

AGENDA
FINANCE COMMITTEE MEETING
Kenosha Municipal Building - Room 204
Monday, November 7, 2011
5:30 PM

Chairman: David F. Bogdala
Aldersperson: Katherine Marks
Aldersperson: Tod Ohnstad

Vice Chair: Daniel L. Prozanski, Jr.
Aldersperson: Eric J. Haugaard
Aldersperson: Theodore Ruffalo

Call to Order
Roll Call

Approval of the minutes of the meeting held October 17, 2011.

1. Proposed Ordinance by Aldersperson Steve Bostrom To Repeal Chapter 28 *of the Code of General Ordinances for the City of Kenosha*, Entitled "Vacant Building Code" in its Entirety.
(PSW Recommendation Pending) **PAGES 1-10**
2. Proposed Ordinance by Aldersperson Patrick Juliana to Create Section 1.06 A.A. *of the Code of General Ordinances* Entitled "Ethics Board" and to Repeal and Recreate Various Sections of Chapter 30 *of the Code of General Ordinances* Entitled "Code of Ethics". (PSW – Ayes 4, Nays 0; SWU – Tabled at 10/12/11 meeting: Ayes 5, Nays 0; PW - No Recommendation: Ayes 6, Nays 0; L/P Recommendation Pending.)
PAGES 11-22
3. Proposed Ordinance by Alderspersons David F. Bogdala and Anthony Nudo to Repeal and Recreate Various Sections of Chapter 30 *of the Code of General Ordinances* Entitled "Code of Ethics".
PAGES 23-28
4. Proposed Ordinance by the Mayor To repeal and recreate Section 1.05 K. as "Department of Community Development and Inspections"; to repeal Section 1.05 N. entitled "Department of Neighborhood Services and Inspections"; to repeal and recreate Sections 1.15 B. and 1.15 C. entitled "Annexation Ordinances Preliminary Reports"; to repeal and recreate Paragraph 17.11 A.7 entitled "Enforcement"; to amend various sections *of the Code of General Ordinances* to reflect a change in name by substituting "Department of Community Development and Inspections" for the "Department of City Development" and the "Department of Neighborhood Services and Inspections" or similar terminology wherever those phrases appear; and to amend various sections *of the Code of General Ordinances* to reflect a change in name by substituting "Director of Community Development and Inspections" for "City Planner" or similar terminology wherever that phrase may appear. (Deferred from the meetings of 10/03/11 and 10/17/11)
(PSW – Ayes 4, Nays 0) **PAGES 29-35**
5. Proposed Resolution by the Mayor to Reorganize Certain Operations of the City of Kenosha with Respect to the Departments of City Development and Neighborhood Services and Inspections and to Subsequently Create the Department of Community Development and Inspections (PSW – Deferred for 30 days on 10/12/11) **CLOSED SESSION: The Finance Committee may go into Closed Session regarding this item, pursuant to §19.85(1)(c), Wisconsin Statutes to discuss qualifications, promotion and/or performance evaluation of specific individuals. The Finance Committee may or may not reconvene into open session for purposes of holding a hearing and making a final determination.**
PAGES 36-57
6. Proposed Resolution by the Board of Water Commissioners to place special assessments against benefited parcels of property on the 2011 real estate tax roll for the construction of water/sewer mains, connection/ lateral assessments, delinquent water, sewerage and household hazardous waste bills, etc., in the amount of \$1,831,712.00. (Board of Water - Recommendation Pending) **PAGES 58-59**
7. Proposed Resolution to approve the 2012 Consolidated Plan - Annual Plan for the Community Development Block Grant/HOME Program. (CP - *Separated into Funding Categories*: [Public Service Category – Ayes 8, Nays 0, Abstain 1/Mr. Lattimore] [Housing, Neighborhood Improvement/Economic Development – Ayes 9, Nays 0] [Planning/Management Category – Ayes 9, Nays 0])
PAGES 60-99
8. Approve Disbursement Record #19 in the amount of \$6,041,571.35. **PAGES 100-134**

9. Request to Rescind \$72.00 Property Maintenance Reinspection Fee for Eugene Llanas at 5121 21st Avenue (12-223-31-256-005). (*District #7*) **PAGES 135-152**
10. Proposed Resolution to Rescind \$237.00 Weed Cutting Special Assessment to Josh Zoerner at 6204 24th Avenue (01-122-01-106-021). (*District #12*) (*Amends SA Resolution 112-11*) **PAGES 153-159**
11. Proposed Resolution to Rescind \$315.00 Trash & Debris Special Assessment to Timothy Wade at 2320 53rd Street (09-222-36-402-008). (*District #7*) (*Amends SA Resolution 126-11*) **PAGES 160-167**
12. Approve Refund and to Waive Administrative Fees for Daily Cabaret License Applications for October 20 and October 21 to Bacchus Billiards, LLC (*Brian D'Angelo, Agent*) located at 5010 - 7th Avenue (*Deep Blues*) (*District #2*). **PAGES 168-169**
13. Discussion Item: NSI Investigation Follow-up.

CITIZENS COMMENTS/ALDERMEN COMMENTS/OTHER BUSINESS AS AUTHORIZED BY LAW

IF YOU ARE DISABLED AND IN NEED OF ASSISTANCE, PLEASE CALL 653-4020 BEFORE THIS MEETING

NOTICE IS HEREBY GIVEN THAT A MAJORITY OF THE MEMBERS OF THE COMMON COUNCIL MAY BE PRESENT AT THE MEETING, AND ALTHOUGH THIS MAY CONSTITUTE A QUORUM OF THE COMMON COUNCIL, THE COUNCIL WILL NOT TAKE ANY ACTION AT THIS MEETING.

**Finance Committee
Minutes of Meeting Held Monday, October 17, 2011***

A meeting of the Finance Committee held on Monday, October 17, 2011 in Room 204 at the Kenosha Municipal Building was called to order at 5:46 pm by Chairman Bogdala.

At roll call, the following members were present: Alderpersons Marks, Ohnstad, Prozanski and Ruffalo. Alderperson Haugaard arrived during discussion of Item #2. Staff present were: Mayor Keith Bosman; Frank Pacetti, City Administrator; Edward Antaramian, City Attorney; William Richardson, Assistant City Attorney; Robert DuMez, Attorney; Carol Stancato, Director of Finance; Jeff Labahn, Director of City Development; John Morrissey, Chief of Police, Steve Stanczak, Director of Human Resources; Paula Blise, Zoning Coordinator; Martha Swartz, Property Maintenance Inspector; Sue Zampanti, Secretary/NSI; Gail Rohde and JoLin Schmitz, Clerk Typists/NSI; Lawrence Green, 9th District Alderperson; Anthony Nudo, 11th District Alderperson; Steve Bostrom, 12th District Alderperson; and Raymond Misner, 9th District Alderperson.

It was moved by Alderperson Prozanski, seconded by Alderperson Ohnstad, to approve the minutes of the regular meeting held October 3, 2011. Motion carried unanimously.

1. Proposed Ordinance by the Mayor To repeal and recreate Section 1.05 K. as "Department of Community Development and Inspections"; to repeal Section 1.05 N. entitled "Department of Neighborhood Services and Inspections"; to repeal and recreate Sections 1.15 B. and 1.15 C. entitled "Annexation Ordinances Preliminary Reports"; to repeal and recreate Paragraph 17.11 A.7 entitled "Enforcement"; to amend various sections of the Code of General Ordinances to reflect a change in name by substituting "Department of Community Development and Inspections" for the "Department of City Development" and the "Department of Neighborhood Services and Inspections" or similar terminology wherever those phrases appear; and to amend various sections of the Code of General Ordinances to reflect a change in name by substituting "Director of Community Development and Inspections" for "City Planner" or similar terminology wherever that phrase may appear. (Deferred from the meeting of 10/03/11) (PSW – Ayes: 4, Nays 0) PUBLIC HEARING: Mr. Stanczak, Mr. Pacetti and Mayor Bosman answered questions about employee performance evaluations. **It was moved by Alderperson Ruffalo, seconded by Alderperson Ohnstad to defer. Motion carried unanimously.**
2. Approval of Assignment and Second Amendment of Lease between MAYRA KENOSHA, INC., Lessee, and the City of Kenosha, Wisconsin, Lessor, and Parkside Hotel Limited Partnership for premises known as Best Western Harborside, 5125 - 6th Avenue, Kenosha, Wisconsin (*District #2*). PUBLIC HEARING: Attorney Richardson and Mr. Pacetti spoke. Sayed Bokari, President of MAYRA KENOSHA, INC. answered questions and explained that he would be doing extensive remodeling and upgrading the facade, landscaping and adding a restaurant/bar. He is expecting creation of 15-20 permanent jobs. Mr. Labahn said he had no objections. Neil Guttormsen, Attorney, was present on behalf of Southport Bank and urged approval. Paul Blise said there would be no addition to the structure, just alterations of the existing building. The architect for the project assured the Committee that they will be cooperating 100% with building and fire codes and with all City Departments. **It was moved by Alderperson Ruffalo, seconded by Alderperson Ohnstad, to approve. Motion carried unanimously.**
3. Requests to Refund Certain Penalty Fees Assessed to Trottier Chiropractic (*Michael Trottier*) at 3120 80th Street, as follows:
 - a. \$720.00 for an Occupancy Permit
 - b. \$90.00 for a Sign Permit(*District #13*) PUBLIC HEARING: Michael Trottier stated that he was not aware of the permits required for the banner or occupancy since he is leasing space from an existing chiropractic office. He requested that the Committee waive or refund at least a portion of the penalty fees. Paula Blise explained the penalty fees for failure to obtain occupancy and sign permits. Attorney Antaramian said the fee structure has been "on the books" for many years. **It was moved by Alderperson Ruffalo to refund (rescind) penalty fees for 3.a. (occupancy permit) and not to refund (rescind) penalty fees for 3.b. (sign permit). It was seconded by Alderperson Ohnstad. Motion carried unanimously.**
4. Approve Disbursement Record #18 in the amount of \$18,603,842.43. PUBLIC HEARING: No one spoke. **It was moved by Alderperson Ruffalo, seconded by Alderperson Ohnstad, to approve. Motion carried unanimously.**
5. Discussion Item: NSI Investigation Follow-up. PUBLIC HEARING: Mr. Pacetti, Mayor Bosman, Paula Blise and Gail Rohde spoke. Chairman Bogdala passed the gavel and requested a full report from Administration and stated that this item should go to Common Council and the Finance Committee.

6. Discussion of Proposed Offer of Judgment regarding Thomas Tatroe, et.al. v. City of Kenosha. Attorney Robert DuMez was present. **At 6:51 pm, it was moved by Alderperson Ohnstad, seconded by Alderperson Prozanski, to go into closed session. Motion carried unanimously. Discussion was held. At 6:59 pm, it was moved by Alderperson Ohnstad, seconded by Alderperson Prozanski, to convene into open session. Motion carried unanimously. It was moved by Alderperson Ruffalo, seconded by Alderperson Ohnstad, to approve the offer of judgment up to \$6,000.00 plus costs. Motion carried unanimously.**

There being no further business to come before the Finance Committee, it was moved, seconded and unanimously carried to adjourn at 6:18 pm.

***NOTE: Minutes are unofficial until approval by the Finance Committee at the meeting scheduled for Monday, October 17, 2011.**

Draft 06/15/11
09/2911

SPONSOR: ALDERPERSON STEVE BOSTROM

TO REPEAL CHAPTER 28 OF THE CODE OF GENERAL ORDINANCES FOR THE CITY OF KENOSHA, ENTITLED “VACANT BUILDING CODE” IN ITS ENTIRETY

The Common Council of the City of Kenosha, Wisconsin, do ordain as follows:

Section One: Chapter 28 of the Code of General Ordinances for the City of Kenosha,

Wisconsin, is hereby repealed in its entirety.

**CHAPTER XXVIII
VACANT BUILDING CODE**

~~28.01 TITLE~~ This Chapter of the Code of General Ordinances shall be known as the Vacant Building Code.

~~28.02 PURPOSE~~

~~A. This Code is enacted to facilitate the identification, inspection of, and to assure the property maintenance of vacant buildings for the purpose of preserving and promoting the public health, safety, prosperity and general welfare, and to abate and prevent public and private nuisances and potential fire hazards.~~

~~B. The Common Council of the City of Kenosha, Wisconsin, finds that there are now, and may in the future be, vacant buildings which are dilapidated, unsafe, unhygienic and inadequately maintained so as to create or contribute to blight and so as to jeopardize the health, safety, prosperity and general welfare, and so as to create a public and/or private nuisance.~~

~~C. Intent. The purpose of the Code is to establish the measures and requirements reasonably necessary to protect the health, safety and welfare of the public from the public nuisances, blight and negative market impact of vacant or abandoned buildings and structures.~~

~~28.03 GENERAL~~ Scope. The provisions of this Code shall apply to all existing vacant commercial and mixed occupancy buildings, and constitute minimum requirements for permitting and maintaining vacant commercial and mixed occupancy buildings.

~~28.04 RULES OF INTERPRETATION AND DEFINITIONS~~

~~A. Rules of Interpretation.~~

~~1. Tense. Words used in the present tense shall be interpreted to include the future tense.~~

~~2. Gender. Words used stating or implying gender shall be interpreted to include the masculine, feminine and neuter.~~

~~3. Number. Words used implying the singular shall be interpreted to include the plural, where appropriate, and vice versa.~~

~~4. May and Shall.~~

~~a. The word may is permissive.~~

~~b. The word shall is mandatory and not directory.~~

~~5. Used For. The phrase used for shall include the phrases arranged for, designed for, intended for, maintained for, and arranged for.~~

~~————~~ **B. Definitions.**

- ~~————~~ 1. Accessory Building/Structure. A detached building or structure on the same lot, with and of a nature customarily incidental and subordinate to the principal building or structure or use of the land; i.e., a child s-playhouse, garden house, greenhouse, garage, carport, shed, fence, or retaining wall.—
- ~~————~~ 2. Building. Any Structure used or intended for supporting or sheltering any use or occupancy.—
- ~~————~~ 3. Code of General Ordinances. The Code of General Ordinances for the City of Kenosha, Wisconsin, which includes the Vacant Building Code.—
- ~~————~~ 4. Code Official. The Director of the Department of Neighborhood Services and Inspections, or any duly authorized designee of the Director.—
- ~~————~~ 5. Department. The Department of Neighborhood Services and Inspections of the City of Kenosha, Wisconsin.—
- ~~————~~ 6. Exterior Premises. The open space on the premises or the portion of the premises upon which there is not a structure.—
- ~~————~~ 7. Garbage. The animal or vegetable waste resulting from the handling, preparation, cooking and consumption of food.—
- ~~————~~ 8. Good Repair. Good Repair shall mean free from blighting and hazardous conditions, clean and sanitary, and in a safe condition.—
- ~~————~~ 9. Imminent Hazard. A condition which could cause serious or life-threatening injury or death at any time.—
- ~~————~~ 10. Mixed Occupancy. Occupancy of a structure in part for residential use and in part for some other lawful use under the Zoning Ordinance, not accessory thereto.—
- ~~————~~ 11. Occupied. A building is occupied when it is open to the public, when a business or manufacturing activity is performed therein, when people reside therein, or when any personal property is moved therein. Any building or structure shall be deemed to be occupied if one or more persons actually conducts a lawful business or resides in all or any part of the building as the licensed business occupant, or as the legal or equitable owner/occupant(s) or tenant(s) on a permanent, non-transient basis, or any combination of the same. For purposes of this Chapter, evidence offered to prove that a building is so occupied may include, but shall not be limited to, the regular receipt of delivery of regular mail through the U.S. Postal Service; proof of continual telephone, electric, gas, heating, water and sewer.—
- ~~————~~ 12. Owner. Any person having a title to the premises, as recorded in the Office of the Register of Deeds for Kenosha County, or as recorded on the City of Kenosha assessment rolls.—
- ~~————~~ 13. Partially Vacant. A multi-storied building or structure that has one (1) or more stories vacant.—
- ~~————~~ 14. Responsible Person. A natural person who is the owner, operator or manager of any structure or premises.—
- ~~————~~ 15. Rubbish. Combustible and noncombustible waste materials, except garbage. The term shall include the residue from the burning of wood, coal, coke, and other combustible materials, paper, rags, cartons, boxes, wood excelsior, rubber, leather, tree branches, yard trimmings, tin cans, metals, mineral matter, glass, crockery, and dust and other similar materials.—
- ~~————~~ 16. Structure. Anything constructed or erected, which requires location on the ground or attached to something having location on the ground.—
- ~~————~~ 17. Unified Business District. Any commercial building or group of commercial buildings comprised of permitted and/or conditional uses located on a lot or group of lots, which lot or group of lots has a common ownership, and which is planned, developed or functions as a unit.—
- ~~————~~ 18. Vacant. A building or structure shall be deemed to be vacant if no person or persons actually, currently conducts a lawfully licensed business, or lawfully resides or lives in any part of the building as the legal or equitable owner(s), tenant occupant(s), owner-occupants or tenant(s) on a permanent, nontransient basis.—
- ~~————~~ 19. Waste. Waste shall mean garbage, ashes, rubbish and trash, but not of an earthy or construction nature.—
- ~~————~~ 20. Weeds. Weeds or Noxious Weeds shall mean Canada thistle, leafy spurge, field bindweed (Creeping Jenny), Ambrosia trifida (commonly called Giant Ragweed), Arubuosia trifida (commonly called

~~Common Ragweed), and such other weeds as are defined in Weeds of the Northern Central States, North Central Regional Research Publication No. 281, Bulletin 772, published by the University of Illinois at Urbana-Champaign, College of Agriculture, Agricultural Experiment Station.~~

~~21. Zoning Ordinance. The Zoning Ordinance for the City of Kenosha, Wisconsin.~~

~~C. Terms Defined Elsewhere. Where terms are not defined in this Code and are defined in other City Ordinances, Codes or ASHRAE and NFPA 70, such terms shall have the meanings ascribed to them therein.~~

~~D. Terms Not Defined. Where terms are not defined herein, or through the methods of interpretation authorized by this Section, such terms shall have ordinarily accepted meanings, such as the context indicates.~~

~~28.05 APPLICABILITY~~

~~A. General. The provisions of this Vacant Building Code shall apply to all manufacturing, commercial, institutional and mixed occupancy buildings vacant for one hundred eighty (180) consecutive days, and all manufacturing, commercial and mixed occupancy buildings, which have been partially vacant for one hundred eighty (180) days and have a history of violations of the Code of General Ordinances or of the Zoning Ordinance. All buildings with a valid City of Kenosha Building or Raze Permit shall also be exempt from the provisions of this Code.~~

~~B. Conflict. In any case where a provision of this Code is found to be in conflict with a provision of the Zoning Ordinance or any other provisions of the Code of General Ordinances, the provision which established the higher standard for the protection of the public health, safety and welfare shall prevail.~~

~~C. Application of Other Ordinances. Nothing contained herein shall be deemed to authorize the use of a structure or premises contrary to any other provision of the Code of General Ordinances or the Zoning Ordinance. Repairs, additions or alterations to a structure shall be done in accordance with the procedures and provisions of State law, Chapter 9 of the Code of General Ordinances and NFPA 70. Nothing in this Vacant Building Code shall be construed to cancel, modify or set aside any provision of the Zoning Ordinance.~~

~~D. Existing Remedies. The provisions in this Code shall not be construed to abolish or impair existing remedies of the City, or its officers or agencies, under State laws or other City General or Zoning Ordinances relating to the removal or demolition of any structure which is dangerous, unsafe and unsanitary, or the abatement of public nuisances.~~

~~E. Historic Buildings. The provisions of this Code shall apply to structures designated by the Federal Government, State or City as historic buildings. Any work to said structures shall also comply with Chapter 15 of the Zoning Ordinance and Chapter 70 ILHR of the Wisconsin Administrative Code.~~

~~F. Referenced Statutes, Ordinances, Codes and Standards. The Statutes, Ordinances, Codes and standards referenced in this Code shall be incorporated herein by reference and be a part of the requirements of this Code to the prescribed extent of each such reference, and include amendments, renumbering and successor acts.~~

~~G. Requirements Not Covered By This Code. The requirements necessary for the strength, stability, or proper operation of an existing structure or equipment, or for the public safety, health and general welfare, not specifically covered by this Code, shall be determined by the Code Official, subject to a right of appeal to the Board of Housing Appeals.~~

~~28.06 SEVERABILITY~~

~~— A. If any provision of this Vacant Building Code is, for any reason, held to be unconstitutional, invalid or unenforceable by any court of competent jurisdiction, such judgment shall not affect the validity of the remaining provisions of this Code, which shall remain in full force and effect.—~~

~~— B. If the application of any provision of this Vacant Building Code is for any reason held to be an invalid application to a particular premises or structure by any court of competent jurisdiction, such provision shall continue to apply and remain in full force and effect to any premises or structure not specifically included in said judgment.—~~

~~28.07 CODE OFFICIAL~~

~~— A. Code Official. The Code Official shall have the authority to exercise the powers and duties of the position specified in this Code. The Code Official shall administer and enforce this Code.—~~

~~— B. Code of Conduct. The Code Official, in administering and enforcing this Code, shall abide by the City of Kenosha's Code of Ethics and the Department's Code of Conduct.—~~

~~— C. Inspections. The Code Official has the power to inspect Premises and structures to determine compliance with this Code. All reports of such inspections shall be in writing, signed or initialed and dated. The Code Official is authorized to engage such expert opinion as deemed necessary to report upon unusual technical issues that arise in the course of their duties, in accordance with Department policy.—~~

~~— D. Right Of Entry. The Code Official is authorized to enter structures or Premises, at reasonable times, with the express or implied consent of the owner, operator or occupant, to inspect in accordance with the Department's Policy and Procedure for Entering Onto Private Property to conduct administrative interior and exterior inspections for Code administration and enforcement and Licensing/Permitting purposes specified in other ordinances. If entry is refused or not obtained, the Code Official is authorized to pursue recourse to obtain entry as provided by law.—~~

~~— E. Reinspections. Every owner, operator and occupant of a Premises shall cooperate with and facilitate reinspections of Premises at reasonable times pursuant to reasonable notice by the Code Official to determine Code compliance with an Order to Repair. Failure by said owner, operator or occupant to cooperate with and facilitate such reinspections by the Code Official shall be a violation of this Code.—~~

~~— F. Obstruction. No owner, or operator of a Premises may deny the Code Official the right to enter and inspect any portion thereof under the control of a lawful occupant where such occupant has consented to said entry and inspection.—~~

~~— G. Denial of Entrance. No occupant of a Premises shall obstruct the owner thereof from complying with any order(s) of the Code Official made under authority of this Code. Obstruction shall include the denial of entrance into a Premises at reasonable times pursuant to reasonable notice.—~~

~~— H. Identification. The Code Official shall carry Department issued identification when entering and inspecting Premises in the performance of their duties under this Code and display such identification, when asked.—~~

~~— I. Notices and Orders. The Code Official shall, as necessary, issue notices and orders to responsible persons and tenants, where relevant, to obtain compliance with this Code.—~~

~~———— J. Department Records. The Director of the Department is responsible for keeping official records of all business and activities of the Department specified in the provisions of this Code in accordance with State and City record-keeping requirements.—~~

~~28.08 VACANT OR ABANDONED BUILDING OR STRUCTURE REQUIREMENTS—~~

~~———— A. Vacant Building Permit. The owner of a vacant building or structure shall obtain a Vacant Building Permit for the period during which it is vacant. When a building or structure becomes vacant, as defined by this Code, the owner of the building or structure shall apply for and obtain a Vacant Building Permit and pay the fee, as set forth in Section 28.09. Upon the expiration of a Vacant Building Permit, if the building or structure is still vacant, the owner shall arrange for an inspection of the building and premises with the Code Official pursuant to Section 28.09, and renew the permit within ten (10) days of expiration in the same manner as the expired permit. All renewed permits shall be subject to all conditions and obligations imposed by this Code.—~~

~~———— B. Code Compliance. The owner of a vacant building or structure shall comply with all building, fire, property maintenance, zoning, and other applicable Codes or Ordinances, and shall apply for all necessary building, fire prevention and zoning permits upon application for a Vacant Building Permit.—~~

~~———— C. Waste Removal. The owner of a vacant building or structure shall immediately remove all waste from the interior of the structure. The owner of a vacant building or structure shall also immediately remove any waste, debris or excessive vegetation from the exterior premises surrounding the vacant building or structure in accordance with the vacant building maintenance standards of this Code and the Code of General Ordinances.—~~

~~———— D. Owner's Responsibility. The owner of a vacant building or structure shall immediately lock, barricade or secure all doors, windows and other openings in the building or structure to prohibit entry by unauthorized persons in accordance with the Vacant Building Maintenance Standards of this Code. If the owner does not reside within the State, the owner shall provide to the Code Official, the name, address and telephone number of an agent who is available for service of process within the State of Wisconsin. The owner shall provide to the Code Official, the name, address and telephone number of a manager who is a natural person who is available for contact by the Code Official at all times for emergency repairs and maintenance, and who will respond to the vacant building or structure when required by the Code Official. The agent and manager may be the same person, and/or either may be a Responsible Person. The owner shall notify the Code Official within thirty (30) business days of any changes to the name, address or telephone number of the agent or manager.—~~

~~———— E. Owner's Obligations Continuous Through Term of Vacancy. The obligations of owners of a vacant building or structure are continuing obligations which are effective throughout the time of vacancy, as that term is defined in this Code.—~~

~~28.09 VACANT BUILDING PERMIT; INSPECTION; MAINTENANCE STANDARDS; FEES—~~

~~———— A. Permit Application. Application by the owner of a vacant building or structure for a Vacant Building Permit shall be made on a form provided by the Code Official. Applicants shall disclose all measures to be taken to ensure that the building will be kept weathertight, secure from trespassers, and safe for entry by police officers and firefighters in times of exigent circumstances or emergency. The application shall include, but not be limited to, the following:—~~

~~———— 1. Contact information for each owner. If the owner is other than a natural person or persons, the following shall apply, as appropriate:—~~

~~———— a. If the owner is a corporation, limited liability company, limited or liability partnership, the registration statement shall provide the names and residence addresses of all responsible persons and the name and business—~~

~~address of the registered agent for service of process appointed pursuant to Wisconsin State Statutes.~~

- ~~_____ b. If an estate, the name and business address of the personal representative of the estate.~~
- ~~_____ c. If a trust, the names and addresses of the trustee or trustees.~~
- ~~_____ d. If a partnership, the names and residence addresses of the partner or partners.~~
- ~~_____ e. If another form of unincorporated association, the name and residence address of a responsible person.~~
- ~~_____ f. If an individual person, the name and residence address of that individual person.~~

~~_____ 2. Any rehabilitation or demolition plans.~~

~~_____ 3. An acknowledgment by the owner that grass and weeds shall not exceed a height of eight (8") inches, and that snow and ice shall be removed from the public right-of-way within twenty-four (24) hours of a snowfall.~~

~~_____ B. Inspection of Premises.~~

~~_____ 1. Purpose. The Code Official, or his/her designee, may inspect vacant buildings to determine the structural integrity of the building, the repairs necessary to maintain structural integrity, to determine what repair actions must be undertaken to maintain the premises safe for entry of police officers and firefighters in times of exigent circumstances or emergency, that the building and its contents do not present an imminent hazard to the public during the time that the building remains vacant, and that the building and structure are in compliance with the Vacant Building Maintenance Standards.~~

~~_____ 2. Inspector. The Code Official, or his/her designee, may conduct inspections made pursuant to the provisions of this Vacant Building Code in conjunction with other inspectors of the Department, police officers, firefighters, or inspectors from other governmental bodies.~~

~~_____ 3. Types of Inspections.~~

~~_____ a. Code Official Directed.~~

~~_____ (1) Implied Consent. Any owner of a building, which is either the subject of a Vacant Building Permit or an application filed by a responsible person, for a Vacant Building Permit, is deemed to have given consent to inspections of the building.~~

~~_____ (2) Reinspections. At any time subsequent to the issuance of an Order to Repair, the Code Official may conduct reinspections to determine compliance with the Order to Repair. Such reinspections will be conducted only after a reasonable time has been afforded to a responsible party to comply with portions of the Order. Reinspections are subject to reinspection fees under Section 28.11.~~

~~_____ (3) Emergency Inspections/Emergency Repairs. If, at any time, the Code Official has reason to believe that an emergency situation exists with respect to the building, which tends to create an imminent hazard to health, welfare or safety of the general public, the Code Official may enter the building to inspect the premises, without notifying the responsible party or obtaining a warrant. If the Code Official finds an emergency situation exists in fact, which presents an imminent hazard to the health, welfare or safety of the general public, the maintenance of which, until such time as the responsible party could conduct the repairs, would be unreasonable, the Code Official may cause any reasonable action, including the employment of necessary labor and materials, to perform emergency repairs. Costs incurred in the performance of emergency repairs shall be paid by the City and the Code Official shall recover the costs through special assessments levied against the benefited property. A One Hundred (\$100.00) Dollar administrative fee for processing and administering the special assessment shall be added to the special assessment against the benefited property.~~

~~_____ (4) Inspections Made Pursuant To A Special Inspection Warrant. If any responsible party takes any action contrary to the Implied Consent given by the owner in Section 28.09 B.3.a.(1), above, the owner hereby consents to the issuance of a Special Inspection Warrant by a judge of a court of competent jurisdiction, pursuant to Section 66.0119, Wisconsin Statutes, or any successor thereof. Any interior inspection made pursuant to a Special Inspection Warrant shall be deemed a reinspection for the purpose of imposition of fees pursuant to~~

Section 28.11.

~~_____ b. Responsible Party Requests For Inspection. Requests from responsible parties for inspections of buildings which are both subject to a Vacant Building Permit and are under the control of the requesting responsible party.~~

~~_____ C. Issuance of Orders To Repair. The Code Official, upon inspection, shall issue orders to repair for work needed to:~~

~~_____ 1. Adequately protect the building from intrusion by trespassers and from deterioration by the weather in accordance with the Vacant Building Maintenance Standards set forth in this Code; and,~~

~~_____ 2. Ensure that allowing the building to remain will not be detrimental to the public health, safety and welfare, will not unreasonably interfere with the reasonable and lawful use and enjoyment of other premises within the neighborhood, and will not pose an extraordinary hazard to police officers or firefighters entering the premises in times of emergency. When issuing such orders, the Code Official shall specify the time for completion of the work. All work done pursuant to this Section shall be done in compliance with the applicable Building, Fire, Property Maintenance and Zoning Codes and Ordinances.~~

~~_____ D. Issuance of Vacant Building Permit. The Code Official shall issue a Vacant Building Permit upon being satisfied that the building has been inspected and is in compliance with the Vacant Building Maintenance Standards set forth in this Vacant Building Code, and is adequately protected from intrusion by trespassers and from deterioration by the weather. This Permit shall be effective for a period of three hundred sixty (360) days.~~

~~_____ E. Vacant Building Maintenance Standards. A vacant building or structure shall be deemed adequately protected from intrusion by trespassers and from deterioration by the weather if it satisfies the following Vacant Building Maintenance Standards:~~

~~_____ 1. Building Openings. Doors, windows, arcways, and other openings shall be weathertight and secured against entry by birds, vermin and trespassers. Missing or broken glass in doors, windows and other such openings shall be repaired/replaced with glass. No building opening shall be boarded. All first floor or ground-level windows, doors and openings shall be free of any posters, paper or fabric coverings.~~

~~_____ 2. Roofs. The roof and flashings shall be sound and tight, not admit moisture, or have defects which might admit moisture, rain or roof draining; and, allow for drainage to prevent dampness or deterioration in the interior walls or interior of the building.~~

~~_____ 3. Drainage. The building storm drainage system shall be functional and installed in an approved manner, and allow discharge in an approved manner.~~

~~_____ 4. Building Structure. The building shall be maintained in good repair, structurally sound, and free from debris, rubbish and garbage. The building shall be maintained in a sanitary manner and in a manner that does not pose a threat to the public health, safety and welfare.~~

~~_____ 5. Structural Members. The structural members shall be free of deterioration and capable of safely bearing imposed dead and live loads.~~

~~_____ 6. Foundation Walls. The foundation walls shall be maintained structurally sound and in a sanitary condition so as not to pose a threat to the public health, safety and welfare, shall be capable of supporting the load which normal use may cause to be placed thereon, and shall be free from open cracks and breaks, free from leaks, and be animal and rat proof.~~

~~7. Exterior Walls. The exterior walls shall be free of holes, breaks, and loose or rotting materials. Exposed metal, wood, or other surfaces shall be protected from the elements and against decay or rust by periodic applications of weather-coating materials, such as paint or similar surface treatment.~~

~~8. Decorative Features. The cornices, belt courses, corbels, terra cotta trim, wall facings and similar decorative features shall be safe, anchored and in good repair. Exposed metal, wood or other surfaces shall be protected from the elements and against decay or rust by periodic applications of weather-coating materials, such as paint or similar surface treatment.~~

~~9. Overhanging Extensions. All balconies, canopies, marquees, signs, metal awnings, stairways, fire escapes, standpipes, exhaust ducts and similar features shall be in good repair, anchored, safe and sound. Exposed metal and wood surfaces shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.~~

~~10. Chimneys and Towers. Chimneys, cooling towers, smokestacks and similar appurtenances shall be structurally safe and in good repair. Exposed metal and wood surfaces shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.~~

~~11. Walkways. Public walkways shall be in good repair, shall be safe for pedestrian travel, and shall be free of snow and ice. Snow and ice removal shall be completed within twenty-four (24) hours of a snowfall.~~

~~12. Accessory Building/Structures. Accessory buildings/structures such as garages, sheds and fences shall be free from safety, health and fire hazards; and, shall comply with these Vacant Building Maintenance Standards.~~

~~13. Exterior Premises. The premises upon which the structure or building is located shall be clean, safe, sanitary, free from waste, rubbish, garbage, excessive vegetation, exterior storage, and shall not pose a threat to the public health, welfare or safety.~~

~~F. Vacant Building Permit Fee. The Common Council shall from time to time, by Resolution, establish a Vacant Building Permit fee.~~

~~G. Unpaid Permit. If an application for a Vacant Building Permit is filed, and following mailing of a second notice of Permit fees due to the applicant, Permit fees, as provided for by this Chapter, remain unpaid, said fees shall be charged to the property owner of record as a special assessment against the real estate upon which the Permit is issued and shall be a lien upon the Premises until paid in full, with interest accruing on the unpaid balance at a rate of interest established in Section 2.10 of the Code of General Ordinances. There shall also be a One Hundred (\$100.00) Dollar Administrative Fee added to the charge and special assessment to cover the administrative costs of charging and assessing the Premises.~~

~~**28.10 BOARD OF HOUSING APPEALS**—Appeal and Fee. Any person receiving a notice of violation and order which has been issued in connection with the enforcement of any provision of this Code and aggrieved thereby, may appeal the order and shall be granted a hearing on the matter before the Board of Housing Appeals, provided that such person shall file in the Office of the Department of Neighborhood Services and Inspections a written notice of appeal and request for hearing, setting forth a brief statement of the grounds therefor, within twenty (20) days after the date the notice of violation and order was served. Upon receipt of such appeal, the Board of Housing Appeals shall set a time and place for such hearing and shall give the petitioner written notice thereof. At such hearing the petitioner shall be given an opportunity to be heard and to show why such notice of violation and order should be modified or withdrawn. No appeal to the Board of Housing Appeals shall be deemed perfected or shall be heard until the appellant shall pay an appeal fee of Twenty-five (\$25.00) Dollars.~~

~~**28.11 REINSPECTION FEES**—To compensate the City for inspection and administrative costs related to the enforcement of this Chapter, an escalating fee established by the Common Council through resolution, may be charged for any reinspection following the initial inspection which resulted in a order for corrective action, and the first reinspection to determine compliance with an order for corrective action issued hereunder. There shall be no reinspection fee for a final inspection indicating compliance, or for a reinspection occurring during the period of an approved time extension granted for good cause and involving a good faith effort on the part of the property owner to comply with the order. Reinspection fees which are not paid by or on behalf of the property owner within thirty (30) days of mailing an invoice to the property owner of record on the City tax roll shall be charged and collected as a special assessment against the real estate upon which the reinspections were made, and shall be a lien upon the real estate until paid in full, with interest accruing on the unpaid balance at the rate of seven (7%) percent per annum. There shall also be a One Hundred (\$100.00) Dollar administrative charge added to the charge and special assessment to cover the administrative costs of charging and specially assessing the property.~~

~~**28.12 PENALTIES**~~

~~—A. Violation Penalties. Any person who shall violate a provision of this Code shall, upon conviction, be subject to a forfeiture of not more than One Thousand (\$1,000.00) Dollars; and, in addition, shall pay the costs and expenses of prosecution. Each day such violation continues shall be considered a separate offense. Failure to promptly pay said forfeiture shall subject the violator to be sentenced to the County Jail for a period not to exceed sixty (60) days.—~~

~~—B. Abatement of Violation. The imposition of the penalties herein prescribed shall not preclude the City Attorney from instituting appropriate action to restrain, correct, or abate a violation, or to prevent illegal occupancy of a structure or premises, or to stop an illegal act, conduct business, or utilization of the structure or premises.—~~

Section Two: This Ordinance shall become effective upon passage and publication.

ATTEST: _____ City Clerk

APPROVED: _____ Mayor

Passed:

Published:

Drafted By:
MATTHEW A. KNIGHT
Deputy City Attorney

ORDINANCE NO. _____

SPONSOR: ALDERPERSON STEVE BOSTROM

**TO REPEAL CHAPTER 28 OF THE CODE OF GENERAL
ORDINANCES FOR THE CITY OF KENOSHA, ENTITLED
“VACANT BUILDING CODE” IN ITS ENTIRETY**

The Common Council of the City of Kenosha, Wisconsin, do ordain as follows:

Section One: Chapter 28 of the Code of General Ordinances for the City of Kenosha, Wisconsin, is hereby repealed in its entirety.

Section Two: This Ordinance shall become effective upon passage and publication.

ATTEST: _____ City Clerk

APPROVED: _____ Mayor

Passed:

Published:

Drafted By:
MATTHEW A. KNIGHT
Deputy City Attorney

Draft 9/12/11

SPONSOR: ALDERPERSON PATRICK JULIANA

Proposed amendments
by Sponsor 10/17/11

TO CREATE SECTION 1.06 A.A. OF THE CODE OF GENERAL ORDINANCES ENTITLED “ETHICS BOARD” AND TO REPEAL AND RECREATE VARIOUS SECTIONS OF CHAPTER 30 OF THE CODE OF GENERAL ORDINANCES ENTITLED “CODE OF ETHICS”

The Common Council of the City of Kenosha, Wisconsin, do ordain as follows:

Section One: SECTION 1.06 A.A. of the Code of General Ordinances for the City of

Kenosha, Wisconsin, is hereby created as follows:

1.06 A.A. ETHICS BOARD.

1. Title. There is hereby created an Ethics Board.

2. Purpose. The purpose of the Ethics Board is to render advisory opinions regarding the application of the City of Kenosha Code of Ethics, receive and investigate verified complaints alleging violations of the Code of Ethics, conduct hearings concerning alleged violations of the Code of Ethics, and make written findings of fact conclusions of law, determinations and recommendations regarding violations of the Code of Ethics.

3. Members. There shall be five (5) members who are residents of the City, one of whom shall be an attorney licensed to practice law in this State. Members of the Ethics Board shall not be elected officials, persons appointed to elective office, full-time appointed officials, or City employees, nor shall they be currently serving on any other City Board, Commission or Authority. All members shall be appointed by the Mayor and confirmed by the Common Council.

4. Term. The term of members shall be five (5) years, which shall be staggered by creating initial terms for a period of one (1), two (2), three (3), four (4) and five (5) years, respectively.

5. Officers. The Board shall elect a chairperson and a vice-chairperson from among its members at its initial meeting and annually at its first meeting of each calendar year.

6. By-Laws. The Board may, from time to time, adopt by-laws and rules of procedure fixing the time and place of meeting, prescribing the manner of keeping records, and treating other matters.

7. Duties. The Board shall have the duties specified in Chapter 30 of the Code of General Ordinances as may be amended from time to time.

Section Two: Sections 30.08 through 30.13 of the Code of General Ordinances for the City of Kenosha, Wisconsin are hereby repealed.

Section Three: Sections 30.08 through 30.20 of Chapter XXX of the Code of General Ordinances for the City of Kenosha, Wisconsin are hereby created as follows:

30.08 ADMINISTRATION AND ENFORCEMENT

Except as otherwise provided in this Chapter, the Code of Ethics shall be administered and enforced by the Ethics Board.

30.09 ADVISORY OPINIONS

Any covered person or the Office of the City Attorney may make a written request of the Ethics Board for an advisory opinion regarding the propriety of any matter or matters to which the covered person is or may become a party. Any appointing officer, with the consent of the prospective appointee, may make a written request of the Ethics Board for an advisory opinion regarding the propriety of any matter to which the prospective appointee is or may become a party. The Ethics Board shall review a written request for an advisory opinion and advise the person making the request. Advisory opinions of the Ethics Board shall be in writing. It shall be prima facie evidence of intent to comply with the Code of Ethics when a person making a written request for an advisory opinion abides by the advisory opinion of the Ethics Board provided the material facts are as stated in the advisory opinion request.

The identity of the person requesting the written advisory opinion, the request for an advisory opinion, any documents or records obtained or filed in connection with the request for an advisory opinion and any written advisory opinion of the Ethics Board shall not be made public and shall be closed in whole to public inspection unless the individual requesting the advisory opinion consents in writing to make public the individual's identity, the request, documents, records and/or advisory opinion. Meetings of the Ethics Board at which deliberations and actions are taken in connection with a written request for an advisory opinion shall not be open to the public. A person who makes or purports to make public the substance of or any portion of an advisory opinion requested by or on behalf of the person waives the confidentiality of the request for an advisory opinion, documents or records obtained or prepared by the Ethics Board, including the Ethics Board advisory opinion, in connection with the request for an advisory opinion. Notwithstanding the foregoing, the Ethics Board may, but is not obligated to, make public a summary of an advisory opinion after making sufficient alterations in the summary to prevent disclosing the identities of individuals involved in the opinion.

30.10 COMPLAINTS

A. Filing of Complaints. Any person may file a complaint against any covered person alleging a violation of the Code of Ethics with the Ethics Board. The complaint shall be filed with the City Department of Human Resources. The complaint shall be in writing and shall be verified. A separate written verified complaint shall be required for each named covered person. The complaint shall state with specificity the date of the alleged offense, the provision of the Code of Ethics alleged to have been violated, and the facts and circumstances upon which the allegations are based. Allegations shall be deemed to be made upon personal knowledge unless stated as being made upon information and belief.

B. Sufficiency of Complaints. Within ten (10) working days of the receipt of the verified complaint, the Ethics Board shall forward by regular mail to the accused covered person a copy of the verified complaint and a general statement of the applicable provisions of the Code of Ethics. Within twenty (20) working days after mailing, the Ethics Board shall meet to determine whether based upon the face of the verified complaint sufficient facts are alleged to constitute a violation of the Code of Ethics. If the Ethics Board determines that the verified complaint does not allege facts sufficient to constitute a violation of the Code of Ethics, the Ethics Board shall dismiss the complaint and notify the complainant and the accused covered person. If the Ethics Board determines that the verified complaint was brought for harassment purposes, the Ethics Board shall so state.

If the Ethics Board determines that the verified complaint alleges facts sufficient to constitute a violation of the Code of Ethics, the Ethics Board shall conduct an investigation. The Ethics Board shall authorize any investigation by a motion which shall state the nature and purpose of the investigation and the actions or activities to be investigated. Upon adoption of a motion, the Ethics Board shall notify each accused covered person who is

the subject of the investigation. Within ten (10) working days of the adoption of the motion, the Ethics Board shall forward by regular mail a copy of the motion to each accused covered person identified in the motion together with a notice informing the accused covered person that he or she is the subject of the investigation together with a general statement of the applicable provisions of the Code of Ethics involved in the investigation. Service of the notice is complete upon mailing.

If during the course of an investigation, the Ethics Board finds probable cause to believe that a violation of the Code of Ethics other than one contained in the verified complaint has occurred, the Ethics Board may amend the complaint upon its own motion to include such violations and to conduct an investigation. Within ten (10) working days of the adoption of the motion amending the complaint, the Ethics Board shall forward by regular mail to the accused covered person a copy of the motion, the amended complaint and a general statement of the applicable provisions of the Code of Ethics involved in the amended complaint and investigation. Service is complete upon mailing.

C. Limitations. No action may be taken by the Ethics Board on any complaint which is filed with the Ethics Board later than two (2) years after a violation of the Code of Ethics is alleged to have occurred. Any complaint, investigation or prosecution regarding violations of the Code of Ethics initiated prior to the effective date of this ordinance and any proceedings arising therefrom shall proceed pursuant to the provisions of Chapter XXX in effect prior to the effective date of this Ordinance and shall be unaffected by the adoption of this Ordinance.

30.11 POWERS

Pursuant to any investigation or hearing conducted under this Chapter, the Ethics Board has the power to:

A. Require any person to submit in writing such reports, documents, information and answers to questions in connection with the proceedings conducted under this Chapter as the Ethics Board may prescribe, such submission to be made within such period and under oath or otherwise as the Ethics Board may determine.

B. Require all persons who are the subject of the investigation or hearing to execute releases, authorizations and/or waivers to permit the Ethics Board to obtain information and documents in connection with the proceedings conducted under this Chapter as the Ethics Board may prescribe.

C. Administer oaths and issue subpoenas signed by the chairperson, or vice-chairperson in the absence of the chairperson, compelling the attendance and testimony of individuals and the production of any documentary evidence relating to the investigation or hearing being conducted.

D. Request and obtain from the Wisconsin Department of Revenue copies of state income tax returns and access to other appropriate information under Section 71.78 Wis. Stats. regarding all persons who are the subject of the investigation or hearing.

E. Retain the services of a court reporter, investigator, outside legal counsel, or other experts and staff as may be necessary from time to time in the administration of this Chapter.

30.12 PROBABLE CAUSE OF VIOLATION

Upon conclusion of the investigation, the Ethics Board shall make a determination of whether or not probable cause exists to believe that a violation of the Code of Ethics has occurred. If the Ethics Board determines that no probable cause exists, the Ethics Board shall send written notice of such determination to the accused covered person and the complainant as soon as practicable. If the Ethics Board determines that there is probable cause to believe that a violation of the Code of Ethics has occurred, the Ethics Board shall issue written findings of fact and conclusions setting forth the basis for the probable cause finding which may also contain a referral to the district attorney recommending further investigation and possible prosecution and /or an order

setting a date for a hearing to determine whether a violation of the Code of Ethics has occurred. The notice of hearing, probable cause findings and conclusions and a copy of the complaint shall be served upon the accused covered person. The hearing shall be held within forty-five (45) days after the date it is ordered unless the accused covered person petitions for and the Ethics Board consents to a later date. The Board of Ethics shall provide the accused covered person or his or her counsel exculpatory evidence in the possession of the Ethics Board.

30.13 INVESTIGATION AND HEARING PROCEDURE

The Ethics Board shall have the power to adopt by-laws and rules of procedure, including those related to the manner of conducting investigations and hearings. Any hearing before the Ethics Board shall be presided over by the chairperson or vice-chairperson in the absence of the chairperson. The Ethics Board may retain counsel and other experts and staff as needed in accordance with its by-laws to assist and advise the Ethics Board. The accused covered person may be represented by counsel. The accused covered person may present evidence, call and examine witnesses and cross-examine any witnesses called. All witnesses shall be sworn and all testimony shall be recorded by a court reporter. Upon request the Ethics Board shall issue subpoenas to compel the attendance of witnesses. The formal rules of evidence will not apply although basic principles of relevance, materiality, hearsay and probative value will be observed. The Ethics Board shall not find a violation of the Code of Ethics except upon a preponderance of the evidence admitted at the hearing. The hearing shall be conducted in closed session unless the accused covered person requests in writing that the hearing be open to the public.

30.14 DETERMINATIONS

Deliberations of the Ethics Board during or following a hearing shall be in closed session. Unless otherwise extended, within forty-five (45) days following the conclusion of the hearing, the Ethics Board shall issue written findings, determinations, ~~orders~~ and recommendations. If the Ethics Board determines that no violation of the Code of Ethics occurred, the Ethics Board shall as soon as practicable send written notice of such determination to the accused covered person and the complainant. If the Ethics Board determines that a violation of the Code of Ethics has occurred, the findings and determinations may contain one or more of the following ~~orders or~~ recommendations:

~~A. In the case of a covered person who is a City officer as defined by Wisconsin Statute a recommendation that the City officer be reprimanded, censured, suspended or removed from office. The recommendation shall be made to the appropriate disciplinary authority who may reprimand, censure, suspend or remove the City officer from office.~~

~~B. In the case of a covered person who is a City employee a recommendation that the City employee be discipline or discharged. The recommendation shall be made to the appropriate disciplinary authority.~~

~~C. An order requiring the covered person to conform his or her conduct to the Code of Ethics.~~

~~D. A recommendation that the City Attorney commence a civil forfeiture action in Municipal Court for a violation of the Code of Ethics.~~

~~E. A recommendation that the district attorney investigate and/or prosecute.~~

~~Notwithstanding the foregoing, no covered person subject to the jurisdiction of the Civil Service Commission or the Board of Police and Fire Commissioners shall be suspended or removed other than in accordance with the rules and regulations thereof.~~

A. In the case of a covered person who is a City elected official a recommendation to the Common Council that:

- 1. the elected official be required to conform his or her conduct to the Code of Ethics,**

2. the City Attorney commence a civil forfeiture action in Municipal Court against the elected official for a violation of the Code of Ethics,
3. the District Attorney investigate and/or prosecute the elected official for a violation of the Code of Ethics, or
4. the elected official be sanctioned, reprimanded, censured, suspended or removed from office.

B. In the case of a covered person whose appointment to a City board, commission, authority, or committee specified in Chapter 1 of the Code of General Ordinances has been confirmed by the Common Council a recommendation to the Common Council that:

1. the appointed person be required to conform his or her conduct to the Code of Ethics,
2. the City Attorney commence a civil forfeiture action in Municipal Court against the appointed person for a violation of the Code of Ethics,
3. the District Attorney investigate and/or prosecute the appointed person for a violation of the Code of Ethics, or
4. the appointed person be sanctioned, reprimanded, censured, suspended or removed from the City board, commission, authority or committee.

C. In the case of a covered person who is a City employee a recommendation to the Civil Service Commission or the Board of Police and Fire Commissioners, as appropriate, that:

1. the employee be required to conform his or her conduct to the Code of Ethics,
2. the City Attorney commence a civil forfeiture action in Municipal Court against the employee for a violation of the Code of Ethics,
3. the District Attorney investigate and/or prosecute the employee for a violation of the Code of Ethics, or
4. the employee be disciplined or discharged from employment. Notwithstanding the foregoing, no employee subject to the jurisdiction of the Civil Service Commission or the Board of Police and Fire Commissioners shall be suspended or removed other than in accordance with the rules and regulations thereof.

30.15 REIMBURSEMENT OF LEGAL EXPENSES

In the event a complaint against an accused covered person is dismissed in its entirety the Ethics Board, the accused covered person shall be paid by the City for the reasonable cost of the defense upon assigning to the City any cause of action to recover the legal expenses incurred by the accused covered person from the complainant. The City in its discretion may pursue such assigned cause of action to recover the legal expenses from the complainant where the complaint has been dismissed in its entirety by the Ethics Board.

30.16 PUBLIC INSPECTION OF RECORDS

Except as provided in this Section, all records in the possession of the Ethics Board shall be open to public inspection at all reasonable times. The following records in the possession of the Ethics Board are not open to public inspection:

A. Records obtained in connection with a request for an advisory opinion other than summaries of advisory opinions that do not disclose the identity of individuals requesting such opinions. The Ethics Board may however, make such records public with the consent of the person requesting the advisory opinion. A person who makes or purports to make public the substance of or any portion of an advisory opinion requested by or on behalf of the person is deemed to have waived the confidentiality of the request for an advisory opinion and of any record obtained or prepared by the Ethics Board, including the advisory opinion, in connection with the request for an advisory opinion.

B. Records obtained or prepared by the Ethics Board in connection with an investigation, except that the Ethics Board shall permit inspection of records that are made public in the course of a hearing by the Ethics Board to determine if a violation of the Code of Ethics has occurred. Whenever the Ethics Board refers investigation and hearing records to the appropriate disciplinary authority under Section 30.14 the records may be made public

in the course of prosecution initiated under this Ordinance.

30.17 FAILURE TO COOPERATE

The failure of any accused covered person to cooperate with the Ethics Board in the investigation, hearing and disposition of complaints filed under this Ordinance shall be deemed a violation of the Code of Ethics subject to enforcement as provided in this Ordinance.

30.18 SEVERABILITY

If any provision of this Ordinance is invalid or unconstitutional, or if the application of this Ordinance to any person or circumstances is invalid or unconstitutional, as finally determined by a court of record, 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.

30.19 PENALTY

In addition to any other action, any covered person who violates the Code of Ethics shall be subject upon conviction to a forfeiture of not more than One Thousand (\$1,000.00) Dollars plus the cost of prosecution for each violation, including actual reasonable attorney fees and expenses, and in the event of failure to make timely payment thereof shall be committed to the County Jail for a period not to exceed thirty (30) days.

Section Four: This Ordinance shall become effective upon passage and publication.

ATTEST: _____ City Clerk

APPROVED: _____ Mayor

Passed:

Published:

Drafted By:
JONATHAN A. MULLIGAN
Assistant City Attorney

ORDINANCE NO. _____

SPONSOR: ALDERPERSON PATRICK JULIANA

TO CREATE SECTION 1.06 A.A. OF THE CODE OF GENERAL ORDINANCES ENTITLED “ETHICS BOARD” AND TO REPEAL AND RECREATE VARIOUS SECTIONS OF CHAPTER 30 OF THE CODE OF GENERAL ORDINANCES ENTITLED “CODE OF ETHICS”

The Common Council of the City of Kenosha, Wisconsin, do ordain as follows:

Section One: SECTION 1.06 A.A. of the Code of General Ordinances for the City of

Kenosha, Wisconsin, is hereby created as follows:

1.06 A.A. ETHICS BOARD.

1. Title. There is hereby created an Ethics Board.

2. Purpose. The purpose of the Ethics Board is to render advisory opinions regarding the application of the City of Kenosha Code of Ethics, receive and investigate verified complaints alleging violations of the Code of Ethics, conduct hearings concerning alleged violations of the Code of Ethics, and make written findings of fact conclusions of law, determinations and recommendations regarding violations of the Code of Ethics.

3. Members. There shall be five (5) members who are residents of the City, one of whom shall be an attorney licensed to practice law in this State. Members of the Ethics Board shall not be elected officials, persons appointed to elective office, full-time appointed officials, or City employees, nor shall they be currently serving on any other City Board, Commission or Authority. All members shall be appointed by the Mayor and confirmed by the Common Council.

4. Term. The term of members shall be five (5) years, which shall be staggered by creating initial terms for a period of one (1), two (2), three (3), four (4) and five (5) years, respectively.

5. Officers. The Board shall elect a chairperson and a vice-chairperson from among its members at its initial meeting and annually at its first meeting of each calendar year.

6. By-Laws. The Board may, from time to time, adopt by-laws and rules of procedure fixing the time and place of meeting, prescribing the manner of keeping records, and treating other matters.

7. Duties. The Board shall have the duties specified in Chapter 30 of the Code of General Ordinances as may be amended from time to time.

Section Two: Sections 30.08 through 30.13 of the Code of General Ordinances for

the City of Kenosha, Wisconsin are hereby repealed.

Section Three: Sections 30.08 through 30.20 of Chapter XXX of the Code of General

Ordinances for the City of Kenosha, Wisconsin are hereby created as follows:

30.08 ADMINISTRATION AND ENFORCEMENT

Except as otherwise provided in this Chapter, the Code of Ethics shall be administered and enforced by the Ethics Board.

30.09 ADVISORY OPINIONS

Any covered person or the Office of the City Attorney may make a written request of the Ethics Board for an advisory opinion regarding the propriety of any matter or matters to which the covered person is or may become a party. Any appointing officer, with the consent of the prospective appointee, may make a written request of the Ethics Board for an advisory opinion regarding the propriety of any matter to which the prospective appointee is or may become a party. The Ethics Board shall review a written request for an advisory opinion and advise the person making the request. Advisory opinions of the Ethics Board shall be in writing. It shall be prima facie evidence of intent to comply with the Code of Ethics when a person making a written request for an advisory opinion abides by the advisory opinion of the Ethics Board provided the material facts are as stated in the advisory opinion request.

The identity of the person requesting the written advisory opinion, the request for an advisory opinion, any documents or records obtained or filed in connection with the request for an advisory opinion and any written advisory opinion of the Ethics Board shall not be made public and shall be closed in whole to public inspection unless the individual requesting the advisory opinion consents in writing to make public the individual's identity, the request, documents, records and/or advisory opinion. Meetings of the Ethics Board at which deliberations and actions are taken in connection with a written request for an advisory opinion shall not be open to the public. A person who makes or purports to make public the substance of or any portion of an advisory opinion requested by or on behalf of the person waives the confidentiality of the request for an advisory opinion, documents or records obtained or prepared by the Ethics Board, including the Ethics Board advisory opinion, in connection with the request for an advisory opinion. Notwithstanding the foregoing, the Ethics Board may, but is not obligated to, make public a summary of an advisory opinion after making sufficient alterations in the summary to prevent disclosing the identities of individuals involved in the opinion.

30.10 COMPLAINTS

A. Filing of Complaints. Any person may file a complaint against any covered person alleging a violation of the Code of Ethics with the Ethics Board. The complaint shall be filed with the City Department of Human Resources. The complaint shall be in writing and shall be verified. A separate written verified complaint shall be required for each named covered person. The complaint shall state with specificity the date of the alleged offense, the provision of the Code of Ethics alleged to have been violated, and the facts and circumstances upon which the allegations are based. Allegations shall be deemed to be made upon personal knowledge unless stated as being made upon information and belief.

B. Sufficiency of Complaints. Within ten (10) working days of the receipt of the verified complaint, the Ethics Board shall forward by regular mail to the accused covered person a copy of the verified complaint and a general statement of the applicable provisions of the Code of Ethics. Within twenty (20) working days after mailing, the Ethics Board shall meet to determine whether based upon the face of the verified complaint sufficient facts are alleged to constitute a violation of the Code of Ethics. If the Ethics Board determines that the verified complaint does not allege facts sufficient to constitute a violation of the Code of Ethics, the Ethics Board shall dismiss the complaint and notify the complainant and the accused covered person. If the Ethics Board determines that the verified complaint was brought for harassment purposes, the Ethics Board shall so state.

If the Ethics Board determines that the verified complaint alleges facts sufficient to constitute a violation of the Code of Ethics, the Ethics Board shall conduct an investigation. The Ethics Board shall authorize any investigation by a motion which shall state the nature and purpose of the investigation and the actions or activities to be investigated. Upon adoption of a motion, the Ethics Board shall notify each accused covered person who is the subject of the investigation. Within ten (10) working days of the adoption of the motion, the Ethics Board shall

forward by regular mail a copy of the motion to each accused covered person identified in the motion together with a notice informing the accused covered person that he or she is the subject of the investigation together with a general statement of the applicable provisions of the Code of Ethics involved in the investigation. Service of the notice is complete upon mailing.

If during the course of an investigation, the Ethics Board finds probable cause to believe that a violation of the Code of Ethics other than one contained in the verified complaint has occurred, the Ethics Board may amend the complaint upon its own motion to include such violations and to conduct an investigation. Within ten (10) working days of the adoption of the motion amending the complaint, the Ethics Board shall forward by regular mail to the accused covered person a copy of the motion, the amended complaint and a general statement of the applicable provisions of the Code of Ethics involved in the amended complaint and investigation. Service is complete upon mailing.

C. Limitations. No action may be taken by the Ethics Board on any complaint which is filed with the Ethics Board later than two (2) years after a violation of the Code of Ethics is alleged to have occurred. Any complaint, investigation or prosecution regarding violations of the Code of Ethics initiated prior to the effective date of this ordinance and any proceedings arising therefrom shall proceed pursuant to the provisions of Chapter XXX in effect prior to the effective date of this Ordinance and shall be unaffected by the adoption of this Ordinance.

30.11 POWERS

Pursuant to any investigation or hearing conducted under this Chapter, the Ethics Board has the power to:

A. Require any person to submit in writing such reports, documents, information and answers to questions in connection with the proceedings conducted under this Chapter as the Ethics Board may prescribe, such submission to be made within such period and under oath or otherwise as the Ethics Board may determine.

B. Require all persons who are the subject of the investigation or hearing to execute releases, authorizations and/or waivers to permit the Ethics Board to obtain information and documents in connection with the proceedings conducted under this Chapter as the Ethics Board may prescribe.

C. Administer oaths and issue subpoenas signed by the chairperson, or vice-chairperson in the absence of the chairperson, compelling the attendance and testimony of individuals and the production of any documentary evidence relating to the investigation or hearing being conducted.

D. Request and obtain from the Wisconsin Department of Revenue copies of state income tax returns and access to other appropriate information under Section 71.78 Wis. Stats. regarding all persons who are the subject of the investigation or hearing.

E. Retain the services of a court reporter, investigator, outside legal counsel, or other experts and staff as may be necessary from time to time in the administration of this Chapter.

30.12 PROBABLE CAUSE OF VIOLATION

Upon conclusion of the investigation, the Ethics Board shall make a determination of whether or not probable cause exists to believe that a violation of the Code of Ethics has occurred. If the Ethics Board determines that no probable cause exists, the Ethics Board shall send written notice of such determination to the accused covered person and the complainant as soon as practicable. If the Ethics Board determines that there is probable cause to believe that a violation of the Code of Ethics has occurred, the Ethics Board shall issue written findings of fact and conclusions setting forth the basis for the probable cause finding which may also contain a referral to the district attorney recommending further investigation and possible prosecution and /or an order setting a date for a hearing to determine whether a violation of the Code of Ethics has occurred. The notice of

hearing, probable cause findings and conclusions and a copy of the complaint shall be served upon the accused covered person. The hearing shall be held within forty-five (45) days after the date it is ordered unless the accused covered person petitions for and the Ethics Board consents to a later date. The Board of Ethics shall provide the accused covered person or his or her counsel exculpatory evidence in the possession of the Ethics Board.

30.13 INVESTIGATION AND HEARING PROCEDURE

The Ethics Board shall have the power to adopt by-laws and rules of procedure, including those related to the manner of conducting investigations and hearings. Any hearing before the Ethics Board shall be presided over by the chairperson or vice-chairperson in the absence of the chairperson. The Ethics Board may retain counsel and other experts and staff as needed in accordance with its by-laws to assist and advise the Ethics Board. The accused covered person may be represented by counsel. The accused covered person may present evidence, call and examine witnesses and cross-examine any witnesses called. All witnesses shall be sworn and all testimony shall be recorded by a court reporter. Upon request the Ethics Board shall issue subpoenas to compel the attendance of witnesses. The formal rules of evidence will not apply although basic principles of relevance, materiality, hearsay and probative value will be observed. The Ethics Board shall not find a violation of the Code of Ethics except upon a preponderance of the evidence admitted at the hearing. The hearing shall be conducted in closed session unless the accused covered person requests in writing that the hearing be open to the public.

30.14 DETERMINATIONS

Deliberations of the Ethics Board during or following a hearing shall be in closed session. Unless otherwise extended, within forty-five (45) days following the conclusion of the hearing, the Ethics Board shall issue written findings, determinations and recommendations. If the Ethics Board determines that no violation of the Code of Ethics occurred, the Ethics Board shall as soon as practicable send written notice of such determination to the accused covered person and the complainant. If the Ethics Board determines that a violation of the Code of Ethics has occurred, the findings and determinations may contain one or more of the following recommendations:

A. In the case of a covered person who is a City elected official a recommendation to the Common Council that:

1. the elected official be required to conform his or her conduct to the Code of Ethics,
2. the City Attorney commence a civil forfeiture action in Municipal Court against the elected official for a violation of the Code of Ethics,
3. the District Attorney investigate and/or prosecute the elected official for a violation of the Code of Ethics, or
4. the elected official be sanctioned, reprimanded, censured, suspended or removed from office.

B. In the case of a covered person whose appointment to a City board, commission, authority, or committee specified in Chapter 1 of the Code of General Ordinances has been confirmed by the Common Council a recommendation to the Common Council that:

1. the appointed person be required to conform his or her conduct to the Code of Ethics,
2. the City Attorney commence a civil forfeiture action in Municipal Court against the appointed person for a violation of the Code of Ethics,
3. the District Attorney investigate and/or prosecute the appointed person for a violation of the Code of Ethics, or
4. the appointed person be sanctioned, reprimanded, censured, suspended or removed from the City board, commission, authority or committee.

C. In the case of a covered person who is a City employee a recommendation to the Civil Service Commission or the Board of Police and Fire Commissioners, as appropriate, that:

1. the employee be required to conform his or her conduct to the Code of Ethics,

2. the City Attorney commence a civil forfeiture action in Municipal Court against the employee for a violation of the Code of Ethics,
3. the District Attorney investigate and/or prosecute the employee for a violation of the Code of Ethics, or
4. the employee be disciplined or discharged from employment. Notwithstanding the foregoing, no employee subject to the jurisdiction of the Civil Service Commission or the Board of Police and Fire Commissioners shall be suspended or removed other than in accordance with the rules and regulations thereof.

30.15 REIMBURSEMENT OF LEGAL EXPENSES

In the event a complaint against an accused covered person is dismissed in its entirety the Ethics Board, the accused covered person shall be paid by the City for the reasonable cost of the defense upon assigning to the City any cause of action to recover the legal expenses incurred by the accused covered person from the complainant. The City in its discretion may pursue such assigned cause of action to recover the legal expenses from the complainant where the complaint has been dismissed in its entirety by the Ethics Board.

30.16 PUBLIC INSPECTION OF RECORDS

Except as provided in this Section, all records in the possession of the Ethics Board shall be open to public inspection at all reasonable times. The following records in the possession of the Ethics Board are not open to public inspection:

A. Records obtained in connection with a request for an advisory opinion other than summaries of advisory opinions that do not disclose the identity of individuals requesting such opinions. The Ethics Board may however, make such records public with the consent of the person requesting the advisory opinion. A person who makes or purports to make public the substance of or any portion of an advisory opinion requested by or on behalf of the person is deemed to have waived the confidentiality of the request for an advisory opinion and of any record obtained or prepared by the Ethics Board, including the advisory opinion, in connection with the request for an advisory opinion.

B. Records obtained or prepared by the Ethics Board in connection with an investigation, except that the Ethics Board shall permit inspection of records that are made public in the course of a hearing by the Ethics Board to determine if a violation of the Code of Ethics has occurred. Whenever the Ethics Board refers investigation and hearing records to the appropriate disciplinary authority under Section 30.14 the records may be made public in the course of prosecution initiated under this Ordinance.

30.17 FAILURE TO COOPERATE

The failure of any accused covered person to cooperate with the Ethics Board in the investigation, hearing and disposition of complaints filed under this Ordinance shall be deemed a violation of the Code of Ethics subject to enforcement as provided in this Ordinance.

30.18 SEVERABILITY

If any provision of this Ordinance is invalid or unconstitutional, or if the application of this Ordinance to any person or circumstances is invalid or unconstitutional, as finally determined by a court of record, 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.

30.19 PENALTY

In addition to any other action, any covered person who violates the Code of Ethics shall be subject upon conviction to a forfeiture of not more than One Thousand (\$1,000.00) Dollars plus the cost of prosecution for each violation, including actual reasonable attorney fees and expenses, and in the event of failure to make timely

payment thereof shall be committed to the County Jail for a period not to exceed thirty (30) days.

Section Four: This Ordinance shall become effective upon passage and publication.

ATTEST: _____ City Clerk

APPROVED: _____ Mayor

Passed:

Published:

Drafted By:
JONATHAN A. MULLIGAN
Assistant City Attorney

DRAFT 10/26/11

SPONSOR: ALDERPERSON DAVID F. BOGDALA
CO-SPONSOR: ALDERPERSON ANTHONY NUDO

**TO REPEAL AND RECREATE VARIOUS SECTIONS OF
CHAPTER 30 OF THE CODE OF GENERAL ORDINANCES
ENTITLED “CODE OF ETHICS”**

The Common Council of the City of Kenosha, Wisconsin, do ordain as follows:

Section One: Sections 30.06 A. through L. of the Code of General Ordinances for the City of Kenosha, Wisconsin, are hereby repealed.

Section Two: Sections 30.06 A. and B. of the Code of General Ordinances for the City of Kenosha, Wisconsin, are hereby created as follows:

30.06 STANDARDS FOR ETHICAL CONDUCT

A. Compliance with State Statutes. Covered personnel shall comply with the provisions of the following sections of the Wisconsin Statutes as they may be amended or renumbered from time to time which are hereby incorporated by reference and made a part of this Code of Ethics:

1. Section 19.01 – Oaths and Bonds
2. Section 19.21 – Custody and Delivery of Official Property and Records
3. Sections 19.31 through 19.39 – Public Records
4. Section 19.59 – Code of Ethics for Local Government Officials, Employees and Candidates
5. Section 19.81 through 19.89 – Open Meetings of Governmental Bodies
6. Section 946.12 – Misconduct in Public Office
7. Section 946.13 – Private Interest in Public Contract Prohibited

B. Failure to Comply. Failure of any covered person to comply with the provisions of the Wisconsin Statutes set forth in Section 30.06 A. above, shall constitute a breach of this Code of Ethics subject to enforcement as provided in this Ordinance.

Section Three: Sections 30.08 through 30.13 of the Code of General Ordinances for the City of Kenosha, Wisconsin are hereby repealed.

Section Four: Sections 30.08 through 30.14 of the Code of General Ordinances for the City of Kenosha, Wisconsin, are hereby created as follows:

30.08 Complaints.

A. Filing of Complaints. Any person may file a complaint against any covered person alleging a violation of the Code of Ethics. The complaint shall be in writing and shall be verified. A separate written verified complaint shall be required for each named covered person. The complaint shall state with specificity the date of the alleged offense, the provision of the Code of Ethics alleged to have been violated, and the facts and circumstances upon which the allegations are based. Allegations shall be deemed to be made upon personal knowledge unless stated as being made upon information and belief.

B. Place of Filing. Written verified complaints against any covered person alleging a violation of the Code of Ethics shall be filed as follows:

1. In the case of a covered person who is a City elected official, the complaint shall be filed with the District Attorney for investigation and/or prosecution.

2. In the case of a covered person whose appointment to a City board, commission, authority, or committee specified in Chapter 1 of the Code of General Ordinances has been confirmed by the Common Council, the complaint shall be filed with the District Attorney for investigation and/or prosecution.

3. In the case of a covered person who is a City employee, the complaint shall be filed with the Civil Service Commission or the Board of Police and Fire Commissioners as may be appropriate for investigation and/or discipline up to and including discharge from employment.

30.09 Investigation and Determinations.

A. Complaints Filed with the District Attorney.

Complaints filed with the District Attorney pursuant to Section 30.08 shall be investigated and/or prosecuted at the discretion of the District Attorney. In the event the complaint filed with the District Attorney alleges violation of Section 19.59 (1) (a), (b) or (c) to (g), Wis. Stats., and the District Attorney fails to commence an action to enforce the foregoing sections within 20 days after receiving the verified complaint or if the District Attorney refuses to commence such an action, the person filing the complaint may petition the Attorney General to act upon the complaint. The Attorney General in his or her discretion may then bring an action under Section 19.59 (8) (a) or (b) Wis. Stats., or both.

B. Complaints Filed with the Civil Service Commission or Board of Police and Fire Commissioners.

Complaints filed with the Civil Service Commission or the Board of Police and Fire Commissioners pursuant to Section 30.08 shall be investigated and determined in accordance with the rules and regulations thereof.

30.10 Limitations.

No action may be taken by the Civil Service Commission or the Board of Police and Fire Commissioners on any complaint filed later than two (2) years after a violation of the Code of Ethics is alleged to have occurred. Any complaint, investigation or prosecution regarding violations of the Code of Ethics initiated prior to the effective date of this Ordinance and any proceedings arising therefrom shall proceed pursuant to the provisions of Chapter XXX in effect prior to the effective date of this Ordinance and shall be unaffected by the adoption of this Ordinance.

30.11 Reimbursement of Defense Cost

In the event a complaint filed against a covered person under this Ordinance is either dismissed at any stage or not prosecuted, the covered person shall be reimbursed by the City for their cost of defense upon assigning their claim for reimbursement to the City. The City, in its discretion, may pursue the assigned claim for reimbursement against the person who filed the complaint under this Ordinance.

30.12 Complainant Liability for Defense Cost.

Any person who files a complaint against a covered person under this Ordinance which is subsequently dismissed at any stage or not prosecuted shall be liable to the City in an action pursuant to Section 30.11 for payment of the cost of defense incurred by the covered person together with any cost or expenses including actual attorney fees incurred by the City in pursuing such an action.

30.13 Severability.

If any provision of this Ordinance is invalid or unconstitutional, or if the application of this Ordinance to any person or circumstances is invalid or unconstitutional, as finally determined by a court of record, 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.

30.14 Penalty.

In addition to any other action that may be taken against any covered person, any covered person who violates the Code of Ethics shall be subject upon conviction to a forfeiture of not more than One Thousand (\$1,000.00) Dollars plus the cost of prosecution for each violation, including attorney fees, expenses, costs of investigation and damages, and in the event of failure to make timely payment thereof shall be committed to the County Jail for a period not to exceed thirty (30) days.

Section Five: This Ordinance shall become effective upon passage and publication.

ATTEST: _____ City Clerk

APPROVED: _____ Mayor

Passed:

Published:

Drafted By:
JONATHAN A. MULLIGAN
Assistant City Attorney

ORDINANCE NO. _____

SPONSOR: ALDERPERSON DAVID F. BOGDALA
CO-SPONSOR: ALDERPERSON ANTHONY NUDO

**TO REPEAL AND RECREATE VARIOUS SECTIONS OF
CHAPTER 30 OF THE CODE OF GENERAL ORDINANCES
ENTITLED “CODE OF ETHICS”**

The Common Council of the City of Kenosha, Wisconsin, do ordain as follows:

Section One: Sections 30.06 A. through L. of the Code of General Ordinances for the City of Kenosha, Wisconsin, are hereby repealed.

Section Two: Sections 30.06 A. and B. of the Code of General Ordinances for the City of Kenosha, Wisconsin, are hereby created as follows:

30.06 STANDARDS FOR ETHICAL CONDUCT

A. Compliance with State Statutes. Covered personnel shall comply with the provisions of the following sections of the Wisconsin Statutes as they may be amended or renumbered from time to time which are hereby incorporated by reference and made a part of this Code of Ethics:

1. Section 19.01 – Oaths and Bonds
2. Section 19.21 – Custody and Delivery of Official Property and Records
3. Sections 19.31 through 19.39 – Public Records
4. Section 19.59 – Code of Ethics for Local Government Officials, Employees and Candidates
5. Section 19.81 through 19.89 – Open Meetings of Governmental Bodies
6. Section 946.12 – Misconduct in Public Office
7. Section 946.13 – Private Interest in Public Contract Prohibited

B. Failure to Comply. Failure of any covered person to comply with the provisions of the Wisconsin Statutes set forth in Section 30.06 A. above, shall constitute a breach of this code of Ethics subject to enforcement as provided in this Ordinance.

Section Three: Sections 30.08 through 30.13 of the Code of General Ordinances for the City of Kenosha, Wisconsin are hereby repealed.

Section Four: Sections 30.08 through 30.14 of the Code of General Ordinances for the City of Kenosha, Wisconsin, are hereby created as follows:

30.08 Complaints.

A. Filing of Complaints. Any person may file a complaint against any covered person alleging a violation of the Code of Ethics. The complaint shall be in writing and shall be verified. A separate written verified complaint shall be required for each named covered person. The complaint shall state with specificity the date of the alleged offense, the provision of the Code of Ethics alleged to have been violated, and the facts and circumstances upon which the allegations are based. Allegations shall be deemed to be made upon personal knowledge unless stated as being made upon information and belief.

B. Place of Filing. Written verified complaints against any covered person alleging a violation of the Code of Ethics shall be filed as follows:

1. In the case of a covered person who is a City elected official, the complaint shall be filed with the District Attorney for investigation and/or prosecution.

2. In the case of a covered person whose appointment to a City board, commission, authority, or committee specified in Chapter 1 of the Code of General Ordinances has been confirmed by the Common Council, the complaint shall be filed with the District Attorney for investigation and/or prosecution.

3. In the case of a covered person who is a City employee, the complaint shall be filed with the Civil Service Commission or the Board of Police and Fire Commissioners as may be appropriate for investigation and/or discipline up to and including discharge from employment.

30.09 Investigation and Determinations.

A. Complaints Filed with the District Attorney.

Complaints filed with the District Attorney pursuant to Section 30.08 shall be investigated and/or prosecuted at the discretion of the District Attorney. In the event the complaint filed with the District Attorney alleges violation of Section 19.59 (1) (a), (b) or (c) to (g), Wis. Stats., and the District Attorney fails to commence an action to enforce the foregoing sections within 20 days after receiving the verified complaint or if the District Attorney refuses to commence such an action, the person filing the complaint may petition the Attorney General to act upon the complaint. The Attorney General in his or her discretion may then bring an action under Section 19.59 (8) (a) or (b) Wis. Stats., or both.

B. Complaints Filed with the Civil Service Commission or Board of Police and Fire Commissioners.

Complaints filed with the Civil Service Commission or the Board of Police and Fire Commissioners pursuant to Section 30.08 shall be investigated and determined in accordance with the rules and regulations thereof.

30.10 Limitations.

No action may be taken by the Civil Service Commission or the Board of Police and Fire Commissioners on any complaint filed later than two (2) years after a violation of the Code of Ethics is alleged to have occurred. Any complaint, investigation or prosecution regarding violations of the Code of Ethics initiated prior to the effective date of this Ordinance and any proceedings arising therefrom shall proceed pursuant to the provisions of Chapter XXX in effect prior to the effective date of this Ordinance and shall be unaffected by the adoption of this Ordinance.

30.11 Reimbursement of Defense Cost

In the event a complaint filed against a covered person under this Ordinance is either dismissed at any stage or not prosecuted, the covered person shall be reimbursed by the City for their cost of defense upon assigning their claim for reimbursement to the City. The City, in its discretion, may pursue the assigned claim for reimbursement against the person who filed the complaint under this Ordinance.

30.12 Complainant Liability for Defense Cost.

Any person who files a complaint against a covered person under this Ordinance which is subsequently dismissed at any stage or not prosecuted shall be liable to the City in an action pursuant to Section 30.11 for payment of the cost of defense incurred by the covered person together with any cost or expenses including actual attorney fees incurred by the City in pursuing such an action.

30.13 Severability.

If any provision of this Ordinance is invalid or unconstitutional, or if the application of this Ordinance to any person or circumstances is invalid or unconstitutional, as finally determined by a court of record, 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.

30.14 Penalty.

In addition to any other action that may be taken against any covered person, any covered person who violates the Code of Ethics shall be subject upon conviction to a forfeiture of not more than One Thousand (\$1,000.00) Dollars plus the cost of prosecution for each violation, including attorney fees, expenses, costs of investigation and damages, and in the event of failure to make timely payment thereof shall be committed to the County Jail for a period not to exceed thirty (30) days.

Section Five: This Ordinance shall become effective upon passage and publication.

ATTEST: _____ City Clerk

APPROVED: _____ Mayor

Passed:

Published:

Drafted By:
JONATHAN A. MULLIGAN
Assistant City Attorney

DRAFT 09/26/11

Recommended changes by PSW on 10/10/11

SPONSOR: THE MAYOR

To repeal and recreate Section 1.05 K. as “Department of Community Development **and Inspections**”; to repeal Section 1.05 N. entitled “ Department of Neighborhood Services and Inspections”; to repeal and recreate Sections 1.15 B. and 1.15 C. entitled “Annexation Ordinances Preliminary Reports”; to repeal and recreate Paragraph 17.11 A.7 entitled “Enforcement”; to amend various sections of the Code of General Ordinances to reflect a change in name by substituting “Department of Community Development **and Inspections**” for the “Department of City Development” and the “Department of Neighborhood Services and Inspections” or similar terminology wherever those phrases appear; to amend various sections of the Code of General Ordinances to reflect a change in name by substituting “Director of Community Development **and Inspections**” for “City Planner” or similar terminology wherever that phrase may appear

The Common Council of the City of Kenosha, Wisconsin, do ordain as follows:

Section One: Section 1.05 K. of the Code of General Ordinances for the City of

Kenosha, Wisconsin, is hereby repealed and recreated as follows:

K. Department of City Community Development **and Inspections.**

~~1. The Department of City Development shall be under the general supervision of the Mayor and City Administrator and the Committee on Finance, and is charged with the duties of administering the City Community Development program and the City Plan Department. The Director of City Development shall serve as Secretary of the City Plan Commission, administer the City of Kenosha Housing Authority policies, supervise personnel assigned to the Housing Authority, administer the City of Kenosha economic development policies, and perform related work as required.~~

~~2. The administrative head of this department shall be known as the Director of City Development and shall hold said office under Civil Service. Any vacancy occurring in said office shall be filled through appointment by the Mayor, subject to the approval of the Common Council from an eligible list supplied according to the Ordinances and Rules of Civil Service.~~

1. The Department of Community Development **and Inspections** shall be under the general supervision of the Mayor and City Administrator and the Public Safety and Welfare Committee. The department is charged

with the duties of administering various programs and activities including, but not limited to, planning, zoning, Community Development Block Grant program, administers Home Investment Partnership Act (HOME) program, redevelopment, historic preservation programs, property maintenance, building inspection and Minimum Housing and Sign Code enforcement.

2. The Administrative Head of the Department of Community Development **and Inspections** shall be the Director, who shall hold his/her office under Civil Service. Any vacancy occurring in said office shall be filled through appointment by the Mayor, subject to confirmation by the Common Council in accordance with the Civil Service System Ordinance and Personnel Rules and Regulations. The Director of Community Development **and Inspections** shall serve as Secretary of the City Plan Commission and Redevelopment Authority of the City of Kenosha.

Section Two: Section 1.05 N. of the Code of General Ordinances for the City of Kenosha, Wisconsin, is hereby repealed.

N. Department of Neighborhood Services and Inspections.

~~1. The Department of Neighborhood Services and Inspections shall be under the general supervision of the Mayor and City Administrator and shall be charged with the development, implementation, and administration of the City's Inspection, Code Enforcement and Housing Programs.~~

~~2. The Administrative Head of the Department of Neighborhood Services and Inspections shall be the Director, who shall hold his/her office under Civil Service and any vacancy in his/her office shall be filled by appointment of the Mayor, subject to confirmation by the Common Council, from an eligibility list supplied by the Personnel Department in accordance with the Civil Service System Ordinance and Personnel Rules and Regulations.~~

Section Three: Sections 1.15 B. and 1.15 C. of the Code of General Ordinances for the City of Kenosha, Wisconsin, are hereby repealed and recreated as follows:

1.15 ANNEXATION ORDINANCES PRELIMINARY REPORTS

B. Report of City Attorney. Within three weeks after the filing of a petition for annexation of territory to the City, the City Attorney shall examine the petition, notices, reports of City Plan Commission, City

Engineer, and ~~Director of Planning in the Department of Resource Development~~ the State Department of Administration and give his written opinion to the Council as to whether there has been such compliance with the Wisconsin Statutes as to authorize the enactment of an Ordinance annexing the territory.

C. Report of City Engineer. Within three weeks after the filing of a petition for annexation of territory to the City, the City ~~Plan~~ Engineer shall report to Council, in writing, as to the cost and benefits, if any to the City based on reports made to him by the heads of departments who are in a position to estimate such costs and benefits

Section Four : Paragraph 17.11 A.7 of the Code of General Ordinances for the City of Kenosha, Wisconsin, is hereby repealed and recreated as follows:

7. Enforcement. Occupancy Permits may be withheld with respect to any parcel of property within an approved Subdivision Plat or Certified Survey Map until the Department of ~~City~~Community Development **and Inspections** certifies ~~to the Department of Neighborhood Services and Inspections~~ that the requirements of this Ordinance have been met. In the event any work specified in the Development Agreement is not completed in accordance with the Development Agreement and this Ordinance, the City and/or Kenosha Water Utility may do or cause said work to be done, and charge the cost thereof against any posted assurance or charge the benefited property through a special assessment where there is no applicable or insufficient assurance. Any guarantee or warranty shall remain in effect and be enforced to the full extent of the law.

Section Five: Chapters One; Two; Three; Four; Five; Eight; Nine; Ten; Eleven; Twelve; Thirteen; Fourteen; Fifteen; Sixteen; Seventeen; Twenty; Twenty-Two; Twenty-Seven; Twenty-Eight; Thirty-Two; Thirty-Three; Thirty-Four and Thirty-Five of the Code of General Ordinances for the City of Kenosha, Wisconsin, are amended by substituting therein the phrases “Department of Community Development **and Inspections**” for the “Department of City Development”, the “Department of Neighborhood Services and Inspections”, City Plan Division of the Department of City Development”, combinations and variations thereof, or similar terminology wherever those phrases appear.

Section Six: Chapters Two, Five and Seventeen of the Code of General Ordinances for the City of Kenosha, Wisconsin, are amended by substituting therein the phrase “Director of the Department

of Community Development **and Inspections**” for “City Planner” or similar terminology wherever those phrases appear.

Section Seven: This Ordinance shall become effective upon passage and publication.

ATTEST: _____ City Clerk

APPROVED: _____ Mayor

Passed:

Published:

Drafted By:
EDWARD R. ANTARAMIAN
City Attorney

ORDINANCE NO. _____

SPONSOR: THE MAYOR

To repeal and recreate Section 1.05 K. as “Department of Community Development and Inspections ”; to repeal Section 1.05 N. entitled “ Department of Neighborhood Services and Inspections”; to repeal and recreate Sections 1.15 B. and 1.15 C. entitled “Annexation Ordinances Preliminary Reports”; to repeal and recreate Paragraph 17.11 A.7 entitled “Enforcement”; to amend various sections of the Code of General Ordinances to reflect a change in name by substituting “Department of Community Development and Inspections” for the “Department of City Development” and the “Department of Neighborhood Services and Inspections” or similar terminology wherever those phrases appear; to amend various sections of the Code of General Ordinances to reflect a change in name by substituting “Director of Community Development and Inspections” for “City Planner” or similar terminology wherever that phrase may appear

The Common Council of the City of Kenosha, Wisconsin, do ordain as follows:

Section One: Section 1.05 K. of the Code of General Ordinances for the City of

Kenosha, Wisconsin, is hereby repealed and recreated as follows:

K. Department of Community Development and Inspections.

1. The Department of Community Development and Inspections shall be under the general supervision of the Mayor and City Administrator and the Public Safety and Welfare Committee. The department is charged with the duties of administering various programs and activities including, but not limited to, planning, zoning, Community Development Block Grant program, administers Home Investment Partnership Act (HOME) program, redevelopment, historic preservation programs, property maintenance, building inspection and Minimum Housing and Sign Code enforcement.

2. The Administrative Head of the Department of Community Development and Inspections shall be the Director, who shall hold his/her office under Civil Service. Any vacancy occurring in said office shall be filled through appointment by the Mayor, subject to confirmation by the Common Council in accordance with the Civil Service System Ordinance and Personnel Rules and Regulations. The Director of Community Development and Inspections shall serve as Secretary of the City Plan Commission and Redevelopment Authority of the City of Kenosha.

Section Two: Section 1.05 N. of the Code of General Ordinances for the City of Kenosha, Wisconsin, is hereby repealed.

Section Three: Sections 1.15 B. and 1.15 C. of the Code of General Ordinances for the City of Kenosha, Wisconsin, are hereby repealed and recreated as follows:

1.15 ANNEXATION ORDINANCES PRELIMINARY REPORTS

B. Report of City Attorney. Within three weeks after the filing of a petition for annexation of territory to the City, the City Attorney shall examine the petition, notices, reports of City Plan Commission, City Engineer, and the State Department of Administration and give his written opinion to the Council as to whether there has been such compliance with the Wisconsin Statutes as to authorize the enactment of an Ordinance annexing the territory.

C. Report of City Engineer. Within three weeks after the filing of a petition for annexation of territory to the City, the City Engineer shall report to Council, in writing, as to the cost and benefits, if any to the City based on reports made to him by the heads of departments who are in a position to estimate such costs and benefits

Section Four : Paragraph 17.11 A.7 of the Code of General Ordinances for the City of Kenosha, Wisconsin, is hereby repealed and recreated as follows:

7. Enforcement. Occupancy Permits may be withheld with respect to any parcel of property within an approved Subdivision Plat or Certified Survey Map until the Department of Community Development and Inspections certifies that the requirements of this Ordinance have been met. In the event any work specified in the Development Agreement is not completed in accordance with the Development Agreement and this Ordinance, the City and/or Kenosha Water Utility may do or cause said work to be done, and charge the cost thereof against any posted assurance or charge the benefited property through a special assessment where there is no applicable or insufficient assurance. Any guarantee or warranty shall remain in effect and be enforced to the full extent of the law.

Section Five: Chapters One; Two; Three; Four; Five; Eight; Nine; Ten; Eleven; Twelve; Thirteen; Fourteen; Fifteen; Sixteen; Seventeen; Twenty; Twenty-Two; Twenty-Seven; Twenty-Eight;

Thirty-Two; Thirty-Three; Thirty-Four and Thirty-Five of the Code of General Ordinances for the City of Kenosha, Wisconsin, are amended by substituting therein the phrases “Department of Community Development and Inspections” for the “Department of City Development”, the “Department of Neighborhood Services and Inspections”, City Plan Division of the Department of City Development”, combinations and variations thereof, or similar terminology wherever those phrases appear.

Section Six: Chapters Two, Five and Seventeen of the Code of General Ordinances for the City of Kenosha, Wisconsin, are amended by substituting therein the phrase “Director of the Department of Community Development and Inspections” for “City Planner” or similar terminology wherever those phrases appear.

Section Seven: This Ordinance shall become effective upon passage and publication.

ATTEST: _____ City Clerk

APPROVED: _____ Mayor

Passed:

Published:

Drafted By:
EDWARD R. ANTARAMIAN
City Attorney

RESOLUTION NO. _____

BY: THE MAYOR

**TO REORGANIZE CERTAIN OPERATIONS OF THE CITY OF
KENOSHA WITH RESPECT TO THE DEPARTMENTS OF CITY
DEVELOPMENT AND NEIGHBORHOOD SERVICES AND
INSPECTIONS AND TO SUBSEQUENTLY CREATE THE
DEPARTMENT OF COMMUNITY DEVELOPMENT AND
INSPECTIONS**

WHEREAS, for the purpose of operating the City on a cost effective and efficient basis, it is desirable to reorganize certain operations with respect to the Departments of City Development and Neighborhood Services and Inspections; and

WHEREAS, the consolidation of the aforementioned departments results in the creation of the Department of Community Development and Inspections.

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Kenosha, Wisconsin, that the following changes of operation of the City are adopted as provided and scheduled for implementation herein:

1. The Department of City Development and the position of Director of City Development shall be abolished upon s1.05 K. (1) and (2) of the Code of General Ordinances, entitled "Department of City Development," being repealed. A Copy of an Ordinance draft to that effect is attached hereto as Exhibit A and incorporated herein by reference.

2. The Department of Neighborhood Services and Inspections and the position of Director of Neighborhood Services and Inspections shall be abolished upon s1.05 N. (1) and (2) of the Code of General Ordinances, entitled "Department of Neighborhood Services and Inspections," being repealed. A Copy of an Ordinance draft to that effect is attached hereto as Exhibit A and incorporated herein by reference.

3. The Department of Community Development and Inspections and the position of Director of Community Development and Inspections is created under s1.05 K (1) and (2) upon the passage and publication of the Ordinance referenced in Exhibit A.

4. The Organization Chart and the Table of Organization for the Department of Community Development and Inspections shall be as set forth in Exhibits B and C, which are attached hereto and incorporated herein by reference.

5. The job description for the position of Director of Community Development and Inspections shall be as set forth in Exhibit F, which is attached hereto and incorporated herein by reference.

6. All positions/employees in the Departments of City Development and Neighborhood Services and Inspections shall be transferred to the Department of Community Development and Inspections upon s1.05 K (1) and (2) of the Code of General Ordinances being created. The position of Soil Erosion Inspector in the Department of Neighborhood Services and Inspections, shall be transferred to the Department of Public Works upon s1.05 of the Code of General Ordinances being created. Both actions are set forth in Exhibit C.

7. The incumbent of the position of Director of City Development shall be reclassified to the appropriate rate of pay and assume the duties of the position of Director of Community Development and Inspections as set forth in Exhibits D, E and F.

8. The Table of Organization for the City of Kenosha which is attached hereto as Exhibit C and is adopted as amended and incorporated herein by reference.

9. Personnel actions to be taken to implement those changes necessary for the consolidation of the Departments of City Development and Neighborhood Services and Inspections above are outlined in Exhibits C, D, and E which are attached hereto and incorporated herein by reference.

Adopted this ____ day of _____, 2011.

ATTEST: _____
Mike Higgins, City Clerk

APPROVED: _____
Keith G. Bosman, Mayor

ORDINANCE NO. _____

DRAFT 09/262/11

Recommended changes by PSW on 10/10/11

SPONSOR: THE MAYOR

To repeal and recreate Section 1.05 K. as “Department of Community Development and Inspections ”; to repeal Section 1.05 N. entitled “ Department of Neighborhood Services and Inspections”; to repeal and recreate Sections 1.15 B. and 1.15 C. entitled “Annexation Ordinances Preliminary Reports”; to repeal and recreate Paragraph 17.11 A.7 entitled “Enforcement”; to amend various sections of the Code of General Ordinances to reflect a change in name by substituting “Department of Community Development and Inspections” for the “Department of City Development” and the “Department of Neighborhood Services and Inspections” or similar terminology wherever those phrases appear; to amend various sections of the Code of General Ordinances to reflect a change in name by substituting “Director of Community Development and Inspections” for “City Planner” or similar terminology wherever that phrase may appear

The Common Council of the City of Kenosha, Wisconsin, do ordain as follows:

Section One: Section 1.05 K. of the Code of General Ordinances for the City of

Kenosha, Wisconsin, is hereby repealed and recreated as follows:

K. Department of City Community Development and Inspections.

~~1. The Department of City Development shall be under the general supervision of the Mayor and City Administrator and the Committee on Finance, and is charged with the duties of administering the City Community Development program and the City Plan Department. The Director of City Development shall serve as Secretary of the City Plan Commission, administer the City of Kenosha Housing Authority policies, supervise personnel assigned to the Housing Authority, administer the City of Kenosha economic development policies, and perform related work as required.~~

~~2. The administrative head of this department shall be known as the Director of City Development and shall hold said office under Civil Service. Any vacancy occurring in said office shall be filled through appointment by the Mayor, subject to the approval of the Common Council from an eligible list supplied according to the Ordinances and Rules of Civil Service.~~

1. The Department of Community Development and Inspections shall be under the general supervision of the Mayor and City Administrator and the Public Safety and Welfare Committee. The department is charged

with the duties of administering various programs and activities including, but not limited to, planning, zoning, Community Development Block Grant program, administers Home Investment Partnership Act (HOME) program, redevelopment, historic preservation programs, property maintenance, building inspection and Minimum Housing and Sign Code enforcement.

2. The Administrative Head of the Department of Community Development and Inspections shall be the Director, who shall hold his/her office under Civil Service. Any vacancy occurring in said office shall be filled through appointment by the Mayor, subject to confirmation by the Common Council in accordance with the Civil Service System Ordinance and Personnel Rules and Regulations. The Director of Community Development and Inspections shall serve as Secretary of the City Plan Commission and Redevelopment Authority of the City of Kenosha.

Section Two: Section 1.05 N. of the Code of General Ordinances for the City of Kenosha, Wisconsin, is hereby repealed.

~~N. Department of Neighborhood Services and Inspections.~~

~~1. The Department of Neighborhood Services and Inspections shall be under the general supervision of the Mayor and City Administrator and shall be charged with the development, implementation, and administration of the City's Inspection, Code Enforcement and Housing Programs.~~

~~2. The Administrative Head of the Department of Neighborhood Services and Inspections shall be the Director, who shall hold his/her office under Civil Service and any vacancy in his/her office shall be filled by appointment of the Mayor, subject to confirmation by the Common Council, from an eligibility list supplied by the Personnel Department in accordance with the Civil Service System Ordinance and Personnel Rules and Regulations.~~

Section Three: Sections 1.15 B. and 1.15 C. of the Code of General Ordinances for the City of Kenosha, Wisconsin, are hereby repealed and recreated as follows:

1.15 ANNEXATION ORDINANCES PRELIMINARY REPORTS

B. Report of City Attorney. Within three weeks after the filing of a petition for annexation of territory to the City, the City Attorney shall examine the petition, notices, reports of City Plan Commission, City

Engineer, and ~~Director of Planning in the Department of Resource Development~~ the State Department of Administration and give his written opinion to the Council as to whether there has been such compliance with the Wisconsin Statutes as to authorize the enactment of an Ordinance annexing the territory.

C. Report of City Engineer. Within three weeks after the filing of a petition for annexation of territory to the City, the City ~~Plan~~ Engineer shall report to Council, in writing, as to the cost and benefits, if any to the City based on reports made to him by the heads of departments who are in a position to estimate such costs and benefits

Section Four : Paragraph 17.11 A.7 of the Code of General Ordinances for the City of Kenosha, Wisconsin, is hereby repealed and recreated as follows:

7. Enforcement. Occupancy Permits may be withheld with respect to any parcel of property within an approved Subdivision Plat or Certified Survey Map until the Department of ~~City~~Community Development and ~~Inspections certifies to the Department of Neighborhood Services and Inspections~~ that the requirements of this Ordinance have been met. In the event any work specified in the Development Agreement is not completed in accordance with the Development Agreement and this Ordinance, the City and/or Kenosha Water Utility may do or cause said work to be done, and charge the cost thereof against any posted assurance or charge the benefited property through a special assessment where there is no applicable or insufficient assurance. Any guarantee or warranty shall remain in effect and be enforced to the full extent of the law.

Section Five: Chapters One; Two; Three; Four; Five; Eight; Nine; Ten; Eleven; Twelve; Thirteen; Fourteen; Fifteen; Sixteen; Seventeen; Twenty; Twenty-Two; Twenty-Seven; Twenty-Eight; Thirty-Two; Thirty-Three; Thirty-Four and Thirty-Five of the Code of General Ordinances for the City of Kenosha, Wisconsin, are amended by substituting therein the phrases “Department of Community Development and Inspections” for the “Department of City Development”, the “Department of Neighborhood Services and Inspections”, City Plan Division of the Department of City Development”, combinations and variations thereof, or similar terminology wherever those phrases appear.

Section Six: Chapters Two, Five and Seventeen of the Code of General Ordinances for the City of Kenosha, Wisconsin, are amended by substituting therein the phrase “Director of the Department

of Community Development and Inspections” for “City Planner” or similar terminology wherever those phrases appear.

Section Seven: This Ordinance shall become effective upon passage and publication.

ATTEST: _____ City Clerk

APPROVED: _____ Mayor

Passed:

Published:

Drafted By:
EDWARD R. ANTARAMIAN
City Attorney

ORDINANCE NO. _____

SPONSOR: THE MAYOR

To repeal and recreate Section 1.05 K. as “Department of Community Development and Inspections”; to repeal Section 1.05 N. entitled “ Department of Neighborhood Services and Inspections”; to repeal and recreate Sections 1.15 B. and 1.15 C. entitled “Annexation Ordinances Preliminary Reports”; to repeal and recreate Paragraph 17.11 A.7 entitled “Enforcement”; to amend various sections of the Code of General Ordinances to reflect a change in name by substituting “Department of Community Development and Inspections” for the “Department of City Development” and the “Department of Neighborhood Services and Inspections” or similar terminology wherever those phrases appear; to amend various sections of the Code of General Ordinances to reflect a change in name by substituting “Director of Community Development and Inspections” for “City Planner” or similar terminology wherever that phrase may appear

The Common Council of the City of Kenosha, Wisconsin, do ordain as follows:

Section One: Section 1.05 K. of the Code of General Ordinances for the City of

Kenosha, Wisconsin, is hereby repealed and recreated as follows:

K. Department of Community Development and Inspections.

1. The Department of Community Development and Inspections shall be under the general supervision of the Mayor and City Administrator and the Public Safety and Welfare Committee. The department is charged with the duties of administering various programs and activities including, but not limited to, planning, zoning, Community Development Block Grant program, administers Home Investment Partnership Act (HOME) program, redevelopment, historic preservation programs, property maintenance, building inspection and Minimum Housing and Sign Code enforcement.

2. The Administrative Head of the Department of Community Development and Inspections shall be the Director, who shall hold his/her office under Civil Service. Any vacancy occurring in said office shall be filled through appointment by the Mayor, subject to confirmation by the Common Council in accordance with the Civil Service System Ordinance and Personnel Rules and Regulations. The Director of Community Development and Inspections shall serve as Secretary of the City Plan Commission and Redevelopment Authority of the City of Kenosha.

Section Two: Section 1.05 N. of the Code of General Ordinances for the City of Kenosha, Wisconsin, is hereby repealed.

Section Three: Sections 1.15 B. and 1.15 C. of the Code of General Ordinances for the City of Kenosha, Wisconsin, are hereby repealed and recreated as follows:

1.15 ANNEXATION ORDINANCES PRELIMINARY REPORTS

B. Report of City Attorney. Within three weeks after the filing of a petition for annexation of territory to the City, the City Attorney shall examine the petition, notices, reports of City Plan Commission, City Engineer, and the State Department of Administration and give his written opinion to the Council as to whether there has been such compliance with the Wisconsin Statutes as to authorize the enactment of an Ordinance annexing the territory.

C. Report of City Engineer. Within three weeks after the filing of a petition for annexation of territory to the City, the City Engineer shall report to Council, in writing, as to the cost and benefits, if any to the City based on reports made to him by the heads of departments who are in a position to estimate such costs and benefits

Section Four : Paragraph 17.11 A.7 of the Code of General Ordinances for the City of Kenosha, Wisconsin, is hereby repealed and recreated as follows:

7. Enforcement. Occupancy Permits may be withheld with respect to any parcel of property within an approved Subdivision Plat or Certified Survey Map until the Department of Community Development and Inspections certifies that the requirements of this Ordinance have been met. In the event any work specified in the Development Agreement is not completed in accordance with the Development Agreement and this Ordinance, the City and/or Kenosha Water Utility may do or cause said work to be done, and charge the cost thereof against any posted assurance or charge the benefited property through a special assessment where there is no applicable or insufficient assurance. Any guarantee or warranty shall remain in effect and be enforced to the full extent of the law.

Section Five: Chapters One; Two; Three; Four; Five; Eight; Nine; Ten; Eleven; Twelve; Thirteen; Fourteen; Fifteen; Sixteen; Seventeen; Twenty; Twenty-Two; Twenty-Seven; Twenty-Eight;

Thirty-Two; Thirty-Three; Thirty-Four and Thirty-Five of the Code of General Ordinances for the City of Kenosha, Wisconsin, are amended by substituting therein the phrases "Department of Community Development and Inspections" for the "Department of City Development", the "Department of Neighborhood Services and Inspections", City Plan Division of the Department of City Development", combinations and variations thereof, or similar terminology wherever those phrases appear.

Section Six: Chapters Two, Five and Seventeen of the Code of General Ordinances for the City of Kenosha, Wisconsin, are amended by substituting therein the phrase "Director of the Department of Community Development and Inspections" for "City Planner" or similar terminology wherever those phrases appear.

Section Seven: This Ordinance shall become effective upon passage and publication.

ATTEST: _____ City Clerk

APPROVED: _____ Mayor

Passed:

Published:

Drafted By:
EDWARD R. ANTARAMIAN
City Attorney

EXHIBIT B

DEPARTMENT OF COMMUNITY DEVELOPMENT & INSPECTIONS

2011	
Full-time	20
Part-time	2
Seasonal	1

DIRECTOR OF COMMUNITY DEVELOPMENT & INPECTIONS *
Jeffrey Labahn

**SUPERINTENDENT OF PLANNING,
ZONING & DEVELOPMENT ***
Richard Schroeder

**SUPERINTENDENT OF BUILDING INSPECTION
AND PROPERTY MAINTENANCE ***
Richard Hillesland

PLANNING & ZONING (3)
PLANNER I/II (1)
Brian Reining
PLANNING TECHNICIAN (1)
Michael Callovi
ZONING COORDINATOR (1)
Paula Blise

COMMUNITY DEVELOPMENT (3)
C.D. SPECIALIST III (3)
Anthony Geliche (CDBG)
Zohrab Khaligian (REDEVELOPMENT)
Michael Maki ** (HOME)

CLERICAL SUPPORT (2)
SECRETARY III
Kay Schueffner
CLERK TYPIST I - PT (1)
Vacant

**PROPERTY/MAINTENANCE
& INSPECTIONS (4)**
HOUSING INSPECTOR I/II
Martha Swartz
Louis Chiapetta
Mark Sanchez
John Dumke

**GRASS & WEEDS
INSPECTOR (1)**
Seasonal

**BUILDING INSPECTION
COORDINATION (4)**
SENIOR BUILDING INSPECTOR (1)
Vacant
SENIOR ELECTRICAL INSPECTOR (1)
Richard Baumann
PLUMBING INSPECTOR II (1)
Kevin Mikolas
C.D. SPECIALIST III (1)
Brian Wilke

CLERICAL SUPPORT (3)
SECRETARY II (1)
Susan Zampanti
CLERK TYPIST II (1)
Gail Rohde
CLERK TYPIST I - PT (1)
JoLin Schmitz

* NOTE: New and/or revised job title/descriptions for reclassifications.
** Reclassification from Planner II.

Finance Agenda #5

November 7, 2011 Page 46

EXHIBIT C

Table of Organization

Change the Table of Organization in the Departments of City Development, Neighborhood Services and Inspections, and Public Works to accept the following:

- (a) Eliminate the following positions from the Department of City Development: Director of City Development (funded and presently filled for 2011), Planner I/II (unfunded for 2011) and Community Development Specialist III (funded and presently vacant for 2011);
- (b) Eliminate the following positions from the Department of Neighborhood Services and Inspections: Director of Neighborhood Services and Inspections (funded and presently vacant for 2011); Supervisor of Building Inspection (funded and presently vacant for 2011); Supervisor of Property Maintenance (funded and presently vacant for 2011); Clerical Supervisor (funded and presently vacant for 2011); Senior Electrical Inspector (unfunded for 2011); and Senior Building Inspector (unfunded for 2011);
- (c) Transfer the existing position of Soil Erosion Inspector from Neighborhood Services and Inspections to the Department of Public Works;
- (d) Eliminate the Departments of City Development and Neighborhood Services and Inspections and create a consolidated Department of Community Development and Inspections; and
- (e) Create the positions of Director of Community Development and Inspections (see Exhibit F); Superintendent of Planning, Zoning & Development (see Exhibit G); and Superintendent of Building Inspection and Property Maintenance (see Exhibit H).

EXHIBIT D

Compensation Plan

Change the 2011 City compensation plan to codify changes as proposed in Exhibit A of this resolution for managerial, supervisory, professional and confidential employees as follows:

- (a) Create the salary pay range for the Director of Community Development and Inspections as \$6,957 – \$8,696 (derived from the average department head salary of those surveyed Wisconsin municipalities with combined planning and building inspection functions);
- (b) Create the salary pay range for the Superintendent of Planning, Zoning & Development as \$5,420 - \$6,640 (equivalent to salary pay range of Public Works division superintendents); and
- (c) Create the salary pay range for the Superintendent of Building Inspection and Property Maintenance as \$5,420 - \$6,640 (equivalent to salary pay range of Public Works division superintendents).

EXHIBIT E

Reclassifications

Subsequent to the changes as proposed in Exhibits A and B of this resolution, the following individuals are recommended for reclassification resulting from their expanded roles within the Department of Community Development and Inspections:

- Reclassification of Jeff Labahn to the position of Director of Community Development and Inspections. The recommendation having arisen from the expanded duties and responsibilities of managing the newly consolidated Department of Community Development and Inspections. *(Mr. Labahn will be placed at a salary level in accordance with Civil Service Rules).*
- Reclassification of Rich Schroeder to the position of Superintendent of Planning, Zoning & Development. The recommendation having arisen from the expanded duties and responsibilities of managing the newly consolidated Department of Community Development and Inspections. *(Mr. Schroeder will be placed at a salary level in accordance with Civil Service Rules).*
- Reclassification of Rick Hillesland to the position of Superintendent of Building Inspection and Property Maintenance. The recommendation having arisen from the expanded duties and responsibilities of managing the newly consolidated Department of Community Development and Inspections. *(Mr. Hillesland will be placed at a salary level in accordance with Civil Service Rules).*
- Reclassification of Mike Maki from the position of Planner I/II to Community Development Specialist III. The recommendation having arisen from the assumed duties of administering the HOME Program (formerly performed by Mark McCarthy, CD Specialist III) as well as continuing the oversight of historic preservation. *(Mr. Maki will be placed at a salary level in accordance with Civil Service Rules).*

Exhibit F

DIRECTOR OF COMMUNITY DEVELOPMENT and INSPECTIONS

DEPARTMENT: **Community Development and Inspections**

GENERAL OVERVIEW OF POSITION

This position is responsible for the administration, leadership and management of all Department of Community Development and Inspections personnel, programs and activities. The general areas of responsibility include, but are not limited to the following: comprehensive planning, current planning, zoning, mapping, historic preservation, redevelopment, housing construction and rehabilitation, Community Development Block Grant and HOME programs, Capital Improvement Programming, property maintenance, building inspection and code enforcement. The Director works under the administrative direction of the City Administrator and Mayor within the the described areas of responsibility to promote and improve the health, safety and general welfare of the residents and property owners throughout the City of Kenosha.

EXAMPLES OF ESSENTIAL FUNCTIONS: (illustrative only)

The Director is responsible to administer a department having a diverse staff with a wide range of program directives and activities. Therefore, the essential duties and responsibilities reflect the priorities of this position in the specific areas of administration, leadership, management and communication as follows:

- Develop, maintain and evaluate departmental goals and objectives pertaining to all program and activity areas of the department.
- Develop, maintain and evaluate departmental policies to effectively, efficiently and consistently implement the departmental goals and objectives.
- Prepare, assess and implement the Comprehensive Plan including neighborhood plans, master plans, redevelopment plans and various other strategic plans which direct the physical, social and economic development of the City of Kenosha.
- Prepare, analyze and administer the operating budget for the department as well as the preparation of the five-year Capital Improvement Plan for the City.
- Support and provide appropriate staff resources for the City Plan Commission, Redevelopment Authority of the City of Kenosha, Community Development Block Grant Committee, HOME Commission, Historic Preservation Commission, City Industrial Park and Business Park of Kenosha Committees, Board of Zoning Appeals and Board of Housing Appeals.
- Promote staff development through a systematic approach to training, mentoring and continuous learning programs to achieve desirable customer service on both an internal and external basis.
- Act as the primary liaison and representative of the department with the Common Council, Council Standing Committees, City Department Heads and public or private groups.
- Oversee State and Federal programs for which the department has primary responsibility including, but not limited to, Community Development Block Grant Program and HOME Program.
- Act as the personnel manager with regard to hiring, discharge, discipline, assignment and evaluation of all departmental employees.

- Interpret the Code of General Ordinances and Zoning Ordinance as it pertains to departmental programs and activities.

(NOTE: The duties listed above are intended as illustrations of the various types of work performed by persons in positions covered by this classification specification. This list is not all inclusive. The omission of a particular job duty does not mean that the duty is not one of the essential functions of the position. Management reserves the right to assign employees in this classification to duties not listed above, if the duties are fairly within the scope of responsibilities applicable to the level of work performed by employees in positions covered by this classification specification. This classification specification does not create an employment contract between the City and the employee and is subject to change by the City as the needs of the City and the department change over time.)

REQUIREMENTS

Training and Experience:

- Bachelor's degree in planning, public administration, engineering or related field from an accredited college or university.
Ten (10) years of progressively responsible experience, of which five (5) years are supervisory.
A combination of education and experience that provides equivalent knowledge, skills and abilities.

Knowledge, Abilities and Skills:

- Knowledge of the principles and practices of planning, zoning, development, redevelopment, housing, construction and maintenance; familiarity with land economics, urban design, municipal finance and other related subjects as applied to community development.
- Knowledge of the laws, ordinances and codes relating to land use and development regulations.
- Knowledge of administrative methods, principles and practices, including management budgetary development and administration and personnel management and administration.
- Ability to plan, direct and organize a comprehensive community development program.
- Ability to handle complaints and enforce compliance with applicable regulations.
- Ability to motivate, manage and supervise employees with varying levels of education and work experience.
- Ability to communicate effectively, orally and in writing and to prepare concise, accurate reports and written recommendations for changes, revisions, additions, deletions, or amendments to codes, ordinances, environmental and similar activities.
- Ability to maintain effective working relationships with officials, other departments, public agencies and the general public.
- Skill in the use of basic office equipment, personal computers and Geographic Information Systems.
- Ability to handle reasonably necessary stress.

Physical Requirements:

- Task is essentially sedentary, with occasional walking, bending, light lifting or other restricted physical activities including driving and physical field observations.

Environmental Requirements:

- Task is regularly performed without exposure to adverse environmental conditions.

Sensory Requirements:

- Task requires color perception and discrimination.
- Task requires visual perception and discrimination.
- Task requires oral and written communications ability.

Other Requirements:

- Possession of a valid driver's license and a good driving record.
- May be required to provide vehicle for use on the job.

FLSA Status: EXEMPT

Exhibit G

SUPERINTENDENT OF PLANNING, ZONING AND DEVELOPMENT

DEPARTMENT: Community Development and Inspections

GENERAL OVERVIEW OF POSITION

This position is responsible for the supervision of the personnel, programs and activities of the planning, zoning and community development aspects of the department. The specific areas of responsibility include, but are not limited to, the following: comprehensive planning, current planning, zoning, mapping, development, redevelopment, historic preservation, tax incremental financing, budgeting, Community Development Block Grant program, HOME program, housing construction and rehabilitation. The superintendent works under the administrative direction of the Director of Community Development and Inspections.

EXAMPLES OF ESSENTIAL FUNCTIONS (*illustrative only*)

The Superintendent is responsible to lead and manage a staff of professional, technical and clerical employees in the work areas of planning, zoning and community development. The essential duties and responsibilities are as follows:

- Manage the comprehensive planning program for the City of Kenosha which includes the Land Use Plan, neighborhood plans, downtown plan, and various other master plans.
- Coordinate the administration of the Zoning Ordinance including revisions to the zoning map and zoning text.
- Oversee the mapping, cartographic and geographic information systems program in support of department projects and activities.
- Provide direct support to the City Plan Commission as it pertains to agendas, staff reports, meetings and training.
- Facilitate the tracking of all departmental agenda items for Common Council and Standing Committee meetings.
- Coordinate quarterly meetings with Wisconsin Department of Transportation as primary liaison between City and State regarding both private developments and public improvement projects.
- Administer the Wetland, Floodplain and Shoreland programs in compliance with the Wisconsin Department of Natural Resources and Federal Emergency Management Agency standards.
- Prepare ordinances involving the Code of General Ordinance and Zoning Ordinance in regard to planning, platting, zoning, land use or other development issues.
- Assist Director in regard to departmental budget, operational and personnel issues.
- Manage staff assignments, evaluations, training and discipline issues.
- Coordinate planning, zoning and land use issue with other city departments, County, State and/or Federal agencies.
- Oversee the Historic Preservation Program and provide staff and resources to the Historic Preservation Commission.
- Provide policy guidance and administrative oversight to the Community Development Block Grant Program and CDBG Commission.
- Provide policy guidance and administrative oversight to the HOME program and HOME Commission
- Provide policy guidance and administrative oversight to the redevelopment program and the Redevelopment Authority of the City of Kenosha.

(NOTE: The duties listed above are intended as illustrations of the various types of work performed by persons in positions covered by this classification specification. This list is not all inclusive. The omission of a particular job duty does not mean that the duty is not one of the essential functions of the position. Management reserves the right to assign employees in this classification to duties not listed above, if the duties are fairly within the scope of responsibilities applicable to the level of work performed by employees in positions covered by this classification specification. This classification specification does not create an employment contract between the City and the employee and is subject to change by the City the needs of the City and the department change over time)

REQUIREMENTS

Training and Experience :

- Bachelor's degree in planning or related field from an accredited college or university with five (5) years of progressively responsible experience, of which two (2) years are supervisory; or a combination of education and experience that provides equivalent knowledge, skills and abilities. American Institute of Certified Planners (AICP) is desirable.

Knowledge, Skills and Abilities:

- Knowledge of the principles and practices of planning, zoning and community development; familiarity with land economics, urban design, municipal finance and other related subjects as applied to community development.
- Knowledge of the laws, ordinances, and codes relating to land use, zoning and development regulations.
- Knowledge of administrative methods, principles and practices, including management, budgetary development and administration and personnel management and administration.
- Ability to plan, direct, and organize a planning, zoning and community development program.
- Ability to handle complaints and enforce compliance with applicable regulations.
- Ability to motivate, manage, and supervise employees with varying levels of education and work experience.
- Ability to communicate effectively, orally and in writing and to prepare concise accurate reports and written recommendations for changes, revisions, additions, deletions, or amendments to codes, ordinances, environmental and similar activities.
- Ability to maintain effective working relationships with officials, other departments, public agencies, and the general public.
- Skill in the use of basic office equipment, personal computers and Geographic Information Systems.
- Ability to handle reasonably necessary stress.

Physical Requirements:

- Task is essentially sedentary, with occasional walking, bending, light lifting, or other restricted physical activities including driving and physical field observations.

Environmental Requirements:

- Task is regularly performed without exposure to adverse environmental conditions.

Sensory Requirements:

- Task requires color perception and discrimination.
- Task requires visual perception and discrimination.
- Task requires oral and written communications ability.

Other Requirements:

- Possession of a valid driver's license and good driving record.
- May be required to provide a personal vehicle for use on the job.

FLSA Status: Exempt

Exhibit H

SUPERINTENDENT OF BUILDING INSPECTION and PROPERTY MAINTENANCE

DEPARTMENT: Community Development and Inspections

GENERAL OVERVIEW OF POSITION

This position is responsible for the supervision of the personnel, programs and activities of the building inspection and property maintenance aspects of the department. The specific areas of responsibility include, but are not limited to, the following: building inspection, plan review, permit review and issuance, property maintenance inspection, and seasonal weed and grass inspection. The superintendent works under the administrative direction of the Director of Community Development and Inspections.

EXAMPLES OF ESSENTIAL FUNCTIONS (*illustrative only*)

The Superintendent is responsible to lead and manage a staff of professional, technical and clerical employees in the work areas of building inspection and property maintenance. The essential duties and responsibilities are as follows:

- Manage the building inspection staff who make on-site inspections of new and existing projects consisting of, but not limited to structural, quality of materials, workmanship, proper permits and certifications.
- Oversees the plan reviews required in conjunction with building and other permit applications.
- Performs building inspections and plan reviews as needed in several trade specialties such as plumbing, electrical, mechanical, structural and finish.
- Resolves homeowner and contractor inquiries, complaints, violations and disputes; participates and responds to requests from other departments.
- Meets with architects, engineers, owners, builders and contractors to provide technical advice on City building standards and related permitting needs and procedures; develops new codes and ordinances.
- Attends meetings, conferences and seminars, makes presentations.
- Facilitates the City wide conditional use permit/site plan review and approval process as it pertains to building projects.
- Coordinates the housing inspection and code enforcement activities associated with the maintenance of existing occupied or vacant buildings and properties.
- Oversees the preparation of property maintenance inspectors reports and the subsequent activities pertaining to corrective action and compliance.
- Performs property inspections and code enforcement duties as needed.
- Reviews the establishment of re-inspection fees and special assessments.
- Conducts outreach to community groups, including landlords and other special interest groups.
- Assists Director in regard to departmental budget, operational and personnel issues.
- Manage staff assignments, evaluations, training and discipline issues.
- Provide policy guidance and administrative oversight to the building inspection and property maintenance programs.

(NOTE: The duties listed above are intended as illustrations of the various types of work performed by persons in positions covered by this classification specification. This list is not all inclusive. The omission of a particular job duty does not mean that the duty is not one of the essential functions of the position. Management reserves the right to assign employees in this classification to duties not listed above, if the duties are fairly within the scope of responsibilities applicable to the level of work performed by employees in positions covered by this classification specification. This classification specification does not create an employment contract between the City and the employee and is subject to change by the City the needs of the City and the department change over time)

REQUIREMENTS

Required Training and Experience :

- Bachelor's degree in architecture, engineering or related field from an accredited college or university with five (5) years of construction and building inspection experience, of which two (2) years are supervisory or a combination of education and experience that provides equivalent knowledge, skills and abilities is desirable.
Certified in multiple UDC certifications, of which Commercial Building Inspector and Commercial Building Inspector is highly desirable.

Required Knowledge, Skills and Abilities:

- Knowledge of modern practices and methods employed in building and related construction trades.
- Knowledge of modern supervisory practices and the ability to effectively utilize same.
- Knowledge of City and State Laws, regulations, codes and ordinances governing building standards, zoning and housing and certification and licensing of contractors.
- Ability to plan, organize, assign and direct to work of subordinates.
- Ability to verify and enforce violations cited by those in the field.
- Ability to prepare complex reports.
- Ability to consult with contractors, building owners, and the general public.
- Ability to issue violation and/or stop work orders when necessary and file reports on violations.
- Ability to read, understand and interpret plans, drawings, blueprints, specifications and related construction documents, and identify them to construction in progress.
- Ability to communicate effectively, both verbally and in writing.
- Ability to establish and maintain an effective working relationship with the general public, superiors, subordinates, and fellow employees.
- Knowledge of City code enforcement and municipal court procedures.
- Ability to consult with and enlist the cooperation of building owners, tenants, contractors, and the public.
- Skill in enforcing conformity with firmness, tact and impartiality.
- Ability to handle reasonably necessary stress.

Physical Requirements:

- Task involves frequent walking; standing; some lifting and carrying objects of moderate weighted (12-20 pounds); and/or the operation of vehicles, office, shop keyboard, or hand tools in which manipulative skills and hand-eye coordination are important ingredients of safe and/or productive operations. At times may require sustained, performance of heavier physical tasks such as walking over rough or uneven surfaces, bending, stooping and working in confined spaces.

Environmental Requirements:

- Task may require frequent exposure to adverse environmental conditions, such as: rodent/insect infestation, trip hazards and deteriorated structures.

Sensory Requirements:

- Task requires color perception and discrimination.
- Task requires sound perception and discrimination.
- Task requires depth perception and discrimination.
- Task requires texture perception and discrimination.
- Task requires visual perception and discrimination.
- Task requires oral and written communications ability.

Other Requirements:

- Possession of a valid driver's license and good driving record.
- May be required to provide a personal vehicle for use on the job.

FLSA Status: Exempt

To the Honorable Mayor and Common Council:

November 2, 2011

Your Committee on Board of Water Commissioners

To whom was referred:

To place special assessments against benefited parcels of property on the 2011 Real Estate Tax Roll for the construction of water/sewer mains, connection/ lateral assessments, delinquent water, sewerage and household hazardous waste bills, etc., in the amount of \$1,831,712.00.

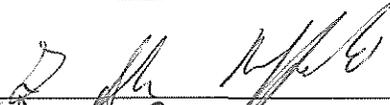
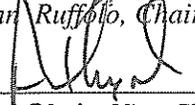
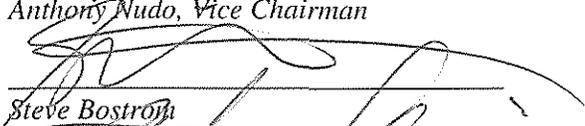
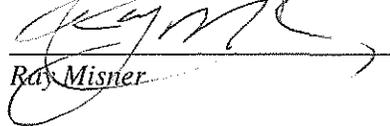
Delinquent Water and Sewerage Bills, Fireline Charges, and Household Hazardous Waste Bills	\$1,808,396.00
Water/Sewer Main and Connection/Lateral Assessments	<u>\$23,316.00</u>
	\$1,831,712.00

MOTION: Juliana
 SECOND: Michalski

Respectfully report and recommend - TO APPROVE

Commissioners

Circle One

 _____ G. John Ruffolo, Chairman	<input checked="" type="radio"/> Aye <input type="radio"/> No
 _____ Anthony Nudo, Vice Chairman	<input checked="" type="radio"/> Aye <input type="radio"/> No
 _____ Steve Bostron	<input checked="" type="radio"/> Aye <input type="radio"/> No
 _____ Patrick Juliana	<input checked="" type="radio"/> Aye <input type="radio"/> No
 _____ Jan Michalski	<input checked="" type="radio"/> Aye <input type="radio"/> No
 _____ Ray Misner	<input checked="" type="radio"/> Aye <input type="radio"/> No

RESOLUTION _____

By: BOARD OF WATER COMMISSIONERS

TO PLACE SPECIAL ASSESSMENTS AGAINST BENEFITED PARCELS OF PROPERTY ON THE 2011 REAL ESTATE TAX ROLL FOR THE CONSTRUCTION OF WATER/SEWER MAINS, CONNECTION/ LATERAL ASSESSMENTS, DELINQUENT WATER, SEWERAGE AND HOUSEHOLD HAZARDOUS WASTE BILLS, ETC., IN THE AMOUNT OF \$1,831,712.00

BE IT RESOLVED that the attached assessments (construction of water/sewer mains, connection/lateral, and delinquent water, sewerage and household hazardous waste bills, etc.) in the amount of one million eight hundred thirty-one thousand seven hundred twelve and no/100 dollars (\$1,831,712.00) be levied against benefited parcels of property as shown by the report of the General Manager of the Kenosha Water Utility and filed in the office of the City Clerk of the City of Kenosha for the year 2011 as follows:

Delinquent Water and Sewerage Bills, Fireline Charges, and Household Hazardous Waste Bills	\$1,808,396.00
Water/Sewer Main and Connection/Lateral Assessments	<u>\$23,316.00</u>
	\$1,831,712.00

Adopted this ____ day of November, 2011.

Approved: _____
Keith G. Bosman, Mayor

Attest: _____
Michael K. Higgins, City Clerk - Treasurer

DEPARTMENT OF CITY DEVELOPMENT
625 - 52ND STREET - ROOM 308
KENOSHA, WISCONSIN 53140
(262) 653-4030
FAX (262) 653-4045
www.kenosha.org



CITY PLAN
REAL ESTATE
HISTORIC PRESERVATION
COMMUNITY DEVELOPMENT BLOCK GRANT
REDEVELOPMENT

JEFFREY B. LABAHN
Director of City Development

MEMO

TO: Mayor Keith Bosman
Members of the Common Council
Members of the Finance Committee

FROM: Anthony Geliche, Community Development Specialist *AG*

RE: **Resolution to approve the 2012 Consolidated Plan - Annual Plan for the Community Development Block Grant/HOME Program**

DATE: November 1, 2011

Attached is the *Resolution to approve the Consolidated Plan - Annual Plan for the CDBG and HOME Programs for 2012*.

The CDBG Committee recommendations were approved by the City Plan Commission at their October 20, 2011 meeting.

The HOME Program Description was recommended for approval by the HOME Commission at their September 22, 2011 meeting.

Minutes from the CDBG Committee meetings and HOME Commission meeting are attached for your reference.

Please contact me at 653.4039 if you have any questions regarding the CDBG Program or contact Mike Maki at 653.4038 regarding the HOME Program.

TG:kas
Attachment

City Plan Division 625 52 nd Street Kenosha, WI 53140 262.653.4030	Kenosha City Plan Commission FACT SHEET	October 20, 2011	Item {
By the Finance Committee - Resolution to approve the 2012 Consolidated Plan - Annual Plan for the Community Development Block Grant/HOME Program. PUBLIC HEARING			

LOCATION/SURROUNDINGS:

City - Wide

NOTIFICATIONS/PROCEDURES:

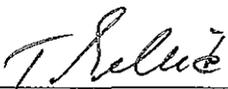
The CDBG portion of the Consolidated Plan - Annual Plan has also been referred to the Finance Committee with final approval by the Common Council. The HOME Program portion will only go the Finance Committee before final approval by the Common Council.

ANALYSIS:

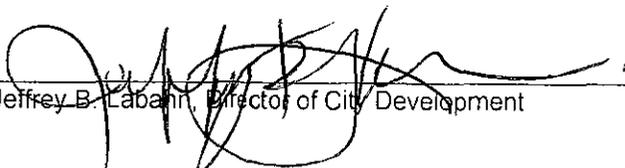
- The Community Development Block Grant Program (CDBG) is a City-Wide program whose primary purpose is to aid in the elimination of slums/blight and to benefit low/moderate income persons.
- The CDBG Committee held interviews on August 22, 2011 and August 23, 2011. The Committee held the Allocation meeting and made recommendations on September 14, 2011. A copy of the minutes are included for your reference.
- The activities recommended by the CDBG Committee comply with the requirements of the CDBG Program in that they eliminate blight and benefit low/moderate income persons.

RECOMMENDATION:

A recommendation is made to approve the CDBG Committee recommendation for the 2012 CDBG Program.



Anthony Geliche, Development Specialist



Jeffrey B. Labahn, Director of City Development

/u2/acct/cp/ckays/CPC/2011/Oct20/fact-consol plan.odt

RESOLUTION NO. _____

BY: FINANCE COMMITTEE

RESOLUTION TO APPROVE THE 2012 CONSOLIDATED PLAN - ANNUAL PLAN

WHEREAS, the City of Kenosha receives CDBG funds under the Housing and Community Development Act of 1974, as amended; and HOME funds under the HOME Investment Partnership Program of 1991 as amended; and

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) requires the City to develop a document designed as its Consolidated Plan; and

WHEREAS, for the purpose of the CDBG Program, public hearings were held before the CDBG Committee on June 28, 2011; August 22, 2011 and August 23, 2011; the City Plan Commission on July 7, 2011 and October 20, 2011; the Finance Committee on July 18, 2011 and November 7, 2011 and the Common Council on July 18, 2011 and November 7, 2011 to consider proposed projects and obtain citizen views and comments on housing and community development needs; and

WHEREAS, for the purpose of the HOME Program, public hearings were held before the Finance Committee on November 7, 2011 and the Common Council on November 7, 2011 to consider the 2012 Program Description and obtain citizen comments on housing needs; and

WHEREAS, the 2012 CDBG Entitlement Grant to be received from HUD for the City is estimated to be \$966,167 and project allocations are based on this amount; and

WHEREAS, if the actual 2012 CDBG Entitlement Grant is less than \$966,167, program allocations will be adjusted in proportion to each project allocation; and

WHEREAS, if the actual 2012 CDBG Entitlement Grant is more than \$966,167, funds will be used in accordance with the 2012 Fund Allocation Plan approved by the Common Council on July 18, 2011; and

WHEREAS, the 2012 HOME Entitlement Grant to be received from HUD for the City is estimated to be \$464,881 and proposed allocations are based on this amount; and

WHEREAS, if the actual 2012 HOME Entitlement Grant is more or less than \$464,881, the program allocation will be adjusted in proportion to each activity allocation approved in the 2012 Program Description.

NOW, THEREFORE, BE IT RESOLVED by the Common Council, that the 2012 Consolidated Plan - Annual Plan is approved; and

BE IT FURTHER RESOLVED that the Mayor is hereby authorized to submit all necessary and required documents to the U.S. Department of Housing and Urban Development, and execute all documents relative thereto.

Dated this ____ day of _____, 2011

ATTEST: _____
Cindy Howard, Deputy City Clerk

APPROVE: _____
Keith G. Bosman, Mayor

2012 CDBG Program

Public Service

Kenosha Area Family & Aging Service, Inc.	Volunteer Transportation Service	\$5,000
Walkin' In My Shoes, Inc.	Survival Backpack Street Outreach Program	\$5,000
Kenosha Literacy Council, Inc.	Long Tern Literacy	\$5,000
Oasis Youth Center	Site Security	\$5,000
Kenosha Achievement Center	Employment Exploration	\$15,325
Spanish Center of Southeastern WI, Inc.	Continuum of Care	\$18,970
Women & Children's Horizons	Legal Advocacy Program – Legal Coordinator	\$20,000
ELCA Urban Outreach Center	Helping Residents become Self-Sufficient	\$20,630
Kenosha YMCA	Frank Neighborhood Project	\$25,000
Shalom Center	Emergency Family Shelter	\$25,000
		<hr/> \$144,925

Housing, Neighborhood Improvement/Economic Development

Kenosha Achievement Center	Workshop Improvements	\$25,000
Women & Children's Horizons	Building Repairs	\$45,000
WI Women's Business Initiative Corp.	Micro-Enterprise Development Continuum	\$150,000
City of Kenosha – Public Works	Street Improvements	\$408,009
		<hr/> \$628,009

Planning/Management

HOPE Council, Inc.	Hope House Planning Grant	\$10,000
Kenosha Common Markets	Feasibility Study	\$30,000
City of Kenosha	Program Administration/Comprehensive Planning	\$153,233
		<hr/> \$193,233

Total 2012 CDBG Program	\$966,167
--------------------------------	------------------

COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE
Minutes
June 28, 2011

MEMBERS PRESENT: Alderman David Bogdala, Alderman Jesse Downing, Alderman Theodore Ruffalo, Art Landry, Anderson Lattimore, and Ronald Frederick

MEMBERS EXCUSED: Alderman Daniel Prozanski

STAFF PRESENT: Jeff Labahn and Anthony Geliche

The meeting was called to order by Alderman Bogdala at 6:00 p.m. and roll call was taken.

Approval of Minutes from the December 16, 2010

A motion was made by Mr. Frederick and seconded by Mr. Lattimore to approve the minutes as presented. The motion passed unanimously (6 ayes; 0 noes).

1. Election of Chairperson and Vice Chairperson of Community Development Block Grant Committee

Alderman Bogdala opened the floor to accept nominations for Chairperson.

A motion was made by Alderman Ruffalo and seconded by Mr. Frederick to nominate Alderman Bogdala for Chairperson of the Committee. Alderman Bogdala accepted the nomination.

A motion was made by Mr. Landry and seconded by Mr. Frederick to close nominations. The motion passed unanimously. (6 ayes; 0 noes)

The nomination of Alderman Bogdala for Chairperson passed unanimously. (6 ayes; 0 noes)

Alderman Bogdala opened the floor to accept nominations for Vice-Chairperson.

A motion was made by Mr. Landry and seconded by Alderman Downing to nominate Alderman Ruffalo for Vice-Chairperson. Alderman Ruffalo accepted the nomination.

A motion was made by Mr. Landry and seconded by Alderman Downing to close nomination. The motion passed unanimously. (6 ayes; 0 noes)

The nomination of Alderman Ruffalo for Vice-Chairperson passed unanimously. (6 ayes; 0 noes)

2. 2012 Community Development Block Grant Fund Allocation Plan. PUBLIC HEARING

Public hearing opened.

Kathryn Comstock, 3803 8th Avenue, from Women's and Children's Horizons, spoke of the need for funding employee opportunities programs. Mental health services are in high demand.

Byron Wright, 5517 16th Avenue, from Kenosha Human Development Services, spoke of the need for resources for substance abuse.

Heather Lux, 10202 51st Court, Pleasant Prairie, from WWBIC, thanked the Committee for support in the past and will be requesting future funding.

Ashleigh Henrichs, 9631 84th Place, Pleasant Prairie, from the Literacy Council spoke in support of job training and job preparedness. This funding is used to help people transition to college and allow for other opportunities.

Public hearing closed.

Tony Geliche, Community Development Specialist, said the 2011 Fund Allocation Plan is included in your packet for reference. Mr. Geliche went on to explain that there are un-programmed funds, which are funds from a prior year that were not fully used or the activity did not happen. Some of the 2010 funded activities have until July to spend their money.

Alderman Bogdala said there are unallocated funds in the amount of \$760,000. To move these funds from one category to another category would require the Common Council's approval. Mr. Geliche said yes, it would require a Resolution.

Alderman Bogdala asked if the funding will be cut in the future. Mr. Geliche said for the 2011 Program Year we will take approximately a 16% cut from the 2010 Program Year. The HUD Agreement should be here sometime in July. We will then submit Subgrantee Agreements for approval. The Citizen Participation Plan states what we do with a cut in funding.

Alderman Bogdala asked if there were any projects or programs that were in jeopardy of not being completed because of the reductions. Mr. Geliche said no one has commented, I assume they scaled back their projects to accommodate.

Mr. Frederick asked if the unspent funds are returned to specific areas, will the limits in Management and Public Service be exceeded. Mr. Geliche said the limits are calculated at year end based on the expenses. Some contracts stagger over two calendar years.

Alderman Ruffalo asked if the money returned from the BID can only be used on Economic Development. Mr. Geliche said yes, unless this is changed by the Common Council.

Alderman Bogdala said for 2012 we would like to keep the Planning & Management portion at 20% to cover administrative costs. The Public Services category is currently at the maximum at 15%. Mr. Geliche added that there was some discussion at the federal level to increase that amount in the 2013 Program because of the need. Alderman Bogdala said there is talk of a 20% cut in the CDBG Funds in the future. Mr. Geliche added by 2012 we want to see the funding allocated and drawn down.

Alderman Bogdala said last year we tried to combine things to target our approach and maximize the funding available. With the applications this year, we hope to hear more on what will make a greater impact. We would rather fund less people with more money to each request.

A motion was made by Mr. Landry and seconded by Alderman Downing to approve the same profile for the 2012 Allocation as was stated on the 2011 Allocation Plan.

Mr. Geliche asked for clarification, do you want to stay with priorities as listed on the bottom of Page 6:

Priority will be given to proposals that address the following:

- *Youth and/or job creation*
- *Downtown as an Area*
- *Emergency Service (food, shelter)*
- *Public Safety for low-to-moderate income neighborhoods (as defined by census tract and block groups)*

Mr. Frederick said the more targeted we are the better it will be. We need to address substance abuse and treatment needs. Alderman Bogdala said we must also target job creation and emergency services. Alderman Bogdala said we are going to challenge the applicants to push the status quo on how to impact the community.

The motion to approve the 2012 Plan with the same profile as the 2011 plan passed unanimously. (6 ayes; 0 noes)

3. 2012 CDBG CALENDAR

Mr. Geliche explained that this Allocation will go to the City Plan Commission on July 7th, then on to the Finance Committee and the Common Council on July 18th. If passed by Finance and Council, the applications will become available on Tuesday, July 19th the proposals will be due on Friday, August 12th at 10:00 a.m.

Mr. Geliche asked to set the dates for the Interview dates. The dates were set for Monday, August 22nd and Tuesday, August 23rd. The Allocation meeting will be held on Wednesday, September 14th.

Public Comments

Public comments open, no comments, public comments closed.

Committee Comments

Alderman Bogdala thanked the Committee for their time.

Staff Comments

Mr. Geliche said please let me know if you have any questions or concerns.

A motion to adjourn was made by Alderman Ruffalo and seconded by Alderman Downing. The motion passed (6 ayes; 0 noes). The meeting adjourned at 6:50 pm.

Meeting Minutes Prepared by: Kay Schueffner, Department of City Development

COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE
Minutes
August 22, 2011

MEMBERS PRESENT: Alderman David Bogdala, Alderman Jesse Downing, Ronald Frederick, Art Landry and Anderson Lattimore

MEMBERS EXCUSED: Alderman Daniel Prozanski and Alderman Theodore Ruffalo

STAFF PRESENT: Anthony Geliche

Others Present: Alderman Nudo and Alderman Misner

The meeting was called to order by Alderman Bogdala at 6:00 p.m. and roll call was taken.

Approval of Minutes from the June 28, 2011

A motion was made by Mr. Frederick and seconded by Alderman Downing to approve the minutes as presented. The motion passed unanimously (5 ayes; 0 noes).

1. Consideration of Proposals for Funding under the 2012 Community Development Block Grant Program

Applicant: City of Kenosha, Police Department
Project: Neighborhood Crime Intervention & Interdiction
Request: \$103,072.00

Lt. Eric Larsen said the goal of the proposed program is to address neighborhood disorder and deteriorating neighborhoods making them safe and secure for residents.

Question: Are you adding an additional police officer or taking an existing officer?

Answer: Adding one additional person.

Question: The number of calls coming in may be misleading. The call may be a reflection in the confidence of the police and they know they will get action.

Answer: The calls for service tie up a person in the office. We would like to see a reduction in crime. We are looking to reduce crime while building confidence in the community. A secondary affect is the increase in arrests.

Question: Where do you see the officer being placed?

Answer: The officer will be assigned to a patrol, to walk the beat. Most of the calls are during the second shift hours.

Question: There is concern for the safety of one officer walking alone. We may need a larger presence. Some may argue you should use existing staff.

Answer: We need year long funding, we need to establish relationships even when we are not busy.

Alderman Bogdala asked Tony Geliche, Community Development Specialist, about the long term budget concerns. Mr. Geliche said we must make sure this position does not currently exist, the request meets that criteria.

Applicant: Kenosha Area Family and Aging Services, Inc.
Project: Volunteer Transportation Services
Request: \$5,000.00

Representatives were Gary Brown and Barb Tenuta. The Volunteer Transportation Program provides rides to and from medical appointments and other essential activities for frail elderly and disabled persons who are unable to use or may have difficulty using public transportation.

Alderman Bogdala commented the performance measures have been increasing, I would like to see the data on the surveys.

Question: Why are the falls in the City of Kenosha so high?

Answer: This area has the highest hospital rates. The statistics show we have the largest amount of smoking related diseases, a high rate of stroke and emphysema.

Question: There was an increase in falls from 2006 to 2008, now it's down, can you explain?

Answer: The weather could be a contributing factor.

Applicant: Women and Children's Horizons, Inc.
Project: Legal Advocacy Program - Legal Coordinator
Request: \$20,000.00

Representatives were Regina Cappitelli and Kathryn Comstock. The Legal Advocacy Program helps victims of domestic abuse and sexual assault to better understand the civil and criminal court process.

Question: There is a letter from United Way specifying you will receive \$27,500 for the period ending June 2012. You show \$25,000 on your Revenue sheet, explain.

Answer: The funding was reduced because donations are down. I believe it may be down to \$18,000, I don't have a final figure yet.

Question: There is a Resolution from the board and the vote was 13-3. Why did some members vote no?

Answer: They were not a no, but a "no response" answer from an email vote.

Applicant: Women and Children's Horizons, Inc.
Project: Building Repairs
Request: \$45,000.00

Kathryn Comstock explained the need to secure the building where they house the administration, direct service staff and the batterer's treatment program. The current layout of the building is putting people at risk.

Question: If you don't get all the funding, what item would be the most urgent?

Answer: The front entrance. It currently is surrounded with panes of glass that could be broken to gain entry.

Question: Who is able to see the people entering and exiting the building?

Answer: We would install a security monitoring system, with speakers also located in the conference room.

Question: Are your other funding sources solid funds?

Answer: Yes, very firm.

Question: The total bid for the entrance was \$29,477.00 and your request is for \$45,000, explain.

Answer: This bid is from last year and the prices have increased.

Alderman Bogdala asked Mr. Geliche if there is any ruling on how old the bid can be. Mr. Geliche said the bids are not a requirement to submit an application. We suggest to get three estimates to help the Committee decide on funding. Unfortunately contractors aren't as willing to come give a new bid or estimate. The contractor is also at a disadvantage because of the prevailing wage restrictions.

Alderman Bogdala asked Ms. Comstock to get two more estimates of the complete project by September 9, 2011 and forward them to Mr. Geliche.

Applicant: *Walkin' In My Shoes, Inc.*
Project: *Survival Backpack Street Outreach Program*
Request: *\$5,000.00*

Jo Wynn explained this is an outreach program that goes into the community to look for homeless to assist them with their immediate needs. Over the past 6 years she has found a drop in the number of homeless people.

Question: In 2010 you served about 200 people, how many will you serve in 2012?

Answer: I am looking for the numbers to drop to about 150 in 2012.

Question: You are looking for a decrease given the economy, can you explain?

Answer: I can't really explain, but it seems there are fewer homeless people. Some of the people may have moved back to a larger City.

Question: What is the baseline measure used to measure the decrease?

Answer: We had a higher number of single men and women.

Question: I would like to see what the numbers are. How many people are we trying to manage?

Mr. Geliche answered we had 177 in 2009; 153 in 2010 and not funded in 2011.

Question: How many do you expect in 2012?

Answer: Between 150 to 170 people.

Question: Are you getting additional funds from others?

Answer: Yes, from Jockey and the Rotary to name a few.

Mr. Landry commented that it is very impressive that none of the funding is used for salaries and the large donation by the board members.

Applicant: *Urban League of Racine and Kenosha, Inc.*
Project: *UL Customer Service and On-Line Cashier Training*
Request: *\$50,000.00*

Yolanda Adams explained the program provides the participants with skills to improve their chance of employment.

Question: Has there been a reimbursement report submitted for the 2010 funds?

Mr. Geliche commented that the 2010 Pre-Apprentice Program report has not been submitted yet. The report may be submitted until September 30, so it is not late yet.

Question: Do you have the data?

Ms. Adams said they have submitted the information. I don't have a copy with me, but we have submitted the final program information. Mr. Geliche said he does not have the information. Ms. Adams said she would check on it.

Question: You said you have some funding from the Racine office.

Answer: Yes, rental income we can use.

Question: On page 14, you said you have no additional funding.

Answer: I did not understand that.

Question: How did you determine there is a need for these services in Kenosha?

Answer: We interviewed people applying for jobs and what additional assistance they may need to get a job.

Mr. Bogdala said he would like to see the data to see why this training is needed in Kenosha. Ms. Adams said she would supply.

Question: Will you be able to continue the program if the funding is reduced?

Answer: We would have to reduce the number of people we could help.

Question: How much time is spent with each person or client?

Answer: There are varied schedules, but it depends on the number of participants.

Applicant: Urban League of Racine and Kenosha, Inc.

Project: Facility conversion -Tenant Apartment to "Urban League House"

Request: \$45,000.00

Ms. Adams explained they would like to convert a two-bedroom apartment into 4 sleeping rooms with a shared kitchen and bathroom.

Question: I am concerned that only a fragment of the resources are for the homeless. Are you partnering with anyone?

Answer: We plan to partner with Walkin in My Shoes and offer spaces as they find homeless people.

Question: Is your funding firm?

Answer: Yes, we make some from rental income.

Question: Did you check with City Development to see if this would be allowed, if it could be done?

Answer: I am not familiar with the process. I was told there would be no problem.

Mr. Geliche added that this may require approval from the City. I suggest you talk to Brian Wilke in City Development.

Question: Who gave you information that there were not any approvals needed.

Answer: A friend that is a realtor said this should not be a problem.

Alderman Bogdala said he does not believe this is a permitted use. The Common Council is the final review authority for this type of approval.

Question: Did you do your renovation from last year?

Answer: Yes for a classroom.

Alderman Bogdala said he has been very clear about duplication of services. The numbers are going down, so why are we expanding?

Answer: The numbers are going down, but they are not going away.

Question: How does your client base differ from others.

Answer: I didn't know if it was necessary to check for duplication. I don't know their clientele.

Applicant: *ELCA Urban Outreach Center*
Project: *Helping Residents Become Self-Sufficient*
Request: *\$41,620.00*

Karl Ericson explained how the program focuses on preparing clients for their job search and interview skills.

Question: We heard that the funding from United was was going to be reduced. Was yours reduced from \$18,000?

Answer: I believe they paid the entire amount.

Question: What is your greatest need.

Answer: The Job Readiness Program and to fund the Dress for Success Coordinator position.

Question: The GED Program, how successful is it?

Answer: It is not as successful as it could be. This past year we only had 5 people take the final test. Next year we hope to have 15. We did not allow enough time to teach each person.

Question: Are your other funds solid?

Answer: Yes

Mr. Geliche said they submitted their board resolution that was not in the packet, but available to the Committee.

Applicant: *HOPE Council on Alcohol & Other Drug Abuse, Inc.*
Project: *Hope Housing Planning Grant*
Request: *\$23,837.00*

Representatives were Guida Brown and Kathryn Comstock. The program will help mothers leaving emergency shelter with their newly found sobriety.

Mr. Frederick commented that the Committee heard before on the need to get help to these people who are recovering. This would provide an approach to the problem. It's understood there are many variables, but the question is how do you meet the need.

Question: We are glad to see you are exploring this program with other agencies. With the current budget your efforts are to move forward with the planning. What would be done.

Answer: We have been researching on what licenses we would need. Without the other agencies it may be a more drawn out issue.

Question: Where do you propose to have this facility and how many beds?

Answer: The facility we have in mind is located at 1630 56th Street. The maximum number of beds is 8. There are different restrictions if it is a mother with her child or just two single females.

Applicant: Kenosha Literacy Council, Inc.
Project: Long-Term Literacy
Request: \$5,000.00

Mr. Lattimore announced that he sits on the Board for the Literacy Council.

Representatives were Ashleigh Henrichs, John Milisaukas and Cheryl Hernandez. The program helps adults to read and write.

Question: Is your pledge amount from United Way firm?

Answer: It has been decreased from \$20,700 to \$18,600.

Applicant: Oasis Youth Center
Project: Site Security Project
Request: \$5,000.00

Dan Krueger explained the program offers after school programs and recreation.

Question: Is the funding from the Church solid?

Answer: Yes.

Question: You had a new program last year. Do you know the number of people that were served?

Answer: About 50.

Question: If you don't receive all of the funding, what is the item you need most.

Answer: The cameras, they would get the most use. There have been breaches in security.

Question: What is causing the problems.

Answer: There are a number of different groups of people at the center.

Question: How does this funding impact the current program.

Answer: It will make the make the building more secure.

Public Comments

No public comments.

Committee Comments

Mr. Frederick said he is a member of the HOPE Council and Harbor Market. I understand this prevents me from voting on issues involving these organizations, but it

does not muzzle me. Can I submit a allocation plan for the members to use as a suggestion only? Alderman Bogdala said we welcome your knowledge and expertise. Mr. Landry said his affiliation did not prevent him from serving on the Committee. Alderman Bogdala said he must abstain from voting and he is not allowed to comment

Staff Comments

A motion to adjourn was made by Mr. Landry and seconded by Alderman Downing. The motion passed unanimously (AYES 5; NOES 0).

The meeting adjourned at 8:55 pm.

Meeting Minutes Prepared by: Kay Schueffner, Department of City Development

COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE
Minutes
August 23, 2011

MEMBERS PRESENT: Alderman David Bogdala, Alderman Jesse Downing, Alderman Theodore Ruffalo, Arthur Landry, Anderson Lattimore, and Ronald Frederick

MEMBERS EXCUSED: Alderman Daniel Prozanski

STAFF PRESENT: Anthony Geliche

Others Present: Alderman G. John Ruffolo

The meeting was called to order by Alderman Bogdala at 6:00 p.m. and roll call was taken.

1. Consideration of Proposals for Funding under the 2012 Community Development Block Grant Program

Applicant: *City of Kenosha, Public Works*
Project: *Street Improvements*
Request: *\$500,000.00*

Mike Lemens, Interim Director of Public Works spoke on behalf of the Public Works request.

Question: How do you decide on which road gets done next?

Answer: It is our intent to follow the priority list. Depending on the funding remaining we may do a smaller street instead of a larger one.

Question: Do you have streets left from this year that were not taken care of?

Answer: We maybe could have done one more street/road if we would have received full funding.

Question: If we allocate an amount for a specified number of streets, how can we make sure that those streets get done?

Answer: We used all funding available, but with the reduction, we were not able to get all streets done that were on the list.

Question: If you are given the funding requested, how many would you get done?

Answer: We would go down the list and get as many done as possible. The work to be done is not limited because of available Staff. The amounts provided are estimates and the prices may fluctuate. Mr. Geliche added that we do an offset in the CIP for the funding.

Applicant: *Kenosha Achievement Center, Inc.*
Project: *Employment Exploration*
Request: *\$15,325.00*

Paula Williams explained the program provides an opportunity for disabled youth to participate in job readiness training.

Question: A majority of your funding is coming from CDBG. Have you approached KABA or KUSD? Do they have funds focused toward this group?

Answer: We have not approached them, I am not sure if they have an employment program. They have a Summer Youth Program, but it is targeted at the low to moderate income. This program is targeted to the children with disabilities.

Question: How do you plan to get kids into this program?

Answer: Through the Department of Vocational Rehab at the Job Center.

Question: Did you run this program in the past?

Answer: We attempted to do this program. We had six (6) students

Question: What would less funding mean to you?

Answer: The entire program would be downsized.

Question: Are the fundraising dollars solid?

Answer: Yes

Question: Do you have data from the last time you ran the program?

Answer: We did individual reports on each student. We would get feedback from the employers.

Mr. Frederick asked if they have maintained their CARF accreditation? Ms. Williams said yes. Mr. Frederick said that is important for the Committee to know. This is an extremely prestigious accreditation.

Applicant: *Kenosha Achievement Center, Inc.*
Project: *Workshop Wall Project*
Request: *\$25,000.00*

Paula Williams explained the funds would be for renovation of a deteriorating wall.

Question: If you don't receive full funding, can you still make some of the repairs?

Answer: We will do what we can to meet the needs for our services.

Question: You have listed \$25,000 generated by the fund raising. Is that doable?

Answer: Yes, we can generate that amount.

Applicant: *Kenosha Sailing Center*
Project: *Redevelopment of Kenosha Harbor Small Boat Basin*
Request: *\$4,800.00*

Representatives were Ron Otto and Jim Buck. The funding would improve the small boat basin next to the Kenosha Yacht Club site.

Alderman Bogdala asked Mr. Geliche if this request qualifies. Mr. Geliche said it depends on the use of the area. If it is open to the general public, it would not qualify. If we can demonstrate the improvements are specific to the Sailing Center and committed to the low to moderate income we can fund. If open to the general public it would be difficult to qualify.

Mr. Buck said we have a Memorandum of Understanding with the City and we cannot lease that area out to anyone. It is difficult for us to control if someone comes up to the dock their boat. We also have a lot of volunteer time that helps our program.

Question: How are other municipalities funding something like this?

Answer: Many of them have funding through their Parks Department.

Alderman Bogdala said we are under tight guidelines. I think this warrants a discussion with the Parks Commission and/or the Mayor for funding. Alderman Downing agreed that they should contact the Parks Commission and discuss their ideas with them.

Question: What is your relationship with the Kenosha Yacht Club. Would they lend money to a sister organization?

Answer: The Yacht Clubs is struggling the same way we are and they are also mostly running with volunteers.

Question: Do you have any demographics of the children you help?

Answer: This year we had 15 low income students and 20 other students. The morning class was from the Boys and Girls Club. We have also worked with Curtis Strange School on finding students. We have been working with the older kids mentoring the younger kids.

Applicant: *Wisconsin Women's Business Initiative Corporation*
Project: *Jobs, Opportunity and Hope*
Request: *\$175,000.00*

Representatives were Heather Lux and Mary Fischer-Tracy. The program will create and maintain job opportunities.

Question: Last year your goal was to assist 3 business, you helped 6. Is that because the amount of the funding was increased?

Answer: Yes

Question: Recently the Common Council passed the JOBS Now Program. If you had funds to do a build out would that help you?

Answer: We do funding for a build out, just not a purchase. Facade improvements are typically part of the lease.

Mr. Geliche asked if the decision to not fund a purchase is done by WWBIC just in this area or is that an overall decision. Ms. Lux asked how this funding would be secured. Mr. Geliche said you would have a lien on the property. Ms. Fischer-Tracy said we are not set up to do that. Mr. Geliche asked what if the person defaults on the loan? Ms. Fischer-Tracy said we get what money is left after that.

Alderman Bogdala said we should explore the JOBS Now Program in more detail. I think that would be a very good fit for your business.

Applicant: *Habitat for Humanity*
Project: *2012 Habitat for Humanity of Kenosha Initiative*
Request: *\$125,000.00*

Representatives were Kerry Dietrich and Greg Cunningham. The program assists people by building and renovating houses.

Mr. Frederick asked Mr. Geliche if they were eligible at this time since they are not incorporated. Mr. Geliche said they must be incorporated before their Agreement is approved by the Common Council.

Question: The estimate for the land is \$30,000, that seems low.

Answer: We have a couple of contiguous lots, but the first lot is likely to be donated which would bring the average value down.

Question: Are the other funds solid?

Answer: We have to raise some of the amounts, but some funds are committed to the organization. Many people come forward and donate, time, materials or money. Lowes has donated the softwood lumber, which is approximately \$6,000.

Alderman Bogdala said with the CHIP Program gone, will they be able to qualify for a CHDO? Mr. Geliche said they usually cannot qualify. Unless you are a Community Based Development Organization, you must be a nonprofit with the purpose to improve physical environment. Then 51% of the members must be low to moderate income residents from the area you work in to qualify. Others meet the requirement based on the definition on why they exist.

Applicant: *Kenosha YMCA*
Project: *Frank Neighborhood Project*
Request: *\$50,000.00*

Pastor Harris explained how this funding provides assistance, direction and hope to the Frank Neighborhood. Also, in support of the assistance they received from the Frank Neighborhood Project were Antoinette, April, Rosalinda and Dawn.

Mr. Frederick said two of the speakers said their food assistance was denied from the City. The food assistance is a Federal Program administered by the County, I just want to clarify that they were not denied by the City.

Question: Was your funding from United Way decreased this year?

Answer: Yes, from \$15,000 to \$14,023.

Question: In 2010 you received \$25,000 in assistance. In 2011, you received \$41,000. How has that impacted your program. Was the program improved or expanded.

Answer: It was expanded. We have many more services we can offer and ultimately reach many more people.

Applicant: *Kenosha County Interfaith Human Concerns Network (Shalom Center)*
Project: *Emergency Family Shelter*
Request: *\$50,000.00*

Dan Melyon explained the funding provides shelter and assistance to homeless families.

Question: All of the funding is designated for wages and fringe benefits.

Answer: Yes, due to the nature of the program, we must have staff on call around the clock and that is a big expense.

Question: We have heard the number of homeless people is decreasing. Do you have any numbers relating this this.

Answer: Twice a year we do a "Point in Time" Survey. It is very difficult to take an accurate count of the people. Kenosha Unified School District keeps count of the homeless children also. There are two types of homeless people. 1) Homeless with no place to live. 2) People who are staying with someone, a friend or a relative. The numbers are down since the stimulus money was released and the rental assistance seems to be helping some people keep their home.

Question: Has the arrival of First Step impacted the program.

Answer: Many people who go to First Step are not eligible for our program. We have very strict rules and regulations they must follow. The First Step rules are more lenient.

Applicant: *Spanish Center of Southeastern Wisconsin, Inc.*
Project: *Continuum of Care*
Request: *\$25,000.00*

Ben Ortega explained the program assists the Spanish speaking and under served people to overcome barriers.

Question: How does your program differ from other programs.

Answer: The cultural diversity is hard to understand. Many people need the extra assistance to understand things in their day to day operations.

Applicant: Kenosha Common Markets, Inc.
Project: Kenosha Community Commercial
Kitchen & MarketPlace
Request: \$2,307,656.00

Representatives were Ray Forgianni, Melanie Hovey and Curzio Caravati. The funds would be used to develop a comprehensive facility that will include space for an indoor market, community commercial kitchen, art gallery, business incubator support offices and undefined mixed-use space.

Question: Would you have a packaging machine in house or send the products out to be packaged.

Answer: That would be the ultimate goal, initially it would need to be done by hand out sent out to someone.

Question: Is there a way to package what WWBIC does and make this more sustainable. We could start and they could partner with you to accomplish your goals.

Answer: They certainly could be involved.

Alderman Bogdala said this is outside of the normal request and a very long term commitment. Even with the JOBS Now Program, this would take some time. Mr. Forgianni said he was researching other partners for funding.

Mr. Geliche said he has a request to HUD to determine if this application would qualify, but I have not heard back from them yet.

Question: Who would do the feasibility study?

Answer: We have not decided yet.

Question: Is the \$100,000 for the study based on your experience?

Answer: It is an estimate.

Question: Could you outline the other revenue sources for the Committee.

Answer: The funding is out there, but there is a barrier on how to get to it.

Question: If you received only partial funding, what could you accomplish.

Answer: I don't think we can fund the study unless it is attached to a program.

Mr. Geliche added that HUD may look to see if this is site specific or for the entire City. Mr. Forgianni said he would like the opportunity to talk to the HUD officials to explain this request before they finalize their response. Alderman Bogdala asked Mr. Geliche to contact HUD to inquire about a meeting or conference call.

Mr. Landry said he is reluctant to make a long term commitment to one program when the funding may be cut at any time.

Applicant: City of Kenosha
Project: Program Administration/Comprehensive Planning
Request: \$196,233.00

Mr. Geliche said the funds are used to off set the operating costs of City Development and Finance Staff for Program Administration and Comprehensive Planning.

Public Comments

No public comments.

Committee Comments

Mr. Frederick said he would like to be able to vote on the Housing & Neighborhood Improvement portion of the funding. Mr. Geliche said he would discuss this with Legal Department.

Staff Comments

Mr. Geliche said the Allocation Meeting is scheduled for Wednesday, September 14, 2011 at 6:00 p.m.

A motion to adjourn was made by Alderman Ruffolo and seconded by Mr. Landry. The motion passed unanimously (AYES 6; NOES 0).

The meeting adjourned at 9:16 p.m.

Meeting Minutes Prepared by: Kay Schueffner, Department of City Development

COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE
Minutes
September 14, 2011

MEMBERS PRESENT: Alderman David Bogdala, Alderman Jesse Downing, Arthur Landry, Alderman Theodore Ruffalo, Anderson Lattimore, and Ronald Frederick

MEMBERS EXCUSED: Alderman Daniel Prozanski

STAFF PRESENT: Jeff Labahn and Anthony Geliche

The meeting was called to order by Alderman Bogdala at 6:00 p.m. and roll call was taken.

Approval of Minutes from the August 22, 2011 and August 23, 2011

A motion was made by Mr. Frederick and seconded by Mr. Lattimore to approve the minutes as presented. The motion passed unanimously (Ayes-6; Noes-0).

1. Project Funding under the 2012 Community Development Block Grant Program

Alderman Bogdala identified the Committee members who will abstain from voting on categories due to their involvement with related committees. Mr. Lattimore will abstain from the Public Service category. Mr. Frederick will abstain from the Housing and Planning & Management categories.

The Committee reviewed the Public Service category - \$144,925 Available.

A motion was made by Alderman Ruffalo and seconded by Mr. Frederick to fund the City of Kenosha - Police Department at -0-. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Lattimore abstained.*

A motion was made by Alderman Ruffalo and seconded by Mr. Frederick to fund the Kenosha Area Family & Aging - Volunteer Transportation for \$5,000. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Lattimore abstained.*

A motion was made by Alderman Ruffalo and seconded by Mr. Frederick to fund Women & Children's Horizons - Legal Advocacy Program for \$20,000. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Lattimore abstained.*

A motion was made by Alderman Ruffalo and seconded by Mr. Landry to fund Walkin' In My Shoes - Survival Backpack Street Outreach Program for \$5,000. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Lattimore abstained.*

A motion was made by Alderman Ruffalo and seconded by Mr. Frederick to fund the Urban League - Customer Service & On-Line Cashier Training for -0-. The motion passed. (Ayes-4; Noes-1; Abstain-1) *Alderman Downing voted no and Mr. Lattimore abstained.*

A motion was made by Alderman Ruffalo and seconded by Alderman Bogdala to fund ELCA Urban Outreach Center - Helping Residents become Self-Sufficient for \$41,260.

Mr. Frederick said he believes this is a worthy cause, but he does not support that amount, he would support a more modest amount. Alderman Ruffalo withdrew his motion.

A motion was made by Mr. Frederick and seconded by Mr. Landry to fund ELCA Urban Outreach Center - Helping Residents become Self Sufficient for \$20,630. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Lattimore abstained.*

A motion was made by Alderman Ruffalo and seconded by Mr. Landry to fund Kenosha Literacy Council - Long Term Literacy for \$5,000. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Lattimore abstained.*

A motion was made by Alderman Ruffalo and seconded by Mr. Landry to fund Oasis Youth Center - Site Security for \$5,000. The motion passed. (Ayes-4; Noes-1; Abstain-1) *Mr. Lattimore abstained.*

Mr. Geliche said the balance remaining is \$84,295.

A motion was made by Alderman Ruffalo and seconded by Mr. Frederick to fund Kenosha Achievement Center - Employment Exploration for \$15,325. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Lattimore abstained.*

Mr. Geliche said the balance remaining is \$68,970.

A motion was made by Alderman Ruffalo and seconded by Mr. Landry to fund Kenosha YMCA - Frank Neighborhood Project for \$25,000. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Lattimore abstained.*

A motion was made by Alderman Ruffalo and seconded by Mr. Landry to fund Shalom Center - Emergency Family Shelter for \$25,000. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Lattimore abstained.*

Mr. Geliche said the balance remaining is \$18,970.

A motion was made by Alderman Ruffalo and seconded by Alderman Downing to fund Spanish Center - Continuum of Care for \$18,970. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Lattimore abstained.*

A motion was made by Mr. Landry and seconded by Mr. Frederick to approve the entire Public Service category as stated. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Lattimore abstained.*

The Committee reviewed the Housing, Neighborhood Improvement/Economic Development category - \$628,009 available.

A motion was made by Alderman Ruffalo and seconded by Mr. Landry to fund Women & Children's Horizons - Building Repairs for \$45,000. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Frederick abstained.*

A motion was made by Alderman Ruffalo and seconded by Alderman Downing to fund Urban League - Facility Conversion for -0-. The motion passed. (Ayes-4; Noes-1; Abstain-1) *Alderman Downing voted no. Mr. Frederick abstained.*

A motion was made by Mr. Lattimore and seconded by Mr. Landry to fund City of

Kenosha - Street Improvements for \$400,000. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Frederick abstained.*

A motion was made by Alderman Downing and seconded by Mr. Landry to fund Kenosha Achievement Center - Workshop Improvements for \$25,000. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Frederick abstained.*

Mr. Geliche said balance remaining is \$158,009.

A motion was made by Mr. Landry and seconded by Mr. Lattimore to fund Kenosha Sailing Center - Small Boat Basin for \$4,800.

Alderman Bogdala said he will not be supporting this motion.

The motion failed. (Ayes-2; Noes-3; Abstain-1) *Alderman Bogdala, Alderman Downing and Alderman Ruffalo voted no. Mr. Frederick abstained.*

A motion was made by Alderman Downing and seconded by Alderman Ruffalo to fund Kenosha Sailing Center - Small Boat Basin for -0-. The motion passed. (Ayes-3; Noes-2; Abstain-1) *Mr. Landry and Mr. Lattimore voted no. Mr. Frederick abstained.*

A motion was made by Alderman Ruffalo and seconded by Mr. Landry to fund WI Women's Business Initiative Corp - Micro-Enterprise Development Continuum for \$150,000. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Frederick abstained.*

Mr. Geliche said balance remaining is \$8,009.

Alderman Bogdala asked for clarification of Habitat for Humanity could be funded. Mr. Geliche yes, but they must be incorporated before their agreement goes before the Common Council.

A motion was made by Alderman Ruffalo and seconded by Alderman Bogdala to fund Kenosha Common Markets - Community Commercial Kitchen & Marketplace for \$8,009. The motion failed. (Ayes-2; Noes-3; Abstain-1) *Alderman Downing, Mr. Landry and Mr. Lattimore voted no. Mr. Frederick abstained.*

A motion was made by Mr. Lattimore and seconded by Mr. Landry to at the remaining \$8,009 to the City of Kenosha - Street Improvements request. The motion passed. (Ayes-4; Noes-1; Abstain-1) *Alderman Ruffalo voted no. Mr. Frederick abstained.*

A motion was made by Mr. Landry and seconded by Mr. Lattimore to approve the entire category as stated. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Frederick abstained.*

The Committee reviewed the Planning/Management category - \$193,233 available.

A motion was made by Alderman Ruffalo and seconded by Alderman Bogdala to fund Kenosha Common Markets - Feasibility Study for \$30,000.

Mr. Landry said he does not support the funding. Funding them will directly affect the City and taxpayers. The informational sheet we received from Mr. Geliche shows only six months of wages and we have already used up \$88,000 for wages.

Alderman Ruffalo said he believes the funding for \$30,000 is reasonable, it is only half of what they are asking for. They will be providing opportunities for the community at

large. This is a cultural problem. We need to create entrepreneurs, create jobs. This is a vision for our future.

Alderman Downing said he would like to fund the study to see if it is feasible at all. Alderman Downing suggested funding them for \$25,000.

Mr. Lattimore asked where we would get funds to pay the City wages if this money was taken from that funding request.

Alderman Bogdala said he would like to fund at a higher amount, but will settle for the modest request of \$30,000. There will be savings from the changes and merger of the Departments of City Development and Neighborhood Services & Inspections. Alderman Bogdala added that as Chairman of the Finance Committee, he will find the funds within the budget and make sure this does not impact the taxpayer.

The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Frederick abstained.*

A motion was made by Alderman Ruffalo and seconded by Alderman Downing to fund the HOPE Council - Hope House Planning Grant for \$10,000. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Frederick abstained.*

A motion was made by Alderman Ruffalo and seconded by Alderman Downing to fund the City of Kenosha - Program Administration for \$153,233. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Frederick abstained.*

A motion was made by Mr. Lattimore and seconded by Mr. Landry to approve the entire category as stated. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Frederick abstained.*

A motion was made by Alderman Ruffalo and seconded by Alderman Downing to approve the entire project funding allocation as stated. The motion passed. (Ayes-4; Noes-0; Abstain-2) *Mr. Frederick and Mr. Lattimore abstained.*

Public Comments

Alan Eisenberg, Acting CEO and President of the Urban League, 5123 N. Lake Drive, Milwaukee, said he does not understand why the Urban League did not receive any funding this year. The Urban League submitted a request for funding to convert a space into a dormitory. The Urban League was then going to get clients from Walkin in My Shoes. The Urban League also requested an amount to assist their computer lab to train and educate individuals for a job. Total funding was denied and he would like an explanation. I would like someone to get back to me.

Jo Wyn, 7911 60th Avenue, Kenosha, thanked the Committee for the proposed funding. We talked about aiding the youth services portion, the Urban League may be able to help with that.

Heather Lux, 10282 51st Court, Pleasant Prairie, thanked the Committee for their proposed funding.

Committee Comments

Mr. Frederick said that Kenosha does have a Youth Services program that is currently administered by Kenosha Human Development Services.

Mr. Lattimore told Mr. Eisenberg if the Urban League has other programs you are partnering with, please document that information in your proposal. Mr. Lattimore also thanked Staff for their hard work.

Alderman Bogdala thanked Staff and other Committee members for their hard work.

Staff Comments

A motion to adjourn was made by Alderman Downing and seconded by Mr. Lattimore. The motion passed unanimously (6 ayes; 0 noes).

The meeting adjourned at 6:43 pm.

Meeting Minutes Prepared by: Kay Schueffner, Department of City Development

DEPARTMENT OF CITY DEVELOPMENT
625 - 52ND STREET - ROOM 308
KENOSHA, WISCONSIN 53140
(262) 653-4030
FAX (262) 653-4045
www.kenosha.org



CITY PLAN
REAL ESTATE
HISTORIC PRESERVATION
COMMUNITY DEVELOPMENT BLOCK GRANT
REDEVELOPMENT

JEFFREY B. LABAHN
Director of City Development

MEMO

TO: Mayor Keith Bosman
Members of the Common Council
Members of the Finance Committee

FROM: Mike Maki, AICP, Community Development Specialist *MM*

RE: **2012 HOME Program Description**

DATE: November 1, 2011

Attached is the 2012 HOME Program Description as recommended by the HOME Program Commission at their meeting on September 22, 2011.

The Program Description identifies two (2) types of eligible HOME activities:

- 1) Acquisition and Rehabilitation of Foreclosed Single Family Houses in targeted neighborhoods.
- 2) Home Buyer Purchase Assistance City-Wide

Additional, the Program Description includes a provision that the City could set aside up to \$25,000 for Community Housing Development Organization (CHDO) administrative expenses.

JBL:kas
Attachment

HOME INVESTMENT PARTNERSHIP PROGRAM (HOME) 2012 PROGRAM DESCRIPTION

Use of Funds

The City of Kenosha intends to use its 2012 HOME funds for Program Administration and for eligible HOME Program activities as outlined below. Due to the current and ongoing instability in the housing market, the 2012 HOME Program Description is designed to allow flexibility in the allocation and commitment of funds to a variety of eligible HOME Program housing activities. However, the City will not be using any of its funding for tenant-based rental assistance, as rental assistance is already available through the Kenosha Housing Authority.

The City is funding these particular activities in this plan in order to be consistent with its Consolidated Plan, and to insure local housing activities are consistent with neighborhood revitalization strategies already adopted by the City.

Program Administration

The City of Kenosha will use 10% of its 2012 HOME allocation for payment of administrative and planning costs of the HOME Program. These costs include the reasonable costs of overall program management, coordination, monitoring, and evaluation of HOME activities by the City of Kenosha. The City will also set aside 10% of eligible HOME Program Income for allowable HOME Program administrative costs.

City of Kenosha Eligible HOME Program Activities

The City of Kenosha may use available 2012 HOME allocation to support the following types of activities undertaken by the City, Community Housing Development Organizations (CHDOs), Sub-recipients or Private Developers:

- A) Acquisition and Rehabilitation of Foreclosed Single Family Homes in targeted neighborhoods
- B) Home Buyer Purchase Assistance city-wide

Community Housing Development Organizations (CHDO)

The City of Kenosha is setting aside the minimum required 15% of its 2012 HOME funds for eligible CHDOs to undertake eligible HOME Program activities listed above.

The City will allow CHDOs to request a maximum developer/general contractor fee of 15% of the total project cost of each HOME funded project they undertake and complete. Additional funding for CHDO projects may be made available from other HOME Program funds.

The City could also set aside up to \$25,000 for CHDO administrative expenses. The HOME Program regulations allow CHDO administrative expenses up to 5% of the City's total annual HOME Grant. CHDOs will need to submit an application to the City which includes their operating budget sources and use of funds to support their application for CHDO administrative expenses. The application will be reviewed by the City's HOME Program Commission with a recommendation to the City Finance Committee and Common Council for review and consideration.

HOME Program Income

HOME Program Income funds will be used to fund eligible HOME Program activities and funding set-asides for eligible CHDOs and/or sub-recipients to carry out HOME eligible activities, including housing rehabilitation projects, homeowner rehabilitation loans, rental property rehabilitation and single family new construction. In addition, up to 10% of eligible program income may be used for HOME Program allowable administrative expenses.

Allocation of Anticipated 2012 HOME Program Entitlement and Program Income Funds (2012 funds based on the 2011 allocation):

<i>Activity</i>	<i>Home Funding</i>	<i>Match Funding (25%)</i>
Administration (2012 Funds)	\$46,488.10	\$0
Eligible Housing Activities (2012 Funds)	\$348,660.75	\$87,165.19
CHDO Set-Aside (2012 Funds)	\$69,732.15	\$17,433.04
TOTAL 2012 HOME FUNDING	\$464,881.00	\$104,598.23
Estimated 2012 HOME Program Income (3 houses @ \$104,000, net proceeds at sale, less 10% Program Administration)	\$280,800	
Estimated Program Administration (10%)	\$31,200	
TOTAL ESTIMATED 2012 HOME PROGRAM INCOME FUNDING	\$312,000	

Home Sales Policy

Homes for sale through the City of Kenosha HOME Program will be advertised and sold on a first-come-first-served basis.

HOMEBUYER APPLICANT REQUIREMENTS

Citizenship

Applicants to purchase properties for sale through the City of Kenosha's HOME Program must be US citizens or have "Qualified Alien" status under Section 431 of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996.

Income

Eligibility for buyers through the HOME Program is based on annual household income. Total annual household income cannot exceed 80% of the County's median income per family size as determined by HUD. In accordance with the federal HOME Program Rules, the City has chosen to use Federal Income Tax IRS Form 1040 adjusted gross income to determine annual income. All homebuyers must sign IRS Form 4506 "Request for Copy of Tax Form" and the City will request a copy of the applicant's federal tax return transcript from the IRS. For IRS tax returns older than six months, the City will require an updated income verification, including third party verification of employment and recent earnings statements.

Ability to Obtain Mortgage Financing

Potential homebuyers must have the ability to obtain a Fixed Rate mortgage loan from a private lender or the City for up to 80% of the purchase price of the property offered for sale.

Down Payment Requirement

All homebuyers are required to provide a 3% down payment at closing. The down payment may be from the buyer's personal savings or from a down payment assistance grant provided through the Federal Home Loan

Bank or other source of down payment assistance.

Down Payment Assistance for VA Loan Borrowers

The City may provide a down payment assistance loan of up to \$5,000 for eligible Veterans Administration Loan borrowers. Down payment assistance loans will be a lien filed on the property and will be forgiven provided the borrower resides at the property for a period of 10 years after purchasing the property.

Primary Residence and Owner Occupied Single Family Deed Restriction

HOME assisted property must be occupied as the homebuyer's primary residence. The City will place a Deed Restriction on the property at the time of property transfer: "This property is a single family dwelling and will always remain a single family dwelling and owner occupied for as long as it remains on the land." The homebuyer cannot own any other residential property at time of closing.

Homebuyer Counseling Requirement

All homebuyers receiving assistance through the City's HOME Program must participate in homebuyer training offered through a HUD certified Local Housing Counseling Agency and provide the City with certification they have successfully completed such training.

Mortgage Subordinations

The City will process requests for mortgage subordinations from homebuyers for their HOME funded second mortgage under the following criteria:

- A) By refinancing their first mortgage, the borrower will be able to lower their interest rate and/or loan term.
- B) The borrower will be able to convert from an ARM to a fixed rate mortgage.
- C) The borrower will be taking out an equity loan or refinancing for purposes of doing home improvements, purchasing a car or for college costs.
- D) The City will require a 90% Loan to Value limit on refinancing or equity loans. The Loan to Value ratio will include the City's HOME second mortgage balance.
- E) The City will use the Assessed Value as determined by the City Assessor's Office or appraised value, whichever is lower, to determine the property value.
- F) Closing costs and fees for the proposed refinancing loan or equity loan must be no more than 3% of the proposed new loan amount.

Written requests for mortgage subordinations from homebuyers with a HOME second mortgage will be accepted and reviewed by City staff. A report and recommendation will be submitted to the City of Kenosha Housing Authority Board of Commissioners for review and consideration. A processing fee of \$100 will be charged to the borrower upon approval and processing the mortgage subordination.

HOME PROGRAM ASSISTANCE TO BUYERS

Second Mortgage Purchase Assistance

HOME funded second mortgage purchase assistance will be provided for up to 17% of the purchase price of the home. HOME second mortgage purchase loans will be written as deferred payment loans at 0% interest for the first ten (10) years, then monthly payments will be required for the next 20 years at an interest rate of 3% annually.

Second mortgage purchase assistance loans will continue to be made available to income eligible homebuyers purchasing new homes city-wide. These purchase assistance loans will be provided for up to 17% of the purchase price of the home. HOME second mortgage purchase loans for eligible homebuyers will be written as deferred payment loans at 0% interest for the first ten (10) years, then monthly payments will be required for the next 20 years at an interest rate of 3% annually. *As was also part of the approved 2007-2008 HOME Program amendment, these Purchase Assistance Loans will only be made available if the City has HOME Program Income revenue on hand.*

Recapture and Resale Provisions

The City of Kenosha anticipates that some of the first-time Homebuyer (FTHB) assistance provided with HOME funding will be a development subsidy used by the City or developer (HOME fund recipient) to produce affordable housing units. In those instances, it is expected that some of this subsidy will be a project development subsidy and this subsidy amount may not be recaptured.

Recapture Option

This option will be used by the City to recapture the HOME funded second mortgage purchase assistance loans provided to the homebuyers if the HOME recipient decides to sell the house within the required affordability period. The homeowner is able to sell the property at whatever price the market will bear. Recaptured funds are considered HOME Program Income to be reused for any HOME-eligible activity.

The City of Kenosha will also require that rental housing developers who have been assisted with HOME funding be subject to recapture provisions in the event the owner/developer sells their property before the period of affordability has expired:

- five (5) years when the per unit of HOME funds is less than \$15,000
- ten (10) years where the amount of HOME funds provided is \$15,000 to \$40,000
- fifteen (15) years where the per unit amount of HOME funds is greater than \$40,000

Affordability periods for home ownership assistance through the HOME Program are as follows:

<i>HOME Funds Provided (Per Unit) *</i>	<i>Affordability Period</i>
Less than \$15,000	5 Years
\$15,000 to \$40,000	10 Years
Greater than \$40,000	15 Years

**Per unit HOME Program assistance for home ownership is based on the amount of the HOME mortgage purchase assistance provided to the homebuyer. For example, if the City's HOME funded second mortgage to the buyer is \$25,000, the affordability period on the home is 10 years. Therefore, the City will provide second mortgage purchase loans with monthly payments deferred for 10 years at 0% interest. After the initial 10 years, the loan converts to a 3% monthly installment loan at 3% interest for a 20-year term.*

Resale Option

The resale option will only be used by the City in those cases where the homebuyer declines to accept a HOME funded second mortgage to purchase a HOME Buyer Program property. This option ensures that the HOME-assisted unit remains affordable over the entire affordability term. Resale requirements under the “resale option” include the following:

- A) The new purchaser must meet HOME Program income eligibility requirements (annual adjusted income below 80% of Kenosha County median income for family size).
- B) The new purchaser must occupy the property as their principal place of residence.
- C) The sales price must be affordable to the new buyer.
- D) Affordability is defined as: Monthly payment for principal, interest, taxes and insurance (PITI) cannot exceed 40% of the purchasers gross annual income.
- E) The seller is entitled to a “fair return” on their investment upon sale of the property. “Fair Return” on investment for purposes of the City’s HOME Program includes the homeowner’s initial investment (first mortgage, down payment and closing costs) and any documented capital improvements to the property completed after the initial sale.

Enforcement of the Recapture or Resale Options

The City will use the following legal instruments to meet and enforce the requirements of the recapture or resale restrictions:

<i>HOME Requirement</i>	<i>Recapture Option</i>	<i>Resale Option</i>
Principal Residence	Deed Restriction & HOME Lien	Deed Restriction & HOME Lien
Affordability Period	Promissory Note & HOME Lien	Deed Restriction & HOME Lien
Repayment of HOME Subsidy	Promissory Note & HOME Lien	Deed Restriction & HOME Lien
Fair Return to Owner	N/A	Deed Restriction & HOME Lien
Affordable Resale Price	N/A	Deed Restriction & HOME Lien
Subsequent Buyer’s Income	N/A	Deed Restriction & HOME Lien

* HOME Lien is a document recorded as a “Rider” with the HOME Program Mortgage securing repayment of the HOME subsidy.

Matching Funds

The City of Kenosha intends to satisfy the Federally-mandated match requirements by using a combination of the eligible forms of match outlined in Section 92.220 of the HOME Program regulations. The City and all sub-recipients will document “match” on a per-project basis.

Funding Reduction and Adjustments Based on Actual HUD Allocation

If the funding level is more or less than the \$464,881 as indicated in this program description, each program activity will be adjusted by applying the same percent of funding increase or decrease equally to each activity.

Applicability of this HOME Program Description

The 2012 HOME Program Description shall supersede any and all previous HOME Program Descriptions in regard to the purposes and use of HOME Program funds.

Approved by City of Kenosha HOME Program Commission: [September 22, 2011]

Approved by Common Council: [Date]

***CITY OF KENOSHA
HOME SALES POLICY***

Homes for sale through the City of Kenosha HOME Program will be advertised and sold on a first-come-first-served basis.

Applicant Requirements

Applicants must meet the following requirements:

- U.S. citizenship or "Qualified Alien" status (as defined by HUD)
- 18 years of age or older
- Must meet the City's income limits for HOME Program
- Cannot own any real estate at time of closing
- Good verifiable credit rating
- Adequate verifiable income to support home ownership
- Must have 3% in funds to be used towards down payment plus closing costs
- Must complete a HUD accredited Homebuyer Counseling Course

When the purchase contract is signed, a \$500 earnest money deposit is required and will be credited toward the down payment. Obtaining first mortgage loan financing from private sources is the responsibility of the applicant.

FOR FURTHER INFORMATION CONTACT

Department of City Development
625 52nd Street, Room 308
Kenosha, WI 53140
Phone: 262.653.4030
Hours: 8:00 A.M. - 4:30 P.M.

2012 HOME Program Review & Approval Schedule

<i>Date</i>	<i>Activity</i>
By 10/07/11	Publish Public Notice for City of Kenosha Consolidated Plan/Annual Plan for CDBG and HOME Funds and Activities with a 30 Day Comment Period
11/07/11	Finance Committee Review and Consideration of 2012 Annual Plan/Consolidated Plan and 2012 HOME Program Description (Public Hearing)
11/07/11	Common Council Review and Consideration of 2012 Annual Plan/Consolidated Plan and 2012 HOME Program Description

/u2/acct/cp/ckays/1HOME PROGRAM/2012/2012_HOME_Program_Description.odt

HOME PROGRAM COMMISSION
Minutes
September 22, 2011

MEMBERS PRESENT: Alderman David Bogdala,
Ron Frederick, Art Landry and Anderson Lattimore

MEMBERS EXCUSED: Alderman Daniel Prozanski, Alderman Ted Ruffolo,
and Alderman Jesse Downing

STAFF PRESENT: Jeffrey B. Labahn, Mike Maki and Tony Geliche

Others Present: Alderman Steve Bostrom

The meeting was called to order at 5:30 p.m. by Alderman Bogdala and roll call was taken.

A motion to approve the minutes from August 30, 2011 was made and seconded . The motion passed unanimously. (Ayes-4; Noes-0).

1. Consideration of 2012 HOME Program Description

Alderman Bogdala asked staff to provide comments regarding the proposed 2012 HOME Program Description. Mike Maki, Planner, noted that he will walk through each of the sections of the 2011 HOME Program Description and review the eligible activities under the HOME Program rules, as summarized in the Fact Sheet. He added that all references to 2011 would be changed to 2012.

Mr. Maki noted that the proposed 2012 Funding Amounts for Program Administration is 10 percent of the 2012 allocation, Community Housing Development Organizations (CHDO's) are 15 percent of the 2012 allocation and that Eligible Housing Activities make up the final 75 percent of the 2012 allocation. The 2012 allocation in the proposed 2012 HOME Program Description is based on the 2011 allocation, a total of \$464,881.00. Additionally, Program Income, in the amount of \$312,000.00 is estimated from the sale of 3 City homes valued at \$104,000.00 each, net proceeds.

Mr. Maki noted that the 2011 HOME Program Description permits the use of HOME funds to be used for New Senior Rental Housing Development, Acquisition and Rehabilitation of Foreclosed Single Family Homes, and Home Buyer Purchase Assistance. Additionally, the 2011 Description noted that the City is setting aside up to \$25,000 for CHDO administrative expenses. Tony Geliche, Community Development Specialist, informed the Commission that the City currently does not have a CHDO. Our existing CHDO, the Carpenter's HOME Improvement Program, was eliminated through budget cuts with Kenosha Unified School District. Alderman Bogdala asked if we could use the 15% CHDO set-aside for other eligible HOME activities. Mr. Geliche answered that those funds could only be used for CHDO's that have been certified by the City. Mr. Maki also added that the Commission could strike the second paragraph which noted the City could also set aside \$25,000 for CHDO's, or the Commission could change it to

read, "The City *could* also set aside up to \$25,000 for CHDO administrative expenses. The Commission agreed to change the additional CHDO set aside to "*could*".

Mr. Maki continued with the analysis of the 2012 HOME Program Description. He noted that staff is requesting comments from the Commission on proposed eligible HOME Program Activities for the 2012 Description. HOME funds may also be used for Homebuyer Acquisition Assistance, where the HOME Program funds could assist homebuyers with downpayment or closing cost assistance and/or a second mortgage. The City currently provides assistance through a second mortgage, up to 17% of the sales price for the sale of new homes constructed by the City and for two additional homes in the Brookstone Homes Subdivision (Grandview Meadows). Mr. Maki noted that use of HOME funds for this purpose would be subject to an 80% maximum household income and an affordability period that is typically ten years.

Mr. Maki then discussed the Lease Purchase in conjunction with a Homebuyer Program. Ownership of the home must be completed within 36 months of signing the lease-purchase agreement. He noted that the City would have an additional 6 months to identify an eligible purchaser if the first purchaser was not eligible. After that period, the home would be rental, if not sold to a homebuyer.

Mr. Maki went on to say that the HOME Commission could choose to fund Homeowner rehabilitation or refinancing. The City in the past provided deferred and/or low-interest installment loans for rehabilitation of homes through the Community Development Block Grant Program and could also do this under the HOME Program. The assistance could be provided through loans or grants. Mr. Maki also stated that residents of the home would also need to be temporarily relocated while any lead abatement was being done in the home. Mr. Maki also added that any rehabilitation work would have to be in accordance with written City Rehabilitation standards, which would need to be first adopted prior to any work being done.

HOME Program funds could also be used to convert existing structures from another use to affordable residential. The Commission discussed if the HOME funds could be used to rehabilitate or demolish the 4-unit buildings in the Wilson Heights Neighborhood. The Commission also asked if HOME Program funds could be used to buy buildings in the downtown area, maybe in the area around the downtown. Mr. Maki answered that if the money was used to acquire and/or demolish existing buildings, HOME Program rules require that new construction would need to occur within 12 months of the acquisition and the new construction could only be for affordable residential units.

Mr. Maki continued with the eligible HOME Program activities that the Commission could consider. Site Improvements on HOME Project sites could be funded, such as land preparation, environmental or landscaping. Initial operating deficit reserves can be for the initial rent-up period, for up to 18 months. HOME Program funds may also be used for relocation expenses for households who live in a building acquired under the HOME Program for demolition or rehabilitation. The Commission could also choose to provide tenant based rental assistance, including Senior developments. Tenants could also be provided Assistance could be through security deposits. The Commission was not in favor of providing tenant based rental assistance. Mr. Geliche noted that the Kenosha Housing Authority provided this type of assistance.

Mr. Maki noted that the the Commission may want to change the item under Eligible HOME Program activities from Acquisition and Rehabilitation of Foreclosed Single Family homes to all homes, not just foreclosed single family homes. The Commission discussed which neighborhoods or areas of the City would be targeted for acquisition. The Commission discussed maintaining the notation that it should be foreclosed single family homes and Alderman Bogdala noted that perhaps the Kenosha Realtor's Association could assist with providing this information.

Alderman Bogdala stated that he would recommend removing New Senior Rental Development from the list of eligible activities to fund for 2012, since Celebre Place was recently approved and was provided a large amount of HOME Program money. There should be plenty of Senior developments in the City now. The Commission agreed to this change. Mr. Geliche recommended that the language on page 2 and 3 of the HOME Program Description should then be removed from the 2012 Description since it references Rental Housing. The Commission agreed to this change.

Alderman Bogdala recognized Alderman Bostrom and asked if the Kenosha Realtor's Association would be able to assist the HOME Program Commission with providing information on foreclosed single-family homes that the City could acquire for rehabilitation. Alderman Bostrom answered that the Realtor's Association does not maintain this information. However, they could provide a list of larger realtor firms that the City could contact to provide this information and that they would be happy to provide this information. The Commission agreed to work with the Realtor's Association and an RFP may then have to be sent out to firms so that there is an equal opportunity.

Alderman Bogdala asked for input from the other Commissioners concerning which activities they would like to see funded in 2012. The Commission liked the idea of assisting homebuyers across the City, not just the City houses and in Grandview Meadows. Mr. Geliche stated that the Homebuyer requirements were on page 4 of the Description.

Mr. Maki stated that he would recommend changes to the Mortgage Subordination section on page 5. Under the 2011 Program Description, mortgage subordinations require a 90% loan-value limit, which includes both the first mortgage and the City's second mortgage. It also requires that closing costs be no more than 3% of the loan amount, as well as property value is determined based on the assessed value. Mr. Maki noted he has recently dealt with two requests for subordination where the property value determination and the recommendation to approve the subordination based on the assessed value for the property caused an issue. In one case, the assessed value was higher than the appraised value; and in the other, the appraised value was higher. He would recommend that the Commission consider a change be made to allow the lower of the assessed value or appraised value. The Commission agreed to this change.

Mr. Maki then noted that a change in the funding level on page 7 would be made to reflect the 2011 HOME Program allocation, which is \$464,881.00.

A motion was made and seconded to approve the 2012 HOME Program Description as recommend. The motion passed unanimously. (Ayes-4; Noes-0).

Mr. Geliche also added that the approved 2012 HOME Program Description would

supercede all previous HOME Program Descriptions. The Common Council is expected to act on the CDBG and HOME Program Descriptions on November 7 and then it will be provided to HUD.

Public Comments

There were no Public comments.

Commissioner Comments

Alderman Bogdala noted that he would like to have a follow up meeting in about a month to discuss working with the Realtor's Association and obtaining information on foreclosed single-family homes.

Staff Comments

Mr. Geliche informed the Commission that the changes will be made to the proposed 2012 HOME Program Description and that the Commission will be emailed the updated version.

A motion to adjourn was made and seconded. The motion passed unanimously (Ayes-4 Noes-0). The meeting adjourned at 6:35 p.m.

Meeting Minutes Prepared by: Mike Maki, Department of City Development

**CITY OF KENOSHA
SCHEDULES OF DISBURSEMENTS**

Disbursement Record 19

Approved by Council _____

The Finance Committee reviewed the attached listing of disbursements for the period from 10/01/11 through 10/15/11 and have approved the disbursements as follows:

1. Checks numbered from 109441 through 109803 as shown on attached listing consisting of:

a. Debt Service	1,333,965.00
b. Investments	-0-
c. All Other Disbursements	3,497,604.95
SUBTOTAL	4,831,569.95

PLUS:

2. City of Kenosha Payroll Wire Transfers from the same period: 1,210,001.40

TOTAL DISBURSEMENTS APPROVED 6,041,571.35

David Bogdala

Daniel Prozanski Jr.

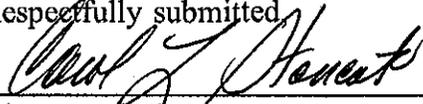
Katherine Marks

Eric Haugaard

Tod Ohnstad

Theodore Ruffalo

I have examined the vouchers listed on the attached sheets and have not found any unauthorized or improper payments. It must be understood that this statement in no way should be interpreted as a guarantee that errors do not exist. I have initially examined the attached vouchers for proper account classification. However, the account classifications as shown for the attached vouchers are subject to change upon subsequent review by both myself and respective department heads of the City of Kenosha.

Respectfully submitted,


Director of Finance

(disbursementsblank.share.fin)

**FISCAL NOTE
CITY OF KENOSHA
DEPARTMENT OF FINANCE**

PREPARED FOR: Finance Committee

ITEM: Disbursement Record #19

ESTIMATED FINANCIAL IMPACT:

No additional fiscal note needed.

Date Prepared: 10/25/11

Prepared By: *MKS*

Reviewed By: *[Signature]*

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
109441	10/05	ANIXTER WISCONSIN	110-01-51102-539-000	09/11 DP MISC. COMPU	659.59
109442	10/05	ACCUTEMP MECHANICAL INC	633-09-50101-241-000	CIVIC CTR A/C REPAIR	1,340.00
109443	10/05	VIKING ELECTRIC SUPPLY	110-03-53109-375-000	9/11-ST ELECTRICAL M	226.26
			110-03-53109-375-000	9/11-ST ELECTRICAL M	96.10
			110-03-53109-375-000	9/11-ST ELECTRICAL M	73.12
			110-03-53109-375-000	9/11-ST ELECTRICAL M	56.20
			110-Q3-53109-361-000	9/11-ST ELECTRICAL M	14.16
			 CHECK TOTAL	465.84
109444	10/05	ALPHA TERRA SCIENCE, INC	420-11-50706-589-000	08/11 ADD'L ACTIVITI	617.50
109445	10/05	HWY C SERVICE	501-09-50106-344-000	STUMP GRINDER MAT'L	548.52
109446	10/05	UNITED HOSPITAL SYSTEMS INC	110-02-52101-219-000	8/11-#11-120316 LAB	49.60
			110-02-52101-219-000	9/11-#11-125787 LAB	49.60
			110-02-52101-219-000	8/11-#11-120885 LAB	49.60
			 CHECK TOTAL	148.80
109447	10/05	FIRST SUPPLY CO.	524-05-50101-249-000	09/11 PA SUPPLIES AN	38.99
			524-05-50101-249-000	09/11 PA SUPPLIES AN	18.72
			110-05-55104-249-000	09/11 PA SUPPLIES AN	16.80
			110-02-52203-357-000	09/11 FD SUPPLIES AN	1.87
			 CHECK TOTAL	76.38
109448	10/05	SIMPLEX GRINNELL	521-09-50101-246-000	ANNUAL INSPECTION	2,741.00
109449	10/05	KENOSHA COUNTY	110-02-52105-283-000	10/11 RENT/SFTY BLDG	11,661.00
109450	10/05	WILLKOMM INC., JERRY	630-09-50101-392-000	9/11-SE DIESEL FUEL	25,105.94
109451	10/05	WE ENERGIES	633-09-50101-221-000	#38 08/24-09/23	3,298.82
			110-03-53109-221-000	#38 08/22-09/21	1,916.94
			110-03-53109-221-000	#38 08/23-09/22	1,661.06
			110-02-52203-221-000	#38 08/23-09/23	1,511.14
			110-03-53109-221-000	#38 08/21-09/20	1,204.37
			110-05-55111-221-000	#38 08/18-09/19	1,204.18
			632-09-50101-221-000	#38 07/27-08/24	1,142.24
			110-03-53103-221-000	#38 07/27-08/24	901.78
			110-03-53116-221-000	#38 08/18-09/19	713.18
			110-03-53109-221-000	#38 08/18-09/18	677.20
			522-05-50102-221-000	#38 08/19-09/19	518.19
			110-05-55109-221-000	#38 08/187-09/18	491.48
			110-03-53109-221-000	#38 08/19-09/20	491.35
			110-03-53109-221-000	#38 08/18-09/19	432.39
			110-05-55109-221-000	#38 08/18-09/19	431.69
			522-05-50102-221-000	#38 08/19-09/20	364.29

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
			110-05-55109-221-000	#38 08/19-09/18	364.02
			110-03-53109-221-000	#38 08/18-09/21	358.09
			110-03-53109-221-000	#38 08/25-09/23	333.74
			110-03-53109-221-000	#38 08/19-09/21	234.70
			110-03-53109-221-000	#38 08/24-09/25	221.37
			110-03-53103-221-000	#38 08/23-09/22	133.75
			110-05-55109-221-000	#38 08/22-09/21	133.39
			110-03-53117-221-000	#38 08/18-09/19	53.79
			519-09-50103-221-000	#38 08/23-09/22	52.76
			110-05-55109-221-000	#38 08/21-09/20	52.09
			522-05-50102-221-000	#38 08/17-09/18	49.58
			110-05-55109-222-000	#38 08/24-09/25	35.65
			110-05-55106-222-000	#38 08/22-09/22	31.40
			522-05-50102-222-000	#38 08/17-09/18	30.09
			110-03-53109-221-000	#38 08/23-09/23	26.35
			110-05-55111-222-000	#38 08/21-09/20	12.30
			110-05-55109-222-000	#38 08/17-09/18	9.28
			110-05-55109-222-000	#38 08/23-09/22	8.70
			110-05-55109-221-000	#38 08/23-09/22	8.69
			 CHECK TOTAL	19,110.04
109452	10/05	WE ENERGIES	286-06-50202-259-000	#5316339 UTILITIES	74.16
			286-06-50204-259-000	#5316347 UTILITIES	52.08
			758-09-50110-259-850	5810 19 AVE-UTILS	36.30
			286-06-50209-259-000	#5316382 UTILITIES	30.96
			286-06-50208-259-000	#5316386 UTILITIES	29.23
			286-06-50205-259-000	#5316361 UTILITIES	28.70
			286-06-50207-259-000	#5316389 UTILITIES	24.29
			461-11-51001-581-000	4702 36 AVE-APT #4	23.62
			461-11-51001-581-000	4702 36 AV-APT #1	21.07
			286-06-50206-259-000	#5316380 UTILITIES	17.39
			461-11-51001-581-000	4702 26 AVE-APT #3	8.50
			461-11-51001-581-000	4702 36 AVE-APT #2	6.45
			 CHECK TOTAL	352.75
109453	10/05	STATE OF WISCONSIN	110-00-21901-999-000	08/11 COURT COSTS	23,263.61
			110-00-21911-999-000	08/11 COURT COSTS	16,204.84
			110-00-45104-999-000	08/11 COURT COSTS	11,514.57
			 CHECK TOTAL	50,983.02

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
109454	10/05	PAYNE & DOLAN INC.	110-03-53103-355-000	9/11-ST ASPHALT MATE	825.68
109455	10/05	REINDERS INC.	630-09-50101-393-000	9/11-SE#2939 PARTS/S	43.45
109456	10/05	KENOSHA WATER UTILITY	501-09-50106-219-824	7/11 STORM DAMAGE	9,047.11
			501-09-50106-219-824	7/11 STORM DAMAGE	5,193.78
			501-09-50106-219-824	7/11 STORM DAMAGE	590.82
			501-09-50106-219-824	7/11 STORM DAMAGE	173.88
			501-09-50106-219-824	7/11 STORM DAMAGE	112.06
			501-09-50106-219-824	7/11 STORM DAMAGE	4.22
			 CHECK TOTAL	15,121.87
109457	10/05	DOVER FLAG & MAP	110-05-55109-389-000	USA AMERICAN FLAGS	296.25
109458	10/05	FEDERAL SIGNAL CORP.	110-02-52103-344-000	LABOR	100.00
			110-02-52103-344-000	LABOR	100.00
			110-02-52103-344-000	SOFTWARE	81.00
			 CHECK TOTAL	281.00
109459	10/05	MEDICAL COLLEGE OF WISCONSIN	206-02-52205-219-000	09/11 MED DIRECTOR S	5,175.00
109460	10/05	FEDEX	110-01-51306-312-000	9/6/11 PW-WIS ECONMC	22.06
109461	10/05	OFFICEMAX	110-02-52103-311-000	9/11-PD#1930 OFFICE	567.22
			110-02-52103-311-000	9/11-PD#1930 OFFICE	161.60
			110-01-51701-311-000	9/11-CD#1918 OFFICE	126.90
			110-03-53103-311-000	9/11-ST#1925 OFFICE	116.17
			110-02-52103-311-000	9/11-PD#1926 OFFICE	112.16
			110-02-52201-311-000	9/11-FD#1924 OFFICE	105.08
			521-09-50101-311-000	9/11-AR#1929 OFFICE	99.54
			110-01-51101-311-000	9/11-FN#1922 OFFICE	73.44
			110-01-51101-311-000	9/11-FN#1931 OFFICE	53.18
			110-01-51301-311-000	9/11-AD#1914 OFFICE	42.00
			110-01-51101-311-000	9/11-FN#1922 OFFICE	3.06
			 CHECK TOTAL	1,460.35
109462	10/05	REESMAN'S EXCAVATING, INC.	409-11-51005-589-000	EST 1-56 ST ROAD CON	160,391.25
109463	10/05	BANE-NELSON, INC.	409-00-13109-000-000	09/11 STORAGE	150.00
			409-00-13109-000-000	08/11 STORAGE	150.00
			409-00-13109-000-000	07/11 STORAGE	150.00
			 CHECK TOTAL	450.00

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
109464	10/05	JOHNSON PAINTING	463-11-50601-589-000	1110 57 ST	2,350.00
109465	10/05	XEROX CORPORATION	110-02-52201-232-000	07/21-08/23 MAINTENA	52.93
109466	10/05	CONCRETE SPECIALTIES CO.	501-09-50105-355-000	MERCHANDISE	272.50
			501-09-50105-355-000	MERCHANDISE	272.50
			501-09-50105-355-000	MERCHANDISE	272.50
			501-09-50105-355-000	MERCHANDISE	238.00
			501-09-50105-355-000	MERCHANDISE	235.00
			501-09-50105-355-000	MERCHANDISE	75.00
			501-09-50105-355-000	MERCHANDISE	35.00
			 CHECK TOTAL	1,400.50
109467	10/05	BRUSKE PRODUCTS	630-09-50101-393-000	09/11 SE BROOMS/BRUS	201.60
109468	10/05	AECOM TECHNICAL SERVICES INC	493-11-50107-219-000	08/11 PHASE II ESA	13,646.59
			403-11-51008-589-000	8/11 TASK 5:FNL DESG	4,822.68
			403-11-51008-589-000	8/11 TASK 3:GRANT MG	266.10
			403-11-51008-589-000	8/11 TASK 1:PROJ MGT	199.59
			 CHECK TOTAL	18,934.96
109469	10/05	LEE PLUMBING, INC.	521-09-50101-241-000	AIRPORT-HVAC MAINT	700.00
			110-02-52203-241-000	08/11 FD #5 HVAC, PL	679.40
			521-09-50101-241-000	AIRPORT-HEATER/LABR	565.00
			521-09-50101-241-000	AIRPORT-A/C REPAIR	132.50
			 CHECK TOTAL	2,076.90
109470	10/05	UNISOURCE WORLDWIDE	630-09-50101-393-000	09/11 CE PAPER PRODU	6,267.89
109471	10/05	HUMANA CLAIMS	611-09-50101-155-527	10/03/11 MED CLAIMS	110,559.49
			611-09-50101-155-527	10/03/11 PHARMACY	19,818.98
			611-09-50101-155-527	10/04/11 PHARMACY	4,095.48
			611-09-50101-155-527	10/04/11 MED CLAIMS	687.03
			 CHECK TOTAL	135,160.98
109472	10/05	HUMANA INSURANCE CO	611-09-50101-155-517	09/11 PREMIUM	73,387.38
			611-09-50101-155-518	09/11 PREMIUM	30,504.98
			611-09-50101-155-519	09/11 PREMIUM	4,890.72
			611-09-50101-155-517	7-8/11 PRICE ADJ	4,513.30
			611-09-50101-155-518	7-8/11 PRICE ADJ	2,304.90
			611-09-50101-155-519	7-8/11 PRICE ADJ	70.92
			611-09-50101-155-518	7-8/11 PRICE ADJ	3.29CR
			611-09-50101-155-519	08/11 ADJ	16.44CR
			611-09-50101-155-518	09/11 PREMIUM	62.64CR
			611-09-50101-155-518	08/11 ADJ	100.14CR
			611-09-50101-155-517	08/11 ADJ	172.81CR
			 CHECK TOTAL	115,316.88

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
109473	10/05	US CELLULAR	501-09-50103-226-000	09/11 SW-CELL AIRTM	27.69
			501-09-50103-226-000	09/11 SW-CELL SERVC	3.00
			 CHECK TOTAL	30.69
109474	10/05	CUMMINS NPOWER, LLC	520-09-50201-347-000	08/11 TD PARTS/SERVI	544.66
			520-09-50201-347-000	09/11 TD PARTS/SERVI	38.93
			 CHECK TOTAL	583.59
109475	10/05	EMERGING COMMUNITIES CORP	720-00-21957-000-000	8/11 WALMART CONSULT	6,883.00
			720-00-21957-000-000	7/11 WALMART CONSULT	3,540.00
			492-11-50301-219-000	10/11 CONSULT SERVC	2,500.00
			720-00-21957-000-000	9/11 WALMART CONSULT	1,000.00
			 CHECK TOTAL	13,923.00
109476	10/05	COREY OIL, LTD	520-09-50106-341-000	09/11 TD LUBRICANT/O	415.00
109477	10/05	MALSACK, J	463-11-50902-219-000	09/11 WEED/GRASS-A	1,053.71
			401-11-50912-581-000	09/11 WEED/GRASS-C	847.87
			461-11-51001-581-000	09/11 WEED/GRASS-B	705.37
			461-11-51001-581-000	9/11 4702 36-SECURE	75.00
			 CHECK TOTAL	2,681.95
109478	10/05	BARNES DISTRIBUTION	520-09-50201-317-000	08/11 TD SHOP SUPPLI	395.19
			520-09-50201-347-000	08/11 TD SHOP SUPPLI	389.57
			520-09-50201-347-000	09/11 TD SHOP SUPPLI	388.58
			206-02-52205-344-000	09/11 FD SUPPLIES/RE	305.82
			520-09-50201-347-000	09/11 TD SHOP SUPPLI	74.19
			520-09-50201-317-000	09/11 TD SHOP SUPPLI	68.68
			 CHECK TOTAL	1,622.03
109479	10/05	CHULA VISTA RESORT	110-02-52107-263-000	9/20-23 3 OFFICERS	318.00
109480	10/05	ALTEC INDUSTRIES, INC.	630-09-50101-393-000	09/11 SE PARTS/SERVI	239.04
109481	10/05	LETTERING MACHINE	110-02-52206-367-000	9/11-FD SS T'S CLOTH	2,515.00
			110-02-52206-367-000	9/11-FD SS T'S CLOTH	985.00
			110-02-52206-367-000	9/11-FD SS T'S CLOTH	820.00
			110-02-52206-367-000	9/11-FD CAPS	180.00
			110-02-52206-367-000	9/11-FD CLOTHING	22.00
			 CHECK TOTAL	4,522.00

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
109482	10/05	T & A INDUSTRIAL, LTD.	110-03-53103-344-000	9/11-ST SUPPLIES/TOO	257.40
109483	10/05	ZEP MANUFACTURING CO.	520-09-50201-382-000	CLEANER	67.50
109484	10/05	AMERICAN ENGINEERING TESTING	409-11-51011-219-000	9/11 TESTING	3,630.70
109485	10/05	JEFFERSON STREET INN	632-09-50101-263-000	M LENCI 11/02-04/11	140.00
109486	10/05	NORTHERN ILLINOIS UNIVERSITY	724-00-21933-000-000	C LOSEY SCHOLARSHIP	1,000.00
109487	10/05	FAIRFIELD INN & SUITES	110-02-52107-263-000	10/25-26 2 OFFICERS	140.00
109488	10/05	COUNTRY INN & SUITES DUNDEE	110-02-52102-263-000	10/10-11 2 DETECTIVE	77.00
109489	10/05	BEST WESTERN PLUS EAST TOWNE	110-02-52107-263-000	9/20-22 2 OFFICERS	140.00
109490	10/05	CDW-G	110-01-51102-539-000	09/11 DP COMPUTER EQ	497.67
			110-01-51102-539-000	09/11 DP COMPUTER EQ	490.61
			110-01-51102-539-000	09/11 DP COMPUTER EQ	351.81
			110-01-51102-539-000	09/11 DP COMPUTER EQ	117.08
			110-01-51102-539-000	09/11 DP COMPUTER EQ	18.47
			 CHECK TOTAL	1,475.64
109491	10/05	MOHAWK MFG. & SUPPLY CO.	520-09-50201-347-000	9/11-TD BUS PARTS	358.44
109492	10/05	KENOSHA AREA FAMILY & AGING	290-06-50601-259-000	#5331972 SUBGR AGRMT	4,154.00
109493	10/05	O'CONNOR, DUMEZ,	110-09-56402-219-000	GUERRERO 12/01/10	3,124.00
			110-09-56402-219-000	8/11 CITY/COUNTY CLM	2,937.00
			110-09-56402-219-000	LEHMAN 3/08/09	1,441.00
			110-09-56402-219-000	MILLER 12/25/03	759.00
			110-09-56402-219-000	TATRO 5/03/07	348.00
			110-09-56402-219-000	ZELADA 6/15/09	11.00
			 CHECK TOTAL	8,620.00
109494	10/05	STATE BAR OF WISCONSIN	110-01-50301-322-000	9/11-LEGAL PUBLICATI	57.96
			110-01-50301-322-000	9/11-LEGAL PUBLICATI	57.96
			 CHECK TOTAL	115.92
109495	10/05	MENARDS (KENOSHA)	501-09-50105-353-000	09/11 SW MERCHANDISE	67.96
			110-02-52203-382-000	09/11 FD #7 MERCHAND	66.78
			110-03-53116-382-000	09/11 WA MERCHANDISE	58.75
			110-02-52203-382-000	09/11 FD #1 MERCHAND	29.46
			110-05-55104-249-000	09/11 PA MERCHANDISE	18.39
			206-02-52205-344-000	09/11 FD #7 MERCHAND	8.96
			110-03-53116-382-000	09/11 WA MERCHANDISE	5.76
			 CHECK TOTAL	256.06

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
109496	10/05	CRYSTAL'S, S J	110-02-52206-367-000	09/11 UNIFORMS	265.00
109497	10/05	LAKESIDE TREE CARE	501-09-50106-219-824	STORM CLN 6/30-7/11	36,480.00
109498	10/05	HALLMAN LINDSAY	110-05-55104-249-000	09/11 PA-PAINT/PROD	299.60
			110-05-55104-249-000	09/11 PA-PAINT/PROD	299.60
			110-05-55109-244-000	09/11 PA-PAINT/PROD	80.00
			524-05-50101-249-000	09/11 PA-PAINT/PROD	71.97
			 CHECK TOTAL	751.17
109499	10/05	CARPENTERS HOME IMPRVMT INC	290-06-50405-259-000	#5331971 SUBGR AGRMT	49,845.00
109500	10/05	KENOSHA COUNTY TREASURER	110-00-21910-999-000	8/11 FEES COLLECTED	12,137.47
			110-00-21901-999-000	8/11 FEES COLLECTED	3,099.75
			110-00-21910-999-000	8/11 FEES COLLECTED	500.00
			 CHECK TOTAL	15,737.22
109501	10/05	AUTO GLASS SPECIALISTS, INC.	630-09-50101-393-000	09/11 SE GLASS & ACC	294.60
			630-09-50101-393-000	09/11 SE GLASS & ACC	262.00
			630-09-50101-393-000	09/11 SE GLASS & ACC	100.00
			 CHECK TOTAL	656.60
109502	10/05	EZ PACK N SHIP ETC, INC	110-01-51306-312-000	8/11-FD UPS SERVICES	62.15
			520-09-50301-311-000	8/11-TD UPS SERVICES	25.72
			110-02-52203-344-000	8/11-FD UPS SERVICES	19.40
			 CHECK TOTAL	107.27
109503	10/05	BOUND TREE MEDICAL, LLC	206-02-52205-318-000	08/11 FD MEDICAL SUP	1,333.00
			206-02-52205-318-000	08/11 FD MEDICAL SUP	164.85
			 CHECK TOTAL	1,497.85
109504	10/05	GILLIG CORPORATION	520-09-50201-347-000	09/11 BUS PARTS	232.08
			520-09-50201-347-000	09/11 BUS PARTS	199.62
			 CHECK TOTAL	431.70
109505	10/05	FOX VALLEY CHEMICAL CO	110-02-52203-382-000	09/11 FD #3 CONSUMAB	253.45
109506	10/05	ERICKSON AUTO TRIM	630-09-50101-393-000	09/11 SE #2718 UPHOL	200.00
109507	10/05	MUNCIE TRANSIT SUPPLY	520-09-50201-347-000	9/11-TD COACH PARTS	96.96
			520-09-50201-347-000	9/11-TD COACH PARTS	1.00
			 CHECK TOTAL	97.96

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
109508	10/05	AIRGAS NORTH CENTRAL	206-02-52205-389-000	09/11 FD #3 OXYGEN C	64.33
109509	10/05	RED THE UNIFORM TAILOR	110-02-52103-367-000	08/11 POLICE UNIFORM	616.90
			110-02-52103-367-000	07/11 POLICE UNIFORM	363.40
			110-02-52206-367-000	09/11 FD UNIFORMS	329.95
			110-02-52206-367-000	09/11 FD UNIFORMS	217.50
			110-02-52206-367-000	09/11 FD UNIFORMS	161.00
			110-02-52206-367-000	09/11 FD UNIFORMS	145.00
			110-02-52206-367-000	09/11 FD UNIFORMS	145.00
			110-02-52103-367-000	09/11 POLICE UNIFORM	121.90
			110-02-52103-367-000	07/11 POLICE UNIFORM	113.80
			110-02-52103-367-000	07/11 PD POLICE UNIF	30.00
			 CHECK TOTAL	2,244.45
109510	10/05	APWA - WISCONSIN CHAPTER	632-09-50101-264-000	M LENCI-11/2-4/11	175.00
109511	10/05	LGIP MUSEUM	110-00-21805-000-000	9/01/11 WIRE TRANS	139,200.00
109512	10/05	HOPE COUNCIL, INC	290-06-50610-259-000	#5332005 SUBGR AGRMT	817.00
109513	10/05	KOZMER, MIKE AND	110-00-21905-000-000	BEACH HOUSE-9/24/11	300.00
109514	10/05	WISCONSIN RAMPAGE SELECT	110-00-21905-000-000	2011 SPORTS COMPLEX	50.00
109515	10/05	DUFFY, KENNETH T.	110-02-52107-263-000	9/21-23/11 WIS DELLS	36.00
109516	10/05	MAY, DAVID	110-02-52107-263-000	9/21-23/11 WIS DELLS	36.00
			110-02-52102-341-000	9/21-23/11 WIS DELLS	26.00
			 CHECK TOTAL	62.00
109517	10/05	PETERSEN, JOHN R.	110-02-52102-341-000	9/15-16-GREEN BAY	134.50
109518	10/05	DEN HARTOG, WARREN J.	110-02-52107-263-000	9/21-23/11 WIS DELLS	36.00
109519	10/05	KAISER, JERALD	110-02-52107-263-000	9/21-23/11 WIS DELLS	36.00
109520	10/05	NORTON, JENNY	110-01-52001-261-000	9/23/11 LAKE GENEVA	37.19
			110-01-52001-263-000	9/23/11 LAKE GENEVA	12.00
			 CHECK TOTAL	49.19

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
109521	10/05	HECKER, JOSHUA	110-02-52107-263-000	9/22/11 FRANKLIN	8.00
109522	10/05	SIEKER, RYAN	110-02-52107-263-000	9/21-22/11 MADISON	12.00
109523	10/05	HILL, RYAN	110-02-52107-263-000	9/14-15/11-JANESVILL	20.00
109524	10/07	RNOW, INC.	630-09-50101-393-000	09/11 #2833 PARTS/MA	1,495.17
			630-09-50101-393-000	09/11 #2833 PARTS/MA	182.89
			630-09-50101-393-000	09/11 #2833 PARTS/MA	31.21
			630-09-50101-393-000	09/11 PARTS/MATERIA	14.62
			 CHECK TOTAL	1,723.89
109525	10/07	MACHINE SERVICES, INC.	520-09-50201-344-000	STEERING GEAR BOX	750.00
109526	10/07	COMSYS, INCORPORATED	110-01-51102-215-000	10/8-11/7/11 SERVICE	37,312.25
			501-09-50101-215-000	10/8-11/7/11 SERVICE	9,329.31
			 CHECK TOTAL	46,641.56
109527	10/07	GODFREY & KAHN, SC	420-11-51004-219-000	07/11 CHRYSLER	35,856.28
			420-11-50904-219-000	07/11 CHRYSLER	11,342.00
			 CHECK TOTAL	47,198.28
109528	10/07	KENOSHA JOINT SERVICES	110-02-52111-251-000	10/11 JOINT SERVICES	255,366.00
			110-02-52202-251-000	10/11 JOINT SERVICES	63,840.75
			 CHECK TOTAL	319,206.75
109529	10/07	KENOSHA CITY EMPLOYEE'S	110-00-21562-000-000	10/07/11 CITY HRLY	14,529.19
			110-00-21562-000-000	10/07/11 WATER HRLY	4,112.60
			110-00-21562-000-000	10/07/11 MUSEUM HRLY	205.00
			 CHECK TOTAL	18,846.79
109530	10/07	KENOSHA COUNTY SHERIFF DEPT	110-02-52108-256-000	09/11 PRISONER MAINT	5,019.00
109531	10/07	LABOR PAPER, THE	401-11-51104-586-824	08/11 WINDSTORM	37.96
			401-11-51104-586-000	08/11 ROW/ASSMNTS	27.04
			402-11-51111-589-000	08/11 SDWLK/DRVWY	26.20
			 CHECK TOTAL	91.20
109532	10/07	UNITED HOSPITAL SYSTEMS INC	110-09-56405-161-000	6/16/11 W/C	330.18
			110-02-52101-219-000	09/11 11-129606 LAB	49.60
			110-02-52101-219-000	09/11 11-126946 LAB	49.60
			110-02-52101-219-000	09/11 11-125762 LAB	49.60
			110-02-52101-219-000	08/11 11-125100 LAB	49.60
			 CHECK TOTAL	528.58

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
109533	10/07	AMERICAN ASSOC OF AIRPORT	521-09-50101-323-000	6/11-5/12 ASSC DUES	150.00
109534	10/07	SHOPKO DEPT. STORE	520-09-50101-389-000	09/11 TD MERCHANDISE	59.97
			110-01-51801-389-000	09/11 MB MERCHANDISE	23.85
			 CHECK TOTAL	83.82
109535	10/07	VAN'S ROOFING, INC	414-11-51002-583-000	ROOF REPAIR	2,000.00
109536	10/07	VULCAN MATERIALS COMPANY	501-09-50105-354-000	09/11 AGGREGATE MATE	2,916.64
109537	10/07	UNITED STATES TREASURY	110-00-21581-000-000	10/07/11 DEDUCTION	113.68
			110-00-21581-000-000	10/07/11 DEDUCTION	100.00
			 CHECK TOTAL	213.68
109538	10/07	WIS FUEL & HEATING INC	630-09-50101-392-000	09/11 DIESEL FUEL	24,803.94
109539	10/07	BADGER OIL EQUIPMENT CO.	520-09-50201-246-000	REPAIRS	900.00
109540	10/07	R & J WINDOW CLEANING, CO.	110-01-51801-243-000	WINDOW CLEANING	420.00
109541	10/07	WALGREEN CO.	110-09-56405-161-000	9/16/11 W/C	240.85
			110-09-56405-161-000	9/16/11 W/C	207.60
			 CHECK TOTAL	448.45
109542	10/07	CHASE BANK KENOSHA	110-00-21513-000-000	10/07/11 HRLY DEDUCT	24,094.60
			110-00-21612-000-000	10/07/11 HRLY DEDUCT	13,145.55
			110-00-21511-000-000	10/07/11 HRLY DEDUCT	8,904.95
			110-00-21614-000-000	10/07/11 HRLY DEDUCT	3,289.59
			110-00-21514-000-000	10/07/11 HRLY DEDUCT	3,289.22
			 CHECK TOTAL	52,723.91
109543	10/07	AT&T	110-02-52203-225-000	9/22-10/21 REPEATER	199.72
109544	10/07	TDS METROCOM	110-01-51801-227-000	09/11 FIRE	150.05
			110-01-51801-225-000	09/11 FIRE	72.58
			 CHECK TOTAL	222.63
109545	10/07	HOLLAND SUPPLY, INC.	110-05-55109-344-000	9/11 PA-HYDRAULIC FT	42.55
			110-05-55109-344-000	9/11 PA-HYDRAULIC FT	37.27
			110-05-55111-249-000	9/11 PA-HYDRAULIC FT	26.16
			524-05-50101-344-000	9/11 GO-HYDRAULIC FT	22.21
			524-05-50101-344-000	9/11 GO-HYDRAULIC FT	8.76
			 CHECK TOTAL	136.95

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
109546	10/07	SCHELBLE & HEMMER, S.C.	110-00-21581-000-000	10/07/11 DEDUCTION	121.76
109547	10/07	INTERSPIRO	110-02-52203-235-000	09/11 SCBA PARTS	222.21
109548	10/07	ACCURATE PRINTING CO., INC.	110-01-52001-311-000 520-09-50301-313-000	09/11 MC-APPR BONDS 09/11 TD-LETTERHEADS CHECK TOTAL	185.00 75.00 260.00
109549	10/07	PACE ANALYTICAL	492-11-50101-589-000	06/11 LAB SERVICE	1,105.00
109550	10/07	CICCHINI ASPHALT LLC	289-06-50407-259-000 401-11-51101-585-000	EST 1-RESURFACING PARKING LOT PAINTING CHECK TOTAL	57,033.72 1,000.00 58,033.72
109551	10/07	LIBERTY TIRE RECYCLING SVCS	205-03-53118-219-000	09/11 TIRE RECYCLING	1,888.56
109552	10/07	HUMANA CLAIMS	611-09-50101-155-527 611-09-50101-155-527 611-09-50101-155-527 611-09-50101-155-527	10/05/11 MED CLAIMS 10/06/11 MED CLAIMS 10/06/11 PHARMACY 10/05/11 PHARMACY CHECK TOTAL	62,450.65 29,058.67 8,332.36 2,262.81 102,104.49
109553	10/07	RUEKERT & MIELKE, INC.	409-11-51001-219-000	8/13-9/09 CONSTRUCTI	15,467.25
109554	10/07	TOWN & COUNTRY GLASS	420-11-51102-583-000 110-01-51801-249-000	STEEL DOORWAY GLASS REPLACEMENT CHECK TOTAL	2,086.00 1,128.00 3,214.00
109555	10/07	HUMANA INSURANCE CO	611-09-50101-155-517 611-09-50101-155-518 611-09-50101-155-519 611-09-50101-155-518 611-09-50101-155-519 611-09-50101-155-518 611-09-50101-155-518 611-09-50101-155-518 611-09-50101-155-517	10/11 PREMIUM 10/11 PREMIUM 10/11 PREMIUM 09/11 ADJ 09/11 ADJ 09/11 ADJ 09/11 ADJ 10/11 PREMIUM 09/11 ADJ CHECK TOTAL	73,470.21 30,539.41 4,896.24 20.88 5.52CR 34.43CR 49.59CR 82.83CR 108,754.37
109556	10/07	LAW OFFICES OF TIMOTHY EVANS	759-09-50101-219-000	9/11 PROFESSN'L SERV	100.00

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
109557	10/07	STORM SOURCE	611-09-50101-155-504	APPT PLUS 10-11/11	98.00
109558	10/07	DIVERSIFIED COLLECTION SVCS	110-00-21581-000-000	10/07/11 DEDUCTION	42.73
109559	10/07	MALLERY & ZIMMERMAN, SC	110-00-21581-000-000	10/07/11 DEDUCTION	51.33
109560	10/07	MALSACK, J	401-11-51012-581-000	BOYS/GIRLS GRASS	317.03
			110-09-56501-259-570	9/11 4608 24 AV-GRS	243.44
			110-09-56501-259-570	9/11 6926 31 AV-GRS	218.50
			110-09-56501-259-570	9/11 4914 29 AV-GRS	171.00
			110-09-56501-259-570	9/11 6121 12 AV-GRS	162.92
			110-09-56501-259-570	9/11 5123 30 AV-GRS	137.99
			110-09-56501-259-570	9/11 5415 16 AV-GRS	129.67
			110-09-56501-259-570	9/11 1516 69 ST-GRS	82.89
			110-09-56501-259-570	9/11 3705 52 ST-GRS	80.75
			110-09-56501-259-570	9/11 7402 SHER-GRAS	45.12
			110-09-56501-259-570	9/11 6917 18 AV-GRS	24.70
			110-09-56501-259-570	9/11 5821 SHER-GRAS	23.75
			 CHECK TOTAL	1,637.76
109561	10/07	JANTZ'S YARD 4 AUTOMOTIVE	630-09-50101-393-000	09/11 #2157 PARTS	50.00
			110-02-52103-219-000	9/11 SQD 2748 TOW	15.00
			 CHECK TOTAL	65.00
109562	10/07	LETTERING MACHINE	110-02-52103-367-000	DRYFIT SHIRTS	1,150.00
109563	10/07	INSTY-PRINTS	110-01-51701-311-000	CIP FIRST PRINTING	997.46
			110-01-51101-311-000	09/11 FN-BUDGET COVR	374.00
			524-05-50101-311-000	09/11 GO-RENTAL FORM	145.81
			110-03-53103-311-000	09/11 ST-WORK ORDERS	83.65
			 CHECK TOTAL	1,600.92
109564	10/07	CLEARCOM, INC.	411-11-51102-539-000	CAMERA AND AUDIO	2,148.49
109565	10/07	WIS DEPT OF TRANSPORTATION	521-09-50101-219-000	WSI PILOT BRIEFING	261.60
109566	10/07	WIS DEPT OF NATURAL RESOURCE	501-09-50102-219-000	PERMIT PIKE RV DREDG	50.00
109567	10/07	IMPERILE TEXTILE	110-02-52203-382-000	TWIN BEDSPREAD	237.00
			110-02-52203-382-000	TWIN FITTED SHEET	200.92
			110-02-52203-382-000	TWIN FITTED SHEET	21.06
			 CHECK TOTAL	458.98

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
109568	10/07	EDUCATIONAL CREDIT MGMT CORP	110-00-21581-000-000	10/07/11 DEDUCTION	17.77
109569	10/07	KNOX COMPANY	110-02-52204-344-000		25.00
109570	10/07	DEPT WORKFORCE DEVELOPMENT	110-00-21581-000-000	10/07/11 G GRANADO	44.61
109571	10/07	CITY OF MILWAUKEE	110-03-53103-355-000	09/11 ASPHALT EMULSI	929.25
109572	10/07	GOODNOUGH, BRUCE C.	110-01-52001-219-000	9/30/11 SUB JUDGE	150.00
109573	10/07	SUTPHEN CORPORATION	110-02-52203-344-000	09/11 TRK #7 PARTS/S	308.52
109574	10/07	WIS SCTF	110-00-21581-000-000	10/07/11 HRLY DEDUCT	1,259.30
109575	10/07	CHASE BANK-DTC	399-00-22205-000-000	10/3/11 INTEREST	530,241.00
			305-00-22205-000-000	10/3/11 PRINCIPLE	425,000.00
			398-00-22205-000-000	10/3/11 INTEREST	143,437.50
			305-00-22205-000-000	10/3/11 INTEREST	126,290.00
			304-00-22205-000-000	10/3/11 INTEREST	64,413.00
			310-00-22205-000-000	10/3/11 INTEREST	37,587.00
			309-00-22205-000-000	10/3/11 INTEREST	6,996.50
			 CHECK TOTAL	1,333,965.00
109576	10/07	HALLMAN LINDSAY	110-05-55104-249-000	09/11 PAINT/PRODUCTS	299.60
			110-05-55109-244-000	09/11 PAINT/PRODUCTS	47.98
			110-05-55109-244-000	09/11 PAINT/PRODUCTS	43.18
			 CHECK TOTAL	390.76
109577	10/07	WHOLESALE DIRECT INC	206-02-52205-344-000	08/11 FD-MED3/5 PART	308.26
109578	10/07	ROSSI FARMS INC	403-11-51106-589-000	09/11 FARM SERVICES	450.00
109579	10/07	PLEASANT PRAIRIE UTILITIES	110-09-56519-259-000	SPRINGBROOK CLN WTR	99.83
			110-09-56519-259-000	80TH ST-CLEAN WATER	61.67
			 CHECK TOTAL	161.50
109580	10/07	PROCESSWORKS INC.	110-00-21578-000-000	10/04/11 CHECK REG	3,662.22
109581	10/07	LABAHN, JEFFREY B	110-01-51701-219-000	10/11 REPLENISH	120.00
			110-01-51701-311-000	10/11 REPLENISH	46.64
			110-01-51701-263-000	10/11 REPLENISH	30.70
			 CHECK TOTAL	197.34

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
109582	10/07	ARCTIC GLACIER, INC.	110-05-55108-282-000	ICE FREEZER RENTAL	175.00
			110-05-55108-219-000	ICE	144.00
			 CHECK TOTAL	319.00
109583	10/07	AURORA HEALTH CARE	110-09-56405-161-000	7/6/11 W/C	294.10
109584	10/07	WHEATON FRANCISCAN MED GROUP	110-09-56405-161-000	7/18-8/29/11 W/C	277.20
109585	10/07	SWIFT CARE S.C.	110-09-56405-161-000	6/30-7/18/11 W/C	514.94
109586	10/07	K-CORP OF RACINE	110-00-21917-000-000	ESCROW 2729 16TH PL	2,000.00
109587	10/07	ANDERSON, ALVIN	110-00-46394-000-000	APPLIANCE STICKER	15.00
109588	10/07	CHRISTIAN, MONICA	110-00-21905-000-000	ORIBILETTI 10/01/11	300.00
109589	10/07	WATERTIGHT WATERCARE	110-00-44803-000-000	PERMIT 7303 11TH AV	40.00
109590	10/07	ALIBAIG, AYESHA	110-00-21905-000-000	BEACH HOUSE 10/01/11	100.00
109591	10/07	GREENO'S EXCAVATING	110-00-44809-000-000	ESCROW 5208 17TH AV	1,750.00
			110-00-44809-000-000	ESCROW 1711 52ND ST	1,750.00
			 CHECK TOTAL	3,500.00
109592	10/07	RAMPAGE YOUTH BASEBALL U13	110-00-46520-000-000	FEEES DUE TO RAINOUTS	100.00
			110-00-21905-000-000	FEEES DUE TO RAINOUTS	50.00
			 CHECK TOTAL	150.00
109593	10/07	GWIN, ANDREA	110-00-21905-000-000	ORIBILETTI 9/30/11	350.00
109594	10/07	KREWSON, SHARON	110-02-52601-261-000	09/11 294 MILES	163.17
109595	10/07	MILLSAPS, NINA M.	611-09-50102-259-000	09/11 84 MILES	46.62
109596	10/07	BLISE, PAULA	110-02-52601-261-000	09/11 507 MILES	281.39
109597	10/07	MOLINARO, DAVID	110-02-52107-263-000	9/25-30/11 MADISON	125.00
			110-02-52107-263-000	9/12-15/11 GLENVIEW	32.00
			 CHECK TOTAL	157.00

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
109598	10/07	BAUMANN, RICHARD H.	110-02-52601-261-000	09/11 570 MILES	316.35
109599	10/07	SWARTZ, MARTHA E.	110-02-52601-261-000	09/11 130 MILES	72.15
109600	10/07	HIGGINS, MICHAEL	110-01-50901-261-000	9/13-16 MADISON	139.86
			110-01-50901-263-000	9/13-16 MADISON	100.00
			 CHECK TOTAL	239.86
109601	10/07	KRYSTOWIAK, PETER	110-01-50901-261-000	7-9/11 147 MILES	81.59
109602	10/07	HILLESLAND, RICHARD	110-02-52601-261-000	09/11 397 MILES	220.34
109603	10/07	MIKOLAS, KEVIN	110-02-52601-261-000	09/11 501 MILES	278.05
109604	10/07	WIENKE, DANIEL	110-02-52102-367-000	2011 CLOTHING ALLOW	333.86
			110-02-52110-367-000	2011 CLOTHING ALLOW	25.00
			 CHECK TOTAL	358.86
109605	10/07	CHIAPPETTA, LOUIS	110-02-52601-261-000	09/11 274 MILES	152.07
109606	10/07	WASHINGTON, AL	110-01-50901-261-000	09/11 198 MILES	109.89
109607	10/07	CRUEY, EDWARD	110-01-50901-261-000	09/11 198 MILES	109.89
109608	10/07	PETERSON, JULIE	110-09-56405-166-000	9/25-10/08 PENALTY	244.50
109609	10/07	DUMKE, JOHN E.	110-02-52601-261-000	09/11 291 MILES	160.05
109610	10/07	SANCHEZ, MARGARITO	110-02-52601-261-000	09/11 422 MILES	234.21
109611	10/07	SCHAAL, TIMOTHY	110-02-52107-263-000	9/22/11 FRANKLIN	8.00
109612	10/12	VIKING ELECTRIC SUPPLY	110-03-53109-361-000	09/11 ST ELECTRICAL	17.91
109613	10/12	KENOSHA AREA CONVENTION &	110-00-41204-999-000	4TH PYMNT PROJ 2011	101,030.88
109614	10/12	HWY C SERVICE	110-03-53103-344-000	09/11 ST-PARTS/SERVC	211.00
			110-03-53103-344-000	09/11 ST-PARTS/SERVC	198.50
			630-09-50101-393-000	09/11 SE-PARTS/SERVC	173.32
			630-09-50101-393-000	09/11 SE-PARTS/SERVC	64.86
			630-09-50101-393-000	09/11 SE-PARTS/SERVC	63.05
			630-09-50101-393-000	09/11 SE-PARTS/SERVC	58.20
			206-02-52205-344-000	09/11 FD-PARTS/SERVC	45.41
			 CHECK TOTAL	814.34

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
109615	10/12	LABOR PAPER, THE	110-01-50101-321-000	7/06-8/01 CC MIN PUB	1,848.00
109616	10/12	UNITED HOSPITAL SYSTEMS INC	611-09-50101-155-000 110-02-52101-219-000	EKG/ECG-HRT FIT CERT 09/11 11-135741 LAB CHECK TOTAL	252.40 49.60 302.00
109617	10/12	PALMEN BUICK	630-09-50101-393-000 630-09-50101-393-000 520-09-50201-347-000 110-02-52203-344-000	08/11 CE PARTS & MAT 07/11 CE PARTS & MAT 08/11 TD PARTS & MAT 08/11 FD REPAIR PART CHECK TOTAL	621.18 190.41 62.30 59.44 933.33
109618	10/12	SHERWIN WILLIAMS CO.	405-11-51104-583-000	09/11 PAINT	3,425.10
109619	10/12	TRAFFIC & PARKING CONTROL CO	110-03-53109-373-000	REPAIR CONTROLLER	452.67
109620	10/12	WIS DEPT OF REVENUE	110-00-21512-000-000	9/16-30/11 DEDUCTS	124,084.90
109621	10/12	WE ENERGIES	110-01-51801-221-000 520-09-50301-221-000 520-09-50401-221-000 521-09-50101-221-000 521-09-50101-221-000 110-05-55109-221-000 110-03-53103-221-000 110-02-52203-221-000 110-03-53109-221-000 110-01-51802-221-000 110-02-52203-221-000 110-03-53109-221-000 110-01-51802-221-000 110-02-52203-221-000 110-03-53109-221-000 110-02-52203-221-000 110-03-53109-221-000 110-03-53109-221-000 520-09-50301-222-000 110-05-55111-221-000 110-03-53109-221-000 110-05-55111-221-000 110-02-52110-221-000 110-03-53109-221-000 110-01-51801-222-000 110-03-53109-221-000 521-09-50101-222-000 110-05-55111-222-000 110-02-52203-222-000 110-05-55109-222-000 110-03-53103-222-000 110-02-52203-222-000 110-01-51802-221-000	#39 08/25-09/27 #39 08/26-09/28 #39 08/24-09/23 #39 08/29-09/27 #39 08/29-09/28 #39 08/24-09/27 #39 08/24-09/26 #39 08/29-09/28 #39 08/28-09/27 #39 912 35-PEPSI #39 08/26-09/25 #39 08/24-09/26 #39 08/24-09/25 #39 08/30-09/29 #39 08/29-09/28 #39 08/25-09/26 #39 08/28-09/27 #39 08/26-09/27 #39 08/04-09/01 #39 08/25-09/26 #39 08/25-09/26 #39 08/24-09/25 #39 08/25-09/26 #39 08/29-09/29 #39 08/29-09/28 #39 08/25-09/28 #39 08/23-09/22 #39 08/24-09/25 #39 07/27-09/26 #39 08/29-09/28 #39 2210 52 ST	7,634.12 4,353.54 2,125.16 1,537.07 1,476.88 1,019.33 999.23 905.99 797.46 791.79 781.63 651.23 586.14 585.40 547.00 484.81 409.09 314.43 274.10 231.47 220.64 154.90 144.06 118.76 87.86 87.42 84.39 83.02 77.78 75.31 70.74

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
			110-02-52203-222-000	#39 08/26-09/26	68.32
			110-03-53116-222-000	#39 08/25-09/26	66.52
			110-03-53103-221-000	#39 08/24-09/25	66.05
			110-05-55109-221-000	#39 08/24-09/17	57.40
			110-05-55109-221-000	#39 08/30-09/29	54.58
			110-02-52203-222-000	#39 08/24-09/25	45.24
			110-05-55109-221-000	#39 08/25-09/26	31.69
			110-03-53109-221-000	#39 08/25-09/27	23.56
			110-05-55109-221-000	#39 08/28-09/27	20.56
			520-09-50401-222-000	#39 08/23-09/22	19.46
			110-03-53103-221-000	#39 08/25-09/26	18.13
			110-05-55102-221-000	#39 08/28-09/27	14.96
			110-02-52103-222-000	#39 08/30-09/29	9.75
			110-05-55111-222-000	#39 08/25-09/26	9.28
			110-02-52110-222-000	#39 08/25-09/26	4.22
			632-09-50101-222-000	#39 08/24-09/25	5.85CR
			110-03-53103-222-000	#39 08/24-09/25	69.08CR
			633-09-50101-222-000	#39 08/24-09/25	98.65CR
			 CHECK TOTAL	28,046.89
109622	10/12	WE ENERGIES	262-06-50302-259-000	#5331799 UTILITIES	100.32
			286-06-50212-259-000	#5331791 UTILITIES	66.25
			286-06-50203-259-000	#5331798 UTILITIES	31.31
			286-06-50210-259-000	#5331804 UTILITIES	22.92
			284-06-50302-259-000	#5331801 UTILITIES	20.43
			286-06-50211-259-000	#5331795 UTILITIES	4.92
			 CHECK TOTAL	246.15
109623	10/12	PAYNE & DOLAN INC.	110-03-53103-355-000	09/11 ASPHALT MATRLS	854.21
109624	10/12	REINDERS INC.	110-05-55102-344-000	09/11 PARTS AND SERV	271.31
			110-05-55109-344-000	09/11 PA PARTS AND S	95.43
			110-05-55109-344-000	09/11 PA PARTS AND S	66.67
			524-05-50101-344-000	09/11 PARTS AND SERV	48.75
			110-05-55109-344-000	08/11 PA PARTS AND S	14.86
			 CHECK TOTAL	497.02
109625	10/12	THELEN SAND & GRAVEL	524-05-50101-354-000	09/11 SAND	349.38
109626	10/12	WIS FUEL & HEATING INC	630-09-50101-391-000	09/11 UNLEADED GASOL	22,987.69

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
109627	10/12	KENOSHA WATER UTILITY	110-00-21913-000-000	09/11 TEMP PERMITS	19,480.64
			110-00-21914-000-000	09/11 BILL COLLECT	3,491.70
			 CHECK TOTAL	22,972.34
109628	10/12	INLAND DETROIT DIESEL	520-09-50201-347-000	09/11 PARTS/MATERIAL	636.95
109629	10/12	LARK UNIFORM, INC.	110-02-52103-367-000	04/11 #272 UNIFORM I	340.70
			110-02-52103-367-000	08/11 #279 UNIFORM I	292.85
			110-02-52103-367-000	08/11 #279 UNIFORM I	207.35
			110-02-52103-367-000	07/11 #279 UNIFORM I	79.95
			 CHECK TOTAL	920.85
109630	10/12	CLIFTON GUNDERSON LLP	110-01-50701-211-000	#5 Y.E. 12/31/10 #4	10,000.00
109631	10/12	KENOSHA AREA BUSINESS	110-01-51301-323-000	ANL DUES 4/11-3/12	2,500.00
109632	10/12	NEHER ELECTRIC SUPPLY	630-09-50101-393-000	09/11 PHILLIPS LAMPS	36.86
109633	10/12	OFFICEMAX	501-09-50101-311-000	09/11 EN #1932 OFFC	171.65
			110-01-51101-311-000	09/11 FN #1933 OFFC	80.60
			501-09-50101-311-000	09/11 SW #1934 OFFC	54.00
			 CHECK TOTAL	306.25
109634	10/12	PREISS, IRENE	110-02-52203-165-000	10/11 BENEFITS	410.53
109635	10/12	ZAK, PAUL	110-02-52203-165-000	10/11 BENEFITS	861.97
109636	10/12	LINCOLN CONTRACTORS SUPPLY	501-09-50105-282-000	09/11 SW RENTAL TOOL	364.00
109637	10/12	HOLLAND SUPPLY, INC.	630-09-50101-393-000	09/11 CE-HYDRAULIC	87.48
			630-09-50101-393-000	09/11 CE-HYDRAULIC	58.64
			 CHECK TOTAL	146.12
109638	10/12	MISNER, RAYMOND	110-01-50101-265-000	10/11 REIMBURSE	130.00
109639	10/12	BENDLIN FIRE EQUIPMENT CO.	206-02-52205-344-000	09/11 FD PARTS/MATER	590.02
			110-02-52203-344-000	09/11 FD PARTS/MATER	83.39
			 CHECK TOTAL	673.41
109640	10/12	STRAND ASSOCIATES, INC.	110-03-53117-219-000	6-8/11 LANDFILL MNTR	114.27

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
109641	10/12	BELLE COFFEE SERVICE	524-05-50101-397-000	09/11 COFFEE/SUPPLIE	75.00
109642	10/12	AT&T ADVERTISING	524-05-50101-227-000	09/11 ADVERTISING	12.00
			521-09-50101-227-000	09/11 ADVERTISING	12.00
			520-09-50301-327-000	09/11 ADVERTISING	12.00
			 CHECK TOTAL	36.00
109643	10/12	LEE PLUMBING, INC.	110-01-51801-241-000	08/11 MB-HVAC, PLUMB	1,034.00
			110-03-53103-241-000	08/11 ST-HVAC, PLUMB	119.50
			 CHECK TOTAL	1,153.50
109644	10/12	QUARLES & BRADY	313-11-50101-217-000	08 TIF BOND	2,279.00
109645	10/12	NUDO, ANTHONY	110-01-50101-265-000	10/11 REIMBURSE	130.00
109646	10/12	HUMANA CLAIMS	611-09-50101-155-527	10/10/11 MED CLAIMS	122,302.34
			611-09-50101-155-527	10/10/11 PHARMACY	19,328.50
			611-09-50101-155-527	10/07/11 MED CLAIMS	18,733.19
			611-09-50101-155-527	10/07/11 PHARMACY	7,958.50
			611-09-50101-155-527	10/11/11 PHARMACY	1,257.04
			 CHECK TOTAL	169,579.57
109647	10/12	PAUL CONWAY SHIELDS	110-02-52206-367-000	08/11 TURNOUT GEAR	924.15
			110-02-52206-367-000	08/11 TURNOUT GEAR	306.30
			 CHECK TOTAL	1,230.45
109648	10/12	RUEKERT & MIELKE, INC.	501-09-50102-219-000	7/16-9/09 DRY WEATHE	7,160.00
109649	10/12	FRONTIER	110-02-52203-225-000	9/22-10/21 FIRE	41.51
109650	10/12	MALSACK, J	463-11-50902-219-000	8/11 WEED/GRASS "A"	1,109.17
			401-11-50912-581-000	8/11 WEED/GRASS "C"	892.50
			461-11-51001-581-000	8/11 WEED/GRASS "B"	742.50
			110-09-56501-259-570	10/11 1215 80 ST-GRS	380.00
			110-09-56501-259-570	10/11 1113 62 ST-GRS	232.75
			110-09-56501-259-570	10/11 6708 15 AV-GRS	168.62
			110-09-56501-259-570	9/11 6546 94 CT-GRS	156.50
			461-11-51001-581-000	4702 36 AV-BOARD/SCR	125.00
			110-09-56501-259-570	10/11 6635 18 AV-GRS	118.75
			110-09-56501-259-570	10/11 4026 SHER-GRS	115.90
			463-11-50902-219-000	CYC BLDG-GRAFFITI	110.00
			110-09-56501-259-570	10/11 3207 75 ST-GRS	66.50
			758-09-50106-259-850	08/11 GRASS	50.00
			463-11-50902-219-000	5016 SHER RD-GRASS	45.00
			758-09-50110-259-850	08/11 GRASS	40.00
			463-11-50902-219-000	5422 22ND AVE-GRASS	28.00
			463-11-50902-219-000	1111 51 ST-GRASS	27.50
			110-09-56501-259-570	10/11 8004 22 AV-GRS	24.46
			463-11-50902-219-000	1342 50 ST-GRASS	20.00

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
			463-11-50902-219-000	4702 36 AV-GRASS	20.00
			758-09-50103-259-850	08/11 GRASS	19.87
			758-09-50109-259-850	08/11 GRASS	19.86
			758-09-50108-259-850	08/11 GRASS	19.86
			758-09-50107-259-850	08/11 GRASS	19.86
			758-09-50105-259-850	08/11 GRASS	19.86
			758-09-50104-259-850	08/11 GRASS	19.86
			110-09-56501-259-570	10/11 6925 18 AV-GRS	12.35
			463-11-50902-219-000	5414 22 AVE-GRASS	8.00
			110-09-56501-259-570	10/11 1517 68 ST-GRS	2.28
			 CHECK TOTAL	4,614.95
109651	10/12	CRIVELLO-CARLSON	110-09-56402-219-000	BEAR DEV 09/24/10	25,397.56
109652	10/12	JENSEN TOWING	110-02-52103-219-000	09/11 11-140075 TOW	45.00
			110-02-52103-219-000	09/11 11-138257 TOW	45.00
			 CHECK TOTAL	90.00
109653	10/12	WASTE MGMT OF MILWAUKEE	110-03-53117-253-418	09/11 COMPACTOR RENT	633.71
109654	10/12	KENOSHA STARTER & ALTERNATOR	520-09-50201-347-000	09/11 TD-PARTS/LABOR	348.48
			520-09-50201-347-000	09/11 TD-PARTS/LABOR	348.48
			520-09-50201-347-000	09/11 TD-PARTS/LABOR	88.46
			 CHECK TOTAL	785.42
109655	10/12	BOGDALA, DAVID	110-01-50101-265-000	10/11 REIMBURSE	130.00
109656	10/12	GREEN, LAWRENCE	110-01-50101-265-000	10/11 REIMBURSE	130.00
109657	10/12	HAUGAARD, ERIC	110-01-50101-265-000	10/11 REIMBURSE	130.00
109658	10/12	JULIANA, PATRICK	110-01-50101-265-000	10/11 REIMBURSE	88.00
109659	10/12	KENNEDY, ANTHONY	110-01-50101-265-000	10/11 REIMBURSE	130.00
109660	10/12	LAMACCHIA, ROCCO	110-01-50101-265-000	10/11 REIMBURSE	130.00
109661	10/12	MICHALSKI, JAN	110-01-50101-265-000	10/11 REIMBURSE	88.00
109662	10/12	OHNSTAD, TOD	110-01-50101-265-000	10/11 REIMBURSE	130.00

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
109663	10/12	ORTH, MICHAEL	110-01-50101-265-000	10/11 REIMBURSE	130.00
109664	10/12	PROZANSKI, DANIEL	110-01-50101-265-000	10/11 REIMBURSE	130.00
109665	10/12	RUFFALO, THEODORE	110-01-50101-265-000	10/11 REIMBURSE	130.00
109666	10/12	RUFFOLO, G JOHN	110-01-50101-265-000	10/11 REIMBURSE	130.00
109667	10/12	INSTY-PRINTS	110-01-51701-311-000	TABS FOR CIP	577.20
109668	10/12	T & A INDUSTRIAL, LTD.	630-09-50101-393-000	09/11 MAINT/SAFETY P	321.75
109669	10/12	STREET, PIAZZA, MARCHE LLC	720-00-21958-000-000	CONSULTING SERVICES	12,500.00
109670	10/12	KENOSHA ELECTRIC MOTOR	110-02-52203-246-000	PLYMOVENT REPAIR	200.00
109671	10/12	ACCESSAMERICA GROUP LLC	760-09-50101-219-000	50% DONW MRKT VIABL	7,500.00
109672	10/12	TH ENERGY CONSULTING	286-06-50211-259-000	#5331781 PLANS	695.00
			286-06-50204-259-000	#5331778 PLANS	695.00
			286-06-50203-259-000	#5331783 PLANS	695.00
			286-06-50202-259-000	#5331786 PLANS	695.00
			262-06-50302-259-000	#5331787 PLANS	695.00
			 CHECK TOTAL	3,475.00
109673	10/12	DEPT OF MILITARY AFFAIRS	403-00-21109-000-000	FEMA-1526 OVERPYMNT	23,369.25
109674	10/12	KENOSHA COUNTY TREASURER	110-04-54101-252-000	10/11 HEALTH SERVICE	90,296.42
109675	10/12	WAUSAU EQUIPMENT CO.	630-09-50101-393-000	09/11 PARTS & MATERI	1,677.85
109676	10/12	NORTHLAND EQUIPMENT	630-09-50101-393-000	09/11 #2507 FURNISH	1,398.43
109677	10/12	WASTE MANAGEMENT	633-09-50101-253-000	10/11 LI WEEKLY PICK	82.61
			521-09-50101-219-000	10/11 AR PAPER RECYC	61.65
			110-01-51801-246-000	10/11 MB PULL CHARGE	55.70
			110-05-55109-246-000	10/11 PA PAPER RECYC	39.00
			 CHECK TOTAL	238.96
109678	10/12	MENARDS (KENOSHA)	110-02-52203-382-000	09/11 FD #5 MERCHAND	126.33
			110-05-55109-357-000	09/11 PA MERCHANDISE	98.93
			110-02-52203-382-000	09/11 FD #4 MERCHAND	90.56
			110-02-52203-382-000	09/11 FD #3 MERCHAND	81.52
			110-02-52203-382-000	09/11 FD #2 MERCHAND	71.74
			110-03-53116-382-000	09/11 WA MERCHANDISE	57.70
			110-02-52203-382-000	09/11 FD #2 MERCHAND	46.85
			110-02-52203-353-000	09/11 FD #2 MERCHAND	46.32
			524-05-50101-246-000	09/11 GO MERCHANDISE	43.85
			110-02-52203-382-000	09/11 FD #7 MERCHAND	28.50

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
			524-05-50101-344-000	09/11 GO MERCHANDISE	21.01
			520-09-50201-249-000	09/11 TD MERCHANDISE	18.53
			110-02-52203-357-000	09/11 FD #2 MERCHAND	15.00
			110-02-52203-357-000	09/11 FD #2 MERCHAND	15.00
			 CHECK TOTAL	761.84
109679	10/12	ALL KOOL RADIATOR REPAIR	520-09-50201-344-000	09/11 RADIATOR SERVC	633.75
109680	10/12	CARE-PLUS DENTAL PLANS, INC	611-09-50101-155-525	11/11 PREMIUM	50,578.98
			611-09-50101-155-525	10/11 ADJ	22.98CR
			 CHECK TOTAL	50,556.00
109681	10/12	FOX VALLEY CHEMICAL CO	110-02-52203-382-000	09/11 FD#4 CONSUMABL	62.20
109682	10/12	PIPER JAFFRAY & CO	313-11-50101-217-000	TID #13 DEV EXP REV	6,000.00
109683	10/12	RIMKUS, JASON	761-09-50101-111-000	10/01-15/11 SERVICE	1,840.80
			761-00-21514-000-000	10/01-15/11 SERVICE	26.69CR
			761-00-21511-000-000	10/01-15/11 SERVICE	77.31CR
			761-00-21599-000-000	10/01-15/11 SERVICE	92.04CR
			761-00-21512-000-000	10/01-15/11 SERVICE	102.40CR
			761-00-21513-000-000	10/01-15/11 SERVICE	216.00CR
			 CHECK TOTAL	1,326.36
109684	10/12	PIRO, RALPH	761-09-50101-111-000	10/01-15/11 SERVICE	872.31
			761-00-21514-000-000	10/01-15/11 SERVICE	12.65CR
			761-00-21599-000-000	10/01-15/11 SERVICE	25.00CR
			761-00-21511-000-000	10/01-15/11 SERVICE	36.64CR
			761-00-21512-000-000	10/01-15/11 SERVICE	37.30CR
			761-00-21513-000-000	10/01-15/11 SERVICE	74.00CR
			 CHECK TOTAL	686.72
109685	10/12	GRAEF	405-11-50707-589-000	8/11 ARCHITECHTURAL	3,965.34
109686	10/12	NEHL'S PAINTING	405-11-51104-583-000	EST 1-PAINT FIELD OF	9,910.40
109687	10/12	AMERICAN SOCIETY OF POWER	110-01-51801-246-000	R202043238-R RENEWAL	30.00
			110-01-51801-246-000		30.00
			 CHECK TOTAL	60.00

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
109688	10/12	FIDELITY NATIONAL TITLE INS	110-00-21109-000-000	OVERPAY SPCL ASSESS	270.62
109689	10/12	WILKE, BRIAN	110-01-51701-261-000	09/11 73 MILES	40.52
109690	10/14	BOBCAT PLUS INC	501-09-50106-344-000	STUMPER TEETH	128.16
109691	10/14	NEW FLYER	520-09-50201-347-000	9/11-TD BUS PARTS	496.86
109692	10/14	RNOW, INC.	630-09-50101-393-000	9/11-SE PARTS/MATERI	968.73
			630-09-50101-393-000	9/11-SE PARTS/MATERI	298.18
			630-09-50101-393-000	9/11-SE#2991 PARTS/M	270.55
			630-09-50101-393-000	9/11-SE PARTS/MATERI	22.89
			 CHECK TOTAL	1,560.35
109693	10/14	CHESTER ELECTRONICS SUPPLY	110-02-52103-384-000	09/11 PD PARTS & MAT	59.90
			110-02-52102-365-000	09/11 PD PARTS & MAT	29.99
			110-03-53109-375-000	10/11 ST PARTS & MAT	8.72
			 CHECK TOTAL	98.61
109694	10/14	CARDINAL HEALTH	206-02-52205-318-000	09/11 FD MEDICAL SUP	402.22
			206-02-52205-318-000	10/11 FD MEDICAL SUP	235.33
			206-02-52205-318-000	09/11 FD MEDICAL SUP	175.22
			206-02-52205-318-000	09/11 FD MEDICAL SUP	142.98
			206-02-52205-318-000	09/11 FD MEDICAL SUP	142.77
			206-02-52205-318-000	10/11 FD MEDICAL SUP	70.15
			206-02-52205-318-000	09/11 FDMEDICAL SUPP	46.00
			206-02-52205-318-000	09/11 FD MEDICAL SUP	16.10
			206-02-52205-318-000	09/11 FD MEDICAL SUP	11.65
			 CHECK TOTAL	1,242.42
109695	10/14	WIS DEPT OF REVENUE	110-09-56507-259-999	9/11 SALES TAX	2,801.70
109696	10/14	KRANZ, INC.	630-09-50101-393-000	9/11-SE PRODUCTS	1,313.94
			630-09-50101-393-000	9/11-SE PRODUCTS	712.14
			 CHECK TOTAL	2,026.08
109697	10/14	KENOSHA JOINT SERVICES	110-02-52103-341-000	09/11 PATRL FLT GAS	25,142.49
			110-02-52103-345-000	09/11 PATRL FLT MNT	4,950.44
			110-02-52102-341-000	09/11 DETCV FLT GAS	3,680.88
			110-02-52109-341-000	09/11 SCU FLT GAS	1,055.07
			110-02-52103-341-000	09/11 MOTORCYCLE GAS	272.24
			110-02-52102-345-000	09/11 DETCV FLT MNT	193.53
			110-02-52101-341-000	09/11 ADMN FLT GAS	172.55
			110-02-52109-345-000	09/11 SCU FLT MAINT	3.89
			110-02-52101-345-000	09/11 ADMN FLT MAINT	2.13
			 CHECK TOTAL	35,473.22

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
109698	10/14	KENOSHA CITY EMPLOYEE'S	110-00-21562-000-000	10/14/11 CITY SAL	46,133.82
			110-00-21562-000-000	10/14/11 CITY HRLY	14,529.19
			110-00-21562-000-000	10/14/11 WATER SAL	7,569.00
			110-00-21562-000-000	10/14/11 LIBRARY SAL	6,549.00
			110-00-21562-000-000	10/14/11 WATER HRLY	4,112.60
			110-00-21562-000-000	10/14/11 MUSEUM HRLY	205.00
			 CHECK TOTAL	79,098.61
109699	10/14	SCOUT LEADERS RESCUE SQUAD	222-09-50101-294-000	3RD QTR '11 RETAINER	1,250.00
109700	10/14	UNITED WAY OF KENOSHA COUNTY	110-00-21541-000-000	10/14/11 CITY SAL	1,126.23
			110-00-21541-000-000	10/14/11 LIBRARY SAL	232.00
			110-00-21541-000-000	10/14/11 WATER SAL	105.00
			 CHECK TOTAL	1,463.23
109701	10/14	UNITED HOSPITAL SYSTEMS INC	110-09-56405-161-000	8/1-29/11 W/C	3,390.75
			110-09-56405-161-000	10/6/11 W/C	23.25
			 CHECK TOTAL	3,414.00
109702	10/14	KENOSHA POLICE & FIREMEN'S	110-00-21563-000-000	10/14/11 SAL DEDUCTS	91,264.00
109703	10/14	KENOSHA UNIFIED SCHOOL	110-05-55109-221-000	8/14-9/13/11 AMECHE	174.15
109704	10/14	SHERWIN WILLIAMS CO.	405-11-51104-583-000	9/11-PA PAINT	560.20
109705	10/14	MINNESOTA LIFE INSURANCE	110-00-21533-000-000	11/11 PREMIUM	12,692.45
			110-09-56304-156-000	11/11 PREMIUM	6,215.93
			110-00-15601-000-000	11/11 PREMIUM	1,524.28
			110-00-15201-000-000	11/11 PREMIUM	1,142.26
			520-09-50101-156-000	11/11 PREMIUM	608.86
			110-00-15202-000-000	11/11 PREMIUM	350.72
			631-09-50101-156-000	11/11 PREMIUM	245.40
			632-09-50101-156-000	11/11 PREMIUM	180.86
			110-00-14401-000-000	11/11 PREMIUM	110.90
			520-09-50201-156-000	11/11 PREMIUM	89.75
			521-09-50101-156-000	11/11 PREMIUM	85.15
			520-09-50301-156-000	11/11 PREMIUM	52.54
			520-09-50105-156-000	11/11 PREMIUM	49.21
			630-09-50101-156-000	11/11 PREMIUM	26.85
			501-09-50101-156-000	11/11 PREMIUM	24.61
			520-09-50403-156-000	11/11 PREMIUM	14.52
			501-09-50103-156-000	11/11 PREMIUM	4.45
			520-09-50401-156-000	11/11 PREMIUM	2.74
			 CHECK TOTAL	23,421.48

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT	
109706	10/14	BADGER TRUCK CENTER	206-02-52205-344-000	REPAIR MED 5	256.11	
			630-09-50101-393-000	09/11 SE #2388 PARTS	153.91	
			630-09-50101-393-000	09/11 SE #2388 PARTS	7.05	
			 CHECK TOTAL	417.07	
109707	10/14	FIRST SUPPLY CO.	630-09-50101-393-000	09/11 SE SUPPLIES AN	182.47	
			110-05-55109-249-000	08/11 PA SUPPLIES AN	90.60	
			110-02-52203-246-000	09/11 FD SUPPLIES AN	35.37	
			 CHECK TOTAL	308.44	
109708	10/14	KENOSHA WATER UTILITY	110-05-55109-224-000	#1 10/01/11 WTR/STRM	10,108.94	
			110-05-55109-223-000	#1 10/01/11 WTR/STRM	4,916.72	
			524-05-50101-224-000	#1 10/01/11 WTR/STRM	4,205.30	
			110-01-51801-224-000	#4 10/01/11 WTR/STRM	2,895.99	
			110-05-55106-224-000	#1 10/01/11 WTR/STRM	2,539.55	
			110-05-55104-224-000	#1 10/01/11 WTR/STRM	2,276.20	
			110-05-55111-224-000	#1 10/01/11 WTR/STRM	1,928.98	
			110-01-51802-223-000	#1 912 35TH ST	604.46	
			110-02-52203-224-000	#1 10/01/11 WTR/STRM	498.09	
			524-05-50101-223-000	#1 10/01/11 WTR/STRM	489.98	
			110-02-52203-223-000	#1 10/01/11 WTR/STRM	371.52	
			110-01-51801-223-000	#4 10/0/11 WTR/STRM	332.97	
			522-05-50102-224-000	#1 10/01/11 WTR/STRM	225.73	
			633-09-50101-224-000	#1 10/01/11 WTR/STRM	157.48	
			520-09-50301-224-000	#1 10/01/11 WTR/STRM	152.39	
			633-09-50101-223-000	#1 10/01/11 WTR/STRM	117.92	
			110-05-55102-224-000	#1 10/01/11 WTR/STRM	114.81	
			110-03-53116-224-000	#1 10/01/11 WTR/STRM	102.56	
			110-02-52110-223-000	#1 10/01/11 WTR/STRM	76.58	
			110-01-51802-224-000	#1 10/01/11 WTR/STRM	53.28	
			110-02-52110-224-000	#1 10/01/11 WTR/STRM	26.74	
			520-09-50301-223-000	#1 10/01/11 WTR/STRM	15.10	
				 CHECK TOTAL	32,211.29
			109709	10/14	WILLKOMM INC., JERRY	520-09-50106-341-000
521-09-50101-341-000	9/11-AR FUEL	2,269.44				
 CHECK TOTAL	26,450.88				
109710	10/14	AMERICAN STUDENT ASSISTANCE	110-00-21581-000-000	10/14/11 DEDUCTION	217.37	

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
109711	10/14	PULERA AUTO CARE CENTER	110-03-53103-344-000	REPAIR HINGE	416.61
109712	10/14	UNITED STATES TREASURY	110-00-21581-000-000	10/14/11 DEDUCTION	113.68
			110-00-21581-000-000	10/14/11 DEDUCTION	100.00
			 CHECK TOTAL	213.68
109713	10/14	PAYNE & DOLAN INC.	110-03-53103-355-000	9/11-ASPHALT MATERIA	318.19
109714	10/14	REINDERS INC.	524-05-50101-344-000	9/11-GO PARTS/SERVIC	641.25
			524-05-50101-344-000	9/11-GO PARTS/SERVIC	107.64
			 CHECK TOTAL	748.89
109715	10/14	MATRX MEDICAL	206-02-52205-344-000	RELEASE HANDLE	222.40
109716	10/14	BADGER OIL EQUIPMENT CO.	630-09-50101-235-000	COMPUTER HARD DRIVE	1,327.02
			630-09-50101-235-000	09/11 SE REPAIR FUEL	151.47
			 CHECK TOTAL	1,478.49
109717	10/14	CURTIS INDUSTRIES, INC	630-09-50101-393-000	08/11 SE FASTENERS-V	219.41
			630-09-50101-393-000	09/11 SE FASTENERS-V	149.26
			630-09-50101-393-000	08/11 SE FASTENERS-V	82.57
			 CHECK TOTAL	451.24
109718	10/14	FABCO EQUIPMENT, INC.	630-09-50101-393-000	09/11 SE #2021 PARTS	194.13
			630-09-50101-393-000	09/11 SE #1993 PARTS	107.36
			 CHECK TOTAL	301.49
109719	10/14	GOODYEAR TIRE & RUBBER CO.	520-09-50106-346-000	8/11-TD TIRE LEASE	4,158.41
109720	10/14	WALGREEN CO.	110-09-56405-161-000	9/23/11 W/C	491.16
109721	10/14	LARK UNIFORM, INC.	110-02-52103-367-000	09/11 #508 UNIFORM I	350.75
109722	10/14	LOWE'S	110-03-53107-361-000	09/11 ST MERCHANDISE	596.90
			501-09-50104-361-000	09/11 SW MERCHANDISE	267.73
			 CHECK TOTAL	864.63
109723	10/14	CHASE BANK KENOSHA	110-00-21513-000-000	10/14/11 DEDUCTS	221,043.74
			110-00-21612-000-000	10/14/11 DEDUCTS	78,734.40
			110-00-21511-000-000	10/14/11 DEDUCTS	53,336.39
			110-00-21514-000-000	10/14/11 DEDUCTS	23,659.82
			110-00-21614-000-000	10/14/11 DEDUCTS	23,659.71
			 CHECK TOTAL	400,434.06

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
109724	10/14	BADGER TRAILER & EQUIPMENT	520-09-50201-347-000	AIR CONDITION PARTS	49.93
109725	10/14	KENOSHA ACHIEVEMENT CENTER	520-09-50301-258-000	10/11 SPCL TRANSPRT	17,000.00
109726	10/14	JOE'S CARPET SERVICE	110-01-51801-246-000	WATER EXTRACTION	55.00
109727	10/14	KENOSHA FIREFIGHTER C.A.R.E.	110-00-21564-000-000	10/14/11 SAL DEDUCTS	724.00
109728	10/14	UTILITY SALES & SERVICE	110-03-53109-344-000	OSHA/ANSI INSPECTION	450.00
			110-03-53109-344-000	OSHA/ANSI INSPECTION	409.81
			110-03-53109-344-000	OSHA/ANSI INSPECTION	401.87
			110-03-53109-344-000	OSHA/ANSI INSPECTION	400.00
			 CHECK TOTAL	1,661.68
109729	10/14	SCHELBLE & HEMMER, S.C.	110-00-21581-000-000	10/14/11 DEDUCTION	121.76
109730	10/14	DOWNING, JESSE	110-01-50101-265-000	10/11 REIMBURSE	130.00
109731	10/14	GORDIE BOUCHER FORD OF KENO	630-09-50101-393-000	RESERVOIR, FLT 2954	43.66
			630-09-50101-393-000	MANIFOLD, FLT 2954	27.70
			630-09-50101-393-000	HOSE, FLEET 2954	26.43
			630-09-50101-393-000	VALVE, FLEET 2954	11.30
			 CHECK TOTAL	109.09
109732	10/14	CITY SEWER CLEANERS, INC.	110-03-53116-246-000	CLEANED SEWERS	160.00
			110-03-53116-246-000	CLEANED FLOOR DRAINS	110.00
			110-03-53116-246-000	EXTRA LABOR TIME	40.00
			 CHECK TOTAL	310.00
109733	10/14	BRUSKE PRODUCTS	630-09-50101-393-000	09/11 SE BROOMS/BRUS	604.80
109734	10/14	VERMEER SALES & SERVICE	630-09-50101-393-000	09/11 #2167 PARTS/SE	95.99
109735	10/14	AECOM TECHNICAL SERVICES INC	492-11-50301-219-000	05/11 PROGRES REPORT	2,092.14
			492-11-50101-589-000	5-6/11 GROUNDWATER S	1,021.39
			494-11-50201-219-000	2/26-4/11 PROF SERV	466.76
			494-11-50201-219-000	2/26-4/11 PROF SERV	106.87
			492-11-50303-219-000	05/11-PHASE II ESA	33.33
			 CHECK TOTAL	3,720.49

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
			110-03-53117-253-417	09/11 ENVIRO SURCHG	96.00
			 CHECK TOTAL	59,850.16
109746	10/14	DIVERSIFIED COLLECTION SVCS	110-00-21581-000-000	10/14/11 DEDUCTION	47.57
109747	10/14	MALSACK, J	463-11-50902-219-000	09/11 GRASS	84.00
			758-09-50106-259-850	09/11 GRASS	50.00
			758-09-50110-259-850	09/11 GRASS	40.00
			758-09-50103-259-850	09/11 GRASS	19.87
			758-09-50109-259-850	09/11 GRASS	19.86
			758-09-50108-259-850	09/11 GRASS	19.86
			758-09-50107-259-850	09/11 GRASS	19.86
			758-09-50105-259-850	09/11 GRASS	19.86
			758-09-50104-259-850	09/11 GRASS	19.86
			 CHECK TOTAL	293.17
109748	10/14	REGISTER OF DEEDS	110-09-56501-259-000	RAZE ORDER-4914 29AV	30.00
109749	10/14	BOSTROM, STEVE	110-01-50101-265-000	10/11 REIMBURSE	130.00
109750	10/14	NYS CHILD SUPPORT PROC CNTR	110-00-21581-000-000	10/14/11 DEDUCTION	83.00
109751	10/14	OFFICE PLUS OF LAKE COUNTY	761-09-50101-311-000	9/11 OFFICE SUPPLIES	64.95
			761-09-50101-385-000	9/11 OFFICE SUPPLIES	62.45
			761-09-50101-311-000	9/11 OFFICE SUPPLIES	33.41
			 CHECK TOTAL	160.81
109752	10/14	PELION BENEFITS, INC.	110-00-21517-000-000	10/1-15/11 DEDUCTS	2,365.22
109753	10/14	MARTIN PETERSEN COMPANY, INC.	403-11-50904-589-000	RELOCATE HEATERS	2,200.00
109754	10/14	EDUCATIONAL CREDIT MGMT CORP	110-00-21581-000-000	10/14/11 DEDUCTION	16.02
109755	10/14	DEPT WORKFORCE DEVELOPMENT	110-00-21581-000-000	10/14/11 DEDUCTION	38.87
109756	10/14	NOSCO INC	761-09-50101-311-000	50% LIGHTIN' UP BOX	500.00
109757	10/14	FASTENAL COMPANY	632-09-50101-389-000	10/11 SE TOOLS OR MA	248.54
			110-03-53107-361-000	10/11 ST TOOLS OR MA	99.88
			110-03-53109-375-000	10/11 ST TOOLS OR MA	41.63
			501-09-50105-344-000	10/11 SW TOOLS OR MA	30.68
			110-03-53103-389-000	09/11 ST TOOLS OR MA	26.90
			520-09-50201-347-000	09/11 TD TOOLS OR MA	14.70
			520-09-50201-347-000	08/11 TD TOOLS OR MA	13.32
			110-03-53103-389-000	10/11 ST TOOLS OR MA	12.23
			 CHECK TOTAL	487.88

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
109758	10/14	CDW-G	110-01-51102-233-000	09/11 DP COMPUTER EQ	530.92
			110-01-51102-539-000	09/11 DP COMPUTER E	384.16
			 CHECK TOTAL	915.08
109759	10/14	MOHAWK MFG. & SUPPLY CO.	520-09-50201-347-000	9/11-BUS PARTS	16.02
109760	10/14	CHAPTER 13 TRUSTEE	110-00-21581-000-000	10/14/11 DEDUCTION	419.00
			110-00-21581-000-000	10/14/11 DEDUCTION	283.00
			 CHECK TOTAL	702.00
109761	10/14	WIS DEPT OF NATURAL RESOURCE	205-03-53118-219-000	ANNUAL RENEWAL	100.00
109762	10/14	MENARDS (KENOSHA)	110-05-55109-244-000	9/11-PA MERCHANDISE	102.02
			524-05-50101-249-000	9/11-GO MERCHANDISE	86.24
			110-03-53103-389-000	9/11-ST MERCHANDISE	45.45
			524-05-50101-246-000	9/11-GO MERCHANDISE	11.94
			110-02-52103-365-000	9/11-PD MERCHANDISE	9.78
			110-02-52103-365-000	9/11-PD MERCHANDISE	9.78
			 CHECK TOTAL	265.21
109763	10/14	PAYNE & DOLAN	409-11-51004-589-000	FINAL-39TH AVE	5,000.00
109764	10/14	RESOURCE RECOVERY SYSTEMS	205-03-53119-219-000	9/11-ST SCREEN RENTA	4,900.00
109765	10/14	KASDORF, LEWIS & SWIETLIK	110-09-56405-212-000	8/15/11 W/C	55.50
109766	10/14	WIS SCTF	110-00-21581-000-000	10/14 SAL DEDUCTS	9,120.58
			110-00-21581-000-000	10/14/11 HRLY DEDUCT	1,197.16
			 CHECK TOTAL	10,317.74
109767	10/14	MOTION INDUSTRIES	630-09-50101-393-000	9/11-SE#2833 MERCHAN	127.38
109768	10/14	KENOSHA COUNTY	110-09-56501-259-567	CH 26 ORD CLEAN UPS	6,232.03
109769	10/14	ILLINOIS DEPT OF PUBLIC AID	110-00-21581-000-000	10/14/11 DEDUCTION	278.00
109770	10/14	TIME WARNER CABLE	110-01-51102-233-000	10/11-AR-ROADRUNNER	139.95
109771	10/14	ARAMARK	110-03-53116-367-000	WORK BOOTS	2,814.00
			205-03-53118-367-000	WORK BOOTS	501.00
			110-01-51801-246-000	9/11 MB-ENTRNC MATS	98.28
			520-09-50202-246-000	09/11 TD-ENTRNC MATS	43.40
			110-03-53116-246-000	09/11 WA-ENTRNC MATS	40.00
			110-03-53116-367-000	SERVICE CHARGE	32.00
			632-09-50101-246-000	09/11 SE-ENTRNC MATS	16.00
			110-05-55109-246-000	09/11 PA-ENTRNC MATS	15.12
			 CHECK TOTAL	3,559.80

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
109772	10/14	WIS DEPT OF COMMERCE	110-02-52601-264-000	HILLESLAND 12/14/11	60.00
			110-02-52601-264-000	K MIKOLAS 12/14/11	60.00
			 CHECK TOTAL	120.00
109773	10/14	ACCURINT	110-02-52101-219-000	08/11 PD SEARCHES/LO	142.50
109774	10/14	SAFETY-KLEEN INC	520-09-50201-389-000	9/11-TD 16105 SOLVEN	156.37
109775	10/14	MILWAUKEE SPRING &	630-09-50101-393-000	9/11-SE#2506 PARTS &	661.36
109776	10/14	CLAWZ AND PAWZ ANIMAL RESC	110-04-54102-254-000	09/11 414 CAPT/DSPL	14,594.00
			110-04-54102-254-000	10/11 MONTHLY FEE	3,500.00
			 CHECK TOTAL	18,094.00
109777	10/14	FOX VALLEY TECHNICAL COLLEGE	110-02-52107-264-000	9/6-7/11 REG FEES	150.00
109778	10/14	PROCESSWORKS INC.	110-00-21578-000-000	10/11/11 CHECK REG	2,171.43
109779	10/14	RIMKUS, JASON	761-09-50101-155-000	09/11 WPS HEALTH INS	345.45
			761-09-50101-155-000	08/11 WPS HEALTH INS	345.45
			 CHECK TOTAL	690.90
109780	10/14	AFLAC	110-00-21535-000-000	10/11 SAL DEDUCTS	2,005.84
			110-00-21535-000-000	9/09-30/11 HRLY DED	614.64
			110-00-21536-000-000	10/11 SAL DEDUCTS	285.68
			110-00-21536-000-000	9/09-30/11 HRLY DED	283.20
			 CHECK TOTAL	3,189.36
109781	10/14	SPECTERA, INC.	110-00-21534-000-000	10/11 DEDUCTS	1,620.22
109782	10/14	CARTHAGE COLLEGE	761-09-50101-263-000	CARTOON FEST-HOTEL	1,078.00
109783	10/14	SLANA, V STEPHEN, M.D.	110-09-56405-161-000	8/18-25/11 W/C	441.15
109784	10/14	FROEDTERT MEMORIAL HOSPITAL	110-09-56405-161-000	8/29/11 W/C	306.72
109785	10/14	AURORA MEDICAL GROUP	110-01-51303-216-000	09/11 SCREENS	1,489.00
			520-09-50101-216-000	09/11 SCREENS	728.00
			 CHECK TOTAL	2,217.00

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
109786	10/14	KENOSHA MEDICAL CTR CAMPUS	206-02-52205-219-000	9/16-30 PEDTRC CASE	1,100.00
109787	10/14	IOD INCORPORATED	110-09-56405-161-000	9/27/11 W/C	7.70
109788	10/14	AURORA HEALTH CARE	110-09-56405-161-000	8/2-24/11 W/C	1,764.58
			110-09-56405-161-000	8/29/11 W/C	564.96
			110-09-56405-161-000	8/19/11 W/C	397.76
			110-09-56405-161-000	8/25/11 W/C	198.88
			110-09-56405-161-000	8/18/11 W/C	173.71
			110-09-56405-161-000	8/18/11 W/C	52.80
			 CHECK TOTAL	3,152.69
109789	10/14	JOINTS IN MOTION MEDICAL LLC	110-09-56405-161-000	9/2/11 W/C	471.25
109790	10/14	HEALTH SYSTEMS INTERNATIONAL	110-09-56405-161-000	9/1-10/2/11 W/C	1,854.41
109791	10/14	GENEX SERVICES INC	110-09-56405-161-000	9/7-23/11 W/C	663.10
109792	10/14	DANIELS CHIROPRACTIC OFFICE	110-09-56405-161-000	8/30-9/1/11 W/C	118.59
109793	10/14	RAMIREZ, MARIA	110-00-44507-000-000	CABARET LICENSE	225.00
109794	10/14	KOHN LAW FIRM S.C.	110-00-21581-000-000	10/14/11 DEDUCTION	539.70
109795	10/14	PANATTONI CONSTRUCTION	501-00-21128-000-000	ESCROW-5304 99 AVE	5,000.00
109796	10/14	NASTER, INC	110-00-44507-000-000	CABARET LICENSE	200.00
109797	10/14	DAVIS, RICO M	110-00-44708-000-000	TAXI DRIVER LICENSE	5.00
109798	10/14	FLORES, RAQUEL	110-00-44708-000-000	TAXI DRIVER LICENSE	5.00
109799	10/14	SENGBUSCH, RILEY	110-00-44709-000-000	BARTENDER LICENSE	50.00
109800	10/14	MILLSAPS, NINA M.	110-01-51303-263-000	INTERVIEW PANEL EXP	57.90
109801	10/14	SCHRANDT, JONATHAN	110-02-52103-341-000	10/1-4/11 JOHNSON CR	38.01
109802	10/14	POLOVINA, MARK	110-09-56405-161-000	6/16-9/26/11 MILEAGE	330.96

START DATE FOR SUMMARY: 10/01 END DATE FOR SUMMARY: 10/15

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
109803	10/14	NICHOLS, DUSTY	110-02-52103-341-000	10/2-5/11 JOHNSON CR	28.04
GRAND TOTAL FOR PERIOD *****					4,831,569.95

Michael K. Higgins
City Clerk – Treasurer



CITY OF KENOSHA
Department of
City Clerk/Treasurer

November 1, 2011

REGULAR MAIL

Mr. Eugene Llanas
2913 11th Street
Kenosha, WI 53140

Re: Property Maintenance Reinspection Fee, 5121 21st Ave., Parcel 12-223-31-256-05
Request to Rescind \$72.00

Dear Mr. Llanas:

The City of Kenosha Finance Committee will review your above referenced request at their regular meeting to be held on Monday, November 7, 2011 at 5:30 pm in Room 204 of the Kenosha Municipal Building, 625-52nd Street.

The recommendation of the Finance Committee will be acted upon by the Common Council at their regular meeting to be held at 7:00 pm, following the Finance Committee meeting, in Room 200 of the Kenosha Municipal Building.

Should you have any questions, please do not hesitate to contact the City Clerk's Office at 262-653-4020 or cityclerk@kenosha.org.

Sincerely,

CITY OF KENOSHA

Cindy Howard
Deputy City Clerk/Treasurer

C: City Attorney
NSI
Aldersperson Patrick Juliana, District #7



City of Kenosha
Department of Neighborhood Services and Inspections
625 52nd Street, Room 100, Kenosha, WI 53140
Phone: 262.653.4263, Fax: 262.653.4254

Building Inspection

Property Maintenance

Zoning Enforcement

TO: Members of the Finance Committee

FROM: Louis Chiappetta, Property Maintenance Inspector 
Department of Neighborhood Services and Inspections

SUBJECT: Appeal of Property Maintenance Reinspection Fee by Eugene Llanas in the Amount of \$72.00 for 5121 21st Avenue

DATE: November 3, 2011

On October 18, 2011, an appeal was received from the owner of subject property to rescind the property maintenance reinspection fee for failure to complete work at subject property. The following is a history of the case regarding this property:

04/29/11 An Order to Repair was posted on the property with a comply date of June 1, 2011. It should be noted that the order indicates that repairs shall be made in a workmanlike manner

06/09/11 Owner obtained a porch repair permit for the front porch steps

07/12/11 Due to a subsequent complaint, an addendum to the original order was posted on the property with a comply date of August 11, 2011

07/12/11 E-Mail sent to owner advising of the aforementioned addendum as well as reminder that all repairs need to be made in a workmanlike manner

07/29/11 E-Mail sent to owner requesting that the front steps be done in a week.

08/09/11 A reinspection revealed work in progress.

08/19/11 E-Mail sent to owner; requested removal of post-construction debris and completion of work within in seven days

08/25/11 Reinspection made. Front porch steps done

09/01/11 Reinspection. No further work done

09/09/11 Final Notice mailed to owner with a comply date of September 20, 2011. Final Notice included chipped and peeling paint and hole in trim. Another reminder was included on the final notice in terms of doing the repairs in a workmanlike manner

09/19/11 Owner's son called and stated hole in trim will be done by tomorrow and painting will follow

09/22/11 Reinspected the property. Wood trim not painted in a workmanlike manner. Hole in trim also not repaired workmanlike

09/22/11 Entered a \$72.00 reinspection fee

10/03/11 Met with owner's son. Explained the appeal process

10/18/11 Received owner's request for an appeal

10/19/11 E-Mailed owner. Clarified that I did *not* state to the owner's son that the repairs were done in a workmanlike manner

10/20/11 Received E-Mail from owner. Owner apologized for misquoting me regarding the workmanship issue.

10/24/11 Reinspected the property. No further work done

LFC:saz
Attachments

TO: FINANCE COMMITTEE, CITY OF KENOSHA

RE: RESPECTION FEE, CASE # H110311

October 18, 2011

CITY INSPECTOR, LOUIS CHIAPPETTA, INFORMED US THAT WE CAN APPEAL THIS FINE DUE TO THE FOLLOWING SITUATIONS:

THERE HAVE BEEN NUMEROUS MEDICAL ISSUES WITH MR. E. LLANAS INCLUDING A 10-DAY STAY IN THE HOSPITAL, 6 WEEKS IN REHABILITATION FOR A BACK INJURY, ONGOING PHYSICAL THERAPY. MR. LLANAS HAS ALSO RECENTLY HAD ANOTHER SURGERY RELATED TO HIS KIDNEY FAILURE.

* LOUIS CHIAPPETTA HAS SEEN THE WORK DONE AT THE PROPERTY IN QUESTION AND STATED THAT IT WAS DONE IN A WORKMANSHIP MANNER. WE ARE WAITING NOW FOR THE ALDERMAN'S APPROVAL.

FOR ALL OF THE ABOVE REASONS, WE ASK THAT THIS FEE BE WAIVED.

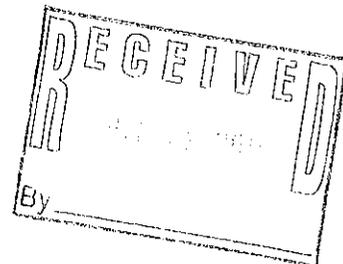
THANK YOU FOR THIS CONSIDERATION.

MR. EUGENE LLANAS



* I did not state that the work was done in a workman-like manner. See one of E-mails here with.

L.C.



ORDER TO REPAIR

CITY OF KENOSHA
Department of Neighborhood Services and Inspections
625 52nd Street, Room 100, Kenosha, WI 53140 ♦ Phone: 262.653.4263

Location of Violation: 5121 21st Avenue Case #: H110311

Violator: Same as owner

Owner: Eugene & Joyce L. Llanas
2913 11th Street
Kenosha, WI 53140

You are hereby notified of the following violations of the Code of General Ordinances at the above property. Please correct the following violations within the allotted time frame. Failure to do so may result in reinspection fees and/or municipal citations. REPAIRS SHALL BE MADE IN A WORKMANLIKE MANNER. ALL REPAIRS SHALL MATCH EXISTING MATERIALS, ARCHITECTURE, AND COLORS.

- Date to Comply: 6-1-11 Violations and Required Corrections: Front porch steps: Remove and replace the front porch steps that have inconsistent riser heights and have concrete that is cracked and missing. A porch permit must be obtained prior to starting the repairs. Section 16.18I
6-1-11 Remove and replace the upper front porch windows frames that are rotted including but not limited to the 4th and 5th frames from the left. Section 16.18L
6-1-11 Properly prepare and paint the wood trim that has chipped and peeling paint above and below the upper front porch windows. Section 16.18A

Louis Chiappetta
Inspector

4-28-11
Date of Inspection

SEE THE REVERSE SIDE OF THIS PAGE FOR IMPORTANT INFORMATION ABOUT THIS ORDER

Posted 29 Day of April, 20 11

Finance Agenda #9

Louis Chiappetta
Inspector

Addendum
ORDER TO REPAIR

CITY OF KENOSHA
Department of Neighborhood Services and Inspections
625 52nd Street, Room 100, Kenosha, WI 53140 ♦ Phone: 262.653.4263

Location of Violation: 5121 21st Avenue Case #: 71110311

Violator: Same as owner Owner: Eugene & Joyce L. Llanos
2913 11th Street
Kenosha, WI 53140

You are hereby notified of the following violations of the Code of General Ordinances at the above property. Please correct the following violations within the allotted time frame. Failure to do so may result in reinspection fees and/or municipal citations. REPAIRS SHALL BE MADE IN A WORKMANLIKE MANNER. ALL REPAIRS SHALL MATCH EXISTING MATERIALS, ARCHITECTURE, AND COLORS.

Date to Comply:	Violations and Required Corrections:
<u>8/11/11</u>	<u>House:</u> <u>Remove and replace the trim</u> <u>that has a hole on the south</u> <u>end of the upper front porch.</u> <u>Prime and paint the new</u> <u>trim piece. Sect 16.18 E</u>
<u>8/11/11</u>	<u>Provide and install window screens</u> <u>where there are none on the</u> <u>upper south side at both the</u> <u>east & west ends, Sect 16.18 L3</u>

NOTE: This order is an addendum
to the original and open Order to
Repair posted on the property on
April 29, 2011.

Louis Chiappetta
Inspector

7-8-11
Date of Inspection

SEE THE REVERSE SIDE OF THIS PAGE FOR IMPORTANT INFORMATION ABOUT THIS ORDER.

Posted 12 Day of July, 2011 Louis Chiappetta
Inspector
Finance Agenda #9
November 7, 2011 Page 140

Zimbra

lchiappetta@kenosha.org

± Font size ▾

5121 21st Avenue

From : Louis Chiappetta <lchiappetta@kenosha.org>

Tue, Jul 12, 2011 11:32 AM

Subject : 5121 21st Avenue

To : Gene Llanas <jllanas3@wi.rr.com>

Mr. Llanas,

This follows my meeting with Gino, Jr on July 8, 2011. We discussed a complaint on 5111 as well as 5121. I have already posted the orders for 5111. Today, I will post *an addendum* to the original order to repair for 5121. The original and open order to repair was posted on the property on April 29, 2011.

Regarding 5121 21st Avenue, it is important that all rotted window frames (and trim) are replaced at the front upper porch and all frames and other trim are painted in a workmanlike manner. **If the surface areas are properly prepared prior to painting, the paint should last much longer.** Please remember, all repairs must be done in a workmanlike manner and spot painting will not be an acceptable repair.

Sincerely,

--

Louis Chiappetta
Housing Inspector
City of Kenosha
Dept of Neighborhood Services and Inspections
625 52nd Street Room 100
Tele: (262) 653-4263
Fax: (262) 653-4254

Zimbra

lchiappetta@kenosha.org

± Font size -

5121 21st Avenue

From : Louis Chiappetta <lchiappetta@kenosha.org>

Fri, Jul 29, 2011 08:52 AM

Subject : 5121 21st Avenue**To :** Gene Llanas <jllanas3@wi.rr.com>

Dear Mr. Llanas,

Regarding the subject property, I need to know when the front steps will be finished. I would hope the steps are completed and approved no later than late next week.

Also, ensure all rotted window frames are replaced at the upper front porch. And the trim that has a hole in it on the south end of the front upper porch must be replaced. All loose paint on the wood (again south upper porch) must be eliminated and painted in a **workmanlike** manner. Respectfully, I will not accept any spot painting of the wood.

Sincerely,

--

Louis Chiappetta
Housing Inspector
City of Kenosha
Dept of Neighborhood Services and Inspections
625 52nd Street Room 100
Tele: (262) 653-4263
Fax: (262) 653-4254

Zimbra

kchiappetta@kenosha.org

± Font size ±

5111 21st Avenue and 5121 21st Avenue

From : Louis Chiappetta <lchiappetta@kenosha.org>

Fri, Aug 19, 2011 08:32 AM

Subject: 5111 21st Avenue and 5121 21st Avenue**To :** Gene Llanas <jllanas3@wi.rr.com>

Good Morning Mr. Llanas,

Regarding 5111 21st Avenue, recently, I had issued Orders to you. One of the violations was garbage bags placed on the north porch. They were removed but as of yesterday, another bag of garbage or whatever, was seen on the same porch. Why? Please remove the garbage bag from the porch. Keep all garbage in waste containers with tight-fitting lids. Per ordinance, waste containers must be stored on the side or the rear of the property until it is collected. Also, you need to make progress with the exterior repairs as per Order to Repair.

As for 5121 21st Avenue, please remove the construction debris (old handrails) from the front of the house. Regarding all wood including window frames surrounding the upper windows on the west side, you need to scrape, prime and paint all wood in a workmanlike manner. Again and respectfully, I will not accept spot painting. You need to properly prepare and paint all wood so the paint will have a lasting effect (5-7 years).

Also, replace the wood that has a hole in on the south end of the front porch. Finish the work at 5121 within 7 days then start work on 5111 21st Avenue.

Remove the garbage from the north porch and construction debris within 24 hours.

I have your contractor call the building inspector (Rich B.) to inspect the new front steps.

--

Louis Chiappetta
Housing Inspector
City of Kenosha
Dept of Neighborhood Services and Inspections
625 52nd Street Room 100
Tele: (262) 653-4263
Fax: (262) 653-4254



City of Kenosha
Department of Neighborhood Services and Inspections
625 52nd Street, Room 100, Kenosha, WI 53140
Phone: 262.653.4263, Fax: 262.653.4254

Building Inspection

Property Maintenance

Zoning Enforcement

Case Number: H110311
September 9, 2011

FINAL NOTICE

Eugene & Joyce L. Llanas
2913 11th Street
Kenosha, WI 53140

Dear Eugene & Joyce Llanas:

SUBJECT: Property Maintenance Code Violations at 5121 21st Avenue

To date, you have not completed the repairs required by the *Order to Repair* issued to you on April 29, 2011 and subsequent addendum on July 12, 2011. In accordance with Section 16.251 of the *Code of General Ordinances*, a fee may be charged for any future reinspections that show the repairs have not been made. The amount of the reinspection fee will begin at \$72.00, and escalate for each reinspection (with a maximum fee of \$360.00). If violations are not corrected at subject property by **September 20, 2011** you will be issued up to three (3) citation(s) at a minimum of \$177.00 each for the following items:

- ♦ Chipped and peeling paint on wood trim surrounding the front upper porch windows. Properly prepare the area and paint in a workmanlike manner. Spot painting will not be accepted.
- ♦ Rotted window frames at upper front porch
- ♦ Hole in wood trim on south end of the upper front porch

Please call me at 262.653.4263 or e-mail me at lchiappetta@kenosha.org with any questions regarding this notice.

Sincerely,

DEPARTMENT OF NEIGHBORHOOD
SERVICES AND INSPECTIONS

Louis F. Chiappetta
Property Maintenance Inspector

LFC:jms

Zimbra

lchiappetta@kenosha.org

+ Font size -

5121 21st Avenue

From : Louis Chiappetta <lchiappetta@kenosha.org>

Wed, Oct 19, 2011 04:07 PM

Subject : 5121 21st Avenue**To :** Gene Llanas <jllanas3@wi.rr.com>

Dear Mr. & Mrs. Llanas

Regarding the open Order to Repair at the subject address, a reinspection fee of \$72.00 was charged. The fee was charged because the work was not done (per final notice sent to you on September 9, 2011). Moreover, the painting was not done in a workmanlike manner. The aforementioned final notice and Order to Repair both indicated that repairs shall be made in a workmanlike manner. The wood trim surrounding the upper porch windows was not properly prepared; loose paint remains. Additionally, wood trim areas were spot painted.

I did tell Gino, Jr, that you are entitled to appealing the fee by writing a letter to the Finance Committee, c/o Public Works Dept. Yesterday, Gino left the letter here in my department. (I was not in yesterday, October 18, 2011). On Gino's request for appeal letter, it is indicated that I stated the work was done in the workmanlike manner. Respectfully, I never said that. I did tell Gino I would have other inspectors look at the quality of the repairs and give their opinion.

Last week, the senior inspector here in our department and another department inspector accompanied me to your property at 5121 21st Avenue and looked at the paint job. Both stated the painting was not done in workmanlike manner.

If you have any questions, please call or E-Mail me back.

Sincerely,

--

Louis Chiappetta
Property Maintenance/Housing Inspector
City of Kenosha
Dept of Neighborhood Services and Inspections
625 52nd Street Room 100
Tele: (262) 653-4263
Fax: (262) 653-4254

> Dept of Neighborhood Services and Inspections
> 625 52nd Street Room 100
> Tele : (262) 653-4263
> Fax: (262) 653-4254

>
>MR. CHIAPPETTA....FIRST OF ALL, MY APOLOGIES FOR QUOTING YOU INCORRECTLY. I THINK THERE WAS A COMMUNICATION BREAK DOWN. I SPOKE WITH GENO AND SHOWED HIM YOUR E MAIL AND HE SAID THAT HE, GENO, NEVER SAID THAT YOU MADE A STATEMENT ABOUT THE WORK BEING DONE IN A WORKMANLIKE MANNER. AGAIN, MY APOLOGIES.

GENO WOULD LIKE TO KNOW WHEN THE REINSPECTION WILL BE AT 5121 21ST AVE. YOU CAN REPLY VIA THIS E MAIL OR CALL GENO DIRECTLY AT 308-2588.

THANK YOU FOR YOUR PATIENCE WHILE WE DEAL WITH MANY HEALTH ISSUES AND ALL THE WORK FALLING ON GENO'S SHOULDERS. WE ALSO HAVE 2 UNITS IN WAUKEGAN THAT TAKE UP HIS TIME INCLUDING TRAVEL.

JOYCE LLANAS

>

09/22/2011 15:06

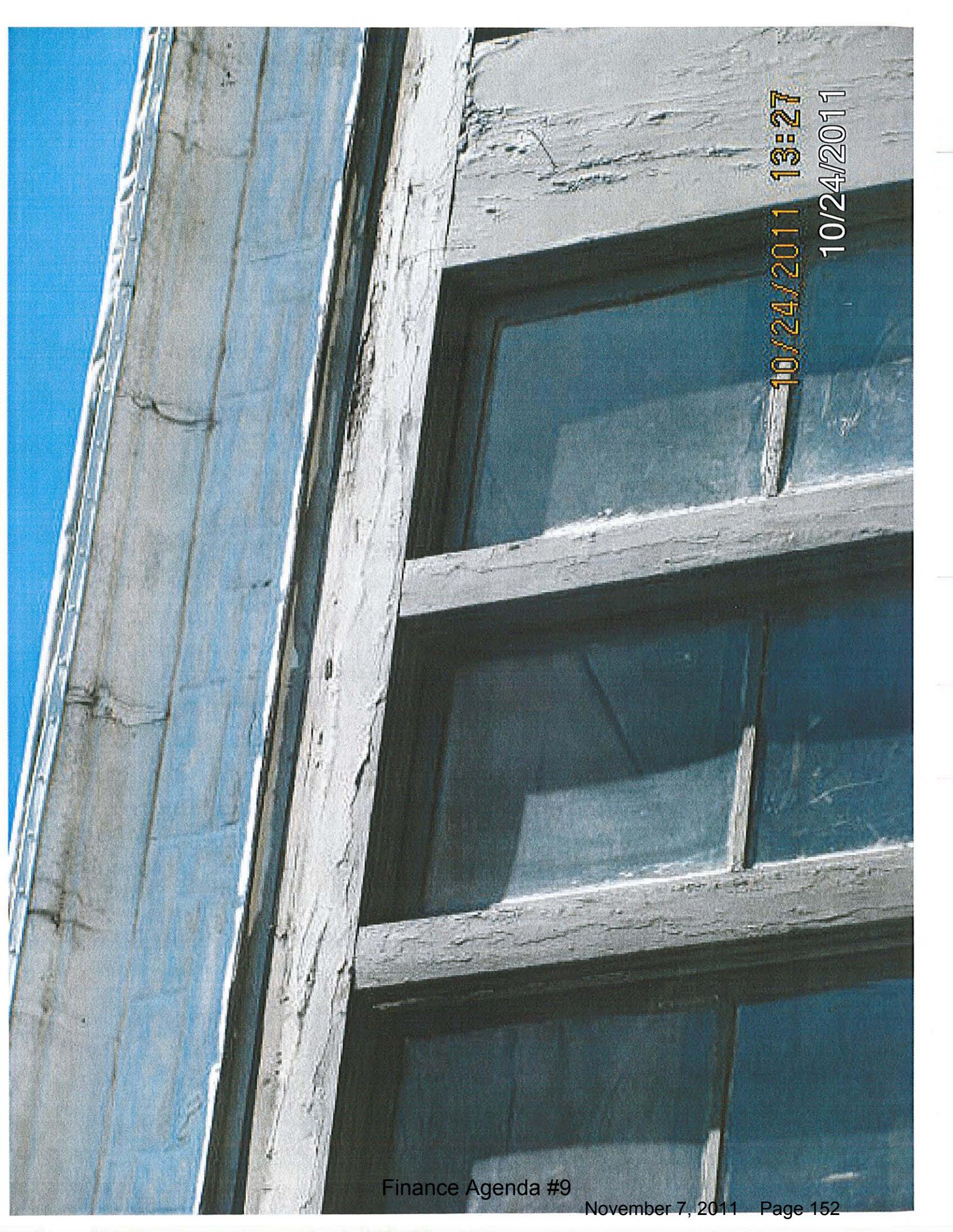


09/22/2011 15:05





10/24/2011 13:26
10/24/2011



10/24/2011 13:27
10/24/2011

Michael K. Higgins
City Clerk – Treasurer



CITY OF KENOSHA
Department of
City Clerk/Treasurer

October 21, 2011

REGULAR MAIL

Mr. Josh Zoerner
10514 63rd St.
Kenosha, WI 53142

Re: Weed Cutting Special Assessment 10514 63rd St., Parcel 01-122-01-106-021
Request to Rescind \$237.00

Dear Mr. Zoerner:

The City of Kenosha Finance Committee will review your above referenced request at their regular meeting to be held on Monday, November 7, 2011 at 5:30 pm in Room 204 of the Kenosha Municipal Building, 625-52nd Street.

The recommendation of the Finance Committee will be acted upon by the Common Council at their regular meeting to be held at 7:00 pm, following the Finance Committee meeting, in Room 200 of the Kenosha Municipal Building.

Should you have any questions, please do not hesitate to contact the City Clerk's Office at 262-653-4020 or cityclerk@kenosha.org.

Sincerely,

CITY OF KENOSHA

Cindy Howard
Deputy City Clerk/Treasurer

C: City Attorney
County Health Department
Aldersperson David Bogdala, District #17

RESOLUTION NO. _____
BY: FINANCE COMMITTEE

RESOLUTION TO CORRECT RESOLUTION #112-11

PROJECT #11-005 Grass & Weed Cutting Special Assessments

WHEREAS, Resolution #112-11 for Project #11-005 (Grass & Weed Cutting during 2011) in the amount of \$19,842.30 was passed by the Kenosha Common Council on September 19, 2011.

WHEREAS, it has been determined that a special assessment against Parcel #01-122-01-106-021 in the amount of \$237.00 was levied in error.

NOW, THEREFORE, BE IT RESOLVED, by the Kenosha Common Council that the resolution be changed from \$19,842.30 to \$19,605.30.

Passed this 7th day of November, 2011.

Approved:

Keith G. Bosman, Mayor

Attest:

Michael K. Higgins, City Clerk-Treasurer



City of Kenosha
Department of Neighborhood Services and Inspections
625 52nd Street, Room 100, Kenosha, WI 53140
Phone: 262.653.4263, Fax: 262.653.4254

Building Inspection

Property Maintenance

Zoning Enforcement

TO: Members of the Finance Committee

FROM: Martha Swartz, Property Maintenance Inspector MS
Department of Neighborhood Services and Inspections

SUBJECT: Appeal of Grass Cutting Assessment at 6204 24th Avenue for Josh Zoerner

DATE: November 2, 2011

On October 12, 2011, an appeal was received to rescind the Special Assessment for the grass cutting and clean-up for a rental property located at 6204 24th Avenue from the owner, Josh Zoerner.

A Notice to Cut Grass in the alley was issued on August 4, 2011. A reinspection on August 11, 2011 found some work done. However, weeds were still not cut around the area strewn with garbage and the branches were not cut. A Notice to Complete was sent on August 11, 2011 by mail to the owner. A reinspection was done on August 17, 2011; and, the work was not completed. The City's Contractor cut and cleaned up the property on August 18, 2011. The cost to cut the area was \$12.00 and the cost of debris removal was \$125.00 for a total of \$137.00. A \$100.00 Administrative Fee was added to the cost for the Special Assessment. "Before" and "after" photos have been provided.

This property was inspected as part of a request from the Uptown Support Group and Alderperson Bostrom to inspect alleys in the Uptown area. Eighty-eight (88) Orders to Cut were issued - seventy three (73) were cut and cleaned up by the owners and fifteen (15) were done by the City's Contractor.

MES:saz
Attachments

RECEIVED

OCT 12 2011

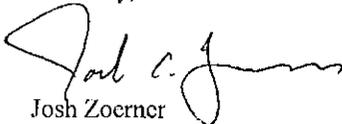
To whom it may concern:

CITY OF KENOSHA
ASSESSOR'S OFFICE

I am appealing the charges for the enclosed bill of \$237.00. I contacted my tenant, after I received notice, and he cut the grass, and picked up the garbage. This is the first time I have had this type of notice and will in the future be sure to take pictures of the area, after the work is done. This bill is also outrageously overpriced. There is no commercial company in town that would charge 237.00 for 5 minutes of trimming. That should be adjusted in the future for the sake of other property owners.

As a property owner, this is the first time that I have received this type of notice. I will in the future make sure I have documentation of the finished work, but I ask that this charge be removed.

Sincerely,


Josh Zoerner

RECEIVED
OCT 13 2011
CITY OF KENOSHA
CITY CLERK/RECORDS

JL
1:25

**BANK OF KENOSHA
INVESTMENT CENTER**

Josh A. Zoerner
Financial Representative
(262) 997-6366 cell: (262) 945-1213
josh.a.zoerner@mwarep.org

5117 Green Bay Road
Kenosha, WI 53144
Fax: (262) 564-8899


InvestSmart

Address Josh A. Zverev
10514 24th St.
Kenosha, WI 53144

Case #: 10110775

*garbage
by garage
cut*

CITY OF KENOSHA
Department of Neighborhood Services and Inspections
625 52nd Street, Room 100, Kenosha, WI 53140 ♦ Phone 262.653.4263

NOTICE TO CUT GRASS AND/OR DESTROY WEEDS

Property located at: 10514 24th St. Kenosha, Wisconsin.

On the 4th day of August, 2011, a representative of the Department of Neighborhood Services and Inspections inspected the premises owned/occupied by you at the above-noted address.

The inspection indicated the subject property is in violation of the following Section(s) of the Code of General Ordinances:

- Section 16.17 F. Noxious weeds, including but not limited to, Crabgrass, Yellow foxtail, exceeding a height of eight inches (8").
- Section 16.17 G. Grassy areas exceeding a height of eight inches (8").

PLEASE TAKE NOTICE that you are hereby ordered to cut this grass and/or destroy these weeds and properly dispose of within FIVE (5) DAYS to bring the property into conformity with City ordinances. You are further ordered to maintain property compliance. No further notices will be sent for future violations.

Should you fail to do so, the City will cut or destroy, or arrange for the cutting of the grass or the destruction of said weeds at a minimum charge of \$2.04 per square foot. The City will also charge a **\$100.00 administrative fee** for each parcel plus any contractor costs associated with cleaning the property prior to or in conjunction with the cutting of the grass or destruction of the weeds. These charges, if not paid within thirty (30) days after billing, will be added to the real estate tax bill for this property as a special assessment along with any other costs incurred by the City in processing such assessment.

APPEALS PROCEDURE

This order may be appealed if a written petition for a hearing is filed with the Department Director within forty-eight (48) hours from the date this order was served. An appeal fee of Twenty-five Dollars (\$25.00) must accompany the written petition.

STANDARDS

The City requires that its contractor cut all grass to a height of three inches (3") and that all weeds shall be destroyed by cutting them to the ground. All cutting is to include trimming around/along fences, buildings, and hedgerows. Alley cuttings include any grass and/or weeds to the centerline of the alley. With the exception of the three inch grass height, property owners will be held to the same standards. The City's contractor will automatically complete any work not done to the City's standards without any notice to the property owner.

Signed [Signature] Hand Delivered _____
Posted 8/4/11 Mailed _____

NOTE: cut any weeds not in driveway or alley

W110772

CITY OF KENOSHA
Department of Neighborhood Services and Inspections
625 52nd Street, Room 100 • Kenosha, WI 53140 • Phone (262) 653-4263

NOTICE TO COMPLETE ORDERS

Josh Garner
10514 63rd St.
Kenosha, WI 53142

N/C

A reinspection of your property located at: 6204 24th Ave.
Kenosha, Wisconsin was completed on _____.

The following findings were noted:

- Parkways not trimmed
- Grass/weeds remain around building and/or fence lines
- Other: Clean up garbage by garage.
Cut weeds around garage area
when cleaned up.

Since work has been started on your property, this department is allowing you an extension until 3/11/11 to complete the work as indicated above. If work has not been completed by that date, your property will be considered to remain in a **noncompliance** status.

If your property continues in a noncompliance status, the City will cut, or arrange for the cutting of, the weeds to the ground and/or the grassy area(s) at a minimum charge of _____ per square foot, plus a **\$100.00 Administrative fee**. These fees, if not paid within thirty (30) days after billing, will be added to the real estate tax bill for this property as a special assessment along with any other costs incurred by the City in processing such assessment.

Signed [Signature]
Inspector

Mailed 3/11/10
Date

CITY OF KENOSHA
DEPT. OF NEIGHBORHOOD SERVICES & INSPECTIONS
INITIAL INSPECTION WORKSHEET FOR COMPLAINTS

W110772

CASE #: W110772
LOCATION: 6204 24 AV
INSPECTOR: WEED/GRASS INSPECTOR
LOT #:
PROP CLASS: ZONING: RG-1 UNITS: BUILDING: LAND: I
ACCESS:
PARCEL: 01-122-01-106-021 ALD DIST: 12 STEVE BOSTROM
EMERGENCY: OWNER CONTACTED: Y COMPLAINT TAKEN: 08/03/2011 TAKEN BY: HTEMP2

COMPLAINANT:
S BOSTROM

PHONE:

OCCUPANT:

NUMBER OF PEOPLE: TIME THERE: EVICTION: MOVING:
CONTACT:
MAKE APPOINTMENT: AVAILABLE:
HOME PHONE: WORK PHONE:

OWNER:

JOSH A ZOERNER
10514 63RD ST
KENOSHA, WI 53142
PHONE:

MANAGER:

CAUTION:

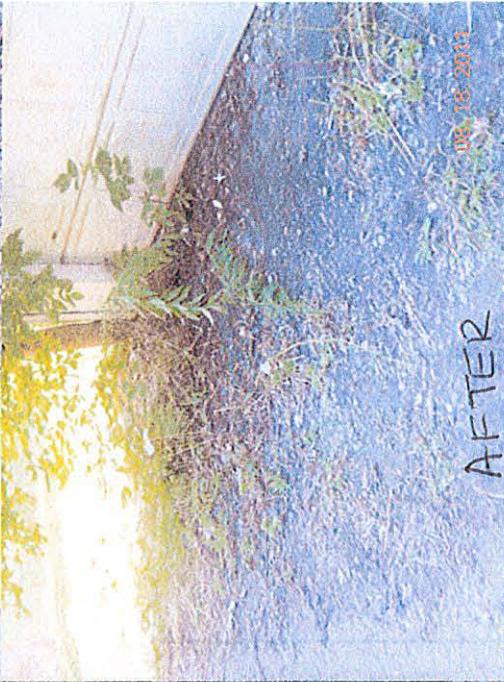
REQUEST FOR SERVICE:
WEEDS IN ALLEY

ADDITIONAL CASES:

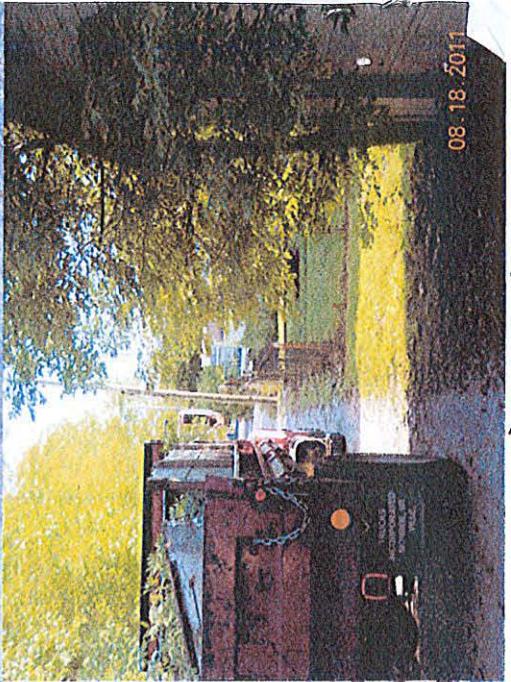
CASE NUMBER	CASE STATUS	INSP. INIT.	INITIAL DATE
H030008	CLO	JED	1/06/03
H040328	CLO	JED	3/18/04
H041909	CLO	JED	11/19/04



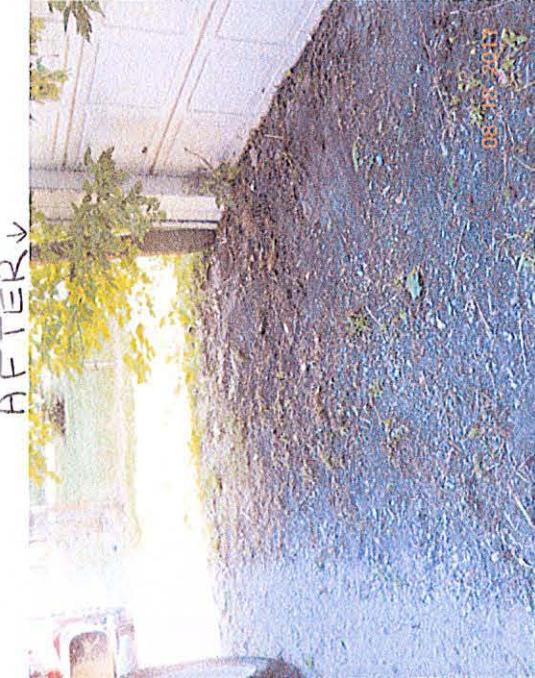
AFTER ↓



AFTER



AFTER ↑



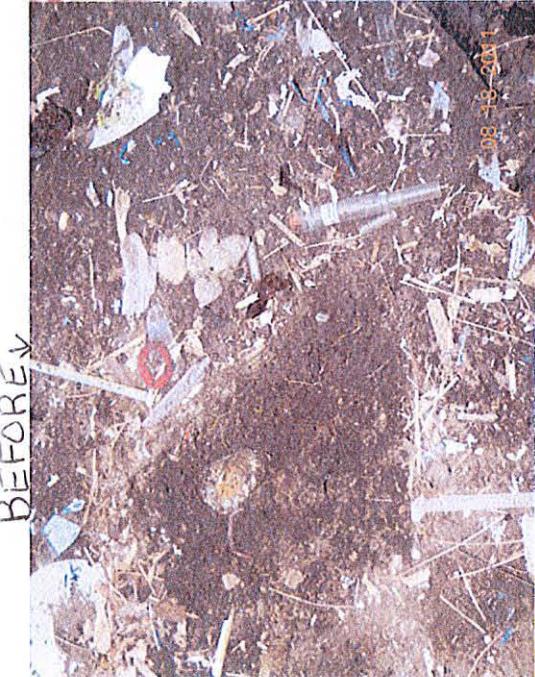
AFTER ↓



BEFORE



BEFORE ↑



BEFORE ↓



BEFORE ↑

Michael K. Higgins
City Clerk – Treasurer



CITY OF KENOSHA
Department of
City Clerk/Treasurer

November 1, 2011

REGULAR MAIL

Mr. Timothy Wade
906 93rd Street
Pleasant Prairie, WI 53158

Re: Trash & Debris Special Assessment 2320 53rd St., Parcel 09-222-36-402-008
Request to Rescind \$315.00

Dear Mr. Wade:

The City of Kenosha Finance Committee will review your above referenced request at their regular meeting to be held on Monday, November 7, 2011 at 5:30 pm in Room 204 of the Kenosha Municipal Building, 625-52nd Street.

The recommendation of the Finance Committee will be acted upon by the Common Council at their regular meeting to be held at 7:00 pm, following the Finance Committee meeting, in Room 200 of the Kenosha Municipal Building.

Should you have any questions, please do not hesitate to contact the City Clerk's Office at 262-653-4020 or cityclerk@kenosha.org.

Sincerely,

CITY OF KENOSHA

Cindy Howard
Deputy City Clerk/Treasurer

C: City Attorney
County Health Department
Aldersperson Patrick Juliana, District #7

RESOLUTION NO. _____
BY: FINANCE COMMITTEE

**RESOLUTION TO CORRECT RESOLUTION #126-11
TO LEVY A SPECIAL ASSESSMENT UNDER AUTHORITY OF
CHARTER ORDINANCE NO. 26, AS AMENDED, UPON
CERTAIN PARCELS OF LAND WITHIN THE CITY OF
KENOSHA, WISCONSIN**

Trash & Debris Assessments by the County Health Department

WHEREAS, Resolution #126-11 for Trash & Debris Special Assessments by the Kenosha County Health Department, pursuant to Charter Ordinance #26, in the amount of \$19,842.30 was passed by the Kenosha Common Council on October 3, 2011.

WHEREAS, it has been determined that a special assessment against Parcel #09-222-36-402-008 in the amount of \$315.00 was levied in error.

NOW, THEREFORE, BE IT RESOLVED, by the Kenosha Common Council that the resolution be changed from \$6,503.71 to \$6,188.71.

Passed this 7th day of November, 2011.

Approved:

Keith G. Bosman, Mayor

Attest:

Michael K. Higgins, City Clerk-Treasurer

Zimbra

choward@kenosha.org

[+](#) Font size [-](#)

RE: Special Assessment Claim

From : Scott Buck <Scott.Buck@kenoshacounty.org>

Thu, Oct 27, 2011 10:00 AM

Subject: RE: Special Assessment Claim 4 attachments**To :** Cindy Howard <choward@kenosha.org>

On 7-27-2011 a complaint was called into the Health Department for trash and debris on the parkway at 2320 53rd Street.

On 7-28-11 I inspected the property and found a loveseat and misc. debris on the parkway. Garbage collection was not until 8-2-2011. I posted a 24 hour notice on the property and attempted to contact the property owner (Timothy Wade) at the only phone number that I was able to find. (262-925-9903) The number was disconnected.

On 8-1-2011 I re inspected the property and found that more debris had been added to the parkway. I called a contractor and had the trash and debris removed from the parkway per Charter Ordinance 26.

Pictures attached.

Scott Buck

From: Cindy Howard [mailto:choward@kenosha.org]**Sent:** Tuesday, October 25, 2011 3:58 PM**To:** Scott Buck**Cc:** Mike Higgins**Subject:** Special Assessment Claim

Dear Mr. Buck,

The Office of the City Clerk has received a Special Assessment Claim (see attached) from Timothy Wade, 09222364020080, in the amount of \$315.00 charged per City Resolution No. 126-11 (see attached).

Is it possible for you to provide our office a memorandum in response to Mr. Wade's dispute prior to Wednesday, November 2, 2011 so that this matter may be placed on the next Common Council agenda? Please advise as I need to notify the property owner to appear.

Thank you in advance for your timely response.

Sincerely,

Cindy Howard, CMC/WCMC
Deputy Clerk Treasurer
City of Kenosha
625 52nd Street, Room 105
Kenosha, WI 53140

The information in this e-mail message (including any information contained in attachments hereto) is intended only for use of the addressee. This e-mail message may contain confidential or privileged information. If you receive this e-mail message unintentionally, please notify the sender immediately and then delete this message. E-mail transmission is not guaranteed to be

secured or error free. The sender is not liable for any errors or omissions in the content of this e-mail message, which may arise as a result of e-mail transmission. E-mails, text messages, and other electronic communications made or received in connection with the transaction of public business, the expenditure of public funds, or the administration of public property are subject to the Wisconsin Public Records Law.



2320 53st 8-1-11 b.jpg
824 KB



2320 53st 7-28-11 1.jpg
634 KB



2320 53st 7-28-11 2.jpg
864 KB



2320 53st 8-1-11 a.jpg
995 KB



07/28/2011 12:08







CITY OF KENOSHA
625 - 52nd Street, Room 105
Kenosha, Wisconsin 53140-3480
Phone (262)653-4020
Fax (262)653-4023
cityclerk@kenosha.org
www.kenosha.org



Michael K. Higgins
City Clerk – Treasurer

Cynthia L. Howard
Deputy City Clerk-Treasurer

To: Members of the City of Kenosha Finance Committee
Members of the City of Kenosha Common Council

From: Cindy Howard, Deputy Clerk Treasurer
City Clerk's Office 

Cc: Mike Higgins, City Clerk-Treasurer-Assessor
Kathy Lovetro, Licensing/Permit Clerk

Subject: 11/07/2011 Finance Committee & Common Council Agendas
Request to Approve Refund and Waive Administrative Fees for Daily Cabaret License Applications for October 20 and October 21 to Bacchus Billiards, LLC (Brian D'Angelo, Agent) located at 5010 - 7th Avenue (Deep Blues) (District #2).

The Office of the City Clerk would like the Finance Committee and Members of the Common Council to waive \$50.00 in administrative fees for two Daily Cabaret License applications and therefore authorizing a full \$100.00 refund to the applicant, Bacchus Billiards, LLC.

Section 1.225 of the City of Kenosha General Ordinances stipulates the following:

"1.225 ADMINISTRATIVE CHARGE FOR PROCESSING LICENSE/PERMIT APPLICATIONS

The first Twenty-five (\$25) Dollars of the application fee for any License Permit shall be retained by the City in the event of a License/Permit denial or the withdrawal of the application by applicant for administrative and processing costs and the balance, if any, refunded to the applicant. Where the application fee is less than Twenty-five (\$25) Dollars the entire application fee shall be retained by the City for administrative and processing costs."

The following sequence of events is pertinent to this request:

- Prior to any applications for Cabaret Licenses, the applicant's agent discussed his business plans for a Yearly Cabaret License with his District Alderperson Ruffalo. During this discussion, Alderperson Ruffalo reportedly stated that he would initially support a Daily Cabaret License.
- September 30, 2011: Mr. D'Angelo applied for Daily Cabaret Licenses for the dates of 10/20/11, 10/21/11 and 10/29/11. He paid \$50 for each license for a sum of \$150.00.
- After making said applications and paying the fees for Daily Cabaret Licenses, Alderperson Ruffalo reportedly stated to Mr. D'Angelo that he would support a Yearly Cabaret License.
- October 6, 2011: Mr. D'Angelo applied for a Yearly Cabaret License and paid the fee of \$300.00.
- October 10, 2011: The Licensing/Permit Committee considered the Daily Cabaret License applications. Mr. D'Angelo appeared, testified, and verbally withdrew one of the three Daily Cabaret License applications.

- October 13, 2011: Mr. D'Angelo withdrew his Daily Cabaret License application for 10/29/11 and was issued a \$25.00 refund (\$50 application fee less a \$25.00 administrative fee).
- October 17, 2011: The Common Council deferred the remaining two daily cabaret applications back to the Licensing/Permit Committee to give the applicant an opportunity to withdraw his applications and receive a refund.
- October 17, 2011: The Common Council granted the Yearly Cabaret License for Bacchus Billiards and said license was subsequently issued by the Clerk's Office.
- October 20, 2011: The applicant's agent withdrew the remaining two Daily Cabaret License applications.

Given the facts above, the Office of the City Clerk recommends treating the three applications for Daily Cabaret Licenses as one administrative event. Thus, granting permission to refund the applicant in full for the two remaining withdrawn Daily Cabaret License applications. The total administrative fee waiver we are seeking is \$50.00 total.

Respectfully submitted,

Cindy Howard
Deputy Clerk-Treasurer