Family Life Assurance Company (AFLAC). An AFLAC representative is available to explain policy options. The City also offers an employee flexible spending account (Section 125 plan) option to employees for qualified medical expenses and child care expenses through AFLAC. The unreimbursed medical flexible spending account is limited to \$1,500.

[3/18/2014]

### **6-3 Dental Insurance.**

Employees shall be eligible for dental insurance coverage after one (1) month of coverage under the Wisconsin Retirement System prior to eligibility. The City does not allow duplication of coverage if the employee and their dependent are both employed by the City, unless the dependent loses insurability, provided that the carrier does not prohibit such coverage. Employees and their dependents have the right to continue dental insurance coverage, at their own cost, under certain state and federal laws upon leave of absence without pay, termination, layoff, retirement, divorce, death and certain qualifying events.

For each full-time employee, the City currently pays the monthly premiums for single coverage and family (including domestic partners as defined in the policy) coverage. The City shall not provide alternate compensation for employees who do not receive dental insurance benefits.

[12/09/2014, 11/14/2023]

### **6-4 Life Insurance.**

The City currently offers employees an opportunity to participate in the Group Life Insurance Plan for state or local employees of Wisconsin. The City shall pay the premium for the basic plan; the employee may choose to participate in supplemental or additional plans at their own expense. Participation is subject to terms and conditions, including one (1) month coverage under the Wisconsin Retirement System prior to eligibility, as shall be established by the plan. The employee shall name their beneficiary or beneficiaries.

[8/14/2007, 11/14/2023]

### **6-5 Income Continuation Insurance.**

After one (1) month coverage under the Wisconsin Retirement System, the City will pay the premiums for Income Continuation Insurance at the rate of a 120-day waiting (elimination)

period for each regular full-time employee. The terms of coverage under the plan are as set by the State of Wisconsin.

[12/09/2014, 11/14/2023]

#### **6-6 Wisconsin Retirement Fund.**

For each eligible employee, the City shall contribute to the Wisconsin Retirement Fund the employer contribution, at the rate as may be from time to time determined. Employee shall be responsible for the employee contribution, at the rate as may from time to time be determined. Hours of paid-on-call status of emergency medical technicians and ambulance drivers do not count as hours worked for determining whether the employee has worked sufficient hours to qualify for the Wisconsin Retirement Fund, but if the employee qualifies, these hours are counted as hours worked for purposes of determining the contribution to the Wisconsin Retirement Fund.

All employee contributions toward the Wisconsin Retirement System shall be considered as employer contributions for tax purposes under the Internal Revenue Code section 414(h)(2). Participating employees shall not be permitted to opt out of the pick-up or to receive the contributed amounts directly instead of having them paid by the City to the plan.

[3/18/2014]

#### **6-7 Deferred Compensation.**

Employees may choose to participate in a deferred compensation program offered by the City under Section 457(g) of the Internal Revenue Code.

[8/14/2007]

#### **6-8 Wellness Programs.**

1. The City shall provide at no cost to employees and volunteers of the City an Employee Assistance Program.
2. For the health and well-being of staff, the City shall pay a share for health and well-being improvement costs for all full time, volunteer EMS, or part-time employees . The City will share in costs not to exceed \$150 each calendar year for full time employees. The City will share in costs not to exceed \$75 for volunteer EMS and part-time employees. The reimbursement is taxable and will be processed with payroll only once annually no later than October 30<sup>th</sup> of each year. Applicable uses include but are not limited to:

- Massage therapy
- Acupuncture
- Gym Membership
- Fitness Classes
- Other Health Consultations
- Devices with digital fitness tracking features
- Community Supported Agriculture (CSA) memberships
- Home Fitness Equipment
- Other uses approved in advance by the City Administrator

[01/01/2020, 11/14/2023]

## HOLIDAYS & LEAVE

### **7-1 Request for Schedule Change and Time Off.**

Requests for changes in an employee's scheduled hours of work shall be submitted in writing to the immediate supervisor not less than five (5) working days prior to the requested change. Changes that create overtime, scheduling, or work assignment problems will not be approved, except as otherwise expressly permitted within these policies. Requests for time off will be considered in the order received, subject to the City's needs. Where all factors are equal, the employee's length of service shall be considered in deciding on competing requests for schedule changes.

Department heads may generally schedule their leave at their discretion and shall inform the City Administrator in writing of any absence over one-half day or longer and to designate the department's contact person during the absence.

To recognize and accommodate those situations where a FLSA exempt employee (i.e. a department head or an employee with an employment agreement) has worked an excessive amount of time during a two-week cycle, the City Administrator may, on a case by case basis, allow the department head additional "flex time" off duty. Accounts of time worked, lunch breaks, meetings attended, and travel on the employee's time sheet shall be used to document such excess time and "flex time" used. This is not to bank or track the amount of time similar to compensatory time for non-exempt employees, but to document justification for request and approval. Terms for the use of "flex time" is set under Section 5-9.

[6/10/2014, 4/10/2018, 11/14/2023]

### **7-2 Vacation.**

Part-time, seasonal, and limited-term employees are not entitled to earn paid vacation time unless otherwise provided in an employment contract or the City Administrator. Full-time employees shall receive paid time off for vacation leave.

1. **Calculation.** All vacation days earned in the year which they are hired shall be prorated by the week rounded in 15 minute intervals

On January 1, of the calendar year of hire (or the calendar year following the year of hire for those hired before January 1, 2016), a full-time employee shall be entitled to up to ten (10) days of vacation time, unless the City granted alternate vacation leave at the start of employment or in an employee agreement or collective bargaining agreement. Any extra vacation granted by the City for new hires is subject to review by the City Administrator. Vacation shall not be earned during periods of layoff exceeding thirty (30) calendar days or during unpaid leaves of absence. Upon completion of five (5) full calendar years employment with the City, a full time employee shall be entitled to fifteen (15) days of vacation with one (1) additional day of vacation time for each additional year afterwards (completion of year 6), up to a maximum of twenty-five (25) days. Vacation leave shall be paid at the employee's current regular rate of pay.

2. **Schedule.** Vacation may not be taken in less than fifteen (15) minute increments. All vacation shall be taken within twelve (12) months of the calendar year earned. Vacation

not taken shall be forfeited. Where the City is unable to give the employee a reasonable opportunity to take their vacation within the twelve (12) month period, there may be a reasonable extension granted by the City Administrator.

Department heads have the exclusive right to schedule the vacations of the employees they supervise. Employees shall notify their immediate supervisor of tentative vacation plans by March 1 of each year; senior employees within departments may be afforded priority over employees with less seniority. Vacation may be scheduled after the March 1 deadline without regard to seniority. All vacation requests shall be subject to the department head's approval. The department head may deny a vacation request due to scheduling problems, lack of qualified replacement, limited funds, or other hardship on the City's operations. As part of the reasonable extension, the City Administrator shall have the authority to approve all extensions of vacation days not to exceed 80 hours for no more than six (6) months.

3. **Payout.** Non-exempt employees hired prior to January 1<sup>st</sup>, 2016 who resign or retire and gives required written notice, shall be paid for their unused vacation earned during the prior year plus vacation leave at the rate of 1/52<sup>nd</sup> for each week worked in the current year, provided the employee shall have completed one (1) year of continuous employment. Those hired after January 1<sup>st</sup>, 2016 had immediate access to vacation and therefore only receive payout of the pro-rated vacation minus used time within that year. Such employee who resigns or retires without giving required written notice or who is terminated by the City, shall not be paid for any earned vacation leave.

**Department heads.** Department heads accrue vacation leave for a calendar year at the start of the calendar year. If a department head starts employment during the year, the amount of vacation accrued for the first partial calendar year of employment shall be prorated for the portion of the calendar year the employee will work for the City. Department heads shall accrue vacation leave at a rate of fifteen (15) days per year during the first through fifth full calendar years of employment, unless otherwise provided in an employment contract or terms of employment. In the sixth (6<sup>th</sup>) full calendar year of employment and in each subsequent full calendar year of employment, the vacation benefit shall increase by one (1) day per year to a maximum of twenty-five (25) days. Department heads may carry forward from a calendar year to the next calendar year up to ten (10) days of accrued, unused vacation leave, and any vacation days in excess of these ten (10) days will be forfeited. If provided in an employment contract or approved by the Finance & Labor Relations Committee additional unused vacation days beyond ten (10) may be carried forward. A department head's employment contract or terms of employment may limit the use of vacation leave during a specified initial training period. After completion of such initial training period, upon retirement, termination of a department head, termination of the employment contract (if any), or the department head's death, the department head or department head's estate shall be entitled to payment of unused vacation leave paid at 100%, prorated based on the portion of the calendar year worked by the department head.

[12/09/2014, 12/13/2016, 4/10/201801/01/2020, 11/14/2023]

### **7-3 Paid Holidays.**

Starting in the calendar year of 2017 full-time employees shall receive the following named paid holidays: New Year's Day; Memorial Day; Independence Day (July 4); Labor Day; Thanksgiving Day; Day After Thanksgiving; Christmas Eve; Christmas Day; and four (4) Floating Holidays (to be taken in full shift increments and pro-rated per quarter upon hire).

Part-time, seasonal, and limited-term employees are not entitled to earn paid holidays unless otherwise provided in an employment contract or the employee's terms of employment. Part-time employees who do receive pay for the above holidays (including floating holidays) shall be paid on a pro-rated basis equal to their regularly scheduled hours of work.

If a holiday falls on a Saturday, the preceding Friday shall be observed as the holiday. If a holiday falls on a Sunday, the following Monday shall be observed as the holiday. When a holiday falls during an employee's vacation period, their vacation period shall be extended one (1) day for each holiday. If Christmas falls on Saturday, then Christmas Eve will be observed on Friday and Christmas Day will be observed on Monday. If Christmas Eve falls on a Sunday, then Christmas Eve will be observed on Monday and Christmas Day will be observed on Tuesday. If a holiday falls on day or year not prescribed in this section, the City Administrator shall make the final determination on the observation day.

Each employee, to be entitled to holiday pay, shall work, or use approved vacation time, sick time, compensatory time, or a floating holiday, all normally scheduled hours on their last scheduled workday before the holiday and the first scheduled workday following the holiday. In the event that a holiday shall fall during a period when an employee is on approved sick leave, their sick leave accumulation shall not be reduced that day.

[6/10/2014, 12/13/2016, 11/14/2023]

### **7-4 Religious Observances.**

The City of Evansville respects the right of each employee to worship as their faith dictates. Any employee wishing to be absent for the purpose of religious observances or holidays may request to use vacation, floating holiday time, or unpaid leave to observe such observance or holiday. Employees shall provide their department head 15 work days of notice of their desire for time off in such situations. All requests are subject to prior approval. Requests will be honored unless doing so would cause an undue hardship for the City.

[12/09/2014, 11/14/2023]

### **7-5 Sick Leave.**

1. **Initial Hire.** A newly hired employee shall begin employment with zero (0) hours of accrued sick leave, unless the City grants the employee a sick leave accrual at the start of employment in an employment contract or other terms of employment. In the event that an employee is granted a sick leave accrual at the start of employment, it shall be assumed that an employee uses sick leave accrued after the start of employment with the City first, and only if all such sick leave has been exhausted will sick leave that was part of the sick leave accrual at the start of employment be used. Any such employee shall not receive a payment on account of such sick leave accrual at the start of employment upon such employee's voluntary resignation from employment with the City.

2. **Accrual.** Full-time employees shall be entitled to one and one-quarter (1-1/4) days sick leave per full month of employment. Part-time, seasonal, and limited-term employees are not entitled to earn sick leave unless otherwise provided in an employment contract or the employee's terms of employment. Part-time employees who do earn sick leave shall accumulate sick leave on a pro-rated basis equal to their regularly scheduled hours of work. Sick leave benefits shall not accrue to the employee during an approved leave of absence or while on active sick leave exceeding two (2) weeks. The maximum accumulation of sick leave shall not exceed ninety (90) days, except as stated below, which shall also be the maximum that may be used by an employee during any calendar year.
3. **Use of Sick Leave.** An employee unable to report to work due to illness or injury (physical and/or mental) of the employee or their immediate family (spouse, child, parent or household member) is required to give notice no later than within the first one-half (1/2) hour of the start of their shift unless unforeseen circumstances prevent them from doing so. If employee is designated as a care giver to a family member, notification shall be given to their immediate supervisor for preauthorized use of sick time. Pets, livestock and other non-human animals and creatures are not eligible for sick time.

For scheduled doctor or dentist appointments, the employee shall give the department head notice thereof as soon as is practical following the scheduling of the appointment. Sick leave may be taken in fifteen (15) minute increments. Sick leave is to be used for getting well, not as extra vacation. Supervisors may send a sick employee home in the interest of the employee or public health or safety.

If not approved, personal time such as compensatory, vacation or holiday may be used.

[01/01/2020, 11/14/2023]

4. **Doctor's Statements.** The City, may require the employee claiming sick leave to produce a doctor's statement of illness or injury or to submit to an examination by a doctor designated by the City at the City's expense. In the event of sick leave absence of more than three (3) consecutive days, the employee shall provide a doctor's statement of illness or injury. Following surgery, extended illness, or treatment of a significant injury, the employee may be required to produce a doctor's statement for fitness to return to work.
5. **Excess Sick Leave.** If at the end of any calendar year, an employee would have more than 90 days of accumulated sick leave, the employee may receive a payout of 50% of the value of sick leave in excess of 90 days. This payment shall be paid no later than the second pay period of the following calendar year. Such employee may instead choose, on a yearly basis, to defer payout of the excess sick leave value until retirement for the sole purpose of paying employee's health insurance premiums after retirement. The employee will be assumed to elect to defer payout of excess sick time unless they indicate their preference no later than December 15 of each year. Pay shall be based on such employee's normal rate of pay and scheduled hours of work in effect at the time.

- a. For non-exempt employees of the municipal services department, finance departments or non-exempt clerical employees of the police department who were hired prior to January 1, 2014, the amount eligible to be deferred for post-retirement insurance premiums shall be 100% of excess sick leave.
  - b. For exempt employees and sworn police officers, the amount eligible to be deferred for post-retirement insurance premiums shall be according to the appropriate employment or collective bargaining agreement.
  - c. For all other employees, the amount eligible to be deferred for post-retirement insurance premiums shall be 50% of the excess sick leave.
6. **Payout.** Upon retirement with appropriate notice (based on eligibility standards established by the Wisconsin Retirement System), termination of such employee (unless such termination is for cause), termination of employee's employment contract (if any), resignation with appropriate notice, or employee's death, employee or employee's estate shall be entitled to payment of up to 90 days of unused sick leave at the employee's current wage rate according to the schedule in section 4-2 above. For purposes of this provision, the term "cause" includes but is not limited to misconduct connected with employment, or a serious or repeated violation of the work rules or other policies set forth in this Employee Handbook.
7. **Donation of Sick Leave.** An employee may voluntarily donate accrued sick leave (calculated according to the respective wages) to another employee to cover periods of absence due to a medical condition of the employee or family member, including intermittent periods of absence due to a single on-going medical condition. Donation of sick leave must meet the following criteria:
- a. The recipient employee has less than 3 days of available paid leave (sick leave, vacation, compensatory time, floating holidays).
  - b. The recipient employee is not then receiving unemployment compensation or worker's compensation or other disability based benefits.
  - c. The otherwise unpaid absence would exceed twenty-four (24) working hours beyond the recipient employee's having utilized all other available paid leave.
  - d. The donor employee cannot donate more than half of their accrued sick leave.
  - e. Donated sick leave may be used on a current basis or applied retroactively to the beginning of the absence.
  - f. With City Administrator approval, up to 5 days of an employees vacation time can be donated as sick time

Persons involved in the leave transfer program are responsible for guarding the privacy of recipient and donor employees. No information should be revealed to anyone (including to a recipient who wishes to thank donors) who does not have a need to know for administrative purposes.

If, at the end of the absence (return to work, resignation, or death), unused donated leave remains, the City may arrange to have it returned to the donor employee. If there are multiple donor employees, the leave may be returned on a pro-rated basis.

[12/09/2014, 11/14/2023]

### **7-6 Funeral / Bereavement Leave.**

Full-time and permanent part-time employees shall be entitled to paid leave for funeral or bereavement. Unless otherwise provided in an employment contract or the employee's terms of employment, a seasonal, and limited term employee shall not receive paid leave for funeral or bereavement.

In the event of a death of a spouse, significant other or domestic partner, child, stepchild, parent, parent-in-law, child-in-law, sibling, grandparent, grandchild, or household member an eligible employee shall be entitled to pay for three (3) days of absence for funeral or bereavement. In the event of a death of a sibling-in-law, or grandparent-in-law, a full-time employee shall be entitled to pay for one (1) day of absence for funeral or bereavement. In the event of a death of any relative previously undefined, employee may receive pay for one (1) day of absence for funeral or bereavement at the discretion of the department head and the City Administrator. All part-time pay shall be prorated.

On a case by case basis, with full consideration for the individual situation and the business needs of the City, the City may allow an employee to utilize their accrued vacation, compensatory time, floating holiday, or sick leave for funeral or bereavement of an extended family member (i.e. a relationship not explicitly listed here) or for a longer period of leave than the standard (i.e. three days or one day).

Pets, livestock and other non-human animals and creatures are not eligible for funeral/bereavement leave.

[06/10/2014, 4/10/2018, 01/01/2020, 11/14/2023]

### **7-7 Disability leave.**

In the event of an illness or injury requiring recuperation longer than accumulated sick leave, employees may apply for an unpaid leave not to exceed 180 calendar days (inclusive of any FMLA leave to which the employee is entitled). The City of Evansville reserves the right to require satisfactory medical evidence of the employee's medical condition, their ability to return to work, and/or the need to extend the medical leave.

[12/09/2014, 4/10/2018, 11/14/2023]

### **7-8 Personal leave.**

An employee may request a personal leave of absence without pay not to exceed thirty (30) calendar days. Such requests shall be made in writing to the department head not less than fifteen (15) calendar days prior to the start thereof, and shall state the starting and ending dates of the requested leave. Supervisors may waive the fifteen (15) day request in exceptional circumstances. Department heads may make their requests to the City Administrator for recommendation to the Finance and Labor Relations Committee for final approval. All requests for leave are subject to the approval of and such conditions, if any, as may be specified by the City of Evansville. Employees on an approved leave of absence, without pay, except approved Family and Medical Leave, may continue insurance coverage, but are responsible for payment of all premiums.

[12/09/2014]

### **7-9 Military leave.**

Employees shall be granted military leave in accordance with applicable federal and state laws. Employees shall be entitled to the option of either receiving their military pay or receiving their regular straight time pay from the City of Evansville during the first three (3) calendar weeks of an authorized leave under this section, but not to exceed a total of six (6) calendar weeks within any twelve (12) month period.

[06/10/2014]

### **7-10 Family and Medical Leave.**

The City of Evansville complies with all applicable requirements of the Federal and Wisconsin Family and Medical Leave Acts (FMLA). Additional information on the federal FMLA follows:

All requests for FMLA leave should be submitted as soon as possible. Employees generally have fifteen (15) days to get any required medical forms returned. More information is available in the Human Resources department.

The state and federal FMLA laws permit eligible employees to take unpaid leave in the following circumstances:

- For the employee's own serious health condition.
- For a serious health condition involving the employee's parent, child, spouse, and under the state law, the spouse's parent, employee's domestic partner or domestic partner's parent.
- The birth or adoption, and under the federal law, foster placement of a child.

The federal FMLA also allows FMLA leave for:

- Eligible employees with a spouse, son, daughter, or parent on covered active duty or call to covered active duty in the Armed Forces for certain qualifying exigencies.
- Eligible employees to care for a covered service member.

The state law applies to employers employing 50 or more individuals on a permanent basis and covers employees who have worked for at least one (1) year (does not have to be consecutive months) and 1,000 hours (worked or otherwise paid) in the preceding twelve (12) months. The federal law also has a one (1) year qualification period, but uses 1250 hours actually worked as the minimum requirement; in addition, to be eligible for FMLA benefits, the employee must be assigned to a worksite with 50 or more employees within a 75 mile radius.

The state benefit is based on a calendar year and is:

- Two (2) weeks for the employee's own serious health condition.
- Two (2) weeks for a serious health condition involving the employee's parent, child or spouse, or domestic partner.
- Six (6) weeks in cases of birth or adoption (foster placement is not covered).

The federal law allows a total of twelve (12) weeks per twelve (12) month period, except that up to twenty-six (26) weeks of leave is allowed during a single twelve (12) month period to care for

a covered service member. The military caregiver leave is available during a single twelve (12) month period during which an eligible employee is entitled to a combined total of twenty-six (26) weeks of all types of FMLA leave. The City uses a calendar year to calculate federal FMLA leave. Where a leave is covered by the state and federal law, state leave runs concurrently with federal law.

Any accrued paid leave time which the employee elects to use and for which the employee is eligible will be credited against the unpaid leave allowance. Employees may be required to use accrued paid vacation for federal FMLA leave, which will be counted against the unpaid federal leave allowance

Employees requesting family or medical leave should give as much advance notice as possible of the need for the absence. A 30 day notice is required when leave is reasonably foreseeable.

If FMLA leave is for birth and care or placement of a newly placed child for adoption or foster care, use of intermittent leave is subject to the employer's approval, except as may be allowed by the Wisconsin FMLA. FMLA leave may be taken intermittently whenever medically necessary to care for a seriously ill family member, or because the employee is seriously ill and unable to work.

Employees on a federal or state approved family or medical leave may be required to provide medical certification of the need for the leave as well as the employee's fitness to return to work, as applicable.

During an approved state or federal family or medical leave, the City will continue to provide group health insurance, for up to the maximum FMLA leave, on the same terms and conditions as provided for before the leave. Continuation of insurance coverage beyond that period shall be provided in accordance with applicable state and federal law (COBRA).

Employees returning from an approved state or federal family or medical leave shall be reinstated to their former position or equivalent position in accordance with and to the extent required by applicable state or federal law.

Family or medical leaves are only available up to the time periods specified by state and federal laws, unless the employee contacts the City and obtains special approval for an extended leave of absence without pay. Requests for extensions must generally be submitted, in writing, at least two weeks in advance of the employee's scheduled return date. The City reserves the right to grant or deny extensions in whole or in part, in accordance with local, state and federal laws as applicable. If the employee does not return to work following the conclusion of FMLA leave or an otherwise approved leave, the employee will be considered to have voluntarily resigned.

[06/10/2014]

### **7-11 Jury Duty.**

Regular employees may receive time off to serve on jury duty and shall notify their department head as soon as the employee receives notice. Employees shall be required to provide proof of their service of jury duty time, such as a jury summons and/or other evidence of their continuing service. Regular employees who are required to serve jury duty shall be entitled to receive their

regular straight time pay from the City during an authorized jury duty under this section. Any employee released from jury duty shall immediately report back to work unless excused by the department head.

[06/10/2014]

### **7-12 Fire Service and EMS Leave.**

Employees who are qualified members of the Evansville Community Fire District or Evansville Emergency Medical Service will be authorized to leave their jobs during regular working hours under pre-determined conditions with approval of their supervisor to respond to emergency service calls with no loss of pay.

The City Administrator may authorize a leave of absence, without pay, for the purpose of an employee's attending fire or medical service training which has been recommended in writing by the Fire Chief or EMS Chief.

[06/10/2014, 11/14/2023]

### **7-13 Worker's Compensation.**

Employees who become injured while on duty or contract a disease in the course of their employment are covered under the Worker's Compensation Law. This law provides for the payment of medical and hospital bills for the related illness or injury; all employees are eligible for benefits under the Worker's Compensation Act in accordance with and to the extent provided by law. Death benefits are also provided for work-related fatalities.

Employees shall:

1. Immediately contact the 24/7 Care Line, as provided by our insurer, for certain injuries.
2. Report all accidents or injuries, no matter how minor, to their supervisor and, unless incapacitated, to submit a written report within twenty four (24) hours of the injury.
3. If medical treatment is required, submit a doctor's report to the supervisor describing the injury; whether the employee is able to return to work, with or without restrictions; and if not, the estimated return to work date.
4. Assist in completing any required paperwork within twenty-four (24) hours of the injury.

If an employee's illness or injury is determined to be a temporary partial disability or a temporary total disability such that worker's compensation does not cover the full loss of the employee's wages, the employee may request use of accumulated sick leave to offset the difference. Such payments shall not exceed accumulated sick leave and shall be deducted from the accumulated sick leave. An employee shall not be required to use sick leave, but in such case shall receive no payment beyond that provided by worker's compensation.

[12/09/2014]

### **7-14 Light Duty.**

An employee may be assigned to "light duty" status based on a doctor's order or at the discretion of the appropriate department head to allow the employee to heal, to the extent that appropriate work is available. Light duty assignments shall be reviewed weekly or as conditions change. At the discretion of the City, light duty assignment may only be offered when available, may be part-time, and is not considered permanent duty. There is no guarantee of a light duty

assignment. First preference in making light duty assignments shall be to assist in the return to regular work assignments for employees with work-related injuries or illnesses.

[12/09/2014]

### **7-15 Paid Parental and Adoption Leave**

The primary goal of this policy is to allow new parents time to bond with their child and adjust to life as a parent. This policy is to grant time away from work with pay for the birth of the employee's child or the placement of a child with the employee for adoption or as a precondition to adoption under Section 48.90(2) of the Wisconsin Statutes, but not both.

All regular full-time employees of the City who have been employed as full-time employees for at least twelve (12) consecutive months are entitled to the leave provided for in this section once for each birth or adoption instance once per calendar year. Multiple children in one (1) birth or adoption count as one (1) birth or adoption instance.

1. Exclusions to paid leave include:
  - a. Sperm/egg donors do not incur a qualifying event under this policy.
  - b. Serving as a surrogate does not incur a qualifying event under this policy.
2. For purpose of this paid benefit the following definitions are:
  - a. **Parent.** A person identified on a child(ren)'s birth certificate, adoption certificate, certified copy of a foreign adoption order that has been registered with the State of Wisconsin, or other legal document certifying an adoption.
  - b. **Qualifying Event.** The birth or adoption of a child on or after January 01, 2020. For foreign adoptions, the qualifying event is the date the child enters the United States.
3. The length of leave shall be provided as follows:
  - a. **Parental Leave.** An eligible employee who is a parent is entitled to 160 hours of paid parental leave to be taken following the birth of their child(ren).
  - b. **Adoption Leave.** An eligible employee who becomes an adoptive parent is entitled to 160 hours of paid adoption leave to be taken following the adoption or placement of the child(ren).
4. **Dual-employed parents.** When both parents are employed by the City, both parents are entitled to their respective leaves.
5. **Concurrency with FMLA.** Paid parental and adoption leave run concurrently with FMLA as allowed by law.
6. **Use of other Paid Time Off.** Sick leave or other paid time off may be used for additional maternity leave, pregnancy complications and still births.

[01/01/2020, 11/14/2023]

## CONDUCT

### **8-1 Respectful Workplace.**

It is the policy of the City to maintain a respectful work and public service environment free from discrimination, violence and other offensive or degrading remarks or conduct. The City will not tolerate such behavior by or towards any employee. Any employee found to have acted in violation of this policy shall be subject to appropriate disciplinary action, up to and including immediate termination.

All employees are representatives of the City and are responsible for assisting and serving the citizens for whom they work. An employee's primary responsibility is to serve the residents, businesses, and customers of Evansville. Employees are expected to:

1. Be respectful and exercise civility with other employees, as well as the public, in the conduct of City business.
2. Be courteous at all times and display a cheerful, polite attitude.
3. Be neat, keep their workplace as neat as possible, and dress appropriately for their respective jobs.
4. Be dependable and accountable.

[9/09/2014, 11/14/2023]

### **8-2 Employee Conduct and Work Rules.**

To ensure orderly operations and to provide the best possible work environment, the City of Evansville expects employees to follow rules of conduct that will protect the interests and safety of all employees and the City.

It is not possible to list all the forms of behavior that are considered unacceptable in the workplace. The following are examples of infractions of rules of conduct that may result in disciplinary action, up to and including termination, as determined appropriate by the City:

1. Theft or attempted theft or other unauthorized removal or possession of the City, a co-worker or other individual's property.
2. Misuse of City credit cards, credit accounts or tax exemption. This excludes incidental uses where the employee mistakenly used a City credit card or account and repays within one (1) billing cycle. This excludes purchases to be reimbursed in part by an employee under circumstances where the City pays in part (i.e. errors on meal tickets, overages on per diems, or overages on protective gear).
3. Falsification of timekeeping records. This includes but is not limited to failure to document the proper amount of time used for unpaid break periods; documenting time of when an employee stops or starts work; proper use of vacation, sick, compensatory or holiday time; or errors caused by failing to regularly document time throughout the work week.
4. Working under the influence of alcohol or illegal drugs.
5. Possession, distribution, sale, transfer, or use of alcohol or illegal drugs in the workplace, while on duty, or while operating City owned vehicles or equipment.
6. Illegal gambling in the workplace.
7. Fighting or threatening violence in the workplace.

8. Boisterous or disruptive activity in the workplace. This excludes what may be personality traits of an employee. Rather this is activity of an employee to slow or halt progress and work of others intentionally or continued unintentional activity after notification.
9. Negligence or improper conduct leading to damage of property, loss of funds or loss of productivity. This can include but is not limited to abandoning a work station, failing to secure money and property of the City, or failing to report maintenance needs,
10. Insubordination or other disrespectful conduct.
11. Violation of safety or health rules including but not limited to, failure to follow departmental safety training or apply proper safety equipment.
12. Smoking in prohibited areas.
13. Sexual or other unlawful or unwelcome harassment. This includes any conduct (verbal, written, physical, or other) that demeans or harasses a subordinate, fellow employee, customer, resident or other person by an employee acting within their role as an employee to said person, even when not on duty, on the basis of sex, gender, orientation, religion, or other protected class.
14. Possession of dangerous or unauthorized materials, such as explosives or firearms, in the workplace.
15. Excessive absenteeism from work station during the workday.
16. Unauthorized personal use of telephones, computers, mail system, City owned equipment, City paid time, City facilities, and other City staff. This can include but is not limited to: working on outside employment while working for the City; ordering the help of subordinates for personal interest; use of City paid time or documented time of self or others for other personal interests; viewing materials on the internet that are sexually suggestive; or excessive personal use of internet outside of documented break periods.
17. Violation of inner departmental policies including but not limited to polices on conduct, operations, finance and safety. Inner departmental polices are created specifically for the technical and safety requirements of positions within the City and are equally important for the health, safety and productivity of staff.
18. Unsatisfactory performance. During a review process, supervisors are able to document those areas of performance the employee should improve their effort to correct. Failing to acknowledge or place effort in the needed areas/topics of correction is an example of unsatisfactory performance. Other examples of unsatisfactory performance include but are not limited to: avoiding responsibility of errors; hiding errors; not communicating needs of the department or City with other staff/supervisors; failing to meet deadlines; failing to meet quotas; continued errors in work with no signs of improvement; showing hostility towards others; and failure to stay productive.
19. Unsatisfactory conduct. Any violation of City policy, resolutions, contracts and ordinances is unsatisfactory conduct.
20. Inattention to duties. Examples of inattention to duties include but are not limited to: staying busy with unassigned tasks while other assignments are left unattended; not remaining available to the public or staff; and delegating duties within the employee's job description without reason and available time to otherwise complete.
21. Misuse of legal prescription drugs other than as prescribed by the employee's health care provider and non-prescription drugs in the workplace.
22. Making any intentional false statement in the course of an investigation or during employment. Intentional falsification in statements (written and verbal) by any employee of the City shall not be tolerated.
23. Knowingly withholding pertinent information during an investigation.

24. Retaliation, reprimands or hostility towards employees for reporting performance and safety concerns to others than their immediate supervisor.

[12/09/2014, 04/10/18, 01/01/2020, 11/14/2023]

### **8-3 Unlawful Harassment Policy.**

All employees of the City of Evansville are required to be familiar with, and comply with, the policy of the City prohibiting unlawful harassment in the workplace. This policy is more thoroughly explained below.

#### **1. Sexual Harassment.**

This policy prohibits sexual harassment in the workplace and applies to all City employees, vendors or visitors, male or female. Intentional, unintentional, persistent or a single occurrence are all possible violations. Prohibited sexual harassment includes:

- a. Unwelcome sexual advances or requests for sexual favors. This includes, but is not limited to implied advances and requests through joking, deferential treatment on the basis of sex and/or orientation, comments about the appearance of others in a suggestive manner, and/or sexual objectification of individuals.
- b. Unwelcome verbal, visual, or physical conduct of a sexual nature. This includes, but is not limited to joking, deferential treatment on the basis of sex and/or orientation, comments about the appearance of others in a suggestive manner, and/or sexual objectification of individuals.
- a. Making submission to (or rejection of) such conduct a factor in employment decisions.
- b. Displaying pictures, objects or other behavior that results in the sexual objectification of a person or group of people.
- c. Permitting such conduct to interfere with a person's performance, or to create a hostile, intimidating or offensive work environment.

A person who believes he or she has been the witness to or the subject of sexual harassment should report the matter as stated in the Whistleblowers Policy, section 10-1 of this handbook. A witness should not weigh whether the incident is harassment or a misunderstanding, and always report the incident. The City is responsible to investigate and determine the proper course of action to prevent future incidents, ensure a safe work environment, provide education to employees on the importance of respecting others or bring clarity to a misunderstanding.

To the extent allowed by law, all allegations of sexual harassment and subsequent on-going investigations shall remain "non-public"; all complaints and investigative materials will be contained in a file separate from the involved employee's personnel files. If disciplinary action does result from the investigation, the results of the disciplinary action will generally then become part of the employee's personnel file.

#### **2. Other Forms of Unlawful Harassment.**

It is the policy of the City not to permit other forms of unlawful harassment based upon, race, religion, national origin, disability, sexual orientation or other status protected under applicable local, state or federal fair employment laws. This includes ethnic jokes, slurs

or name-calling. The standards and procedures set forth above apply equally to these forms of unlawful discrimination.

**3. Consensual Relationships.**

It is not the policy of the City to prohibit City employees from dating or establishing other non-work relationships with one another, provided such relationships are and continue to be consensual, i.e., welcomed.

The exclusion of any consensual relationship being allowed is when it is between a supervisor and a subordinate. When an employee accepts a promotion or position as a supervisor, they have accepted that there will be no personal relationships of a sexual nature with any of their subordinates.

All employees are expected to respect another employee's decision not to enter into and/or to terminate a dating or similar relationship. This pertains to both on-duty and off-duty or off premises conduct. Failure to do so will be considered a violation of the Unlawful Harassment policy. If an employee believes his or her decision not to be in a relationship is not being honored, the matter should be brought to the attention of the City by utilizing the Whistleblower Policy, section 10-1. Nothing in this policy is intended to alter or supersede the City's Nepotism policy, section 3-7.

**4. No Retaliation.**

It is the policy of the City not to tolerate retaliation or intimidation directed towards anyone who makes a complaint of unlawful harassment or discrimination per the Whistleblower Policy (section 10-1).

[12/09/2014, 4/10/2018, 01/01/2020]

**8-4 Health and Safety.**

Workplace safety is a top priority of the City, is a shared responsibility and requires a team effort. All personnel shall perform assigned work in accordance with established safety and health related policies, procedures, and work practices. Intentional failure to consciously observe safety and health related policies will result in disciplinary action.

Any employee routinely exposed to hazardous substances or harmful physical agents shall be trained before being assigned or reassigned work exposing them to such substances or agents and shall be given training annually thereafter. Training shall include an explanation of how and where information about hazards is stored in the workplace, how the hazards are labeled, and where to obtain specific information.

An employee acting in good faith has the right to refuse work under conditions which the employee reasonably believes present an imminent danger of death or serious physical harm to the employee.

Employees are required to immediately report to their supervisor all accidents and injuries occurring within the course of employment within 24 hours of the accident. The Supervisor shall submit an appropriate report and send the employee for applicable medical examinations and drug testing. (See section on Worker's Compensation).

[9/09/2014]

### **8-5 Weapons.**

The City is committed to providing a safe environment for its employees and other persons while on its premises and while otherwise conducting business with or on behalf of the City. As part of that commitment, the City prohibits the possession, use or transfer of any weapon while on City premises or while in the course of employment, subject to the exception noted below.

For purposes of this policy, the term “weapon” includes, but is not limited to, firearms, electronic weapons (e.g. TASARs), knives, swords, billy clubs, explosives, explosive devices, harmful chemicals and similar objects. The term “weapon” does not include equipment or objects which are used in the regular course of the individual’s job and which are used solely for their intended purpose while in the course of employment.

This policy applies to all City facilities and locations, as well as to non-City facilities and premises while on duty.

Exception: In accordance with Wisconsin’s Carrying Concealed Weapons Law, this policy does not prohibit an individual with a valid Carrying Concealed Weapon (CCW) license from carrying or storing a concealed weapon, a particular type of concealed weapon or ammunition, in the licensee’s own motor vehicle whether or not such vehicle is used in the course of employment and/or parked on City premises. At no time, however, may a CCW licensee discharge, use or remove a weapon or ammunition from their own vehicle while on duty or on City premises. While the vehicle is in use in the course of the employee’s job performance, any weapon or ammunition in the vehicle shall be secured and away from the reach of any other occupant of the vehicle.

For purposes of this exception, an individual’s own motor vehicle shall mean a vehicle which the employee or a member of the employee’s immediate family owns or leases.

Any vehicle in which a weapon or ammunition is stored shall be locked at all times while not in use and on City premises.

Any employee who possesses a valid CCW license shall notify their manager that they are a CCW license holder prior to bringing any weapon onto City work premises.

The above restrictions shall not apply to police officers who are required to carry firearms or other weapons in the course of their employment.

Right to Search: The City reserves the right to conduct a reasonable search of an employee’s person, property, including vehicle(s), and work area if it has a reasonable suspicion of a violation of this policy. Any employee who witnesses a suspected violation of this policy should immediately report it to their supervisor, or to the City Administrator.

[4/10/2018, 11/14/2023]

### **8-6 Intoxicants and Controlled Substances.**

Employees shall not report for duty when under the influence of intoxicants or controlled substances. Employees may not use or consume intoxicants or controlled substances off duty in circumstances where such use or consumption may impair the person’s ability to adequately

undertake the responsibilities of the employee's position. In exceptional circumstances, police personnel may be authorized to consume alcohol while participating in SIU or other investigations. Alcohol shall not be consumed while on duty. Employees shall not report for duty while under the influence of misused legal prescription drugs other than as prescribed by the employee's health care provider and non-prescription drugs.

Employees are expected and required to report to work on time and in appropriate mental and physical condition for work. It is the City's intent and obligation to provide a drug-free, safe and secure work environment.

The unlawful manufacture, distribution, possession, or use of alcohol or a controlled substance on City property or while conducting City business is absolutely prohibited. Violations of this policy will result in disciplinary action, up to and including termination, and may have legal consequences.

If a person suspects that an employee is under the influence of intoxicants, controlled substances or due to use of legal prescription drugs other than as prescribed by the employee's health care provider, the matter should be reported immediately to his or her supervisor. If a person believes that a supervisor is under the influence of intoxicants, controlled substances or has misused legal prescription or non-prescription drugs, the matter should be reported immediately to the City Administrator. If a person suspects the City Administrator is under the influence of intoxicants or misused legal prescription or non-prescription drugs while conducting City business, the matter should be reported immediately to the Chair of the Finance and Labor Relations Committee.

The City shall require an employee to undergo drug and/or alcohol testing if the employer has a reasonable suspicion that the employee is under the influence of drugs or alcohol; has violated City rules prohibiting manufacture, distribution, sale or use of drugs or alcohol; has sustained or caused another employee to sustain a work-related personal injury; or has caused a work-related accident or was operating machinery, equipment or a vehicle involved in a work-related accident.

The City shall require employees in safety sensitive positions, including positions requiring operation of machinery, equipment, or vehicles, to undergo drug and alcohol testing on a random selection basis.

In addition to any criminal charges which may be brought for violation of state statute or local law, a violation of this policy shall be grounds for disciplinary action up to and including termination. In the event of a positive test result, the employee may request at their own expense a confirmatory retest.

Refusal to submit to a required test or tampering with the results of a test shall be grounds for disciplinary action up to and including termination.

Employees must abide by the terms of this policy and must report any conviction under a criminal drug statute for violations occurring on City property or while conducting City business. A written report of the conviction must be made within five days after the conviction as required by the Drug-Free Workplace Act of 1988.

[12/09/2014, 11/14/2023]

### **8-7 Smoking and Tobacco.**

Smoking, use of tobacco, and use of electronic nicotine delivery devices is strictly prohibited within all City owned facilities, vehicles, and grounds while on duty.

[4/10/2018, 11/14/2023]

### **8-8 Loss of Driver's License.**

If an employee loses driving privileges due to license suspension or revocation, the department head will evaluate the ability of the employee to fulfill the duties as outlined in the job description. The issuance of an occupational or other limited or temporary license shall not relieve the employee from the requirements of their position or this paragraph. Should the loss be sufficient, the employee may be reduced in salary, position, classification, or terminated, as determined appropriate by the City. It will be the responsibility of the employee to notify the department head in writing immediately upon the loss of driving privileges. Failure to notify the City of loss of driving privileges shall be subject to disciplinary action, up to and including termination.

[12/09/2014]

### **8-9 City Property.**

Use of City property, equipment, or vehicles shall be strictly prohibited for personal or private advantage. This is most restricted in the use of any equipment, materials, time or other, even when reimbursed, for the purpose of Outside Employment. Further the City has the right to monitor and record employee use of City electronic equipment, motorized equipment, facilities, and general property. The employee should have no expectation of privacy when using City provided equipment, service, email, cell phones, cell service or other technological device and service. Emails, texts and call logs used in the course of City business have the potential to be public documents and/or are subject to open records requests.

#### **1. Telephone.**

Telephone lines, including City cellular phones, are provided for official City business. The City discourages personal telephone calls, including those on personal cellular phones, during working hours, except in cases of emergency or specific personal business that cannot be conducted during non-working hours. If a personal call is necessary, it shall be kept brief. Work duties shall take precedence over personal business. Any personal long-distance or toll calls charged to a City telephone shall be reimbursed by the employee. Any employee found to be abusing telephone privileges shall be subject to disciplinary action.

The City cell phone contract will no longer be provided for personal use to employees after July 1st, 2016. All current and former employees using this benefit will have to remove their phone from the City's cell phone contract.

#### **2. Computer, Internet, and Email.**

Access to and use of information technology equipment, systems and software and/or internet access are intended for official City business. Unauthorized use of information

technology equipment, systems, and software and/or internet access is prohibited. Any employee found to be abusing computer, internet, website, internet stored data, document storage, cellular phone service or city assigned emails shall be subject to disciplinary action.

- a. Allowed Use. The City is committed to maintaining a professional work environment. Limited personal use of the City's computer system and internet may be authorized provided that it shall not interfere with any employee's official duties and shall be done during break time.
- b. Improper Use. Soliciting, creating, retrieving, transferring or downloading any material which is harassing, discriminatory, obscene, sexually suggestive or pornographic is strictly prohibited. Use of City's computer system for personal financial gain or illegal purposes is also strictly prohibited.

Internet users must comply with copyright laws regarding software, information and authorship in transferring any file to or from a City computer. Internet users must also be aware of the risk of viruses when transferring files from the internet. Proper precautions must be followed so as not to expose City software or data, or the City's network, to viruses and spam.

### **3. City Email.**

All messages created, sent, or retrieved through the City's email accounts, or the employee's account used for City business are the property of the City. The City reserves the right to access, read, use and disclose all messages and files on the City's system and in the City's email accounts. Any messages stored in any location on the City's system, including PC hard drive, the server, or internet storage are considered City property.

Employees are required to use care and good judgment when using the City's e-mail system. Excluding those conducting lawful investigations, employees are prohibited from soliciting, creating, sending, transferring, retrieving, downloading or retaining any material on the City's e-mail accounts that:

- a. Contains offensive, defamatory, obscene or sexually explicit or otherwise inappropriate or unprofessional statements or images,
- b. Results in the unauthorized disclosure or could lead to the unauthorized disclosure of confidential or other proprietary business information,
- c. Harasses, threatens, or abuses any other person or entity,
- d. Infringes on any other person's or entity's copyright or that violates copyright or other applicable laws, or
- e. Is used for outside business ventures, personal enterprises or commercial purposes.

Unsolicited material of an inappropriate nature is to be immediately deleted from the system. Such material is not to be forwarded or otherwise retained except as may be necessary to document violations of this policy or to pursue enforcement of this policy.

### **4. Documents and Papers.**

All original work products generated or obtained by an employee in the course of their work shall be the property of the City of Evansville and shall remain so after an employee leaves City employment. Examples of work product include, but are not limited to, research, investigative reports, legal briefs, official letters and memoranda. No employee shall deprive the City or its agencies of its original files.

All confidential files of the City are to be appropriately secured at all times and are not to be removed from City facilities. In rare circumstances, such as a court trial, confidential files may be removed with prior approval.

All FMLA, workers compensation, employee applications, discipline, performance reviews, and similar documents shall be kept at City Hall with the City Administrator, or assigned Human Resources staff. Non Police Department Heads may not keep copies of employee documents.

#### **5. City Funds.**

All City monies collected shall be processed only in City facilities and shall be deposited in banking institutions within two (2) business days. Utility payments collected directly by banking institutions are deposited by the institution, with documentation forwarded to the City.

All employees are prohibited from using the City's cash including, but not limited to, the Clerk's Office cash drawers and departmental petty cash funds, to cash personal checks for anyone, including City employees. The City shall not accept checks written for an amount larger than the required payment, unless the customer intends to create a deposit, in which event no cash shall be given to the customer, including a customer who is a City employee. A City employee who is authorized to handle cash shall not make change for themselves out of the cash drawer or petty cash fund.

#### **6. Monitoring, Searches and Inspections.**

Employees expressly waive any right of privacy in anything they create, store, send or receive using City of Evansville computer equipment, telephone or internet access. The City has the right to and does monitor and log any and all aspects of its computer and telephone system including, but not limited to, internet sites visited by employees, chat and newsgroups, file downloads and all communications sent and received by employees.

The City may conduct unannounced searches of City premises and/or property for alcohol, weapons, illegal drugs, other contraband, or digital communications at any time for any reason. City property includes all City-owned property used by employees such as vehicles, lockers, desks, closets, computers, cell phones, etc. The City of Evansville reserves the right to search employees and their personal property, including lunch boxes, brief cases and packages when there is reasonable suspicion to warrant such search. An employee's consent to search under these circumstances is a condition of employment. An employee's refusal to consent may result in disciplinary action, including termination.

#### **7. Care of City Property.**

All employees are expected to exercise due care in the use of City of Evansville property and to utilize such property only for authorized purposes. Employees are required to use

City of Evansville supplies prudently and economically. In cases of intentional misuse, employees may be held responsible for damages. City of Evansville postage shall not be used for personal use.

[12/09/2014, 04/12/2016, 4/10/2018, 01/01/2020, 11/14/2023]

### **8-10 Conflict of Interest.**

It shall be unethical for any City employee to participate directly or indirectly in a procurement contract if the City employee knows that:

1. The City employee or any member of the City employee's immediate family has a financial interest pertaining to the procurement contract; or
2. Any other person, business, or organization with whom the City employee or any member of the City employee's immediate family is negotiating or has an arrangement concerning prospective employment is involved in the procurement contract.
3. The purchase would violate Wisconsin Statutes, sections 19.59 and 946.13, where an employee or official may be or may appear to be a reasonable person to be influenced by potential financial gain, either direct or indirect, for the employee, a member of their immediate family, or an organization with which they are affiliated.

[4/10/2018, 11/14/2023]

### **8-11 Gifts and Gratuities.**

No employee or official shall receive or offer to receive, either directly or indirectly, any gift, gratuity, or anything of value which they are not authorized to receive from any person, if such person:

1. Has or is seeking to obtain contractual or other business or financial relationship with the City or the City Council,
2. Conducts operations or activities which are regulated by the City or City Council, or
3. Has interests which may be substantially affected by the City or City Council.

Non-monetary gratuities, such as but not limited to food or flowers given by members of the public at holidays or on special occasions may not exceed \$25 in total value annually (or as this amount may be amended from time to time by the Internal Revenue Service) and may be accepted only when made available to an entire department and not an individual official or employee.

Unsolicited monetary gifts such as money in any denomination, gift cards in any denomination or items of market value above \$25 may only be used for City business. As an example, if somebody donated a computer to a department head, that computer is the property of the City and must be used for City business.

If there is doubt as to whether the gift would violate Section 8-11 of this handbook it should be turned away or given to a non-profit entity (i.e. Care Closet, Goodwill, or other socially conscious or active non-profit organizations) if employee is unable to turn the gift away.

In addition to any criminal charges which may be brought for violation of state statute or local law, a violation of this policy shall be grounds for disciplinary action up to and including termination.

[12/09/2014, 4/10/2018, 11/14/2023]

### **8-12 Dress and Grooming.**

All employees are to dress and be groomed appropriately for the requirements of their jobs and to comply with department health and safety standards. Description of the appropriateness or inappropriateness of dress and grooming shall be documented by the supervisor through memorandum, department policy, safety standards and/or department procedures. Copies shall be given to employees when changes are made or at the time of orientation.

[9/09/2014, 4/10/2018]

### **8-13 Bulletin Boards.**

Bulletin boards are provided to inform employees of important information from the City that will affect the employee or their job. Bulletin boards are used by the City to communicate information to employees and to post notices required by law. Employees may post notices regarding union meetings and other matters pertaining to union affairs on the City's bulletin board, provided the use of the City's bulletin board does not interfere with normal work performance.

[9/09/2014, 11/14/2023]

### **8-14 Political Activity.**

No employee is precluded from engaging in political activity, provided the activity does not interfere with normal work performance, is not conducted during working hours, and does not involve the use of City equipment, property, or other resources.

Employees are specifically prohibited from seeking contributions to political candidates during working hours and from directly or indirectly coercing any person to contribute monetary or other types of assistance to any political candidate, party, or purpose.

Political clothing, campaign buttons, and any political signage worn or displayed by City employees are prohibited in City facilities, including City vehicles.

A City employee shall not represent themselves as speaking on behalf of the City on political matters.

[9/09/2014, 11/14/2023]

### **8-15 Outside Employment.**

The City of Evansville does not prohibit its employees from holding part-time employment with another employer or from being self-employed. Nonetheless, outside employment must not interfere with nor shall it adversely affect the employee's performance of City work. Moreover, outside work must not create a conflict of interest or a scheduling conflict.

Employees shall notify their department head in writing about outside employment, before the employee's first shift after acceptance of the outside employment. The purpose of the notice will be to establish whether such outside employment may cause a conflict of interest or otherwise cause interference with the employee's City work--such as interference with scheduled hours or

overtime hours. All outside work shall be approved by the employee's Supervisor and City Administrator and documented in writing as part of a personnel file.

Those engaged in outside employment must understand that any comingling of their access to City time, services, influence, funds, property and staff can lead to future abuses. It is imperative to the maintenance of the public's trust that all employees create distinct boundaries. Any comingling of employment may potentially subject an employee's outside employment into open records request and review.

When engaged in outside employment an employee is expected to: document their use of time including the scheduling of meetings; never use City equipment for anything related to outside employment; and communicate with supervisors.

It is the employee's choice to conduct outside employment and their risk to discipline under Chapter 9 if they violate City policy.

[9/09/2014, 01/01/2020, 11/14/2023]

**8-16 Confidential Information.**

Employees shall not disclose confidential information gained through their City employment, except as authorized or required by law. Employees shall not use confidential information gained through their City employment for personal gain or benefit.

All confidential files of the City are to be appropriately secured at all times and are not to be removed from City facilities, except in rare circumstances, such as a court trial.

[9/09/2014]

## DISCIPLINE

### **9-1 Discipline.**

Discipline may result when an employee's actions do not conform with generally accepted standards of good behavior, when an employee violates a policy or rule, when an employee's performance is not acceptable, or when the employee's conduct is detrimental to the interests of the City of Evansville.

Disciplinary action may call for any of four (4) steps – verbal warning, written warning, suspension (with or without pay) or termination of employment – depending on the severity and nature of the offense, as well as the employee's prior discipline. There may be circumstances when one (1) or more steps are bypassed. Certain types of employee offenses are serious enough to justify either a suspension or termination of employment without going through progressive discipline steps. The City of Evansville reserves the right, in its sole discretion, to impose disciplinary action as may be appropriate to the particular circumstances.

[11/11/2014]

### **9-2 Grievance Procedure.**

This policy is intended to comply with Section 66.0509(1m), Wis. Stats., and provides a grievance procedure addressing issues concerning workplace safety, discipline and termination. This policy applies to all employees covered under Section 66.0509(1m), Wis. Stats., other than police employees subject to Section 62.13(5), Wis. Stats., and library employees subject to Section 43.58(4), Wis. Stats. The scope of a grievance that is subject to a grievance procedure in a collective bargaining agreement may not be brought forth under the procedure herein.

An employee may appeal any level of discipline under this grievance procedure. For purposes of this policy, the following definitions apply:

1. "Employee discipline" includes all levels of progressive discipline, but shall not include the following items:
  - Documentation of employee acts and/or omissions in an employment file;
  - Placing an employee on administrative leave, paid or unpaid, pending an internal investigation;
  - Counseling, coaching sessions, meetings or other pre-disciplinary action;
  - Actions taken to address work performance, including use of a performance improvement plan or job targets;
  - Demotion, transfer or change in job assignment; or
  - Other personnel actions taken by the employer that are not a form of progressive discipline.
  
2. "Employee termination" shall include action taken by the employer to terminate an individual's employment for misconduct or performance reasons, but shall not include the following personnel actions:
  - Voluntary quit;
  - Layoff or failure to be recalled from layoff at the expiration of the recall period;
  - Retirement;

- Job abandonment, “no-call, no-show” or other failure to report to work;
  - Termination of employment due to medical condition, or other inability to perform job duties; or
  - End of employment and/or completion of assignment of a temporary, limited term or seasonal employee.
3. "Workplace safety" is defined as conditions of employment affecting an employee's physical health or safety, the safe operation of workplace equipment and tools, safety of the physical work environment, personal protective equipment, workplace violence, and training related to same. A grievance alleging a workplace safety issue shall be personal to the grievant and may not relate to safety of property or third parties.

Any written grievance filed under this policy must contain the following information:

- The name and position of the employee filing it;
- A statement of the issue involved;
- A statement of the relief sought;
- A detailed explanation of the facts supporting the grievance;
- The date(s) the event(s) giving rise to the grievance;
- The steps the employee has taken to review the matter, either orally or in writing, with the employee's supervisor; and
- The employee's signature and the date.
- A grievance alleging a workplace safety issue shall also identify the workplace rule allegedly violated, if applicable, as well as a proposed remedy.

### **9-3 Steps of the Grievance Procedure.**

Employees should first discuss complaints or questions with their immediate supervisor. Every reasonable effort should be made by supervisors and employees to resolve any questions, problems or misunderstandings that have arisen before filing a grievance.

1. Step One – Written Grievance Filed with the City Administrator. The employee must prepare and file a written grievance with the City Administrator within ten (10) business days of when the employee knows, or should have known, of the events giving rise to the grievance. The written grievance must contain all information specified above. The City Administrator or their designee will investigate the facts giving rise to the grievance and inform the employee of his/ her decision, if possible within ten (10) business days of receipt of the grievance. In the event the grievance involves the City Administrator, the written grievance shall be filed with the Chair of the Finance and Labor Relations Committee, who shall conduct the Step 1 investigation.
2. Step Two – Impartial Hearing Officer. If the grievance is not resolved after Step One, the employee may request in writing, within five (5) business days following receipt of the decision, a request for written review by an Impartial Hearing Officer. The City shall select the Impartial Hearing Officer. The Hearing Officer shall not be a City employee.

In cases involving allegations of workplace safety, a conciliation meeting shall be mandatory, and shall occur not more than ten (10) business days after assignment to the

Hearing Officer. The Hearing Officer's involvement in the conciliation process shall not disqualify the Hearing Officer from hearing the merits of any grievance.

The Impartial Hearing Officer will determine whether the City acted in an arbitrary and capricious manner. In all cases, the grievant shall have the burden of proof to support the grievance. This process does not involve a hearing before a court of law; thus, the rules of evidence will not be followed. Depending on the issue involved, the Impartial Hearing Officer will determine whether a hearing is necessary, or whether the case may be decided based on a submission of written documents. The Impartial Hearing Officer shall prepare a written decision.

3. Step Three – Review by the City Council. If the grievance is not resolved after Step Two, the employee or the City Administrator shall request within five (5) business days of receipt of the written decision from the Impartial Hearing Officer a written review by the City Council. The City Council shall not take testimony or evidence; it may only determine whether the Impartial Hearing Officer reached an arbitrary or incorrect result based on a review of the record before the Impartial Hearing Officer. The matter will be scheduled for the City Council's next regular meeting. The City Council will inform the parties of its findings and decision in writing within ten (10) business days of the City Council meeting. The City Council shall decide the matter by majority vote and this decision shall be final and binding.
4. An employee may not file a grievance outside of the time limits set forth above. If the employee fails to meet the deadlines set forth above, the grievance will be considered resolved. If it is impossible to comply with the deadlines due to meeting notice requirements or meeting preparation, the grievance will be reviewed at the next possible meeting date. An employee will not be compensated for time spent in processing their grievance through the various steps of the grievance procedure. The employee shall prepare and process the grievance during non-working hours.

[11/11/2014, 11/14/2023]

#### **9-4 Termination.**

Except for employees covered by a labor agreement or other employment contract, all City employees are hired for no specific period of employment and all employment is terminable at-will for any lawful reason.

Termination of any employee is deemed to be immediate. A terminated employee is not eligible to receive a payout of unused vacation or sick leave. (See the section on Separation for other relevant policies).

[11/11/2014]

## WHISTLEBLOWER POLICY

### **10-1 Whistleblower Policy.**

The City of Evansville is committed to operating in compliance with all policies of the City, applicable laws, rules and regulations. These polices include, but are not limited to, sexual harassment, hostile work environment, concerns about public safety, concerns about employee safety, other inappropriate behavior, accounting, auditing and fraudulent practices by any of its elected officials, officers, employees or volunteers. This policy outlines a procedure for employees to report actions that an employee reasonably believes violates City policy, laws, rules or regulations. This policy applies to any matter which is related to City business and does not relate to private acts of an individual not connected to City business.

If an employee has a reasonable belief that an employee has engaged in any action that violates any applicable law or regulation, including those concerning, but are not limited to, sexual harassment, hostile work environment, concerns about public safety, concerns about employee safety, other inappropriate behavior, accounting, auditing, and fraudulent practices the employee is expected to immediately report such information to a supervisor or the City Administrator. If the employee does not feel comfortable reporting the information to a supervisor or the City Administrator, they are expected to report the information to the Chair of the Finance and Labor Relations Committee. If an employee believes an elected official is involved, the matter should be brought to the attention of the City Administrator.

All reports will be followed up promptly and an investigation conducted. In conducting its investigations, the City of Evansville will strive to keep the identity of the reporting individual as confidential as possible, while conducting an adequate review and investigation.

All employees are required to cooperate with investigations. Refusal to cooperate with the investigation may result in disciplinary action. If the facts support the allegations, the perpetrator will be subject to appropriate disciplinary action, up to and including termination.

The City of Evansville will not retaliate against an employee in the terms and conditions of employment because that employee: (a) reports to a supervisor, to the City Administrator or the Chair of the Finance and Labor Relations Committee; or (b) participates in good faith in any resulting investigation or proceeding or (c) exercises his or her rights under any state or federal law(s) or regulation(s) to pursue a claim or take legal action to protect the employee's rights.

The City of Evansville may take disciplinary action, up to and including termination, against an employee who in management's assessment has engaged in retaliatory conduct in violation of this policy.

In addition, The City of Evansville shall not, with the intent to retaliate, take any action harmful to any employee who has provided to law enforcement personnel or a court truthful information relating to the commission or possible commission of fraudulent actions or any of its employees in violation of any applicable law or regulation.

Supervisors will be trained on this policy and the prohibition against retaliation in accordance with this policy.

[11/11/2014, 4/10/2018, 11/14/2023]



EMPLOYEE ACKNOWLEDGEMENT FORM

I hereby acknowledge the following:

- 1. I have received the City of Evansville Personnel Policies and Employee Handbook, updated ~~November-April~~ 14, 202~~36~~ and Effective ~~January-April 15, 2026~~01, 2024.
- 2. I have had the opportunity to review the Handbook and opportunity to ask for clarification of any of its requirements.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

AGREEMENT BETWEEN  
CITY OF EVANSVILLE AND RYON RIGGAN

AGREEMENT made this \_\_\_\_ day of April, 2026, between the City of Evansville, a Municipal Corporation, created and existing under the laws of the State of Wisconsin, hereinafter called the "City," and Ryon Riggan, hereinafter called the "Employee."

*WITNESSETH:*

WHEREAS, the City has created the City Treasurer position to fulfill the duties of the City Treasurer as set by the City Policies, State Statutes and position description as amended from time to time; and

WHEREAS, the City and Employee desires to have an Employment Agreement without an expiration date;

NOW, THEREFORE, in consideration of the mutual covenants hereinafter contained, it is mutually agreed by and between the parties as follows:

1. City hereby engages the services of Employee as City Treasurer, an administrative position exempt under the Fair Labor Standards Act, of the City of Evansville.
2. If exempt, Employee hereby accepts employment in said administrative, salaried position and agrees to devote the required time and attention to the business of the City.
3. Employee shall be governed by the Evansville Common Council. Employee shall report to the City Administrator/Finance Director.
4. The City, through the Council, or assigned staff, may discipline Employee according to the City of Evansville Employee Handbook, as may be amended from time to time.
5. Notwithstanding the language in section 2-163(1) of Evansville's code of ordinances, all parties acknowledge that the employee is an at will employee for a one-year probationary period that begins upon the first day of employment. Thereafter, the employee is appointed for an indefinite term ending upon voluntary resignation or by removal by a vote of three fourths of the city Council for inefficiency, neglect of duty, official misconduct, or malfeasance in office.
6. City agrees to have City Administrator/Finance Director conduct a performance evaluation of Employee annually. City and Employee shall mutually determine annual performance goals and the process by which performance shall be evaluated. In the event that agreement is not reached, City shall determine the goals and process.
7. City agrees to pay Employee a rate of \$102,000 annually, paid according to the procedures of the City.
8. Except for the first five years of employment, future salary increases will be reviewed annually; and the employee shall receive annual cost-of-the-living increases per the City's Compensation and Pay Philosophy. Any such increase, and all other increases, will be documented during the

annual City budget process.

9. Upon successful completion of the one-year probationary period, the City will provide an increase in base salary to Grade 15, Step 5 of the Pay Philosophy.
10. Upon satisfactory annual performance reviews at the employee's second, third, fourth, and fifth anniversary of, the employee shall receive at least a 1.375% increase to base salary.
11. Both parties agree, beyond the fifth anniversary of employment in, no set percentage or method of calculation for salary increases is part of this Agreement.
12. City agrees to pay for continuing education, membership, and attendance at professional development trainings related to professional duties and as provided in handbook policies for maintenance of current CPA credentials at no cost to the Employee. Additionally, the city encourages and will cover the cost to complete Certified Public Finance Administrator (CPFA) and Certified Municipal Treasurer of Wisconsin (MTAW).
13. The City agrees to provide employee with the minimum fringe benefits set forth in this paragraph. Any additions in the future will be as the City may direct, in its discretion, there being no percentage or other formula for increases in fringe benefits:
  - a. Sick leave accrual at the rate of one and one-quarter days (10 hours) per full month of employment to a maximum accumulation of 90 days (720 hours). If, at the end of any calendar year, Employee would have more than 90 days of accumulated sick leave, Employee may receive a 50% payout of the value of the sick leave in excess of 90 days. This payment shall be paid no later than the second pay period of the following calendar year. Employee may also choose, on a yearly basis, to defer the 50% payout of the excess sick leave value until retirement in which case the full value may be used for the sole purpose of paying Employee's health insurance premiums after retirement. Pay shall be based on the Employee's normal rate of pay and scheduled hours of work in effect at the time of payment. Upon retirement, resignation, termination, or Employee's death, Employee or Employee's estate shall be entitled to a cash payment of up to 90 days of unused sick leave paid at 50%. For any sick leave of 3 days or greater Employee shall furnish a physician's certificate upon the City's request. The City may require examination of Employee by its own physician at the City's expense.
  - b. Funeral leave as provided in the City of Evansville Employee Handbook.
  - c. At least 8 paid holidays and 4 paid floating holidays, as provided in the City of Evansville Employee Handbook.
  - d. Vacation leave consisting of a total of 10 days in 2026, and 1 additional day each year thereafter to a maximum of 25 days. The City may mandate a vacation period during each year. Employee may carry forward from one calendar year to the next calendar year up to 10 days of accrued, unused vacation leave, and any vacation days in excess of these 10 days will be forfeited. Upon retirement or resignation with 30 days written notice, termination of Employee, or Employee's death, Employee or Employee's estate shall be entitled to payment of unused vacation leave paid at 100%. Employee shall not be entitled to payment of unused vacation leave in the event he retires or resigns

without giving 30 days written notice.

- e. Health insurance coverage per employee handbook.
  - f. Dental insurance coverage as of the first of the month following receipt of a timely application, the premiums paid fully by the City for single or family coverage.
  - g. Term life insurance, with the beneficiary designated by the Employee, in a face amount equal to Employee's annual salary rounded to the next One Thousand Dollars as may be changed from time to time, the premiums paid fully by the City.
  - h. Wisconsin Retirement Fund employer contribution paid fully by the City at the rate as may be from time to time determined. Employee shall be responsible for the employee contribution, at the rate as may from time to time be determined. Said employee contribution shall be considered as employer contribution for tax purposes under the Internal Revenue Code section 414(h)(2).
  - i. Income continuation insurance at the monthly rate for a 120-day waiting (elimination) period, the premiums for the same paid fully by the City.
  - j. Any other benefits provided for in the Employee Handbook, as may be amended from time to time.
14. Professional development is encouraged, and the annual city budget shall contain funding for Employee to attend professional and educational conferences and training programs related to professional responsibilities. Attendance at professional development courses is subject to prior notice and approval by the City Administrator/Finance Director.
15. To be considered to have worked full time during a two-week pay period, Employee must have a total of at least 80 hours of any combination hours worked, sick leave, funeral leave, holiday leave, and vacation leave.
16. Employee generally shall work Monday through Friday from 7:30 am to 4:00 pm, with a half-hour unpaid lunch and two 15-minute paid breaks each day. Employee may vary their schedule with permission from the City Administrator/Finance Director.
17. Employee is required to attend the following meetings after regular business hours: (a) any regular or special monthly meeting of the Finance & Labor Relations Committee, (b) Common Council Meetings, (c) any other meetings directed by the City Administrator/Finance Director.
18. Employee agrees to devote as much time as is needed to carry out their duties. Employee acknowledges and agrees that he will from time to time work more than 80 hours in a two-week pay period and that he will receive no overtime pay for hours worked in excess of 80 hours in a pay period.
19. City acknowledges that evening meetings or other work performed after regular business hours detract from Employee's personal time. City will allow employee to adjust their schedule with permission from the City Administrator/Finance Director, to recognize and accommodate those situations where the Employee has worked an excessive amount of time when measured against

a more typical 80- hour, two-week work cycle. The City Administrator/Finance Director may, on a case-by-case basis, allow the Employee time off in acknowledgement of excessive hours worked.

20. Employee is required to fulfill the duties of the City Treasurer as set by the city code, state statutes, and the position description as amended from time to time.
21. City shall defend, save harmless, and indemnify Employee against any tort, professional liability, claim, demand or other legal action, whether groundless or otherwise arising out of an alleged act or omission occurring in the performance of the Employee's duties as City Treasurer. Such duties to include all obligations and commitments as articulated in this Agreement. City will compromise and settle any such claim or suit and pay the amount of any settlement or judgment rendered thereon; provided, however, that nothing herein shall obligate City to pay the costs of defending or the amount of claim arising out of any criminal action brought by any state or federal authority.
22. Employee acknowledges and agrees that the terms and conditions of the City of Evansville Employee Handbook, as amended from time to time, are part of this Agreement, and enforceable as part of this Agreement without further elaboration or attachment, although if there is a conflict between this Agreement and the handbook, both parties acknowledge and agree that the provisions of this Agreement shall control.
23. Both parties agree any amendments, including any adjustments of salary, to this Agreement shall be as agreed from time to time and reduced to writing in the same fashion as this Agreement.
24. This Agreement contains all the terms, promises, covenants, conditions and representations made or entered into by the City and Employee and supersedes all prior discussions and agreements, whether written or oral, between the parties.
25. If any term of this Agreement shall, for any reason and to any extent, be invalid or unenforceable, the remaining terms shall be in full force and effect

*IN WITNESS WHEREOF* the CITY OF EVANSVILLE has caused its name to be signed hereto by Dianne Duggan, Mayor, and attested to by Leah Hurtley, City Clerk, and Ryon Riggan has signed this \_\_\_\_ day of April, 2026.

\_\_\_\_\_  
Ryon Riggan, City Treasurer

\_\_\_\_\_  
Dianne Duggan, Mayor

Attest: \_\_\_\_\_  
Leah Hurtley, City Clerk



## HEAD LIFEGUARD POSITION DESCRIPTION

### **Statement of Duties:**

Make sure the needs of lifeguards are being met. Helps provide emergency services and basic first aid to patrons in need.

### **Distinguishing Features of the Position:**

This position reports to the Aquatics Director for general instruction and review. Hours vary as it is a Part-time/Seasonal position. Assists in organization of guards in the presence of bad weather or limited need.

### **Examples of work (illustrative only):**

#### **Primary Responsibilities:**

- Rotating Lifeguards
- Take care of problems guards are experiencing with individual patrons
- In constant communication with the Aquatics Director, Assistant Aquatics Director at all times
- Monitor lifeguard performance and correct any problems being displayed
- Assign additional duties to staff, such as cleaning or patron care
- Administer and record swim tests
- Make sure the guards are comfortable throughout their shifts by covering for bathroom breaks, refilling water bottles, etc.
- Organize guard zone assignments and distribution of guards throughout the shift
- Take a leadership role in opening and closing tasks

#### **Additional Responsibilities as they may be assigned:**

- Responsible for rotating lifeguards, filling in lifeguard stations as needed and acts as walking guard on deck
- In absence of the Director and Assistant Director completes tasks as trained and needed.
- Assist in more severe clean up situations, such as those involving any bodily fluids
- Testing and maintaining pool chemistry if instructed.

#### **Required Knowledge, Skills, and Abilities:**

- The minimum required age is 18 years of age.
- Proficient swimmer.
- Completion of the required Lifeguard Training Course and continued training to maintain licensing/certification.
- Knowledge of and skill in using effective English, including good grammar.
- Basic computer skills.
- Ability to deal courteously and tactfully with the public.
- Ability to arrive at work in a punctual manner and reliably assume responsibility as delegated.
- Ability to understand and carry out both written and oral instructions.

**Work environment:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is noisy. Will work outside primarily in the sun, rain and heat as needed. Working in an environment where the number of people inside or surrounding the facility may make for a crowded workspace. Working in an environment with glare from the sun and water. Occasionally working around chemicals and confined spaces.

When working in the concessions there will be ovens, and other kitchen appliances in the storage, preparation and serving of food.

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Able to perform activities such as carrying, walking, running, sitting, stooping, swimming, physically controlling another person, reaching, lift 50 pounds and standing for long periods of time. Ability to listen to and communicate effectively with others in person and on the telephone. Vision abilities required by this job include the ability to adjust focus and view objects both close and far range. Ability to pull a person from deep water to the surface and swim while carrying them to the pool deck.

**Selection guidelines:**

Formal applications, rating of education and experience, or an interview and reference check. Job related tests may be required.

**Compensation:**

The City of Evansville's Pay Philosophy doesn't categorize this position. Wages are determined annually through the City budget process.

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The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

The position description of the Head Lifeguard does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change. No individual City official has authority to enter into an oral or written promise or contract of employment with any individual or group of employees. Any employment contract must be approved by a majority of the Common Council.

**CITY OF EVANSVILLE  
RESOLUTION 2026-12**

*Short-Term Advance to the Electric and Water Utility from the City General Fund*

**WHEREAS**, the City's Electric and Water Utility is and has been awaiting Public Service Commission of Wisconsin (PSC) approval to authorize certain capital expenditures and allow borrowing as described in previous rate cases; and

**WHEREAS**, the City has incurred water and electric capital expenditure during the PSC's delayed review; and

**WEREAS**, by the end of 2026 the City anticipates issuing electric and water utility bond anticipation notes to cover these capital expenditures and potential additional capital expenditures; and

**WHEREAS**, the City is in the process of filing a rate application with the PSC for the purpose of increasing electric utility rates; and

**WHEREAS**, the Water and Light enterprise fund required short-term advances from the City General fund to pay for these projects; and

**NOW THEREFORE**, it is hereby resolved by the Common Council of the City of Evansville to advance funds in an amount as determined by City Auditor from the City to the City's Electric and Water utility to be repaid to the city upon the Utility's issuance of Bond Anticipation Notes which is anticipated to be in 2026. The amount to be repaid includes the total principal amount and interest at 3.8%

Passed this 14<sup>th</sup> day of April, 2026.

City of Evansville

\_\_\_\_\_  
Dianne D. Duggan  
Mayor

Attest: \_\_\_\_\_  
Leah L. Hurtley  
City Clerk

Introduced: 04/14/2026  
Adopted: 04/14/2026



## RENTAL AGREEMENT

This agreement is between the City of Evansville (hereinafter "the City") with its principal offices located at City Hall, 31 South Madison Street, Evansville, Wisconsin; and

Hunt Brothers (hereinafter "the Renter") with its principal office located at 5450 N. Marsh Rd.

The City owns a certain parcel (6-27-577) of real property located next to Maple Hill Cemetery. The Renter wishes to farm the Property until such time the City is able to expand the cemetery. Until such time, the City wishes not to maintain the property.

## AGREEMENT

The City and the Renter hereby agree as follows:

**Premises.** The above-described parcel subject to this Agreement (hereinafter "the Premises") is approximately 13 acres of tillable land; Parcel Number 6-27-577; located along Cemetery Rd.

1. **Term.** This Agreement commences upon both parties signing the same and ends December 15, 2026.
2. **Rent.** The Renter shall pay the City rent in the amount of one hundred and twenty-five dollars (\$125) per acre, per year, with the full payment due prior to July 1<sup>st</sup> of each year.
3. **Use of the Premises.** The Premises shall be used for crop farming. No livestock may be raised or allowed to graze on the Premise. No temporary structures or utilities may be placed on the Premise without written consent by the City. No permanent structures, shrubs/trees or utilities may be placed or removed without written consent by the City. The property shall be returned to the City in the same condition at the time it was leased.
4. **Assignment.** Neither party can assign this contract without the written consent of the other party.
5. **Sublet.** The Renter cannot sublet the property without written consent of the City.
6. **Repair and maintenance.** The Renter will keep the premise free and clear of junk, noxious weeds, tall grass and shall keep the Premise tidy.
7. **Inspection.** Agents of the City may inspect the Premises from time to time, without notice, to see that the provisions of this Agreement are being complied with or to provide tours for potential developers.
8. **Development of Property.** The City reserves the right to sell the Premise or develop the Premise at any time it deems fit. If the sale and/or development of the Premise results in the necessary destruction of planted crops, the City of Evansville shall pay the Renter for the portion of crops destroyed. The Renter has a duty to mitigate damages when notice of sale/development has been given.

The Renter:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

The City:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

DRAFT

**CITY OF EVANSVILLE  
RESOLUTION 2026-13**

*Approving the Affordable Housing Extension for Tax Incremental District (TID) #6*

**WHEREAS**, the City of Evansville created Tax Increment Financing District #6 on September 26, 2006, and successfully completed implementation of the project plan and sufficient increment was collected or will be collected in 2026 from the 2025 tax roll to payoff its aggregate project costs; and

**WHEREAS**, state law requires termination of a Tax Increment District (TID) after all project costs have been paid, state law (Section 66.1105(6)(g), Wis. Stats.) does allow extension of a TID up to one year, using the last year of tax increment to improve the City's affordable housing and housing stock; and

**WHEREAS**, at least 75 percent of the final increment must benefit affordable housing as defined by Wis. Stats. 66.1105 (2)(ab);; and

**THEREFORE BE IT RESOLVED**, that the City of Evansville hereby extends the life of TID #6 for zero months to use the final year's increment collected in 2026 from the 2025 tax roll to benefit affordable housing; and

**BE IT FURTHER RESOLVED**, the City of Evansville shall use the final increment to improve housing quality and affordability by using the collected increment for development incentives, cash grants, loans, or public infrastructure improvements as determined by the Common Council, and

**BE IT FURTHER RESOLVED**, that the City of Evansville shall adopt a termination resolution no later than April 14, 2026; and

**BE IT FURTHER RESOLVED**, that the City of Evansville Clerk shall notify the Department of Revenue by providing a copy of this resolution.

Passed this 14<sup>th</sup> day of April, 2026.

By: \_\_\_\_\_  
Dianne C. Duggan

Attest: \_\_\_\_\_  
Leah L. Hurtley

Introduced: 04/14/2026  
Adopted: 04/14/2026



**CITY OF EVANSVILLE  
RESOLUTION 2026-14**

*A Resolution Terminating Tax Incremental District (TID) #6*

**WHEREAS**, the City of Evansville created Tax Increment Financing District (TID) #6 on September 26, 2006, and adopted a project plan in the same year; and

**WHEREAS**, all TID #6 projects were completed in the prescribed allowed time; and

**WHEREAS**, sufficient increment was collected as of the 2025 tax roll, payable 2026, to cover TID project costs; and

**THEREFORE BE IT RESOLVED**, that the City of Evansville terminates TID #6; and

**BE IT FURTHER RESOLVED**, that the City Clerk shall notify the Wisconsin Department of Revenue that the TID has been terminated; and

**BE IT FURTHER RESOLVED**, that the City Clerk shall sign the required DOR Final Accounting Submission Date form (PE-223) agreeing on a date by which the City shall submit final accounting information to DOR; and

**BE IT FURTHER RESOLVED**, that the City Treasurer shall distribute any excess increment collected after providing for ongoing expenses of the TID, to the affected taxing districts with proportionate shares as determined in the final audit by the City's auditor, Johnson Block.

Passed and adopted this 14<sup>th</sup> day of April, 2026.

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Dianne Duggan, Mayor

ATTEST:

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Leah Hurtley, Deputy City Clerk

Introduced: 04/14/2026  
Adopted: 04/14/2026



**CITY OF EVANSVILLE  
RESOLUTION #2026-15**

*Establishing the Municipal Judge's Salary for the Term Starting in Year 2026*

**WHEREAS**, the salary of a municipal judge may be increased prior to the start of the second or any subsequent year of the judge's term under Wisconsin Statutes, Section 755.04;

**WHEREAS**, Section 34-62 of the Evansville Municipal Code provides that the salary of the Municipal Judge shall be established from time to time by resolution of the Common Council; and

**WHEREAS**, the adopted 2026 city operating budget allows for a 3.75% increase in the salary for the Municipal Judge (account #10-5103-110).

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the Common Council of the City of Evansville that the Municipal Judge's annual salary shall be increased 3.75% on May 1<sup>st</sup>, 2026.

Passed and adopted this 14<sup>th</sup> day of April, 2026.

\_\_\_\_\_  
Dianne C. Duggan, Mayor

ATTEST:

\_\_\_\_\_  
Leah L. Hurtley, City Clerk

Introduced: 04/14/2026  
Adopted: 04/14/2026



March 27, 2026

City of Evansville  
31 South Madison Street  
Evansville, WI 53536

Attention: Mr. Jason Sergeant, City Administrator

Subject: Analysis of Bids and Recommendation for Award of Contracts; 2026 Street & Utility Improvements – Longfield Street

Bid Deadline: March 26, 2026 at 2:00 p.m. local time

Ladies and Gentlemen:

The purpose of this letter is to analyze the bids received for the 2026 Street & Utility Improvements project and to recommend award of a contract. This project involves water main reconstruction, sanitary sewer reconstruction, storm sewer reconstruction, new crushed aggregate base course, new curb & gutter, new sidewalk, new asphalt pavement and grass restoration along Longfield Street from Fair Street to Lincoln Street, an alternate for the construction of new storm sewer along Longfield Street, adders/deducts to substitute ductile iron water main with PVC and change of substantial completion date, and supplemental items for property corner replacement, removal and disposal of unsuitable trench backfill, supplemental backfill material, rock excavation and disposal, corporation stops, curb stops, copper water service laterals and PVC reducer.

The pre-bid estimate for the base bid was \$1,439,318.00. Sixteen general contractors, subcontractors, and material suppliers requested sets of the plans, specifications and bidding documents. Three contractors submitted bids.

A summary of the bids is as follows:

<b>Contractor</b>	<b>Base Bid</b>	<b>Alternate Bid Total</b>	<b>Adder/Deduct Total</b>	<b>Supplemental Bid Total</b>
BKS Excavating Inc.	\$1,267,707.00	\$53,997.00	\$51,314.00	\$108,150.00
E & N Hughes Co. Inc.	\$1,332,653.16	\$47,311.00	\$56,335.00	\$147,824.00
Fischer Excavating, Inc.	\$1,400,926.50	\$56,301.00	\$42,196.27	\$154,148.00

All of the bids were properly submitted.

The low bidder, using the base bid only, the base bid and alternate bid, or the base bid, alternate bid and supplemental bid is BKS Excavating Inc. of Edgerton, Wisconsin, a utility and street contractor that completed similar projects for the City of Milton. References provided in the Bidder's Proof of Responsibility indicated that some projects were not completed by their scheduled completion dates. The total cost submitted by BKS Excavating Inc. for the base bid, plus the alternate and supplemental bids, if the budgets allow, is \$1,429,854.00.

This will be a unit price contract. That is, the contractor will be paid for the work actually performed on the basis on the unit prices bid. This means that the final line item costs could be either greater than or less than the bid totals. Also, unexpected conditions are sometimes encountered which result in increased project costs. Therefore, it would be wise to continue to carry the recommended 10% contingency.

If you have any questions with respect to our thoughts on this matter, I am available at your convenience to discuss them with you.

Respectfully,  
TOWN & COUNTRY ENGINEERING, INC.

A handwritten signature in black ink that reads "Nick Bubolz". The signature is written in a cursive, flowing style.

Nick Bubolz, P.E.  
Project Engineer

NRB:sai

**BID TABULATION**

Project: 2026 Street & Utility Improvements – Longfield Street; City of Evansville  
 Engineer's Project Number: EV 133 Bid Deadline: March 26, 2026 at 2:00 p.m. local time

ITEM NO.	DESCRIPTION OF WORK	BID		PRE-BID ESTIMATE		BKS Excavating Inc.		E & N Hughes Co. Inc.		Fischer Excavating, Inc.	
		QUANT.	UNITS	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
<b>BASE BID - Longfield Street</b>											
1.	8" SDR 35 PVC Sanitary Sewer	1,087	lin. ft.	\$ 100.00	\$ 108,700.00	\$ 109.00	\$ 118,483.00	\$ 77.81	\$ 84,579.47	\$ 125.00	\$ 135,875.00
2.	8" SDR 35 PVC Sanitary Sewer (Sta. 16+10 to Sta. 17+40)	130	lin. ft.	\$ 200.00	\$ 26,000.00	\$ 200.00	\$ 26,000.00	\$ 168.23	\$ 21,869.90	\$ 245.00	\$ 31,850.00
3.	48" Standard Sanitary Manhole Masonry	28	vert. ft.	\$ 750.00	\$ 21,000.00	\$ 490.00	\$ 13,720.00	\$ 368.70	\$ 10,323.60	\$ 804.00	\$ 22,512.00
4.	Sanitary Manhole Castings	3	each	\$ 1,200.00	\$ 3,600.00	\$ 950.00	\$ 2,850.00	\$ 1,340.62	\$ 4,021.86	\$ 1,046.00	\$ 3,138.00
5.	6" Sanitary Sewer Wyes	33	each	\$ 850.00	\$ 28,050.00	\$ 260.00	\$ 8,580.00	\$ 160.32	\$ 5,290.56	\$ 109.00	\$ 3,597.00
6.	6" Sanitary Sewer Laterals	1,087	lin. ft.	\$ 85.00	\$ 92,395.00	\$ 74.00	\$ 80,438.00	\$ 76.50	\$ 83,155.50	\$ 91.00	\$ 98,917.00
7.	Sanitary Lateral Tracer Wire & Box	33	each	\$ 750.00	\$ 24,750.00	\$ 130.00	\$ 4,290.00	\$ 211.66	\$ 6,984.78	\$ 331.00	\$ 10,923.00
8.	Sanitary Service Lateral Reconnections	33	each	\$ 900.00	\$ 29,700.00	\$ 425.00	\$ 14,025.00	\$ 54.50	\$ 1,798.50	\$ 694.00	\$ 22,902.00
9.	Lateral Adjustment Risers	52	vert. ft.	\$ 85.00	\$ 4,420.00	\$ 80.00	\$ 4,160.00	\$ 77.70	\$ 4,040.40	\$ 46.00	\$ 2,392.00
10.	8" PVC Water Main	1,114	lin. ft.	\$ 100.00	\$ 111,400.00	\$ 89.00	\$ 99,146.00	\$ 72.70	\$ 80,987.80	\$ 87.00	\$ 96,918.00
11.	8" PVC Water Main (Sta. 16+10 to Sta. 17+40)	130	lin. ft.	\$ 200.00	\$ 26,000.00	\$ 140.00	\$ 18,200.00	\$ 131.19	\$ 17,054.70	\$ 89.00	\$ 11,570.00
12.	6" PVC Water Main & Hydrant Leads	45	lin. ft.	\$ 100.00	\$ 4,500.00	\$ 75.00	\$ 3,375.00	\$ 74.91	\$ 3,370.95	\$ 76.00	\$ 3,420.00
13.	8" Gate Valves and Boxes	4	each	\$ 4,000.00	\$ 16,000.00	\$ 3,400.00	\$ 13,600.00	\$ 3,114.99	\$ 12,459.96	\$ 3,503.00	\$ 14,012.00
14.	6" Gate Valves and Boxes	3	each	\$ 3,500.00	\$ 10,500.00	\$ 2,200.00	\$ 6,600.00	\$ 2,296.04	\$ 6,888.12	\$ 2,535.00	\$ 7,605.00
15.	Hydrants	3	each	\$ 7,500.00	\$ 22,500.00	\$ 6,900.00	\$ 20,700.00	\$ 6,767.22	\$ 20,301.66	\$ 7,544.00	\$ 22,632.00
16.	1" Corporation Stops	34	each	\$ 1,000.00	\$ 34,000.00	\$ 350.00	\$ 11,900.00	\$ 146.30	\$ 4,974.20	\$ 573.00	\$ 19,482.00
17.	1" Curb Stops	34	each	\$ 1,000.00	\$ 34,000.00	\$ 548.00	\$ 18,632.00	\$ 377.89	\$ 12,848.26	\$ 545.00	\$ 18,530.00
18.	1" Copper Water Service Laterals	993	lin. ft.	\$ 40.00	\$ 39,720.00	\$ 62.00	\$ 61,566.00	\$ 65.78	\$ 65,319.54	\$ 75.00	\$ 74,475.00
19.	Water Service Lateral Reconnections	34	each	\$ 500.00	\$ 17,000.00	\$ 400.00	\$ 13,600.00	\$ 331.28	\$ 11,263.52	\$ 546.00	\$ 18,564.00
20.	Existing Main Reconnections	3	each	\$ 4,500.00	\$ 13,500.00	\$ 3,100.00	\$ 9,300.00	\$ 6,064.13	\$ 18,192.39	\$ 3,698.00	\$ 11,094.00
21.	12" CL V RCP Storm Sewer	65	lin. ft.	\$ 100.00	\$ 6,500.00	\$ 78.00	\$ 5,070.00	\$ 74.36	\$ 4,833.40	\$ 78.00	\$ 5,070.00
22.	18" CL III RCP Storm Sewer	500	lin. ft.	\$ 120.00	\$ 60,000.00	\$ 80.00	\$ 40,000.00	\$ 76.48	\$ 38,240.00	\$ 87.00	\$ 43,500.00
23.	Rectangular Curb Inlet w/ Casting	5	each	\$ 4,000.00	\$ 20,000.00	\$ 3,300.00	\$ 16,500.00	\$ 2,649.67	\$ 13,248.35	\$ 3,545.00	\$ 17,725.00
24.	Storm Sewer Manhole w/ Casting	2	each	\$ 4,500.00	\$ 9,000.00	\$ 3,900.00	\$ 7,800.00	\$ 3,689.46	\$ 7,378.92	\$ 5,138.00	\$ 10,276.00
25.	Existing Casting Adjustments	2	each	\$ 750.00	\$ 1,500.00	\$ 700.00	\$ 1,400.00	\$ 994.29	\$ 1,988.58	\$ 1,104.00	\$ 2,208.00
26.	Excavation/Fill to Subgrade	1	lump sum	\$ 130,000.00	\$ 130,000.00	\$ 134,000.00	\$ 134,000.00	\$ 149,269.17	\$ 149,269.17	\$ 140,200.00	\$ 140,200.00
27.	Excavation and Disposal of Bad Subbase Below Subgrade	500	cu. yd.	\$ 35.00	\$ 17,500.00	\$ 18.00	\$ 9,000.00	\$ 21.68	\$ 10,840.00	\$ 29.00	\$ 14,500.00
28.	3" Breaker Run Base Course & Breaker Run Replacement of Excavation of Bad Subbase Below Subgrade	3,700	tons	\$ 15.00	\$ 55,500.00	\$ 16.00	\$ 59,200.00	\$ 13.91	\$ 51,467.00	\$ 19.00	\$ 70,300.00
29.	3/4" Crushed Aggregate Base Course	3,500	tons	\$ 17.00	\$ 59,500.00	\$ 17.00	\$ 59,500.00	\$ 15.82	\$ 55,370.00	\$ 31.00	\$ 108,500.00

**BID TABULATION**

Project: 2026 Street & Utility Improvements – Longfield Street; City of Evansville  
 Engineer's Project Number: EV 133 Bid Deadline: March 26, 2026 at 2:00 p.m. local time

ITEM NO.	DESCRIPTION OF WORK	BID		PRE-BID ESTIMATE		BKS Excavating Inc.		E & N Hughes Co. Inc.		Fischer Excavating, Inc.	
		QUANT.	UNITS	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
30.	Sawcutting Existing Concrete and Asphalt Pavements	602	lin. ft.	\$ 4.00	\$ 2,408.00	\$ 4.00	\$ 2,408.00	\$ 3.43	\$ 2,064.86	\$ 2.25	\$ 1,354.50
31.	30" Concrete Curb & Gutter	2,460	lin. ft.	\$ 22.00	\$ 54,120.00	\$ 21.00	\$ 51,660.00	\$ 23.74	\$ 58,400.40	\$ 20.50	\$ 50,430.00
32.	4" Thick Concrete Sidewalk	7,300	sq. ft.	\$ 8.00	\$ 58,400.00	\$ 7.00	\$ 51,100.00	\$ 7.93	\$ 57,889.00	\$ 6.50	\$ 47,450.00
33.	6" Thick Concrete Sidewalk and Driveway Approaches	6,400	sq. ft.	\$ 10.00	\$ 64,000.00	\$ 8.00	\$ 51,200.00	\$ 9.23	\$ 59,072.00	\$ 7.50	\$ 48,000.00
34.	Concrete Steps	12	lin. ft.	\$ 30.00	\$ 360.00	\$ 70.00	\$ 840.00	\$ 92.25	\$ 1,107.00	\$ 100.00	\$ 1,200.00
35.	Truncated Dome Panels	72	sq. ft.	\$ 50.00	\$ 3,600.00	\$ 46.00	\$ 3,312.00	\$ 43.05	\$ 3,099.60	\$ 45.00	\$ 3,240.00
36.	Topsoil Restoration, Seeding, Fertilizing & Mulching	2,500	sq. yds.	\$ 7.00	\$ 17,500.00	\$ 6.00	\$ 15,000.00	\$ 10.05	\$ 25,125.00	\$ 6.90	\$ 17,250.00
37.	1 3/4" Hot-Mix Asphalt Lower Course, Type 4 LT (2026)	505	tons	\$ 85.00	\$ 42,925.00	\$ 90.00	\$ 45,450.00	\$ 110.70	\$ 55,903.50	\$ 90.00	\$ 45,450.00
38.	1 1/2" Hot-Mix Asphalt Surface Course, Type 5 LT (2027)	435	tons	\$ 90.00	\$ 39,150.00	\$ 94.00	\$ 40,890.00	\$ 115.62	\$ 50,294.70	\$ 94.00	\$ 40,890.00
39.	Clean & Tack	4,560	sq. yd.	\$ 0.25	\$ 1,140.00	\$ 0.20	\$ 912.00	\$ 0.12	\$ 547.20	\$ 0.10	\$ 456.00
40.	2" Hot-Mix Asphalt Driveway Replacement	56	sq. yd.	\$ 30.00	\$ 1,680.00	\$ 25.00	\$ 1,400.00	\$ 30.75	\$ 1,722.00	\$ 25.00	\$ 1,400.00
41.	Erosion Control	1	lump sum	\$ 5,000.00	\$ 5,000.00	\$ 4,000.00	\$ 4,000.00	\$ 1,026.66	\$ 1,026.66	\$ 1,450.00	\$ 1,450.00
42.	Traffic Control	1	lump sum	\$ 7,500.00	\$ 7,500.00	\$ 16,000.00	\$ 16,000.00	\$ 84,573.55	\$ 84,573.55	\$ 989.00	\$ 989.00
43.	Remove, Salvage and Replant Trees < 4"	3	each	\$ 1,000.00	\$ 3,000.00	\$ 1,000.00	\$ 3,000.00	\$ 1,845.00	\$ 5,535.00	\$ 1,300.00	\$ 3,900.00
44.	4" Thick Insulation	20	lin. ft.	\$ 40.00	\$ 800.00	\$ 20.00	\$ 400.00	\$ 43.23	\$ 864.60	\$ 24.00	\$ 480.00
<b>BASE BID - East Main Street Sidewalk</b>											
45.	Remove and Replace Ex. 4" Thick Concrete Sidewalk	5,000	sq. ft.	\$ 13.00	\$ 65,000.00	\$ 11.00	\$ 55,000.00	\$ 13.84	\$ 69,200.00	\$ 11.00	\$ 55,000.00
46.	Remove and Replace Ex. 6" Thick Concrete Sidewalk	2,000	sq. ft.	\$ 15.00	\$ 30,000.00	\$ 14.00	\$ 28,000.00	\$ 15.19	\$ 30,380.00	\$ 12.00	\$ 24,000.00
47.	Remove and Replace 30" Concrete Curb & Gutter Spot Repairs	100	lin. ft.	\$ 55.00	\$ 5,500.00	\$ 55.00	\$ 5,500.00	\$ 74.87	\$ 7,487.00	\$ 53.00	\$ 5,300.00
48.	Allowance - Tree Protection Zone	1	lump sum	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
<b>BASE BID TOTAL</b>					\$ 1,439,318.00		\$ 1,267,707.00		\$ 1,332,653.16		\$ 1,400,926.50

**BID TABULATION**

Project: 2026 Street & Utility Improvements – Longfield Street; City of Evansville  
 Engineer's Project Number: EV 133 Bid Deadline: March 26, 2026 at 2:00 p.m. local time

ITEM NO.	DESCRIPTION OF WORK	BID		PRE-BID ESTIMATE		BKS Excavating Inc.		E & N Hughes Co. Inc.		Fischer Excavating, Inc.	
		QUANT.	UNITS	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
<b>ALTERNATE BID NO. 1 - Storm Sewer</b>											
A1-1	15" CL III RCP Storm Sewer	363	lin. ft.	\$ 110.00	\$ 39,930.00	\$ 79.00	\$ 28,677.00	\$ 65.00	\$ 23,595.00	\$ 81.00	\$ 29,403.00
A1-2	12" CL V RCP Storm Sewer	54	lin. ft.	\$ 100.00	\$ 5,400.00	\$ 80.00	\$ 4,320.00	\$ 54.00	\$ 2,916.00	\$ 65.00	\$ 3,510.00
A1-3	Rectangular Curb Inlet w/ Casting	4	each	\$ 4,000.00	\$ 16,000.00	\$ 3,300.00	\$ 13,200.00	\$ 2,700.00	\$ 10,800.00	\$ 3,545.00	\$ 14,180.00
A1-4	Storm Sewer Manhole w/ Casting	2	each	\$ 4,500.00	\$ 9,000.00	\$ 3,900.00	\$ 7,800.00	\$ 5,000.00	\$ 10,000.00	\$ 4,604.00	\$ 9,208.00
	<b>ALTERNATE BID NO. 1 TOTAL</b>				\$ 70,330.00		\$ 53,997.00		\$ 47,311.00		\$ 56,301.00
<b>ADDER/DEDUCT BID ITEMS - BASE BID</b>											
AD1	Add/Deduct for Using 8" Ductile Iron Instead of PVC Water Main	1,619	lin. ft.	\$ 12.00	\$ 19,428.00	\$ 31.00	\$ 50,189.00	\$ 40.00	\$ 64,760.00	\$ 25.43	\$ 41,171.17
AD2	Add/Deduct for Using 6" Ductile Iron Instead of PVC Water Main	45	lin. ft.	\$ 12.00	\$ 540.00	\$ 25.00	\$ 1,125.00	\$ 35.00	\$ 1,575.00	\$ 22.78	\$ 1,025.10
AD3	Add/Deduct for Substantial Completion Deadline on October 15 2026 Instead of September 1, 2026	1	lump sum	\$ (10,000.00)	\$ (10,000.00)	\$ -	\$ -	\$ (10,000.00)	\$ (10,000.00)	\$ -	\$ -
	<b>ADDER/DEDUCT TOTAL</b>				\$ 9,968.00		\$ 51,314.00		\$ 56,335.00		\$ 42,196.27
<b>SUPPLEMENTAL BID ITEMS</b>											
S1	Property Corner Replacement	12	each	\$ 700.00	\$ 8,400.00	\$ 450.00	\$ 5,400.00	\$ 1,200.00	\$ 14,400.00	\$ 200.00	\$ 2,400.00
S2	Removal and Disposal of Unsuitable Trench Backfill	800	cu. yd.	\$ 25.00	\$ 20,000.00	\$ 18.00	\$ 14,400.00	\$ 16.59	\$ 13,272.00	\$ 24.00	\$ 19,200.00
S3	Supplemental Backfill Material	1,600	cu. yd.	\$ 25.00	\$ 40,000.00	\$ 19.00	\$ 30,400.00	\$ 30.89	\$ 49,424.00	\$ 27.00	\$ 43,200.00
S4	Rock Excavation and Disposal	800	cu. yd.	\$ 90.00	\$ 72,000.00	\$ 60.00	\$ 48,000.00	\$ 68.16	\$ 54,528.00	\$ 95.00	\$ 76,000.00
S5	2" Corporation Stops	2	each	\$ 1,000.00	\$ 2,000.00	\$ 700.00	\$ 1,400.00	\$ 1,000.00	\$ 2,000.00	\$ 903.00	\$ 1,806.00
S6	2" Curb Stops	2	each	\$ 1,000.00	\$ 2,000.00	\$ 750.00	\$ 1,500.00	\$ 1,000.00	\$ 2,000.00	\$ 947.00	\$ 1,894.00
S7	2" Copper Water Service Laterals	66	lin. ft.	\$ 150.00	\$ 9,900.00	\$ 85.00	\$ 5,610.00	\$ 100.00	\$ 6,600.00	\$ 104.00	\$ 6,864.00
S8	6" x 4" PVC Reducer	16	each	\$ 50.00	\$ 800.00	\$ 90.00	\$ 1,440.00	\$ 350.00	\$ 5,600.00	\$ 174.00	\$ 2,784.00
	<b>TOTAL OF SUPPLEMENTAL BID ITEMS</b>				\$ 155,100.00		\$ 108,150.00		\$ 147,824.00		\$ 154,148.00



***AUTHORIZING CHLORIDE REDUCTION PROGRAM – WATER SOFTENER REBATE***

**WHEREAS**, chloride levels at the Waste Water Treatment Facility have been identified as elevated by the Department of Natural Resources Wisconsin; and

**WHEREAS**, the City has an obligation to reduce these chloride levels; and

**WHEREAS**, the reduction of chloride directly to the sanitary sewer system is an efficient method to reduce chloride levels; and

**WHEREAS**, most water softener materials add significant amounts of chloride to the system through use of salt pellets; and

**WHEREAS**, timed softeners create the greatest waste of water softener materials; and

**WHEREAS**, mechanical and infrastructural solutions alone may be insufficient and costly; and

**WHEREAS**, the city has offered a rebate since 2020 that has refunded customers more than \$30,000 and desires to continue to assist customers in reducing chloride levels; and

**NOW, THEREFORE, BE IT RESOLVED**, the governing body of the City of Evansville, Wisconsin, determines as follows:

1. People should be encouraged to replace inefficient water softeners and maintain their existing softener systems to reduce use of salt pellets.
2. Timed softeners should be replaced with on-demand systems or other high efficiency systems.
3. The City should, through its ordinances and building codes, prevent the installation of inefficient water softeners in new construction.
4. The City should offer incentives for the replacement of inefficient systems and the maintenance of all systems to reduce unnecessary use of salt.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, the governing body of the City of Evansville, Wisconsin, offers as follows:

1. A credit and rebate program starting September 1, 2026.
2. Customers may receive a rebate check, paid from the sewer utility, up to 50% of the costs to replace a timed unit water softener with an on-demand system capped at \$500. It must be documented that the replaced unit was a timed unit and the new unit is not timed with receipts and photos submitted to Utility Billing Clerks.
3. Funds dedicated to this rebate program shall not exceed \$5,000 in 2026 and all future amounts set in the annual budget.
4. All funds dedicated that are not spent by December 31, 2030 shall be redistributed to other expenses within the sewer fund.
5. Program ends December 31, 2030.

Passed this \_\_ day of April, 2026.

CITY OF EVANSVILLE

By: \_\_\_\_\_  
Dianne Duggan, Mayor

Attest: \_\_\_\_\_  
Leah Hurtley, City Clerk

Published 04/\_\_/2026

**CITY OF EVANSVILLE  
ORDINANCE #2026-04**

**AMENDING CHAPTER 2 – ADMINISTRATION**

The Common Council of the City of Evansville, Rock County, Wisconsin, amend Evansville Municipal Code Chapter 2, Article VII as follows:

.....

Chapter 2

ADMINISTRATION<sup>1</sup>

ARTICLE I. IN GENERAL

**Sec. 2-1. Recommendations by Mayor to Council regarding state of the city.**

In the year elected, the Mayor shall prepare the overall plan or recommendations for the eCity for the ensuing two years. In the preparation thereof, the Mayor shall work with the Council President. The Mayor shall present such plan or recommendations to the Council at the regular May meeting. At the end of the first year of the two-year term, the Mayor may revise such plan and shall present it to the Council for review.

(Code 1986, § 1.04)

**Secs. 2-2--2-30. Reserved.**

**ARTICLE II. CITY COUNCIL**

DIVISION 1. GENERALLY

**Sec. 2-31. Composition.**

The mMayor and aAlderspersons shall be the City Council.

(Code 1986, § 2.01)

**Sec. 2-32. Meetings generally.**

(a) *Organization meeting; regular meetings.* Following a regular eCity election, for the purpose of organization, the City Council shall meet on the third Tuesday of April. Except as otherwise provided in this section, or as otherwise necessitated regular meetings of the City Council shall be held on the second Tuesday of each month at 6:00 p.m. Whenever a legal holiday falls on the second Tuesday of the month, such regular meeting shall be held on the third Tuesday in such month at the same hour and place. All meetings of the eCouncil shall be held in ~~the~~ eCity hHall, including special and adjourned meetings,

except by vote of two-thirds of the entire Ceouncil.

(b) *Special meetings.* Special meetings may be called by the ~~m~~Mayor or by any two ~~eouncilmembers~~Alderpersons upon written notice of the time and purpose of such meeting to each member of the Ceouncil and the ~~m~~Mayor, delivered ~~to him~~ personally or left at ~~his~~ the Mayor's usual place of abode at least six hours before the meeting. The City Clerk-~~Treasurer~~ shall cause an affidavit of service of such notice to be filed ~~in with his~~ the City Clerk-Treasurer's office prior to the time fixed for such special meeting. A special meeting may be held without such notice when two-thirds of the members of the Ceouncil are present in person. Attendance by any ~~eouncilmember~~ Alderperson shall be deemed a waiver on ~~his~~ the Alderpersons' part of any defect of notice. Any special meeting attended by all ~~a~~Alderpersons shall be a regular meeting for the transaction of any business that may come before such meeting.

(c) *Adjourning; quorum.*

- (1) The Ceouncil may, by a majority vote of those present but not less than three affirmative votes, adjourn from time to time to a specific date and hour.
- (2) No action shall be taken unless a quorum is present.
- (3) Two-thirds of the Alderspersons shall constitute a quorum. A lesser number may compel the attendance of absent members or may adjourn. The Mayor shall not be counted in determining whether a quorum is present at a meeting.
- (d) *Applicability of open meeting law.* Meetings of the Ceouncil, Ceommittees thereof and Boards and Ceommissions shall be subject to Wis. Stats. §§ 19.81--19.98.  
(Code 1986, § 2.02)

**Sec. 2-33. Order of business.**

- (a) The business of the Ceouncil shall be conducted in the following order:
  - (1) Call to order by presiding eOfficer.
  - (2) Roll call. If a quorum is not present, and cannot be obtained, the meeting shall thereupon adjourn, which may be to a specific date pursuant to section 2- 32(c)(1).
  - (2)(3) Approve the agenda
  - (4) Reading the minutes of the preceding meeting, and approving the minutes if correct, and rectifying mistakes if any exist. The reading of the minutes may be waived by majority action if the minutes have been previously distributed pursuant to section 2-37.
  - (3)(5) Civility Reminder
  - (4)(6) Residents or rate payers present who wish to appear on any matter, regardless of whether the matter is listed or not listed on the agenda, will be permitted to speak at this time subject to a limit of three minutes per person, except that if the resident/rate payer desires to speak about a subject regarding which there is a public hearing on the agenda of the same city council meeting, the resident shall not speak at this time but instead shall be permitted to speak during the public hearing. In addition, any non- residents or non-rate payer present who wish to appear on any matter, regardless of whether the matter is listed or not listed on the agenda, will be permitted to speak at this time at the discretion of the presiding officer, except that if the non-resident/non-rate payer desires to speak about a subject regarding which there is a public hearing on the agenda of the same Ceity Ceouncil meeting, the non-resident/non-rate payer shall not speak at this time but instead shall be permitted to speak during the public hearing. Any resident/rate payer or non-resident/non-rate payer must sign in to the meeting with name and address and any handouts must be passed to the Clerk.
  - (5)(7) Reports of eCommittees.
  - (6)(8) Unfinished business from previous meetings.
  - (7)(9) Communications and recommendations of the aAdministrator.

~~(8)~~(10) Communications and recommendations of the ~~m~~Mayor.

~~(9)~~(11) New business and miscellaneous communications.

~~(12)~~ Introduction of new ordinances.

~~(13)~~ [Upcoming Meeting Reminder](#)

~~(10)~~(14) [Adjourn](#)

- (b) In the absence of the ~~City Clerk-Treasurer~~, the ~~m~~Mayor shall appoint a ~~C~~lerk pro tem.

(Code 1986, § 2.03, Ord. 2006-9)

#### Sec. 2-34. Presiding officer.

- (a) *Mayor.* The ~~m~~Mayor, at the stated hour, shall call the meeting to order. ~~He-The Mayor~~ shall preserve order and decorum.

(b) *Council Ppresident or acting Mmayor.* If the ~~M~~Mayor is absent at the designated time of any meeting, the ~~P~~resident of the ~~C~~ouncil shall preside, and during the absence or inability of the ~~M~~Mayor, or while the office is vacant, shall have the powers and duties of the ~~M~~Mayor, except ~~he-the President~~ shall not approve an act of the ~~C~~ouncil which the ~~M~~Mayor has disapproved by filing an objection with the ~~City Clerk-Treasurer~~. ~~He-The President~~ shall, while so officiating, be styled "~~acting-Acting m~~Mayor." The ~~P~~resident shall be selected by a majority vote of all members of the ~~C~~ouncil at the annual meeting on the third Tuesday of April. In the absence of both the ~~m~~Mayor and ~~p~~resident of the ~~C~~ouncil, the ~~City e~~ Clerk-~~t~~reasurer shall call the meeting to order and preside until the ~~e~~Council shall, by motion, select an ~~acting-Acting m~~Mayor for that meeting.

(c) *Speaking on questions.* Whenever the presiding ~~e~~Officer desires to speak on any question, ~~he-the Officer~~ shall first seek recognition of the ~~p~~resident of the ~~e~~Council, and, in the absence of the ~~p~~resident, the senior ~~a~~Alderson in point of service. Upon receiving recognition, ~~he-the Officer~~ shall not be required to vacate the chair.

(Code 1986, § 2.04)

#### Sec. 2-35. Committees.

- 1) Appointment. The following committees shall be appointed annually, on the third Tuesday in April, by the ~~m~~Mayor subject to confirmation by a majority vote of the entire ~~e~~Council:
  - (a) Municipal ~~s~~Services.
  - (b) Public ~~s~~Safety.
  - (c) Finance and ~~H~~ Labor ~~R~~elations.
- 2) Composition; duties. Each ~~e~~Committee shall consist of three members. Subject to the approval of the ~~e~~Council, the ~~e~~Committees shall supervise the following phases of municipal activity:
  - (a) Municipal ~~s~~Services. Public property, streets and alleys, Maple Hill Cemetery, sanitation, sanitary sewer system and wastewater treatment plant, storm water utility, and water and light utilities, including hearing and deciding appeals of water impact fees under section 126-184.
  - ~~(b)~~ Public ~~s~~Safety. Police ~~d~~Department, licenses, and the ~~e~~Emergency ~~m~~Medical ~~s~~Service.

(b)

(c) Finance and Labor Relations. Financial matters, Employee grievance appeals ~~under a collective bargaining agreement, development of council labor negotiations strategy,~~ and assistance to the eCity aAdministrator with labor negotiations and contracts.

- 3) Committee of the ~~w~~Whole. The ~~m~~Mayor may declare the entire eCouncil a eCommittee of the wWhole for informal discussion at any meeting or for any other purpose and ~~shall ex~~shall ex officio be eChairperson of the eCommittee, provided there is no objection by any one of the aAlderpersons present at the meeting.
- 4) Special eCommittees. The ~~m~~Mayor may, from time to time, appoint such special committees as provided for by motion or resolution, stating the number of members and object thereof, to perform such duties as may be assigned to them.
- 5) Reports. Each eCommittee shall, at the next regular meeting, submit a written or oral report on all matters referred to it, unless a longer time is granted by the eCouncil, and such report shall be entered in the proceedings. Such reports shall recommend a definite action by the Council on each item, and, if written, shall be signed by a majority of the eCommittee, and shall be filed with the City eClerk-~~t~~Treasurer prior to each meeting. Minority reports may be submitted in writing.
- 6) Cooperation by eCity eOfficers and employees. Any eCommittee may require any eCity eOfficer or employee to confer with it and supply information needed in connection with any matter pending before the committee.
- 7) Term of appointment. Each aAlderpersion's appointment to a eCommittee shall be for a one-year term and shall expire on the third Tuesday in April.

(Code 1986, § 2.05; Ord. No. 1999-21, §§ 2--4, 1-11-2000, Ord. 2005-4, Ord. 2006-18, Ord. 2014-02)

### **Sec. 2-36. Reports of bills and claims.**

All bills and other financial claims against the eCity shall be itemized, and upon receipt thereof shall be delivered by the Deputy eClerk-~~t~~Treasurer to the head of the department having jurisdiction of the expenditure or claim. The ~~d~~Department hHead shall within a reasonable time thereafter examine the claim or bill and return it to the Deputy eClerk-~~t~~Treasurer ~~initialled~~initialialed by ~~him~~the Department Head with a notation as to ~~his~~the Department Heads' approval or disapproval and any comments thereon. The eClerkCity-~~t~~Treasurer or designee shall refer the bill or claim to the eCommittee on finance for report thereon at the ensuing meeting of the eCouncil, provided payment of regular wages and salaries of officials and employees according to schedules adopted by the eCouncil shall be made by the Deputy eClerkClerk, or designee, ~~-t~~Treasurer without submission to the eCouncil after verification by the dDepartment hHead submitting the claim, subject to the requirements of Wis. Stats. §§ 62.12(8) and 62.25.

(Code 1986, § 2.07)

### **Sec. 2-37. Distribution of copies of minutes.**

Within not more than ten days after each meeting of the eCouncil, the City eClerk-~~t~~Treasurer shall ~~supply~~make available to each aAlderpersion a written copy of the

proceedings thereof.

(Code 1986, § 2.09)

**Secs. 2-38. City council education and training.**

Each member of the City Council shall for every term of office attend at least one educational or training event. The educational or training event must be approved in advance by the City Administrator or Mayor and shall be relevant to the performance of the member's office. Attendance at an approved educational or training event shall be reimbursed in accordance with the City of Evansville's ~~employee~~Council Reference handbook rules governing reimbursement for travel and trips. Alderpersons shall familiarize themselves with the Council Reference Book provide by the City Administrator.

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**Secs. 2-39--2-50. Reserved.**

**DIVISION 2. ORDINANCES AND RESOLUTIONS**

**Sec. 2-51. Reading; referral to committee.**

Any ~~a~~Aldersperson may require the reading in full of any ordinance, resolution, communication, or other matter at any time it is before the ~~e~~Council. The ~~e~~Council may refer any matter to the appropriate ~~e~~Committee.

(Code 1986, § 2.08(1), Ord. 2013-04)

**Sec. 2-52. Distribution of copies of proposed ordinances.**

(a) Prior to the first reading thereof, a written copy of each proposed ordinance shall be furnished to each ~~a~~Aldersperson and the ~~m~~Mayor. If time permits, such copy shall be provided to the ~~m~~Members of the ~~e~~Council prior to the date of the ~~e~~Council meeting at which the first reading thereof is scheduled.

(b) If prior mailing is not possible, a copy thereof shall be delivered to each ~~m~~Member of the ~~e~~Council attending such meeting at or prior to the commencement thereof. A copy of such proposed ordinance shall be provided to each ~~councilmember~~-Aldersperson not attending such meeting within two days following the meeting.

(Code 1986, § 2.08(2), Ord 2016-23)

**Sec. 2-53. Approval of appropriations or payments.**

All ordinances or resolutions appropriating money or creating any charge against the ~~e~~City other than the payment of claims for purchases or work previously authorized by the ~~e~~Council shall require affirmative action by two-thirds of all ~~m~~Members of the ~~e~~Council.

(Code 1986, § 2.08(3))

**Secs. 2-54--2-70. Reserved.**

**DIVISION 3. RULES OF PROCEDURE**

**Sec. 2-71. Generally.**

The deliberations of the eCouncil shall be conducted in the following manner:

- (1) *Addressing eCouncil.* No ~~a~~Aldersperson or eCity ~~s~~Staff shall address the eCouncil until ~~he~~ the person has been recognized by the presiding ~~o~~Officer. ~~He~~ The person shall confine ~~his~~ any remarks to the question under discussion and avoid all personalities.
- (2) *Recognition.* When two or more ~~m~~Members simultaneously seek recognition, the presiding ~~o~~Officer shall name the ~~m~~Member who is to speak first.

- (3) *Citizens addressing eCouncil.* No person other than a ~~m~~Member or eCity ~~s~~Staff shall address the eCouncil, except under section 2-33(a)(4), and except that eCitizens may address the eCouncil with the permission of the presiding eOfficer as to matters which are being considered by the eCouncil at the time.
- (4) *Withdrawing motions.* No motion shall be withdrawn without the consent of the person making the motion and the person seconding it.
- (5) *Permissible motions.* When a question is under discussion no action shall be in order except:
  - a. To adjourn.
  - b. To recess.
  - c. To lay on the table.
  - d. To move the previous question.
  - e. To postpone to a certain day.
  - f. To refer to a committee.
  - g. To amend.
  - h. To postpone indefinitely.

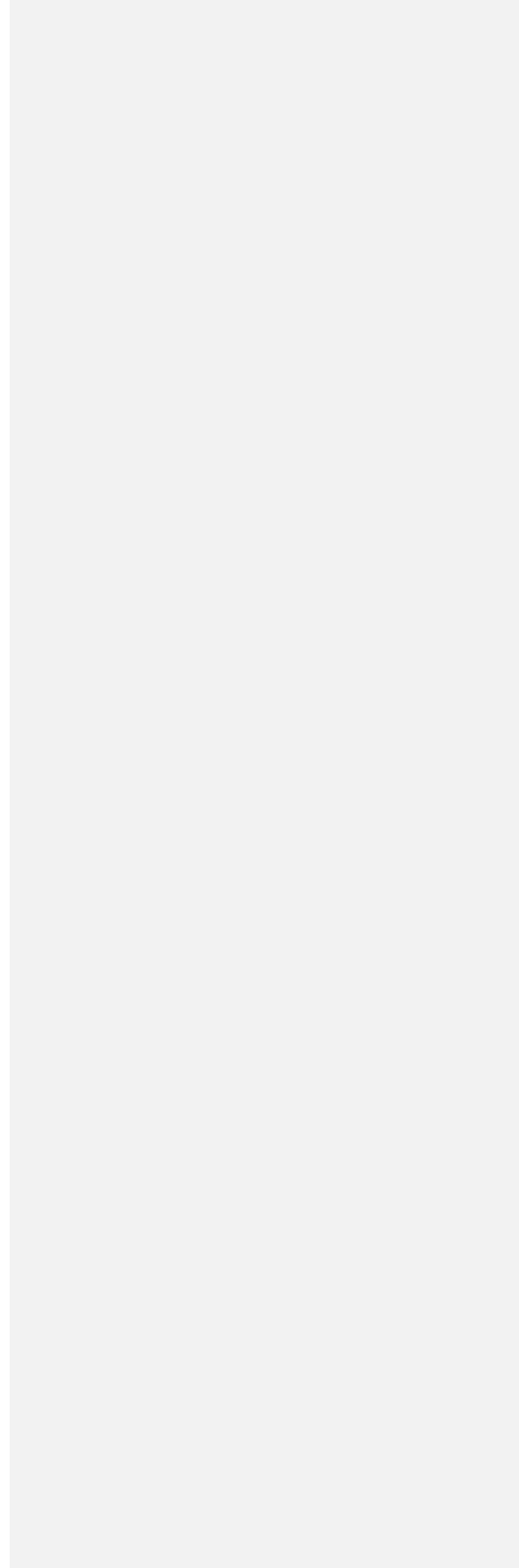
These motions shall have precedence in the order listed.

- (6) *Terminating debate.* Any ~~member~~Alderpersion wishing to terminate the debate may move the previous question, in which event the ~~m~~Mayor shall announce the question as, "Shall the main question now be put?" If two-thirds of the ~~members~~ Alderpersion present vote in the affirmative, the main question shall be taken without further debate, its effect being to put an end to all debate and to bring the eCouncil to a direct vote, first upon any pending amendments, and then upon the main question.

(7) *Voting.*

- a. The ayes and noes may be required by any ~~member~~Alderpersion. On confirmation and on the adoption of any measure assessing or levying taxes, appropriating or disbursing money, or creating any liability or charge against the eCity of any fund thereof, the vote shall be by ayes and noes. All aye and nay votes shall be recorded in the journal. In all other motions, resolutions, and ordinances, the vote may be taken by viva voce (voice vote).
- b. The ~~m~~Mayor shall not vote except in the case of a tie. When the ~~m~~Mayor does vote in the case of a tie, ~~his~~ the Mayor's vote shall be counted in determining whether a sufficient number of the eCouncil has voted favorably or unfavorably on any measure.
- ~~e.~~—A majority vote of all ~~members~~ Alderpersion present of the eCouncil in favor of any proposed ordinance, resolution or appointment shall be necessary

| for



passage or approval, unless a larger number is required by statute. Except as otherwise provided, a majority vote of those present shall prevail in other cases.

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- (8) *Non-debatable motions.* A motion to adjourn shall always be in order, and a motion to adjourn, to recess, or to lay on the table, and a call for the previous question, shall be decided without debate.
- (9) *Reconsideration.* Any ~~member~~Aldersperson voting with the prevailing side may move for a reconsideration of the vote of any question, except confirmation of the appointment of eCity eOfficials, at that meeting or at the next succeeding regular meeting. A motion to reconsider, being put and lost, shall not be renewed.
- (10) *Applicability of Robert's Rules of Order, 1970, Newly Revised 12<sup>th</sup> Edition.* The rules of parliamentary procedure contained in Robert's Rules of Order, 1970, Newly Revised 12<sup>th</sup> Edition, shall govern the proceedings of the eCouncil where not inconsistent with the rules stated in this Code.

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(Code 1986, § 2.06; Ord. No. 2001-9, § 1, 12-11-2001, Ord. 2005-18, Ord. 2006-9, Ord. 2013-04)

#### **Sec. 2-72. Suspension of rules.**

The rules set forth in this division, or any part thereof, may be temporarily suspended in connection with any matter under consideration by a recorded vote of two-thirds of the ~~members~~Alderspersons present.

(Code 1986, § 2.10)

#### **Sec. 2-73. Amendment of rules.**

The assent of two-thirds of all ~~the members~~Alderspersons of the eCouncil shall be required to amend the rules set forth in this division, or any part thereof.

(Code 1986, § 2.11)

#### **Secs. 2-74. Duty of confidentiality.**

Members of the City Council shall have a duty of confidentiality to the City, insofar as members shall use reasonable prudence to avoid accidental disclosure and shall not intentionally disclose confidential information or documents that they receive pursuant to their office. Any information or discussion from closed sessions pursuant to Wis. Stats. §19.85 shall be considered confidential unless otherwise authorized by the City Council for disclosure.

#### **Secs. 2-75. Public communications.**

Public communication on behalf of the City or otherwise expressing views of the City shall usually be made by the ~~Mayor or~~ City Administrator. Absent authorization from the City Council, individual alderspersons shall refrain from public communication for the City or City Council and alderspersons shall be clear in all communications to avoid any implication thereof regarding the aldersperson's own individual speech.

**Secs. 2-76. Communications in official capacity.**

Alderpersons shall consult with the Mayor ~~or~~and the City Administrator prior to any communications made, in their official capacity as alderpersons, to any federal, state, county, or municipality agency, officers, or employees. This section does not in any way limit the ability of alderpersons to contact such federal, state, county, or municipality agency, officers, or employees in the alderpersons' capacities as private individuals. This section does not override any provisions provided in the employee handbook or council reference book. —

**Secs. 2-77--2-90. Reserved.**

## ARTICLE III. OFFICERS AND EMPLOYEES<sup>2</sup>

### DIVISION 1. GENERALLY

#### Sec. 2-91. Oath.

Every person elected or appointed to any office shall take and file the official oath within ten days after notice of ~~his-the~~ election or appointment.

(Code 1986, § 1.03(1))

#### Sec. 2-92. Bonds.

(a) The ~~City eClerk, City~~ ~~†Treasurer~~, ~~eChief of pP~~Police and such others as the statutes or the ~~eCouncil~~ may direct shall execute and file an official bond in such sum as the ~~eCouncil~~ may determine, with such bond furnished by a surety company as provided by Wis. Stats. § 632.17(2). The ~~eCouncil~~ may at any time require new and additional bonds of any ~~eOfficer~~. All official bonds must be approved by the ~~mM~~Mayor, and when so approved shall be filed within ten days after the ~~eOfficer~~ executing the bond shall have been notified of ~~his-the~~ election or appointment. Official bonds filed with the ~~Ceity eClerk-†Treasurer~~ shall be recorded by ~~him-the City Clerk-Treasurer~~ in a book kept for that purpose.

(b) The City of Evansville elects not to give a bond to the ~~eCounty †Treasurer~~ provided for by Wis. Stats. §70.67(1).

(c) Pursuant to Wis. Stats. §70.67(2), the City of Evansville shall pay, if the ~~City eClerk-†Treasurer~~ fails to do so, all taxes of any kind required by law to be paid by such ~~City eClerk-†Treasurer~~ to the ~~eCounty †Treasurer~~.

(Code 1986, § 1.03(2), Ord. 2018-07)

#### Sec. 2-93. Ineligibility of persons having private interest in city contract.

No person shall be eligible to any ~~eCity eOffice~~ who directly or indirectly has ~~any private~~~~any private~~ interest, as prohibited by Wis. Stats. § 946.13, in any public contract with such ~~eCity~~.

(Code 1986, § 1.03(3))

#### Sec. 2-94. Medical examinations.

(a) All persons hired as full-time ~~eCity eE~~mployees ~~shall-may be requested to~~ submit to a medical examination at the ~~eCity's~~ expense. Such reports shall be examined only by such ~~eCity~~

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<sup>2</sup> **Cross references:** Any ordinance fixing of salaries of public officials and employees saved from repeal,

§ 1-10(3); building inspector, § 18-51 et seq.; municipal judge, § 34-61 et seq.; chief of police, § 70-51 et seq.; zoning administrator, § 130-51 et seq.; chairperson for the board of zoning appeals, § 130-77.

Officials as must know the contents thereof to properly evaluate the report, and otherwise such reports shall be kept confidential except upon the express or implied consent of the employee involved.

(b) All full-time Police Officers shall submit to the Public Safety Committee such a report of medical examination at least once every three years.

(c) Committees may require such examinations of any other full-time or part-time employees whenever they deem it advisable.

(d) The information contained on such reports may be used by the Committees or Department Heads to withdraw the offer of employment after an initial offer has been made.

(Code 1986, § 1.03(4))

#### Sec. 2-95. Temporary vacancies.

If any officer is incapacitated or absent from any cause, the Council may appoint some person to discharge his duties until he returns or until such disability is removed.

(Code 1986, § 1.03(5))

#### Sec. 2-96. Powers and duties of officers.

(a) *Generally.* Officers shall have generally the powers and duties prescribed for like Officers of Towns and Villages, except as otherwise provided, and such powers and duties as are prescribed by law, and except as to the Mayor shall perform such duties as shall be required of them by the Council. Officers whose powers and duties are not enumerated in Wis. Stats. ~~§ 62.09(8), (9), (11)--(13)~~ shall have such powers and duties as are prescribed by law for like Officers or as are directed by the Council.

(b) *Mayor, Clerk, Treasurer, Attorney, Chief of Police, Alderpersons and Police Officers.* The statutory provisions describing and defining the duties and powers of the Mayor, Clerk, Treasurer, Attorney, Chief of Police, Alderpersons and Police Officers in Wis. Stats. § 62.09(8), (9), (11)--(13), as amended, are hereby adopted and by reference ~~made~~ made a part of this chapter as if fully set forth in this chapter.

(Code 1986, § 1.03(6)) Ord 2016-23

#### Sec. 2-97. Departmental rules.

All Officers and Departments may make the necessary rules for the conduct of their duties and incidental proceedings.

(Code 1986, § 1.03(7))

**Sec. 2-98. Nepotism.**

(a) *Prohibited.* No person shall be employed by the eCity while ~~he or~~ a member of ~~his~~ their immediate family is:

- (1) Authorized or required to participate in the employment, disciplining or removal of such person.
- (2) Authorized or required to participate in determining the wages, hours or working conditions of such person.
- (3) Authorized or required to exercise supervision over such person.

(b) *"Immediate family" defined.* For purposes of this section, immediate family includes an individual's spouse; and an individual's relative by marriage, lineal descent or adoption such as: brother, sister, father, mother, son, daughter, brother-in-law or sister-in-law, mother-in-law or daughter-in-law or father-in-law or son-in-law.

(c) *Applicability.*

- (1) This section applies only when considering whether to employ or appoint a person and not when such person is already employed or is holding a eCity eOffice.
- (2) This section shall not apply to part-time, seasonal or temporary employees who are compensated by the eCity less than \$5,000.00 in any 12-consecutive-month period.

(Code 1986, § 1.03(10))

#### **Sec. 2-99. Notice of job openings.**

Job postings, notices and promotions shall be conducted in accordance with City and eDepartment policy. Department ~~h~~Hheads are to provide notification in such a manner that is in keeping with the position. All ~~d~~Department ~~h~~Hhead and ~~e~~Officers of the City positions shall be posted no less than a eClass 2 notice. Supervisory ~~e~~Ccommittees of the ~~d~~Department ~~h~~Hhead ~~position~~ position to be advertised shall determine how, when and what notice will be provided.

(Code 1986, § 1.03(11)) Ord 2016-23

#### **Sec. 2-100. Criminal Background Checks.**

- 1) The eCity shall conduct a financial and criminal background check on all eCandidates for employment who reach final consideration for employment with the eCity. Additionally, when the eCity determines there to be a job related and business necessity for screening current eEmployees for criminal conduct, the eCity shall require a criminal background check on a current eEmployee.
- 2) When assessing an individual ~~a~~Applicant or current eEmployee with a criminal conviction or a pending criminal charge, the eCity shall consider whether the circumstances of the criminal conviction or pending criminal charge are substantially related to the circumstances of the particular job. In making this assessment, the eCity shall consider such things as the nature and gravity of the crime, the circumstances of the offense, the time elapsed since the offense

and/or completion of the sentence, the nature of the job and any other relevant information.

(Ord. 2013-09)

**Secs. 2-101--2-120. Reserved.**

DIVISION 2. ELECTED OFFICIALS

**Sec. 2-121. Enumerated.**

The elected officials shall be a mMayor, two aAlderpersons from each aAlderperson dDistrict, and a mMunicipal jJudge.

(Code 1986, § 1.01(1))

**Sec. 2-122. Terms.**

The mMayor shall be elected in even-numbered years for a two-year term. One aAlderperson shall be elected from each aAlderperson dDistrict each year for a two-year term. The mMunicipal jJudge shall be elected in even-numbered years for a four-year term. The regular term of the mMayor and aAlderpersons shall commence on the third Tuesday of April in the year of election. The term of office of the mMunicipal jJudge shall commence on May 1 in the year of election.

(Code 1986, § 1.01(2))

**Sec. 2-123. Eligibility.**

No person shall be elected by the people to a eCity eOffice who is not at the time of his election a eCitzen of the United States, and of this sState, and an eElector of the eCity, and, in case of an aAlderperson dDistrict eOffice, of the aAlderperson dDistrict, and actually residing therein.

(Code 1986, § 1.01(3))

**Sec. 2-124. Compensation.**

- (a) The mMayor and aAlderpersons shall receive such salaries as may be provided from time to time by ordinance. Such ordinances establishing or changing such salaries for the ensuing year shall be adopted at the regular meeting of the eCouncil not later than in February or each year. Whenever salaries of an eOfficer who may be elected or appointed for a definite term are to be changed or established, the eCouncil shall, not later than in February or each year, fix the amount of salary of such eOfficer for the ensuing year. The salary of an elected eOfficer shall not be increased or diminished during his-the term of office. The term "ensuing year," as used in this section, shall mean the year following beginning May 1 and ending April 30.

(b) The ~~m~~Mayor and ~~a~~Alderspersons shall be paid monthly. All other salaries shall be paid as directed by the ~~e~~City ~~e~~Council.

(c) The compensation or salaries to be paid ~~to~~ the ~~e~~Officers of the ~~e~~City are established as follows:

(1) Mayor: \$550.00 per month.

(2) Alderperson:

a. One Hundred dollars (\$100.00) per meeting for each regular or special meeting of the ~~e~~Council attended by an ~~a~~Alderperson member. Compensation for special meetings may be waived at the discretion of the Council.

b. Seventy-Five dollars (\$75.00) per meeting for each meeting attended of any permanent, standing ~~e~~Committee.

For the purpose of this section, the month shall commence on the date of the regular monthly ~~e~~Council meeting and terminate on the day prior to the next regular monthly ~~e~~Council meeting.

(3) Non-Alderperson Committee Members

a. Permanent, standing ~~e~~Committee, ~~b~~Board and ~~e~~Commission ~~m~~Members (excluding the Police Commission, ~~ad hoc and sub-committees~~) shall be paid ~~twenty-five~~ dollars (~~\$250.00~~) per meeting.

b. Police Commission members shall be paid twenty-five dollars (~~\$25.00~~) per meeting.

(d) Such salaries shall commence on the third Tuesday of April in the year of the election of such ~~e~~Officers.

(Code 1986, § 1.01(4), Ordinance 2003-2, Ord. 2008-01, Ord. 2011-01, Ord. 2013-08, Ord. 2014-02, Ord 2016-23, Ord. 2020-01)

#### **Sec. 2-125. Vacancies.**

Vacancies in elected ~~m~~Municipal ~~e~~Offices shall be filled in accordance with Wis. Stats. § 17.23.

(Code 1986, § 1.01(5))

#### **Secs. 2-126--2-140. Reserved.**

### **DIVISION 3. ADMINISTRATOR**

#### **Sec. 2-141. Office created.**

In order to provide the ~~e~~City with a more efficient, effective and responsible government under a system of a part-time ~~m~~Mayor and part-time ~~e~~Common ~~e~~Council at a time when ~~e~~City government is becoming increasingly complex, there is hereby created the office of ~~e~~City ~~a~~Administrator for the ~~e~~City.

(Code 1986, § 1.06(1))

**Sec. 2-142. Appointment; term; removal.**

The eCity aAdministrator shall be appointed by the mMayor on the basis of merit with due regard to training, experience, administrative ability and general fitness for the office, subject to confirmation by a majority vote of the eCouncil. The City aAdministrator shall hold office for an indefinite term subject to removal at any time by a three-fourths vote of the eCouncil. This section, however, shall not preclude the eCouncil from establishing other employment terms and conditions not inconsistent with the provisions of this division or other provisions of this Code.

(Code 1986, § 1.06(2))

**Sec. 2-143. Residency.**

The eCity aAdministrator is considered an “emergency employee” under [Section Wis.Stats. § 66.0502\(4\)](#) ~~of the State Statutes.~~

(Code 1986, § 1.06(3))

**Sec. 2-144. Powers and duties.**

The eCity aAdministrator, subject to the limitations defined in resolutions and ordinances of the eCity and sState Sstatutes, shall be the Cehief aAdministrative eOfficer and fFinance dDirector of the eCity, responsible only to the mMayor and the eCouncil for the proper administration of the business affairs of the eCity, pursuant to the statutes of the state, the ordinances of the eCity, and the resolutions and directives of the eCouncil, with power and duties as follows:

*(1) General duties.*

- a. Carry out directives of the mMayor and eCouncil which require administrative implementation, reporting promptly to the mMayor and eCouncil any difficulties encountered therein.
- b. Be responsible for the administration of all day-to-day operations of the eCity eGovernment, including the monitoring of all eCity ordinances, resolutions, eCouncil meeting minutes and state statutes.
- c. Prepare a plan of administration, including an organization chart, which defines authority and responsibility for all non-statutory positions of the eCity, and submit it to the eCity eCouncil for adoption as the official organization and administrative procedure plan for the eCity.
- d. ~~Establish when~~ Establish when necessary administrative procedures to increase the effectiveness and efficiency of eCity eGovernment according to current practices in local government, not inconsistent with subsection (1)c of this section or directives of the mMayor and eCouncil.
- e. Serve as ex officio nonvoting member of all bBoards, eCommissions and eCommittees of the eCity, except as specified by the eCouncil or sState sStatutes.

- f. Keep informed concerning current ~~f~~Federal, ~~s~~State, and ~~e~~County legislation and administrative rules affecting the ~~e~~City and submit appropriate reports and recommendations thereon to the ~~e~~Council.
- g. Keep informed concerning the availability of ~~f~~Federal, ~~s~~State and ~~e~~County funds for local programs, and assist ~~d~~Department ~~h~~Heads and the ~~e~~Council in obtaining these funds under the direction of the ~~m~~Mayor and the ~~e~~Council.
- h. Represent the ~~e~~City in matters involving legislative and intergovernmental affairs as authorized and directed as to that representation by the ~~m~~Mayor and ~~e~~Council.
- i. Act as ~~p~~Public ~~i~~Information ~~o~~fficer for the ~~e~~City with the responsibility of ensuring that the news media are kept informed about the operations of the city and that all open meeting rules and regulations are followed.
- j. Establish and maintain procedures to facilitate communications between ~~e~~Citizens and ~~e~~City ~~g~~overnment to ensure that complaints, grievances, recommendations and other matters receive prompt attention by the responsible ~~o~~fficial, and to ensure that all such matters are expeditiously resolved.
- k. Promote the economic well-being and growth of the ~~e~~City through public and private sector cooperation.

(2) *Responsibilities to ~~e~~City ~~e~~Council.*

- a. Attend the regular ~~e~~Council meeting and attend ~~e~~Committee of the ~~w~~Whole and special meetings as requested by the ~~m~~Mayor, assisting the ~~m~~Mayor and the ~~e~~Council as required in the performance of their duties.
- b. In coordination with the ~~m~~Mayor, the ~~e~~Council, and the ~~C~~ity ~~e~~Clerk-~~t~~reasurer, ensure that appropriate agendas are prepared for all meetings of the ~~e~~Council, all ~~e~~Council ~~e~~Committees, and all other appropriate ~~e~~Committees and ~~e~~Commissions of the ~~e~~City, together with such supporting material as may be required; with nothing in this subsection being construed to give the ~~C~~ity ~~a~~Administrator authority to limit or in any way prevent matters from being considered by the ~~e~~Council, or any of its ~~e~~Committees and ~~e~~Commissions.
- c. Keep the ~~m~~Mayor and ~~e~~Council regularly informed about the activities of the ~~C~~ity ~~a~~Administrator's office by written report at regular meetings of the ~~e~~Council and at those special ~~e~~Council meetings as requested.
- d. If action normally requiring ~~e~~Council approval is necessary at a time when the ~~e~~Council cannot meet, the ~~C~~ity ~~a~~Administrator shall receive directives from the ~~m~~Mayor.

~~d-e~~. Prepare a Council Reference Book to educate and inform the alderpersons on the duties and requirements of their office, including state statutes and City

ordinances, in concise and plain language and ensure distribution of that Council Reference Book to each alderperson at, or before, the alderpersons' first attendance at a City Council meeting each term. The City Administrator shall be responsible for revising the Council Reference Book when applicable laws, regulations, or otherwise change. The Council Reference Book shall also include relevant existing City policies and best practices to assist Alderpersons.

(3) *Personnel.*

- a. Be responsible for the administrative direction and coordination of all employees of the eCity according to the established organizational procedures of the eCity and the state statutes.
- b. Recommend to the ecouncil the appointment, promotion, and, when necessary for the good of the eCity, suspension or termination of department heads.
- c. In consultation with the appropriate department head and eCommittee, be responsible for the appointment, promotion, and, when necessary for the good of the eCity, suspension or termination of employees below the department head level.
- d. Serve as personnel officer for the eCity with responsibilities to see that complete and current personnel records, including specific job descriptions, for all eCity employees are kept; evaluate in conjunction with department heads the performance of all employees on a regular basis; recommend salary and wage scales for eCity employees ~~not covered by collective bargaining agreements~~; develop and enforce high standards of performance by eCity employees; ensure that eCity employees have proper working conditions; and work closely with department heads to promptly resolve personnel problems or grievances.
- e. Act as the lead in labor employment contract development and negotiations ~~and collective bargaining issues~~.
- f. Work closely with department heads to ensure that employees receive adequate opportunities for training to maintain and improve their job-related knowledge and skills.
- g. Has direct supervision of Finance Department office staff.

(4) *Budgeting and purchasing.*

- a. Be responsible for the preparation of the annual eCity budget, in accordance with guidelines as may be provided by the eCity ecouncil and in coordination with department heads, and pursuant to state statutes, for review and approval by the mayor and the ecouncil.
- b. Administer the budget as adopted by the ecouncil.
- c. Report quarterly to the ecouncil on the current fiscal position of the eCity.
- d. Supervise eCity operations in accordance with current professional accounting practices, eCity fiscal policies and internal controls.
- e. Advise bonding activity and capital improvement plan (CIP).
- f. Analyze fiscal trends and projections.

(Code 1986, § 1.06(4), Ord. 2013-01, Ord. 2020-01)

**Sec. 2-145. Cooperation and assistance by eCity officials and employees.**

All eOfficials and eEmployees of the eCity shall cooperate with and assist the eCity aAdministrator so that the eCity eGovernment shall function effectively and efficiently.

(Code 1986, § 1.06(5))

**Secs. 2-146--2-160. Reserved.**

#### DIVISION 4. APPOINTED OFFICIALS

**Sec. 2-161. Enumerated; appointments to be made by mMayor.**

The following officials shall be appointed by the mMayor, subject to confirmation by the eCity eCouncil:

- (1) ~~City Clerk-treasurer. References to the eCity eClerk or eCity tTreasurer throughout this Code shall be to the eClerk-tTreasurer.~~
- (2) City aAssessor.
- (3) City aAttorney.
- (4) City Engineer.
- (5) City aAuditor.
- (6) City aAdministrator.

(Code 1986, § 1.02(1), Ord. 2013-01, Ord. 2014-02, Ord 2015-10, Ord 2016-23, Ord. 2020-01)

**Sec. 2-162. Reserved.**

(Code 1986, § 1.02(2), repealed by Ord. 2012-10)

**Sec. 2-163. Terms.**

Terms of office for appointed eOfficials shall be as follows:

- (1) ~~City Clerk-treasurer~~ for an indefinite term ending upon voluntary resignation ~~of~~ or removal by a vote of three-fourths of the eCity eCouncil for inefficiency, neglect of duty, official misconduct or malfeasance in eOffice.
- (2) City aAdministrator for the term or series of terms defined in the eCity aAdministrator's employment agreement.
- (3) Other eOfficers for a two-year term beginning January 1 of each odd-numbered year or as defined in a eCouncil resolution or otherwise provided by sState sStatute.

(Code 1986, § 1.02(3); Ord. No. 2003-18, § 1, 12-9-2003, Ord. 2014-02, Ord. 2015-10, Ord 2016-23, Ord. 2020-01, Ord. 2020-14)

**Sec. 2-164. Vacancies.**

Vacancies in appointive eOffices shall be filled by appointment for the remainder of the unexpired term by the appointing power and in the manner prescribed by law for making regular, full-term appointments thereto.

(Code 1986, § 1.02(5))

**Sec. 2-165. Eligibility of ~~a~~ Alderpersons.**

No ~~a~~ Alderperson shall, during the term for which ~~he~~ ~~they~~ ~~is~~ ~~are~~ elected, be eligible to any appointive eCity office, except that the eCouncil may be represented on ~~b~~Boards, ~~and~~ eCommissions, ~~and~~ ~~t~~The eCouncil may fix the tenure of such ~~r~~Representatives notwithstanding any other provisions.

(Code 1986, § 1.02(6))

**Secs. 2-166--2-190. Reserved.**

**ARTICLE IV. BOARDS, COMMISSIONS AND COMMITTEES <sup>3</sup>**

~~(RESERVED)~~

**Secs. 2-191. Membership requirements.**

(a) In appointing alderpersons to fill the membership of every board, commission, committee, and subcommittee of the City, the Mayor shall appoint each alderperson to at least one such office that is reserved for alderpersons.

(b) Every alderperson shall accept at least one appointment to serve as a member of one of the boards, commissions, committees, or subcommittees of the City.

**Secs. 2-192. Attendance at meetings.**

No member of any board, commission, committee, or subcommittee shall fail to attend more than three meetings within any calendar year. Any member who fails to attend four meetings within any calendar year shall have vacated their membership on such board, commission, committee, or subcommittee by default.

**Secs. 2-193--2-240. Reserved.**

**ARTICLE V. FINANCE<sup>4</sup>**

**DIVISION 1. GENERALLY**

**Sec. 2-241. Expenditures to be in accordance with appropriations.**

No money shall be drawn from the ~~t~~reasury of the eCity, nor shall any obligation for the expenditure of money be incurred, except in pursuance of the annual appropriation in the adopted budget or when changed as authorized by section 2-264. At the close of each fiscal year, any unencumbered balance of ~~an appropriation~~appropriation shall revert to the general fund and shall be subject to reappropriation; but appropriations may be made by the eCouncil, to

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<sup>3</sup> **Cross references:** Historic preservation commission, § 62-31 et seq.; library board, § 74-31 et seq.; park and recreation board, § 86-31 et seq.; plan commission, § 94-31 et seq.; economic development committee, § 94-71 et seq.; taxation board of review, § 114-31 et seq.; board of zoning appeals, § 130-71 et seq.

<sup>4</sup> **Cross references:** Any ordinance for the letting of contracts without bids saved from repeal, § 1-10(9); any ordinance for the tax and special assessment levies saved from repeal, § 1-10(11); any ordinance for the budget ordinances, resolutions and actions saved from repeal, § 1-10(15); taxation, ch. 114.

be paid out of the income of the current year, in furtherance of improvements or other objects or works which will not be completed within such year, and any such appropriations shall continue in force until the purpose for which the appropriation was made shall have been accomplished or abandoned.

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(Code 1986, § 3.05)

#### **Sec. 2-242. Claims procedure.**

(a) *Generally; auditing by eCouncil.* No account or demand against the eCity, except as provided in subsections (c) and (d) of this section, shall be paid until it has been audited by the eCity eCouncil and an order drawn on the eCity eTreasury therefor. Every such account shall be itemized.

After auditing, the eCity eCouncil shall cause to be endorsed by the eClerk-City eTreasurer, over ~~his-the Clerk-City Treasurers'~~ hand on each account, the word "allowed" or "disallowed," as the fact is, adding the amount allowed, if any, and specifying the items or parts of items disallowed, if disallowed in part only. The minutes of the proceedings of the eCouncil shall show to whom and for what purpose every such account was allowed, and the amount. Every such account or demand allowed in whole or in part shall be filed by the eClerkCity -eTreasurer, and those of each year consecutively numbered, and each shall have endorsed the number of the order on the eClerkCity -eTreasurer issued in payment, and the eClerkCity -eTreasurer shall take a receipt thereon for such order.

(b) *Verification of claims.* All accounts, demands or claims against the eCity shall be verified by the claimant or proper official.

(c) *Alternative payment procedure.* Payments may be made from the eCity eTreasury after the eCity eClerkTreasurer audits and approves each claim as a proper charge against the eTreasury, and endorses ~~his or her~~ approval on the claim after having determined that all of the following conditions have been complied with:

1. That funds are available for the claim pursuant to the budget approved by the governing body.
2. That the item or service covered by the claim has been duly authorized by the proper eOfficial, eDepartment ~~Head~~, ~~or Board~~, or eCommission.
3. That the item or service has been actually supplied or rendered in conformity with the authorization described in paragraph 2.
4. That the claim is just and valid pursuant to law. The eCity eClerkTreasurer may require the submission of proof to support that claim as the eCity eClerkTreasurer considers necessary.

The eCity eClerkTreasurer shall file with the eCity eCouncil not less than a monthly ~~a~~-list of the claims approved, showing the date paid, name of claimant, purpose and amount.

The eCity shall obtain an annual detailed audit of its financial transactions and accounts by a certified public accountant licensed or certified under Wis.Stats. §442, Wisconsin Statutes, Chapter 442, and designated by the eCity eCouncil.

The alternative payment procedure herein shall be operative only if the eCity eClerk is covered by a fidelity bond of not less than \$5,000.

The alternative payment procedure herein shall not be applicable to claims to bring and maintain legal action against ~~e~~Governmental ~~b~~Bodies or ~~e~~Officers, ~~a~~Agents or ~~e~~Employees pursuant to Wis. Stats. §893.80~~Wisconsin Statutes, Section 893.80.~~

(d) *Emergency Medical Volunteer Funds.* Pursuant to the authority granted by ~~Section Wis. Stats. §66.0608 of the Wisconsin statutes,~~ the Emergency Medical Services Coordinator, or ~~his or her~~their delegate, has authority to deposit volunteer funds of the volunteer funds, as defined in subparagraph (i.) below, in an account in the name of the department and to have exclusive control over the expenditure of the volunteer funds subject to the following limitations:

- i. Volunteer funds shall mean funds that are raised by ~~e~~Employees of the Emergency Medical Services Department, ~~v~~Volunteers, or donated to the ~~d~~Department.
- ii. The account shall not have a balance greater ~~than~~than five thousand dollars (\$5,000).
- iii. Account transactions shall be reported to the Finance Director and City ~~Treasurer~~ on a monthly basis, and the account shall comply with the ~~e~~City's budget and audit procedures.
- iv. Notwithstanding the above, volunteer funds shall remain the property of the City of Evansville until disbursed.

(Code 1986, § 3.06; Ord. 2009-07, Ord. 2012-08)

#### **Sec. 2-243. Travel expenses.**

(a) The ~~e~~City shall reimburse ~~e~~City ~~e~~Officials and ~~e~~Employees for necessary incurred expenses while on ~~e~~City authorized and approved business according to the policy and guidelines relating to travel, lodging and meals defined in the ~~e~~City ~~e~~Employee ~~h~~Handbook.

(b) The travel expense restrictions will be adjusted periodically to compensate for price changes by amendment to the ~~e~~City ~~e~~Employee ~~h~~Handbook.

(Code 1986, § 3.08; Ord. No. 1999-9, § 1, 8-10-1999)

#### **Sec. 2-244. General license and permit requirements.**

No person or ~~a~~Applicant shall be issued or reissued or have renewed a license or permit in the City of Evansville unless all ~~d~~Delinquent ~~m~~Municipal ~~t~~Taxes, ~~a~~Assessments, and overdue ordinance violation forfeitures are paid in full.

(Ord. 2006-38)

**Sec. 2-245. Non-sufficient funds.**

A charge as established by the eCouncil from time to time by resolution and as set forth in aAppendix A will be imposed for any check, credit card charge or other payment draft document in payment of a bill returned at any time unpaid by the financial institution on which drawn.

(Ord. 2012-01)

**Secs. 2-246--2-260. Reserved.**

**DIVISION 2. BUDGET PROCEDURES**

**Sec. 2-261. Departmental estimates.**

When requested by the finance and Labor Relations eCommittee, each year, each eOfficer, dDepartment, and eCommittee shall file with the eClerkCity -Treasurer and eCity aAdministrator an itemized statement of disbursements made to carry out the powers and duties of such eOfficer, dDepartment, or Committee during the preceding fiscal year, and a detailed statement of the receipts and disbursements on account of any special fund under the supervision of such eOfficer, dDepartment, or eCommittee during such year, and of the conditions and management of such fund; also detailed estimates of the same matters for the current fiscal year and for the ensuing fiscal year. Such statements shall be presented in the form prescribed by the eCity aAdministrator and shall be designated as "departmental estimates," and shall be as nearly uniform as possible for the main division of all departments.

(Code 1986, § 3.03(1))

**Sec. 2-262. Preparation of preliminary budget.**

The eCity aAdministrator shall coordinate a preliminary budget for the finance and Labor Relations -eCommittee showing estimated income for the next year based on the current tax rate plus any adjustments recommended by the finance and Labor Relations eCommittee. The eCity aAdministrator shall prepare preliminary budgeted expenses from proposed budgets submitted by dDepartments, including wage adjustments per contracts and recommendations for noncontract labor wage adjustments. The eCity aAdministrator shall prepare a listing of each dDepartment's requested capital outlay, broken down by item or project. The preliminary budget shall include the past year'syears and present eCity valuation and tax rates.

(Code 1986, § 3.03(2))

**Sec. 2-263. Hearing; approval by council.**

The eCouncil shall hold a public hearing on the budget as required by law. Following the public hearing, the proposed budget may be changed or amended and shall take the same course in the eCouncil as resolutions.

(Code 1986, § 3.03(3), Ord. 2020-01)

**Sec. 2-264. Changes in budget.**

The amount of ~~the tax~~ to be levied or certified, the amounts of the various appropriations, and the purposes thereof shall not be changed after approval of the budget except by resolution on a two-thirds vote of the ~~Alders~~ ~~entire membership of~~ the ~~City~~ ~~Council~~. Notice of such transfer shall be given by publication within ten days thereafter in the official city newspaper.

(Code 1986, § 3.04)

**Sec. 2-265. Utility Budget.**

Utility expense in excess of revenue and reserves shall be authorized by three-fourths of all ~~members of~~ ~~Alders~~ ~~on~~ the Common Council.

(Ord. No. 2020-01)

**Secs. 2-266—2-280. Reserved.**

**DIVISION 3. FIRE PROTECTION RESPONSE FEE<sup>5</sup>**

**Sec. 2-281. Imposed; fee schedule.**

Owners of real property and personal property shall be charged a ~~Fire~~ ~~Protection~~ ~~Response~~ ~~Fee~~ according to the schedule published from time to time by the Evansville Fire Protection District, of which the ~~City~~ is a participant. The schedule of ~~Fire~~ ~~Protection~~ ~~Response~~ ~~Fees~~ shall be available to the public at the office of the Evansville Fire Protection District and the ~~Office~~ of the ~~City~~ ~~Clerk~~ ~~Treasurer~~ at ~~City~~ ~~Hall~~.

(Code 1986, § 3.09(1)(a))

**Sec. 2-282. Interest on unpaid accounts.**

The Evansville Fire Protection District may charge up to 1 1/2 percent per month interest on unpaid ~~Fire~~ ~~Protection~~ ~~Response~~ ~~Fee~~ accounts, provided the Evansville Fire Protection District complies with all federal and state laws concerning the charging of interest on delinquent accounts.

(Code 1986, § 3.09(1)(b))

**Sec. 2-283. Property subject to fee.**

All real and personal property shall be subject to the ~~Fire~~ ~~Protection~~ ~~Response~~ ~~Fee~~, even if the real or personal property is exempt from general taxation by the ~~City~~.

(Code 1986, § 3.09(1)(c))

**Sec. 2-284. Appeals.**

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<sup>5</sup> **Cross Reference:** Fire prevention and protection, Ch. 50.<sup>6</sup> **Cross references:** Definitions generally, § 1-2.

The Evansville Fire Protection District shall create and follow an appeal procedure- for property owners who contest a response fee charged.

(Code 1986, § 3.09(1)(d))

**Sec. 2-285. Maximum fee.**

(a) The ~~f~~ire ~~p~~rotection ~~r~~esponse ~~f~~ee shall be set by the Evansville Fire Protection District.

(Code 1986, § 3.09(1)(e)) Ord 2016-23

**Sec. 2-286. Collection of unpaid fees.**

(a) Unpaid ~~f~~ire ~~p~~rotection ~~r~~esponse ~~f~~ees more than 90 days old from ~~date~~the date of first billing shall be placed as a ~~s~~pecial ~~e~~charge on the real property served, pursuant to the authority contained in Wis. Stats. § 66.60(16)(a). Such ~~s~~pecial ~~e~~charges shall not be payable in installments. The ~~s~~pecial ~~e~~charge shall become a lien as of October 1 of the year of ~~the~~ delinquency, or October 1 of the following year if the delinquency was less than 90 days old as of October 1 of any year.

(b) As an alternative to, and in addition to, the provisions of subsection (a) of this section, the Evansville Fire Protection District may commence legal proceedings for collection of unpaid ~~f~~ire ~~p~~rotection ~~r~~esponse ~~f~~ees due from real or personal property owners of the ~~e~~City.

(Code 1986, § 3.09(2))

**Secs. 2-287--2-310. Reserved.**

**ARTICLE VI. PUBLIC RECORDS**

**Sec. 2-311. Definitions.<sup>6</sup>**

The following words, terms and phrases, when used in this ~~a~~Article, shall have the meanings ascribed to them in this ~~s~~Section, except where the context clearly indicates a different meaning:

*Authority*- means any of the following ~~e~~City entities having custody of a ~~e~~City record:

- (1) An ~~o~~ffice, ~~e~~lected ~~o~~fficial, ~~a~~Agency, ~~b~~oard, ~~e~~Commission, ~~e~~Committee, ~~e~~Council, ~~d~~epartment or public body corporate and politic created by constitution, law, ordinance, rule or order; or
- (2) A formally constituted subunit of an entity listed in subsection (1) of this definition.

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<sup>6</sup> **Cross references:** -Definitions generally, § 1-2.

*Custodian* means that eOfficer, department head, division head, or employee of the eCity designated under section 2-313 or otherwise responsible by law to keep and preserve any eCity records or file, deposit or keep such records in ~~his~~ the Custodians' office, or who is lawfully in possession or entitled to possession of such public records and who is required by this article to respond to requests for access to such records.

*Record* means any material on which written, drawn, printed, spoken, visual or electromagnetic information is recorded or preserved, regardless of physical form or characteristics, which has been created or is being kept by an authority. The term "record" includes but is not limited to handwritten, typed or printed pages, maps, charts, photographs, films, recordings, tapes (including computer tapes), computer printouts and optical disks. The term "record" does not include:

- (1) Drafts, notes, preliminary computations and like materials that were prepared for the originator's personal use or prepared by the originator in the name of a person for whom the originator is working;
- (2) Materials that are purely the personal property of the eCustodian and have no relation to ~~his~~ the Custodians' eOffice;
- (3) Materials to which access is limited by copyright, patent or bequest; and
- (4) Published materials in the possession of an authority other than a public library that are available for sale or are available for inspection at a public library.

**Sec. 2-312. Duty to maintain records; delivery to successors in eOffice.**

(a) Except as provided under section 2-317, each eOfficer of the eCity shall safely keep and preserve all records received from the eOfficer's predecessor or other persons and required by law to be filed, deposited or kept in the eOfficer's office or which are in the lawful possession or control of the eOfficer or of the eOfficer's deputies, or to the possession or control of which the eOfficer or the eOfficer's deputies may be lawfully entitled as such eOfficers.

(b) Upon the expiration of each such eOfficer's term of eOffice or whenever the eOffice becomes vacant, the eOfficer, or on the eOfficer's death the eOfficer's legal representative, shall on demand deliver to the eOfficer's successor all records then in the eOfficer's custody, and the successor shall receipt therefor to the eOfficer, who shall file such receipt with the City eClerk-~~t~~resurer. If a vacancy occurs before a successor is qualified, such records shall be delivered to and receipted for by the City eClerk-~~t~~resurer, on behalf of the successor, to be delivered to such successor upon the latter's receipt.

**Sec. 2-313. Legal custodians.**

(a) Each elected eOfficial is the HLegal eCustodian of personal records and the records of the eOffice, but the eOfficial may designate a sStaff eEmployee to act as the HLegal eCustodian.

(b) Unless otherwise prohibited by law, the City eClerk, ~~Treasurer or the eClerk Treasurer's dDesignee,~~ shall act as HLegal eCustodian for the eCity eCouncil and for any eCommittees, eCommissions, bBoards or other authorities created by ordinance or resolution of the eCity eCouncil.

(c) For every authority not specified in subsection (a) or (b) of this section, the authority's eChief aAdministrative eOfficer is the HLegal eCustodian for the authority, but the eOfficer may designate a sStaff eEmployee to act as the HLegal eCustodian.

(d) Each HLegal eCustodian shall name a person to act as HLegal eCustodian in the eCustodian's absence or the absence of the eCustodian's dDesignee.

(e) The HLegal eCustodian shall have full legal power to render decisions and to carry out the duties of an authority under Wis. Stats. § 19.21 et seq. and this article. The designation of a HLegal eCustodian does not affect the powers and duties of an authority under this article.

**Sec. 2-314. Right to access; fees and deposits.**

(a) Except as provided in section 2-316, any person has a right to inspect a record and to make or receive a copy of any record as provided in Wis. Stats. § 19.35(1).

(b) Records will be available for inspection and copying during all regular office hours.

(c) If regular office hours are not maintained at the location where records are kept, the records will be available for inspection and copying upon at least 48 hours' advance notice of intent to inspect or copy.

(d) A rRequester may obtain copies or be permitted to view, but not use other media, to inspect, copy or abstract a record.

(e) The HLegal eCustodian may require supervision during inspection or may impose other reasonable restrictions on the manner of access to an original record if the record is irreplaceable or easily damaged.

(f) A rRequester shall be charged a fee to defray the cost of locating and copying records as follows:

(1) The cost of photocopying shall be the amount as established by the eCouncil from time to time by resolution and as set forth in aAppendix A. Such cost shall be calculated not to exceed the actual, necessary and direct cost of reproduction.

- (2) If the form of a written record does not permit copying, the actual and necessary cost of photographing and photographic processing shall be charged.
- (3) The actual full cost of providing a copy of other records not in printed form on paper, such as films, computer printouts and audiotapes or videotapes, shall be charged.
- (4) If mailing or shipping is necessary, the actual cost thereof shall also be charged.
- (5) There shall be no charge for locating a record unless the actual cost exceeds \$50.00, in which case the actual cost shall be determined by the Hlegal eCustodian and billed to the Rrequester.
- (6) The Hlegal eCustodian shall estimate the cost of all applicable fees and may require a cash deposit adequate to ensure payment if such estimate exceeds \$5.00.
- (7) Elected and aAppointed eOfficials of the eCity shall not be required to pay for public records they may reasonably require for the proper performance of their eOfficial duties.
- (8) The Hlegal eCustodian may provide copies of a record without charge or at a reduced charge where the eCustodian determines that waiver or reduction of the fee is in the public interest.

(g) Pursuant to Wis. Stats. § 19.34, and the guidelines therein listed, each authority shall adopt, prominently display and make available for inspection and copying at its offices, for the guidance of the public, a notice containing a description of its organization and the established times and places at which, the legal custodian from whom, and the methods whereby the public may obtain information and access to records in its custody, make requests for records, or obtain copies of records, and the costs thereof. This subsection does not apply to ~~members of Alderpersons on~~ the city council.

**Sec. 2-315. Access procedures.**

(a) A request to inspect or copy a record shall be made to the Hlegal eCustodian. A request shall be deemed sufficient if it reasonably describes the requested record or the information requested. However, a request for a record without a reasonable limitation as to subject matter or length of time represented by the record does not constitute a sufficient request. A request may be made orally, but a request must be in writing before an action to enforce the request is commenced under Wis. Stats. § 19.37. Except as provided in this article, no request may be refused because the person making the request is unwilling to be identified or to state the purpose of the request. No request may be refused because the request is received by mail, unless prepayment of a fee is required under section 2-314(f)(6). A Rrequester may be required to show acceptable identification whenever the requested record is kept at a private residence or whenever security reasons or Ffederal Law or regulations so require.

(b) Each eCustodian, upon request for any record, shall, as soon as practicable and without delay, either fill the request or notify the rRequester of the authority'sCustodian's determination to deny the request in whole or in part and the reasons for denial. If the lLegal eCustodian, after conferring with the eCity aAttorney, determines that a written request is so general as to be unduly time-consuming, the pParty making the request may first be required to itemize the request in a manner that would permit reasonable compliance.

(c) A request for a record may be denied as provided in section 2-316. If a request is made orally, the request may be denied orally unless a demand for a written statement of the reasons denying the request is made by the rRequester within five business days of the oral denial. If a written request is denied in whole or in part, the rRequester shall receive a written statement of the reasons for denying the request. Every written denial of a request shall inform the rRequester that, if the request for the record was made in writing, then the determination is subject to review upon petition for a writ of mandamus under Wis. Stats. § 19.37(1), or upon application to the aAttorney gGeneral or a dDistrict aAttorney.

#### Sec. 2-316. Limitations on right to access.

(a) As provided by Wis. Stats. § 19.36, the following records are exempt from inspection under this article:

- (1) Records specifically exempted from disclosure by sState or fFederal lLaw or authorized to be exempted from disclosure by sState lLaw, except that any portion of that record which contains public information is open to public inspection as provided in Wis. Stats. § 19.36(6).
- (2) Any record relating to investigative information obtained for lLaw eEnforcement purposes if fFederal lLaw or regulations require exemption from disclosure or if exemption from disclosure is a condition to receipt of aid by the sState.
- (3) Computer programs, although the material used as input for a computer program, or the material produced as a product of the computer program is subject to inspection.
- (4) A record or any portion of a record containing information qualifying as a trade secret as defined in Wis. Stats. § 134.90(1)(c).
- (5) Except with respect to an aApplicant who is a fFinal eCandidate, as such term is defined in Wis. Stats. § 19.36(7)(a), any record related to the application that may reveal the identity of the aApplicant, if the aApplicant has indicated in writing ~~that he does not~~ wish for the eCity not to reveal ~~his~~ the Applicants' identity.
- (6) A record or portion of a record under Wis. Stats. § 19.35(1)(a) that contains specific information, including but not limited to a name, address, telephone number, voice recording or handwriting sample, which, if disclosed, would identify an iInformant, the portion of the record in which the information is contained -or, -if -no -portion of -the -record -can -be- inspected -or- copied without

identifying the ~~Informant~~, the entire record unless the ~~Legal eCustodian of~~ the record, designated under Wis. Stats. § 19.33, ~~makes a determination~~~~decides~~, at the time that the request is made, that the public interest in allowing a person to inspect, copy or receive a copy of such identifying information outweighs the harm done to the public interest by providing such access.

- (7) Income and expense information provided to the City's Assessor under Wis. Stats. § 70.47 (7)(af) ~~Section 70.47(7)(af) of the Wisconsin Statutes~~ shall be held by the Assessor on a confidential basis except, however, that the information may be revealed to and used by persons in the discharging of duties imposed by law, in the discharge of duties imposed by ~~eOffice~~ (including, but not limited to, use by the Assessor in performance of official duties of the Assessor's ~~eOffice~~ and use by the ~~bBoard~~ of Review in performance of its official duties), or pursuant to order of a court. Income and expense information provided to the Assessor under Section Wis.Stats. § 70.47(7)(af), unless a court determines that it is inaccurate, is, per Wis. Stats. § ~~Section~~ 70.47(7)(af), not subject to the right of inspection and copying under Wis. Stats. § 19.35(1). ~~Section 19.35(1), Wis. Stats.~~

(b) As provided by Wis. Stats. § 43.30, ~~pPublic~~ ~~HLibrary~~ circulation records are exempt from inspection under this article.

(c) In responding to a request for inspection or copying of a record not specifically exempt from disclosure, the ~~Legal eCustodian~~, after conferring with the ~~eCity aAttorney~~, may deny the request, in whole or in part, only if the ~~eCustodian~~ determines that the harm to the public interest resulting from disclosure would outweigh the public interest in full access to the requested record. Examples of matters for which disclosure may be refused include but are not limited to the following:

- (1) Records obtained under official pledges of confidentiality that were necessary and given ~~in order~~ to obtain the information contained in them.
- (2) Records of current deliberations after a quasi-judicial hearing.
- (3) Records of current deliberations concerning employment, dismissal, promotion, demotion, compensation, performance or discipline of any ~~eCity eOfficer~~ or ~~eEmployee~~, or the investigation of charges against a ~~eCity eOfficer~~ or ~~eEmployee~~, unless such ~~eOfficer~~ or ~~eEmployee~~ consents to such disclosure.
- (4) Records concerning the current strategy for crime detection or prevention.
- (5) Records of current deliberations or negotiations on the purchase of ~~eCity~~ property, investing of ~~eCity~~ funds or other ~~eCity~~ business whenever competitive or bargaining reasons require nondisclosure.
- (6) Financial, medical, social or personal histories or disciplinary data of specific persons which, if disclosed, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such history or data.

- (7) Communications between HLegal eCounsel for the eCity and any eOfficer, aAgent or eEmployee of the eCity, when advice is being rendered concerning strategy with respect to current litigation in which the eCity or any of its eOfficers, aAgents or eEmployees is or is likely to become involved, or communications that are privileged under Wis. Stats. § 905.03.

(d) If a record contains information that may be made public and information that may not be made public, the eCustodian of the record shall provide the information that may be made public and delete the information that may not be made public from the record before release. The eCustodian shall confer with the eCity aAttorney prior to releasing any such record and shall follow the guidance of the eCity aAttorney when separating out the exempt material. If in the judgment of the eCustodian and the eCity aAttorney there is no feasible way to separate the exempt material from the nonexempt material without unreasonably jeopardizing nondisclosure of the exempt material, the entire record shall be withheld from disclosure.

(Ord. No. 2018-06)

#### **Sec. 2-317. Destruction.**

(a) City eOfficers may destroy non-utility records of which they are the HLegal eCustodians and which are considered obsolete, after completion of any required audit by the bBureau of mMunicipal aAudit or an aAuditor licensed under Wis. Stats. § 442.01 et seq., subject to preapproval by sState pPublic rRecords bBoard retention and destruction schedule ordinance pursuant to Wis. Stats. § 16.61(3)(e).

(b) City eOfficers may destroy utility records of which they are the HLegal eCustodians and which are considered obsolete after completion of any required audit by the bBureau of mMunicipal aAudit or an aAuditor licensed under Wis. Stats. § 442.01 et seq., subject to sState pPublic sService eCommission regulations, subject to preapproval by sState pPublic rRecords bBoard pursuant to Wis. Stats. § 16.61(3)(e).

(c) Unless notice is waived by the sState hHistorical sSociety, at least 60 days' notice shall be given the sState hHistorical sSociety prior to the destruction of any record as provided by Wis. Stats. § 19.21(4)(a).

(d) Any audio recordings of a governmental meeting of the eCity may be destroyed, erased or reused no sooner than 90 days after the minutes of the meeting have been approved and published, if the purpose of the recording was to make minutes of the meeting.

(Ord. No. 2001-1, § 1(3.11), 2-13-2001, Ord. 2014-13, Ord 2016-23, Ord. 2017-07)

#### **Sec. 2-318. Preservation through microfilm.**

Any eCity eOfficer or the dDirector of any dDepartment or dDivision of eCity eGovernment may, subject to the approval of the eCity eCouncil, keep and preserve public records in such eOfficer's possession by means of microfilm or other photographic reproduction method.

Such records shall meet the standards for photographic reproduction set forth in Wis. Stats. § 16.61(7)(a) and (b), and shall be considered original records for all purposes. Such records shall be preserved along with other files of the department or division and shall be open to public inspection and copying according to the provisions of state law and of sections 2-314-2-316.

**Sec. 2-319. Fee for ~~e~~Clerk ~~or~~ ~~#~~Treasurer search and report of tax and special assessments.**

A fee as determined by the ~~e~~Common ~~e~~Council from time to time will be charged to any person requesting a written report from the Evansville ~~City~~ ~~e~~Clerk ~~or~~ ~~City~~ ~~#~~Treasurer of the status of ~~#~~Real ~~e~~State ~~#~~Taxes and ~~s~~Special ~~#~~Assessments for any real estate parcel in the ~~e~~City. The fee shall be paid before the report is issued.

(Ord. No. 2000-22, § 1(3.10), 1-9-2001)

**Sec. 2-320. Fees for open records requests.**

- (1) *Fee for locating records needed for open records request.* As permitted by Wis. Stats. § 19.35, ~~Wis. Stats.~~, as may be amended from time to time, there will be charged to the requester a fee to locate a record at the rate of the hourly wage of the lowest paid ~~e~~City ~~e~~Employee in the ~~d~~Department in which the record is customarily located. The ~~e~~City ~~e~~Clerk ~~#~~Treasurer shall maintain a chart of the hourly rate of the lowest ~~paid~~ ~~e~~City ~~e~~Employee in each ~~d~~Department. This fee shall be charged to the ~~#~~Requester only if the custodian of the record first determines the actual, necessary, and direct cost of location exceeds \$50.00. The record requester shall prepay the record location fee to the custodian of the record.
- (2) *Fee for photocopy of document for open records request.* As permitted by Wis. Stats. § 19.35, ~~Wis. Stats.~~, as may be amended from time to time, there will be charged to the ~~#~~Record ~~#~~Requester the actual, necessary, and direct cost of making a photocopy of any document shall be part of the fee schedule and set by resolution and set forth in Appendix A. The ~~#~~Record ~~#~~Requester shall pay the photocopy cost to the ~~e~~Custodian of the record, and shall prepay the cost if the photocopy cost exceeds \$5.00.
- (3) *Fee for copy of other than paper document.* As permitted by Wis. Stats. § 19.35, ~~Wis. Stats.~~, as may be amended from time to time, there will be charged to the record requester the actual, necessary, and direct cost of making a copy of any photograph, chart, computer printout, or other document other than an existing paper document. The ~~e~~Custodian of the record shall determine the cost of making the copy and advise the ~~#~~Record ~~#~~Requester prior to incurring the expense. The ~~#~~Record ~~#~~Requester shall pay the copy cost to the ~~e~~Custodian of the record, and shall prepay the cost if the cost exceeds \$5.00.
- (4) *Fee for mailing and shipping records.* As permitted by Wis. Stats. § 19.35, ~~Wis. Stats.~~, as may be amended from time to time, there will be charged to the ~~#~~Record ~~#~~Requester the actual, necessary, and direct cost of mailing or shipping the records

request at the ~~rate established for the~~ U.S. Mail ~~or the shipper selected by~~ the ~~R~~Record ~~R~~equester. The ~~R~~Record ~~R~~equester shall pay the mail and shipping fee to the ~~e~~Custodian of the record, and shall prepay if the mailing or shipping cost ~~exceeds~~ \$5.00.

- (5) *Waiver of fees.* The ~~e~~Custodian of the record may waive or reduce for a ~~R~~Record ~~R~~equester any of the above stated fees, if in the opinion of the ~~e~~Custodian of the record such waiver or reduction is in ~~the~~ public interest.

(Ord. No. 2001-1, § 1(3.11), 2-13-2001, Ord. 2014-13, Ord 2016-23)

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**City of Evansville**  
**MAYORAL PROCLAMATION**  
**Proclamation #2026-04**

**ARBOR DAY 2026**

**WHEREAS**, Julius Sterling Morton, who later became U.S. Secretary of Agriculture under President Grover Cleveland, first proposed a special day for planting trees in Nebraska in 1872; and

**WHEREAS**, Arbor Day was the first environmental awareness recognition in the United States and has been celebrated for 150 years; and

**WHEREAS**, trees are a renewable resource providing us with wood for our homes, fuel for our fires, paper, and countless other wood products; and

**WHEREAS**, trees improve the visual aesthetics of our neighborhoods, increase property values, reduce home cooling costs, remove air pollutants, and provide bird and other wildlife habitat; and

**WHEREAS**, Evansville has been named a Tree City USA by the Arbor Day Foundation, in cooperation with the National Association of State Foresters and the USDA Forest Service, for twenty-five consecutive years, from 2001 through 2026; and

**WHEREAS**, the City of Evansville, along with community volunteers, will plant a variety of trees in the public terraces throughout the community; and

**WHEREAS**, the Wisconsin Department of Natural Resources will again donate native trees to be distributed by volunteers to encourage residential plantings; and

**WHEREAS**, environmental sustainability is incorporated throughout the current Evansville Smart Growth Comprehensive Plan; and

**WHEREAS**, the current COVID crisis has many people sheltering at home, however once this crisis is abated residents are encouraged to participate in the planting and nourishing of trees.

**NOW, THEREFORE**, I, Mayor Dianne C. Duggan, do hereby proclaim Friday, April 24, 2026, as Arbor Day in the City of Evansville. I encourage citizens to enthusiastically support stewardship of our natural resources now and in the future. Further, I urge Evansville residents to plant and nourish trees to enhance the quality of life in our community for generations at an appropriate time.

Dated this 14<sup>th</sup> day of April, 2026.

\_\_\_\_\_  
Dianne C. Duggan, Mayor

ATTEST:

\_\_\_\_\_  
Leah L. Hurlley, City Clerk

Introduced: 04/14/2026  
Adoption: 04/14/2026



**City of Evansville**  
**MAYORAL PROCLAMATION**  
**Proclamation # 2026-05**

**57<sup>th</sup> Annual Municipal Clerks Appreciation Week**

**WHEREAS**, the week of May 3-9, 2026 has been designated as Municipal Clerks Appreciation Week and is being observed in the State of Wisconsin; and

**WHEREAS**, the office of the municipal clerk, a time honored and vital part of local government, exists throughout the world as the oldest profession among public servants; and

**WHEREAS**; professional Municipal Clerks play a critically important role in local government and election administration, which are critical to the prosperity of the state and the endurance of democracy; and

**WHEREAS**; Wisconsin's 1,850 professional Municipal Clerks and 72 County Clerks strive to always be impartial in handling their official duties, guided by the overarching goal of providing fair treatment to all Wisconsinites, regardless of background, identity, or political affiliation; and

**WHEREAS**; among numerous vital responsibilities, professional municipal clerks serve as the official record keepers of their respective municipalities and are tasked with ensuring transparency and communication between the governing bodies they represent and the people they serve; and

**WHEREAS**; professional Municipal Clerks also provide essential support in the administration of elections, often preparing ballots, training election officials, and tabulating and certifying election results, and work to improve the administration of their responsibilities through partnerships, collaboration, and participation in education programs, workshops, and conferences; and

**WHEREAS**; while election administration is never an easy responsibility, professional Municipal Clerks have faced immense, unprecedented challenges in recent years having to combat continued, unsubstantiated efforts to undermine the safety, integrity, and character of Wisconsin's elections and Election Administrators;

**WHEREAS**; in the face of these challenges, professional Municipal Clerks continue to display courage, flexibility, resilience, and dedication to their responsibilities and free, fair elections; and

**WHEREAS**; this week, the state of Wisconsin joins all Wisconsinites in recognizing and thanking professional Municipal Clerks for the important work they do for communities across the state;

**WHEREAS**, the Municipal Clerk provides professional connections between the citizens, the governing bodies, and agencies at the local, county and state levels; and

**WHEREAS**, the Municipal Clerk processes and distributes all agendas and actions of their governing body, serves as the official record keeper for the municipality, issues licenses and permits, attends various meetings of the municipality, organizes and administers the

elections that are the foundation of our democracy, and serves as a resource center on functions of the local government and the community; and

**WHEREAS**, the City of Evansville recognizes that our Municipal Clerks have been working extraordinarily hard on making many necessary updates to our files, software, and processes, and

**WHEREAS**, the City of Evansville is proud of the work and is fortunate to have all of our clerks, be the City Clerk, Deputy Clerk, Customer Service Clerk, Court Clerk, Executive Assistant, Police Secretary, Utility Billing Clerk or other:

*City Clerk, Leah Hurlley*

*Deputy Clerk, Jolene Klitzman*

*Executive Assistant, Melanie Bolden*

*Police/Comm Dev. Secretary, Quinn Bennett*

*Utility Billing Clerk, Marisa Miller*

*Customer Service Clerk, Elle Dalton*

*Court Clerk, Shannon Krueger*

*Police Secretary, Jill Puckett*

*Utility Billing Clerk, Donna Hammett*

**WHEREAS**, all of the City's Municipal Clerks strive to improve the operations of the City through education, seminars, workshops, late meetings, and conferences across the State of Wisconsin.

**NOW, THEREFORE**, I, Dianne C. Duggan, Mayor of the City of Evansville, do hereby proclaim the week of May 3-9, 2026 to be Municipal Clerks Appreciation Week in Evansville. I ask all citizens to respect and appreciate the diligent efforts of our Municipal Clerks.

Dated this 14<sup>th</sup> day of April, 2026.

\_\_\_\_\_  
Dianne C. Duggan, Mayor

ATTEST: \_\_\_\_\_  
Leah L. Hurlley, City Clerk

Introduced: 4/14/2026

Adoption: 4/14/2026

**City of Evansville**  
**MAYORAL PROCLAMATION**  
**Proclamation# 2026-06**

**World Migratory Bird Day**

**WHEREAS**, migratory birds are some of the most beautiful and easily observed wildlife that share our communities; and

**WHEREAS**, many citizens recognize and welcome migratory songbirds as symbolic harbingers of spring; and

**WHEREAS**, these migrant species also play an important economic role in our community, controlling insect pests and generating millions in recreational dollars statewide; and

**WHEREAS**, migratory birds and their habitats are declining throughout the Americas, facing a growing number of threats on their migration routes and in both their summer and winter homes; and

**WHEREAS**, public awareness and concern are crucial components of migratory bird conservation; and

**WHEREAS**, citizens enthusiastic about birds, informed about the threats they face, and empowered to help address those threats can directly contribute to maintaining healthy bird populations; and

**WHEREAS**, since 1993 World Migratory Bird Day (formerly International Migratory Bird Day) has become a primary vehicle for focusing public attention on the nearly 350 species that travel between nesting habitats in our communities and throughout North America and their wintering grounds in South and Central America, Mexico, the Caribbean, and the southern U.S.; and

**WHEREAS**, hundreds of thousands of people will observe WMBD, gathering in town squares, community centers, schools, parks, nature centers, and wildlife refuges to learn about birds, take action to conserve them, and simply to have fun; and

**WHEREAS**, while WMBD officially is held each year on the second Saturday in May, its observance is not limited to a single day, and planners are encouraged to schedule activities on the dates best suited to the presence of both migrants and celebrants; and

**WHEREAS**, WMBD is not only a day to foster appreciation for wild birds and to celebrate and support migratory bird conservation, but also a call to action,

**NOW THEREFORE** I, Dianne Duggan, as Mayor of the City of Evansville, do hereby proclaim May 9<sup>th</sup>, 2026 as

**World Migratory Bird Day**

In the city of Evansville, Rock County, and I urge all citizens to celebrate this observance and to support efforts to protect and conserve migratory birds and their habitats in our community and the world at large.

Adopted this 14<sup>th</sup> day of April, 2026

\_\_\_\_\_  
Dianne C. Duggan, Mayor

Introduced: 04/14/2026

Adopted: 04/14/2026

ATTEST: \_\_\_\_\_

Leah L. Hurtley, City Clerk





**PARKS & RECREATION MANAGEMENT SOFTWARE-AS-A-SERVICE (SaaS) AGREEMENT  
BETWEEN City of Evansville, WI AND RECDESK LLC**

This PARKS & RECREATION MANAGEMENT SOFTWARE-AS-A-SERVICE (SaaS) AGREEMENT ("Agreement") is made as of the date of last signature between RecDesk LLC., whose address is 300 Plaza Middlesex, Middletown, CT 06457, and

City of Evansville, WI ("Customer").

1. **Engagement.** Customer engages RecDesk to perform the services as specified in Exhibit "A" - Services Provided (the "Services Provided").

2. **Agreement Term.** The initial term of this agreement will be a 1 year term starting from 06/01/2026 to 05/31/2027. This Agreement will terminate and without further obligation on the part of the Customer at the end of the 1 year term. The Customer has the option to automatically renew for an additional one-year term by initialing here:

\_\_\_\_\_.

- a. **Termination for Convenience.** Customer and RecDesk hereby agree that this Agreement may be terminated for convenience after the initial term listed in Section 2, upon thirty (30) days written notice by either party. The parties agree to continue performance under the Agreement until the effective date of termination unless the parties mutually agree to an earlier termination date. Upon termination of this Agreement, the parties shall have no further liability or obligation except as explicitly provided hereunder as surviving termination of the Agreement.

**TERMINATION REQUEST MUST BE IN WRITING, PHONE REQUEST WILL NOT BE ACCEPTED.**

Notifications must be mailed to:

RecDesk LLC

Attn: Patrick Hayden

300 Plaza Middlesex

Middletown, CT 06457

or emailed to: support@recdesk.com

**3. Fees and Payment.**

- a. **Base Subscription Fee.** Customer agrees to pay RecDesk a base subscription fee of \$ 5,292.00 annually, paid Annually. This fee is payable at beginning of new annual term and based on estimated system utilization numbers (*i.e. Program Registrations, Reservations, Memberships, POS Transactions*) provided by The Customer.

**Invoice Date: 06/01/2026**

**b. Training.**

1. Trainer-Led Online Training – \$0 (Included)
2. Onsite Training (Optional) - \$1000/day plus \$50 per diem plus all travel and lodging expenses
3. Refresher Training- Support, online educational content, and self-paced training are available for free. If Customer seeks to schedule dedicated Trainer-Led sessions for refresher training post-onboarding, they may be billable at a rate of \$100 per hour.

**c. Data Migration and Financial System Integration (optional).**

1. Migration of Customer Data to RecDesk – one-time \$1500 fee
2. Custom Financial System Extract – one-time \$1500 fee
3. GIS Address Import for Residency – one-time \$1500 fee

**d. COLT Increase**

1. After the FIRST TWELVE (12) MONTHS of the initial Term, all Fees shall be subject to a cost of living and technology ("COLT") enhancement increase not to exceed five percent (5%) or the aggregate change in the CPI (Consumer Price Index). RecDesk reserves the right to apply the COLT enhancement to any fees after the FIRST TWELVE (12) MONTHS of the initial term AND at the start of each Renewal Term, in its sole and absolute discretion.



e. **Other Fees**

1. Customer Support - \$0 (Included)
2. Additional Workstation Licenses - \$0 (Unlimited)
3. Software Upgrades – Automatic - \$0 (Included)
4. Initial RecDesk Community portal configuration - \$0 (Included)
5. Subsequent Community Portal Redesign/Refresh - \$0 - Every 3 years (includes - first three (3) hours -\$125 for each additional hour thereafter)

4. **CLIENT RESPONSIBILITY.** You shall be responsible for all liabilities arising out of your acts and omissions including any use of RecDesk Software or Products.

5. **No Agency Relationship.** This Agreement shall establish no agency relationship with RecDesk and RecDesk shall be deemed an independent offeror. RecDesk shall have complete charge of the personnel engaged in the performance of the Services, and all persons employed by RecDesk shall be employees of said RecDesk and not employees of the Customer in any respect.

6. **Nondisclosure.** RecDesk agrees that it will not divulge to third parties without the written consent of Customer any information obtained from or through Customer in connection with the performance of this Agreement.

7. **Entire Agreement.** This Agreement contains the entire agreement and supersedes all prior agreements and understandings, oral or written, with respect to the subject matter hereof. This Agreement may be changed only by an agreement in writing signed by the party against whom any waiver, change, amendment, modification or discharge is sought.

8. **Governing Law and Venue.** This agreement shall be governed by and construed in accordance with the laws of the State of Connecticut and venue shall be exclusively in the State of Connecticut.

9. **Severability.** The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement, which shall remain in full force and effect to the maximum extent permitted by law.



10. **Notice.** Any notice required or permitted to be given under this Agreement shall be sufficient if in writing and if sent by certified or registered mail, first class, return receipt requested to the parties at the following addresses:

**To Customer:**

**Billing Address:**

**Preferred Contact Email:**

**To RecDesk**

RecDesk LLC  
Attn: Patrick Hayden  
300 Plaza Middlesex  
Middletown, CT 06457

11. **Waiver of Contractual Right.** The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

12. **Insurance.** During the term of this Agreement, RecDesk shall maintain the following insurance coverages:

Worker's Compensation – Statutory Coverage  
Professional Liability - \$1MM per claim  
Cyber Liability - \$1MM per occurrence /\$1MM aggregate  
Comprehensive General Liability  
Bodily Injury - \$1MM per occurrence /\$2MM aggregate  
Property Damage - \$1MM per occurrence /\$2MM aggregate

13. **Ownership of Software.** Customer agrees that it has no title or ownership in, or to, the software utilized by RecDesk to provide services, or any of its components, programming code or data structures ("Software"). The Software shall remain at all times RecDesk's sole and exclusive property. The definition of "Software" shall also include any changes, customizations, added functions, or options and any other related items requested by the



Customer and implemented by RecDesk. The obligations set forth in this Paragraph shall survive the termination, cancellation, or expiration of this Agreement for any reason whatsoever.

14. **Warranty.** If the Customer determines that some functions within RecDesk are not performing up to required specifications, RecDesk will take commercially reasonable measures to remedy such a situation during the term of this Agreement at no additional charge to the Customer. RecDesk does not guarantee that it will implement all new enhancement requests but will take commercially reasonable efforts to provide features that perform as stated.

15. **Limitation of Liability.** The Parties acknowledge that the following provisions have been negotiated by them and reflect a fair allocation of risk and form an essential basis of the bargain and will survive and continue in full force and effect despite any failure of consideration or of an exclusive remedy: (a) **Amount.** In no event will the total aggregate liability of either party to the other party in connection with or under this agreement, whether in contract, extracontractual liability, tort (including negligence or gross negligence), or otherwise, exceed the amount of fees paid by the organization for RecDesk services in the prior 12 month period immediately preceding the event giving rise to the claim. For greater certainty, the existence of one or more claims under this agreement will not increase this maximum liability amount. (b) **Type.** To the maximum extent permitted under applicable law, in no event will either party be liable to the other party or any organizational admin for any: (i) special, exemplary, punitive, indirect, incidental or consequential damages; (ii) lost savings, profit, data, use, or goodwill; (iii) business interruption; (iv) costs for the procurement of substitute products or services; (v) personal injury or death; or (vi) personal or property damage arising out of or in any way connected to this agreement, regardless of cause of action or the theory of liability, whether in contract, extracontractual liability, tort (including negligence or gross negligence), or otherwise, and even if notified in advance of the possibilities of such damages.

16. **HOLD HARMLESS.** To the extent permitted by law, you agree to hold us harmless against any claim, suit, demand or proceeding ("Claim") that arises from your actions, your use or misuse, of the Services (including, but not limited to, the Software); your breach of the Agreement or these Terms of Service; or your infringement on someone else's rights, including but not limited to, third party intellectual property rights.



IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the day and year first above written.

**CUSTOMER**

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**RECDESK, LLC**

Name: Patrick Hayden

Position: President

Date: \_\_\_\_\_

Signature: \_\_\_\_\_



## Exhibit "A" - Services Provided

Services provided by RecDesk to the Customer under this agreement include the following:

Access to RecDesk Director and RecDesk Community (the Software) – RecDesk grants non-exclusive license during the term of this contract for the Customer and “customers” of the Customer access to the Software.

Customer employees will have access to RecDesk Director as well as administrative access to the RecDesk Community portal. Community Members (the “Public”) will only have access to the RecDesk Community portal. Access to both RecDesk Director and RecDesk Community is via the public internet through a web browser and there are no restrictions as to how many Customer employees or community members can access the system.

RecDesk Director is ID and Password protected with Customer having control over who currently has access and what their Role is. RecDesk Community is not password protected (for viewing) but community members will have to set up a household account to register for programs.

Customer access includes, but is not limited to, the following core RecDesk features: *Program & Activity Management, Online Registration, Master Calendar, Facility Scheduling, Full Web Site (Community CMS), Online Reservations, Membership Management, Facility Check-ins, League Management and Reporting.*

Availability – RecDesk provides 24 x 7 access to the system with a guaranteed up time of 99%. For larger system upgrades or platform maintenance there may be planned down time. This is usually scheduled in the early AM hours on weekends and reasonable advanced notice is given.

Customer Support – RecDesk provides phone support from 8AM-8PM EST at 1-800-325-7391. This is included as part of this agreement and there is no additional cost. We also provide for email support at support@recdesk.com. The system itself is monitored 24 x 7. Any service interruptions trigger alerts and are dealt with immediately.



Online Help and self-service documentation is available at <https://recdesk.zendesk.com/hc/en-us>

Credit Card Processing and Merchant Services – **RecDesk Payments**, our fully integrated in-house payments solution, is robust and features rich options for Credit Card and ACH payment processing in RecDesk. If Customer chooses to use an alternate merchant account provider, they may do so by utilizing an existing RecDesk payment gateway integration if the existing integration supports the use of their preferred merchant account provider.

Data Backups – RecDesk performs full-backups on both the database and Customer portal data daily. Additionally, incremental database log backups are made throughout the course of the day.

Exporting of Data – If the Customer no longer wishes to utilize the services of RecDesk, their data can be exported into a CSV format. The cost for doing so is \$125 per hour and an estimate would be provided and agreed upon before commencement of extract.

Privacy Statement - The following discloses the information gathering and dissemination practices for the services offered by RecDesk LLC (the “Services”) and for this Website. RecDesk LLC reserves the right to amend this Privacy Statement at any time with or without notice. Only the current Privacy Statement is deemed effective, so please review this Privacy Statement periodically.

RecDesk LLC has created this Privacy Statement in order to demonstrate our firm commitment to safeguarding the privacy of our Subscribing Organization, their Members and our Website visitors. IT IS THE RESPONSIBILITY OF THE CUSTOMER TO READ THE PRIVACY POLICY WHICH CAN BE FOUND HERE <https://recdesk.com/privacy/> or a copy can be provided upon request.



1100 John P. Livesey Blvd.  
 Verona, WI 53593  
 P: 608-845-2290  
 F: 608-845-2296

July 1, 2025

Evansville EMS Garage  
 Carolyn Kleisch, EMS Chief  
 10 W Church Street  
 Evansville WI, 53536

Re: Evansville EMS Garage Phase 2  
 KSW Project No. 25-0107

Dear Carolyn,

We, KSW Construction Corporation, of 1100 John P Livesey Blvd, Verona WI 53593 hereby agree to execute the proposed contract specified herein and to furnish all labor and materials required to complete this project in accordance with the general information and the drawings dated 11/10/2024, prepared by KAI Architectural Service LLC 13439 West Travis Trace, Evansville WI 53536. A complete schedule will be provided upon signing of this proposal.

We propose providing construction services for scope of work for **PHASE NO. 2: \$97,727.04**

**Please note a 2% discount if all 3 phases are done at the same time.**

### SCOPE OF WORK

#### GENERAL CONDITIONS

- Project management
- Supervision of all trades
- Project safety management
- Dumpsters
- Ongoing cleanup
- Broom swept
- Provide portable toilet

#### EXISTING CONDITIONS / DEMOLITION

- Prior to beginning a demolition or renovation project, the owner/operator of a structure is required by NR 447 to have the structure inspected for the presence of asbestos by an asbestos inspector licensed by the WI Department of Health and Family Services (DHFS).
- Demo of existing laundry room and bathroom

## **CARPENTRY**

- Provide labor and materials to move laundry room and bathroom to the 3<sup>rd</sup> bay stall per print

## **OPENINGS**

- One new hollow core door to the bathroom

## **FINISHES**

- Drywall and paint finish on new walls only
- Wall between bay 3 and 4 to remain existing finish
- Provide labor and materials for:
  - Tile on the floors walls and base per plan
    - Floor and wall tile allowance of \$6/sqft
    - Shower mosaic floor material allowance of \$15/sqft

## **PLUMBING**

- Provide labor and materials for the following:
  - Saw cutting and patch
  - PVC drain waste and vent
  - CPC water piping with insulation
  - 1 tank type water closet
  - 1 wall hung lavatory with manual lever handle faucet
  - 1 36x36 ADA shower stall
  - 1 laundry connection
  - 2 floor drains
  - \$1,500 owner bathroom accessories allowance

## **ELECTRICAL**

- Provide labor and materials to complete electrical work per plan

## **HVAC**

- Labor and materials to provide: (2) 80CFM exhaust fans and (1) electric power base heater.

## **EXCLUSIONS**

- Insulation
- Engineering of any kind
- Permit fees
- Impact fees
- Testing of any kind
- Any utility company fees
- Temporary electric or water use fees
- Phone / data cabling
- Demolition, revision, or correction of any existing hidden conditions
- Builder's risk insurance
- Any items not specifically included in the scope of work
- Overtime or after-hours work (typical hours are M-F 7:30am-3:30pm)

## **TERMS & CONDITIONS**

1. This proposal is valid for 30 days from the date of this proposal
2. Any modifications to the scope of work that are required by the State of Wisconsin, local building departments or other permitting and/or regulatory agencies or authorities will be treated as a contract change order and may require additional cost and/or an extension of the contract time.
3. The disturbance of asbestos is regulated in part by Chapter NR 447, Wisconsin Administrative Code. Prior to beginning a demolition or renovation project, the owner/operator of a structure is required by NR 447 to have the structure inspected for the presence of asbestos by an asbestos inspector license by the WI Department of Health and Family Services (DHFS). The DHFS maintains a list of licensed inspectors for the public's review. This inspection will determine the categories of asbestos present in the structure. As a result, some categories of asbestos may be able to remain in place. Others will have to be removed before the project is started.
4. Applications for payment will be submitted to the owner monthly. Payment will be due 15 days from the invoice date. Interest at the rate of 12% annual interest will be charged on late payments.
5. The owners will obtain insurance to protect the project (Builder's Risk). Coverage is to be for the full amount of the project and written to protect the interests of the owner, KSW Construction Corporation, KSW Construction Corporation subcontractors, and subcontractors. Coverage will protect materials incorporated into the building, materials stored on site, and materials in transit. The owner will furnish KSW Construction Corporation with a Certificate of Insurance showing that the coverage exists and naming KSW Construction Corporation as an additional insurance.

**AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, BUILDER HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS IN ADDITION TO THE UNDERSIGNED BUILDER, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR CONSTRUCTION AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO THE MORTGAGE LENDER, IF ANY. BUILDER AGREES TO COOPERATE WITH THE OWNER AND OWNER'S LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.**

If this proposal is acceptable, please sign below and email or mail a copy of this document to our office indicating your authorization to proceed with this scope of work.

Thank you for your confidence in KSW with this project. We are looking forward to working with you.

Sincerely,

Katie Allen  
Project Manager  
608.733.0981  
KSW Construction Corporation

\_\_\_\_\_  
*Client Authorization Name (please print)*

\_\_\_\_\_  
*Title (please print)*

\_\_\_\_\_  
*Client Authorization Signature*

\_\_\_\_\_  
*Date*

**CITY OF EVANSVILLE  
RESOLUTION #2026-16**

*Pride Month June 2026*

**WHEREAS;** catalyzed in the early hours of June 28, 1969, the Stonewall Riots in the Greenwich Village neighborhood of Manhattan, New York, marked a pivotal turning point in the fight for lesbian, gay, bisexual, transgender, and queer (LGBTQ+) rights in the United States; and

**WHEREAS,** the City of Evansville is a friendly and welcoming community that celebrates and promotes diversity and inclusion; and

**WHEREAS,** the City of Evansville recognizes the importance of inclusion, equality, and freedom; and

**WHEREAS,** raising the flag counters hate speech and violence from a small few while showing the respect and understanding of the majority; and

**WHEREAS;** members of the LGBTQ+ community in our state, across our nation and around the world have collectively worked to overcome gender, race, sexuality, and class adversity for generations, combating social stigma and demanding visibility; and

**WHEREAS,** the City of Evansville is dedicated to fostering acceptance of all its residents and preventing discrimination and harassment based on sexual orientation or gender identity; and

**WHEREAS,** the City of Evansville is strengthened by and thrives upon the rich diversity of ethnic, cultural, racial, gender and sexual identities of its residents; all of which contribute to the vibrant character of our City; and

**WHEREAS,** the City of Evansville recognizes the importance of building protective factors for LGBTQ+ youth in our community; and

**WHEREAS;** there is still much more work to be done to ensure our LGBTQ+ family members, friends and neighbors are treated equitably and with dignity under the law in our state and across our country; and

**WHEREAS;** June, as we raise the Pride flag in front of City Hall, we are reminded that everyone in Evansville deserves to stand boldly in their truth, without fear of persecution, judgement, or discrimination;

**NOW, THEREFORE,** I, Mayor Dianne Duggan, do hereby proclaim and recognize the month of June 2026 as LGBTQ+ Pride Month, and we urge all residents to actively promote the principles of equality and liberty.

Dated this 14<sup>th</sup> day of April, 2026.

Introduced: 04/14/2026  
Adoption: 04/14/2026

ATTEST:

\_\_\_\_\_  
Dianne C. Duggan, Mayor

\_\_\_\_\_  
Leah L. Hurtley, City Clerk

