

1. Agenda

- 1.1. 6:30 PM Agenda.

2. Completed Packet

- 2.1. 6:30 PM Complete Finance Packet.

Documents: [FIN_20151027_PK.PDF](#)



Administrative Offices
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**AGENDA
FINANCE COMMITTEE
OCTOBER 27, 2015
6:30 P.M.
CITY HALL**

NOTICE IS HEREBY GIVEN that the Fitchburg Finance Committee will meet at 6:30 p.m. on Tuesday, OCTOBER 27, 2015 in the **MEETING ROOM** of the Fitchburg City Hall, 5520 Lacy Road, Fitchburg, WI 53711 for the purpose of:

(Note: Full coverage of this meeting is available through FACTv and Streaming Video, accessible on the city web site at <http://www.fitchburgwi.gov/677/Government-Channel>.)

1. **Call to Order**
2. **Approval of Minutes of:**
October 13, 2015 Regular Meeting
3. **Public Appearances – Non Agenda Items**
4. **Review of Bills Under \$25,000 or Previously Pre-Approved**
 - a. **Checks** 112148 – 112222 10/13/2015 – 10/21/2015 Total \$ 473,677.16
5. **Review of Bills over \$10,000** Total \$ 396,638.46
6. **Approval of Bills for \$25,000 or more** Total \$ 218,380.23
 - a. Batch Dated October 22, 2015
7. **Resolution R-105-15** A Resolution Approving Third Party Financing and Ownership of Solar Photovoltaic Panels on the Fitchburg Public Library Roof
8. **Resolution R-113-15** Approving Contract Amendment with SEH for Architectural/Engineering Services a Geo-Thermal System for the West Fire Station Building
9. **Approval of Fitch-Rona EMS 2016-2020 Capital Budgets**
10. **Approval of Fitch-Rona EMS 2016 Operating Budget Including Mileage Rate Increase**
11. **Finance Director Report**
12. **Announcements**
 - a. Next regular meeting is November 10, 2015
13. **Adjourn**

Finance Committee DRAFT Minutes
October 13, 2015

Present: Patrick Stern Dan Carpenter Julia Arata-Fratta

Also Present: Misty Dodge, Finance Director Patrick Marsh, City Administrator

1. **Call to Order Regular Meeting of Finance** – 6:30 p.m. by Stern
2. **Approval of Minutes of:**
 - a. September 22, 2015 Regular Meeting & September 28 & October 5, 2015 Budget Presentation Work Sessions
 1. Moved by Carpenter to approve
 2. Motion carried
3. **Public Appearances – Non Agenda Items** - None
4. **Review of Bills Under \$25,000 or Previously Pre-Approved**
 - a. **Checks** 112033 – 112147 9/23/15 – 10/7/15 Total \$ 833,652.32
 - b. **P-Card Charges** 8/5/2015 – 9/4/2015 Total \$ 182,629.92
 1. Committee reviewed and had questions
5. **Review of Bills over \$10,000** Total \$ 671,310.07
 1. Committee reviewed and had no questions
6. **Approval of Bills for \$25,000 or more** Total \$ 242,165.77
 - a. Batch Dated October 8, 2015
 1. Moved by Carpenter to approve
 2. Committee reviewed and had no questions
 3. Motion carried
7. **Ordinance 2015-O-29** An Ordinance to Amend SEC. 35-3(a)1 – Permit Fees
 1. Moved by Carpenter to approve
 2. Committee reviewed and asked questions
 3. Motion carried
8. **Resolution R-114-15** Adopting a Revised 2016 Annual City Budget Schedule – ***Direct Referral***
 1. Moved by Arata-Fratta to approve
 2. Committee reviewed and asked questions
 3. Motion carried
9. **Resolution R-108-15** Authorizing Purchase of Plow Truck Equipment
 1. Moved by Carpenter to approve
 2. Committee reviewed and had no questions
 3. Motion carried
10. **Finance Director Report**

Dodge reported on:
P-card program, pre-approval process, investments have been moving, meter change out program status (69%), TID #6 30% audit & water rate case
11. **Announcements**
 - a. Next regular meeting is October 27, 2015

12. **Adjourn**
Moved by Arata-Fratta to adjourn. Motion carried. Meeting adjourned at 6:53 p.m.

ABBREVIATION	FULL NAME OR DESCRIPTION
AECOM	Architectural and Engineering Company
AIIM INC	Association for Information and Image Management, Inc
AMS	Auto Marketing Services
APWA	American Public Works Association
ASPE	American Society of Professional Education
BTCI	BioPharmaceutical Technology Center Institute
CGC, INC	Construction-Geotechnical Consulting Engineering/Testing
CWAG	Coalition of Wisconsin Aging Groups
DATCP - DAH	Department of Agriculture, Trade and Consumer Protection/Division of Animal Health
DCARI	Dane County Arson Response Initiative
DCCVA	Dane County Cities and Villages Association
DWD-UI	Division of Workforce Development - Division of Unemployment Insurance
ECCS, INC	Environmental Chemistry Consulting Services
ESRI	Environmental Systems Research Institute
FDIC 2011/PENNWELL	Fire Department Instructors Conference
FHETS	Firehouse Education & Training Seminar
GFOA	Government Finance Officers Association
GIPAW	Government Information Processing Association of Wisconsin
GMASHRM	Greater Madison Area Society for Human Resource Management, Inc
GWAAR, INC	Greater Wisconsin Agency on Aging Resources, Inc
IAAI	International Association of Arson Investigators, Inc
IAAO	International Association of Assessing Officers
IAAP	International Association of Administrative Professionals
IABPFF	International Association of Black Professional Fire Fighters
IACP	International Association of Chiefs of Police
IAEI	International Association of Electrical Inspectors
IAFC	International Association of Fire Chiefs
ICC	International Code Council
ICLEI USA MEMBERSHIP	International Council for Local Environmental Initiatives-Local Governments for Sustainability
ICMA	International City/County Management Association
IEDC	International Economic Development Council
IFSI	Illinois Fire Service Institute
IIMC	International Institute of Municipal Clerks
INR	Institute for Natural Resources
IPMBA	International Police Mountain Bike Association
LEAP	Law Enforcement Administrative Professionals
MABAS Wisconsin	Mutual Aid Box Alarm System
MCD MEDIA SERVICES	Matthew C. Darling Media Services
MSA PROFESSIONAL SERVICES INC	Mid-State Associates Professional Services, Inc
MTAW	Municipal Treasurers of Wisconsin, Inc

MWITE	Midwest Institute of Transportation Engineers
MXU	* Description: radio unit for water meter
NAPWDA	North American Police Work Dog Association
NASECA	North American Stormwater & Erosion Control Association of Wisconsin
NASW WI	National Association of Social Workers
NEIS	National Elevator Inspection Services, Inc
NFPA	National Fire Protection Association
NPELRA	National Public Employer Labor Relations Association
NRC Restorations	Natural Resources Consulting Restorations
NUCPS ALUMNI ASSOCIATION	Northwestern University Center for Public Safety
OCPA	Oak Creek Professional Police Officers Association
P-Card	Purchasing card; procurement card
PVP Communications	Could not find information
REGI	Raptor Education Group Inc
SCAN NATOA	States of California & Nevada Chapter/National Assoc of Telecommunications Officers and Advisors
SWNI	Southern Wisconsin & Northern Illinois Fire/Rescue Association
SWWBIA	Southwest Wisconsin Building Inspectors Association
SWWEIA	Southwest Wisconsin Electrical Inspectors Association
TAPCO	Traffic & Parking Control Co, Inc
UPS	United Parcel Service
URISA	Urban and Regional Information Systems Association
UWHC	University of Wisconsin Health Center
VFIS	Volunteer Firemen's Insurance Services
WAAO	Wisconsin Association of Assessing Officers
WACOP	Wisconsin Association of Community Oriented Police Association
WAPC	Wisconsin Association of Peg Access Channels
WAPL	Wisconsin Association of Public Libraries
WASC	Wisconsin Association of Senior Centers, Inc
WAWP	Wisconsin Association of Women Police
WCPA	Wisconsin Chiefs of Police Association
WDATCP	Wisconsin Department of Agriculture, Trade and Consumer Protection
WDM INC	Western Data Memories, Inc
WEDA	Wisconsin Economic Development Association
WFCA FIRE SERVICE BOOKSTORE	Western Fire Chiefs Association Fire Service Bookstore
WGFOA	Wisconsin Government Finance Officers Association
WI IAAI CHAPTER 25	Wisconsin Chapter of the International Association of Arson Investigators
WISCONSIN CHAPTER IAEI	Wisconsin Chapter International Association of Electrical Inspectors
WISCONSIN STATE SHRM COUNCIL	Wisconsin State Society for Human Resources Management
WMC FOUNDATION	Wisconsin Manufacturers & Commerce Foundation

<u>FUND</u>	<u>DESCRIPTION</u>	<u>GENERAL FUND ACCOUNT GROUPS</u>	
100	GENERAL FUND	100-4XXX-XXX	REVENUES
202	PARK DEDICATION		
207	CABLE	100-5XXX-XXX	EXPENDITURES
213	RECYCLING	-51	GENERAL GOVERNMENT
221	POLICE TRAINING	-511	MAYOR & COUNCIL
222	DRUG ENFORCEMENT	-512	MUNICIPAL COURT
225	CEDA	-513	LEGAL & PROFESSIONAL SERVICES
250	LIBRARY	-5141	ADMINISTRATION & HUMAN RESOURCES
		-5142	CLERKS OFFICE
300	DEBT SERVICE	-5145	INFORMATION SYSTEMS
		-5146	MPSISC - POLICE INFO SYSTEMS
400	CAPITAL PROJECTS	-5152	FINANCE
404	TID #4 - PROMEGA/KELLY	-5153	ASSESSING
406	TID #6 - ORCHARD POINTE	-5154	INSURANCE
407	TID #7 - NO. FISH HATCHERY ROAD	-516	BUILDINGS & GROUNDS
408	TID #8 - BROWN DEVELOPMENT	-519	INTERDEPARTMENTAL
600	WATER & SEWER UTILITY	-52	PUBLIC SAFETY
601	STORMWATER UTILITY	-521	POLICE
		-522	FIRE
		-524	BUILDING INSPECTION
		-529	OTHER PUBLIC SAFETY
		-53	PUBLIC WORKS
		-530	PUBLIC WORKS
		-535	MASS TRANSIT
		-54	HEALTH & HUMAN SERVICES
		-546	SENIOR CITIZENS PROGRAMS
		-55	CULTURE, RECREATION & EDUCATION
		-551	COMMUNITY CENTER
		-552	PARKS
		-553	RECREATION & LEISURE
		-56	CONSERVATION & DEVELOPMENT
		-563	PLANNING & ZONING
		-567	ECONOMIC DEVELOPMENT
		-59	OTHER FINANCING SOURCES
		-592	TRANSFERS TO OTHER FUNDS

DATE: 10/22/2015
TO: FINANCE COMMITTEE
FROM: FINANCE DEPARTMENT
RE: CASH DISBURSEMENTS

<u>Checks</u>	<u>Description</u>		<u>Batch</u>	<u>Amount</u>
<u>Dated</u>			<u>Check Nos.</u>	
10/13/2015	Pre-approvals over \$25,000	A	112148-112149	\$74,772.50
10/14/2015	Weekly Batch	B	112150-112188	\$144,244.86
10/15/2015	10/13/15 Finance Batch approvals	C	112189-112190	\$167,402.49
10/16/2015	Reissue of voided checks	D	112191-112192	\$0.00
10/20/2015	Pre-approval over \$25,000	E	112193	\$34,756.50
10/21/2015	Weekly Batch	F	112194-112222	\$52,500.81
			Check Total	\$473,677.16

Pre-Approvals

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Report Criteria:

Invoice Detail.Input Date = 10/13/2015

Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
10/13/2015							
2490 GUIDE LINES PAVEMENT MARKING LLC							
4168	1	PYMT MARKINGS FOR 2015 CHIP SEAL	09/03/2015	25,985.70	10/15	100-5300-375	0
4168	2	PYMT MARKINGS FOR 2015 STREET RESURFA	09/03/2015	4,716.30	10/15	100-5300-375	0
4168	3	PYMT MARKINGS FOR NOVATION CAMPUS	09/03/2015	3,648.50	10/15	400-5733-370	0
Total GUIDE LINES PAVEMENT MARKING LLC:				<u>34,350.50</u>			
10/13/2015							
4255 MUNICIPAL PROPERTY INSURANCE CO							
29555	1	PROPERTY INSURANCE RENEWAL 10/1/15-10/1/	10/01/2015	27,506.37	10/15	100-5154-511	0
29555	2	PROPERTY INSURANCE RENEWAL 10/1/15-10/1/	10/01/2015	6,036.52	10/15	600-5924-100	0
29555	3	PROPERTY INSURANCE RENEWAL 10/1/15-10/1/	10/01/2015	6,879.11	10/15	250-5511-590	0
Total MUNICIPAL PROPERTY INSURANCE CO:				<u>40,422.00</u>			
Grand Totals:				<u><u>74,772.50</u></u>			

Report GL Period Summary

Vendor number hash: 6745
 Vendor number hash - split: 20235
 Total number of invoices: 2
 Total number of transactions: 6

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	<u>74,772.50</u>	<u>74,772.50</u>
Grand Totals:	<u><u>74,772.50</u></u>	<u><u>74,772.50</u></u>

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Report Criteria:

Invoice Detail.Input Date = 10/14/2015

Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
10/14/2015							
1102 CITY OF MADISON TREASURER							
2078	1	PROGRAM MOBILE RADIO	09/28/2015	53.03	10/15	100-5210-363	0
Total CITY OF MADISON TREASURER:				53.03			
10/14/2015							
4068 CLEMENS, NICK							
MEALS-09272015	1	MEAL REIMBURSEMENT	09/27/2015	264.00	10/15	221-5210-325	0
Total CLEMENS, NICK:				264.00			
10/14/2015							
29 DANE COUNTY TREASURER							
93015_MEALS	1	SEPTEMBER MEAL DONATIONS	09/30/2015	2,147.00	10/15	100-24311	0
5390 DANE COUNTY TREASURER							
27506	1	RANGE USE 9/11/15	09/29/2015	15.00	10/15	100-5210-383	0
Total DANE COUNTY TREASURER:				2,162.00			
10/14/2015							
5020 DELGADO, VICTOR							
573455	1	INTERPRET FOR COURT	10/08/2015	30.00	10/15	100-5120-290	0
Total DELGADO, VICTOR:				30.00			
10/14/2015							
3939 DODGE, MISTY							
WGFOA CONF-REIMBUR	1	MFD WGFOA - MEALS	09/25/2015	29.00	10/15	100-5152-325	0
WGFOA CONF-REIMBUR	2	MFD WGFOA - MILAGE	09/25/2015	65.55	10/15	100-5152-330	0
Total DODGE, MISTY:				94.55			
10/14/2015							
444 DORN TRUE VALUE							
072491/1	1	SUPPLIES FOR BIKE RAILING	09/28/2015	93.84	10/15	400-5733-463	0
Total DORN TRUE VALUE:				93.84			
10/14/2015							
15045 ECCS INC							
110.57B	1	MONITORING SERVICES - 4TH QTR	09/10/2015	65.00	10/15	600-5923-100	0
Total ECCS INC:				65.00			
10/14/2015							
3865 FINDAWAY WORLD LLC							
165819	1	PLAYAWAYS	09/30/2015	224.92	10/15	250-5511-387	0
Total FINDAWAY WORLD LLC:				224.92			
10/14/2015							
26 FITCHBURG UTILITIES							
9/30/2015	1	5510 LACY RD - COMM CTR	09/23/2015	966.25	10/15	100-5514-365	0

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Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
9/30/2015	2	5520 LACY RD - CITY HALL	09/23/2015	1,610.74	10/15	100-5165-365	0
9/30/2015	3	5415 KING JAMES WAY - FS2	09/23/2015	628.18	10/15	100-5163-365	0
9/30/2015	4	5791 LACY RD - FS1	09/23/2015	629.03	10/15	100-5162-365	0
9/30/2015	5	2377 S FISH HATCHERY - PW	09/23/2015	553.57	10/15	100-5164-365	0
9950003000-92015	1	STORMWATER BILL	09/30/2015	216.24	10/15	601-5930-300	0
Total FITCHBURG UTILITIES:				4,604.01			
10/14/2015							
8288 FOLKERS, SARAH							
MILEAGE-AUG/SEPT2015	1	MILEAGE REIMBURSEMENT - AUG/SEPT	10/07/2015	175.13	10/15	100-5460-330	0
Total FOLKERS, SARAH:				175.13			
10/14/2015							
2490 GUIDE LINES PAVEMENT MARKING LLC							
4201	1	2015 CHIP SEAL PAVEMENT MARKINGS	10/01/2015	700.00	10/15	100-5300-375	0
Total GUIDE LINES PAVEMENT MARKING LLC:				700.00			
10/14/2015							
114 HAMMERSLEY STONE CO INC							
010918	1	57.79 TON BREAKER FOR LACY/14 PATH	09/11/2015	408.60	10/15	404-5730-107	0
Total HAMMERSLEY STONE CO INC:				408.60			
10/14/2015							
3899 HASBROUCK, PHYLLIS							
SPANISH-SEPT-NOV	1	INTERMEDIATE SPANISH CLASS	09/29/2015	405.00	10/15	100-5460-387	0
Total HASBROUCK, PHYLLIS:				405.00			
10/14/2015							
139 INTERSTATE BILLING SERVICE							
476367	1	TRANSMISSION/LABOR FOR 2003 EXPEDITION	09/17/2015	2,599.08	10/15	100-5210-335	0
478133	1	#61 BATTERY AND ALERNATOR SERVICE	09/24/2015	364.45	10/15	100-5210-335	0
Total INTERSTATE BILLING SERVICE:				2,963.53			
10/14/2015							
39 JEFFERSON FIRE & SAFETY							
218657	1	TOTAL OF 2 SETS OF EXPLORER TURNOUT RE	08/13/2015	2,720.00	10/15	100-5220-324	0
218657	2	FREIGHT	08/13/2015	40.00	10/15	100-5220-310	0
219388	1	TOTAL OF 7 SETS OF REPLACEMENT GEAR	09/14/2015	20,539.00	10/15	100-5220-324	0
Total JEFFERSON FIRE & SAFETY:				23,299.00			
10/14/2015							
2959 JESBERGER, RYAN							
UNIFORM-10/6/15	1	JESBERGER - UNIFORM	10/06/2015	118.65	10/15	100-5210-323	0
Total JESBERGER, RYAN:				118.65			
10/14/2015							
7083 JORDAN, AMY							
MILEAGE-JUL/AUG	1	MILEAGE JULY & AUGUST	10/09/2015	297.28	10/15	100-5460-330	0

Mr. Carter Shaw - \$45.00

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Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
Total JORDAN, AMY:				297.28			
10/14/2015							
113 KAYSER FORD INC							
L3760	1	SQUAD LEASES - OCTOBER	09/30/2015	8,115.00	10/15	100-5210-260	0
Total KAYSER FORD INC:				8,115.00			
10/14/2015							
40 MADISON GAS & ELECTRIC CO							
10974707	9-15	1 MCGAW	10/07/2015	87.23	10/15	100-5520-365	0
11027869	9-15	1 2377 FISH HATCHERY RD (OLD CITY HALL)	10/07/2015	34.73	10/15	100-5161-365	0
11034154	9-15	1 5791 LACY RD (FS#1)	10/07/2015	1,656.66	10/15	100-5162-365	0
11104056	9-15	1 TOWER HILL PARK	10/07/2015	53.17	10/15	100-5520-365	0
11457595	9-15	1 WILDWOOD SOUTH	10/07/2015	25.93	10/15	100-5520-365	0
12017919	9-15	1 5510 LACY RD (COMM CTR)	10/07/2015	2,833.78	10/15	100-5514-365	0
15031149	9-15	1 5415 KING JAMES WAY (FS#2)	10/07/2015	48.00	10/15	100-5163-365	0
15539539	9-15	1 BIKE PATH	10/07/2015	77.26	10/15	100-5520-365	0
16298325	9-15	1 MCKEE SHELTER	10/07/2015	591.09	10/15	100-5520-365	0
16456683	9-15	1 GREENFIELD	10/07/2015	52.46	10/15	100-5520-365	0
16503849	9-15	1 QUARRY RIDGE	10/07/2015	44.72	10/15	100-5520-365	0
17147885	9-15	1 2373 S FISH HATCHERY RD (MAINT BLDG)	10/07/2015	1,472.78	10/15	100-5164-365	0
17545294	9-15	1 5520 LACY RD (CITY HALL)	10/07/2015	10,422.11	10/15	100-5165-365	0
19450394	9-15	1 CHAPEL VALLEY SERVICE	10/07/2015	242.03	10/15	100-5520-365	0
22605513	9-15	1 6091 MCKEE RD SIGN	10/07/2015	49.74	10/15	400-5731-201	0
22959977	9-15	1 CHAPEL VALLEY LIGHTS	10/07/2015	736.39	10/15	100-5520-365	0
23488158	9-15	1 SWAN CREEK SHELTER	10/07/2015	34.38	10/15	100-5520-365	0
24106973	9-15	1 2687 OSMUNDSEN RD	10/07/2015	41.68	10/15	100-5162-365	0
247169684	9-15	1 5530 LACY RD	09/07/2015	9,379.56	10/15	250-5511-365	0
25756073	9-15	1 5785 MCKEE RD 911	10/07/2015	346.57	10/15	100-5290-269	0
26397091	9-15	1 5236E LACY RD PATH	10/07/2015	67.08	10/15	100-5520-365	0
26499723	9-15	1 3041 S SEMINLY HY PATH	10/07/2015	38.82	10/15	100-5520-365	0
MGE9_15	1	1 SEPTEMBER BILLS	10/03/2015	22,862.71	10/15	600-5623-100	0
SEPT 2015 BILLS	1	1 PUBLIC WORKS LIGHTS/SIGNALS & SIRENS	10/07/2015	12,367.56	10/15	100-5300-220	0
SEPT 2015 BILLS	2	2 COUNTY SHARE LIGHTS & SIGNALS	10/07/2015	378.44	10/15	100-13100	13
Total MADISON GAS & ELECTRIC CO:				63,944.88			
10/14/2015							
3313 MADISON PUBLIC LIBRARY-MEADOWRIDGE							
MEA-FWDPYMT	1	1 FORWARD PAYMENT TO OWNING LIBRARY	09/24/2015	7.50	10/15	250-5511-390	0
Total MADISON PUBLIC LIBRARY-MEADOWRIDGE:				7.50			
10/14/2015							
4254 MARSH, PATRICK							
ICMA_SEPT2015	1	1 LODGING & PARKING	09/30/2015	1,893.83	10/15	100-5141-325	0
ICMA_SEPT2015	2	2 MEALS	09/30/2015	528.00	10/15	100-5141-325	0
ICMA_SEPT2015	3	3 CAR RENTAL	09/30/2015	99.09	10/15	100-5141-325	0
ICMA_SEPT2015	4	4 PARKING - MILWAUKEE AIRPORT	09/30/2015	104.00	10/15	100-5141-325	0
ICMA_SEPT2015	5	5 MILEAGE TO MILW AIRPORT	09/30/2015	95.45	10/15	100-5141-330	0
Total MARSH, PATRICK:				2,720.37			
10/14/2015							

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Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
10/14/2015							
151 MENARDS CASHWAY LUMBER -MONONA							
	83402	1 BATTERY	09/29/2015	47.00	10/15	600-5932-100	0
	83402	2 BATTERY	09/29/2015	47.00	10/15	600-5828-200	0
Total MENARDS CASHWAY LUMBER -MONONA:				<u>94.00</u>			
10/14/2015							
3526 MIDWEST TAPE							
	93219217	1 CD-DVD	09/18/2015	62.24	10/15	250-5511-387	0
Total MIDWEST TAPE:				<u>62.24</u>			
10/14/2015							
6642 MINNESOTA LIFE INS CO							
	NOV-15	1 LIFE INS PREM - NOV 2015	10/05/2015	4,270.82	10/15	100-21750	0
Total MINNESOTA LIFE INS CO:				<u>4,270.82</u>			
10/14/2015							
578 NINE SPRINGS GOLF COURSE LLC							
	RES.R-103-14_OCT2015	1 GOLF COURSE LEASE PAYMENT PER RES R-10	10/14/2015	1,666.00	10/15	100-5520-289	0
Total NINE SPRINGS GOLF COURSE LLC:				<u>1,666.00</u>			
10/14/2015							
4148 NOSTRA TERRA LANDSCAPING							
	1073	1 MEDIAN MAINTENANCE	10/01/2015	5,028.00	10/15	100-5520-290	0
Total NOSTRA TERRA LANDSCAPING:				<u>5,028.00</u>			
10/14/2015							
2254 PARKER, JOHNATHAN							
	MEALS-SEPT2015	1 MEAL REIMBURSEMENT	09/27/2015	264.00	10/15	221-5210-325	0
Total PARKER, JOHNATHAN:				<u>264.00</u>			
10/14/2015							
717 RELIANT FIRE APPARATUS							
	115-14521	1 E11A-REPLACEMENT SCENE LIGHTS	09/22/2015	4,359.00	10/15	100-5220-335	0
	115-14521	2 SHIPPING	09/22/2015	29.49	10/15	100-5220-310	0
Total RELIANT FIRE APPARATUS:				<u>4,388.49</u>			
10/14/2015							
247 SHOE BOX, THE							
	61583	1 WORK BOOK - PAUL SCOTT	09/25/2015	97.20	10/15	100-5240-323	0
Total SHOE BOX, THE:				<u>97.20</u>			
10/14/2015							
3092 STARK COLLECTION AGENCY, THE							
	JULY 2015	1 ACCOUNT REVERSED Q592306-1	07/31/2015	85.50	10/15	100-4510-000	0
Total STARK COLLECTION AGENCY, THE:				<u>85.50</u>			
10/14/2015							

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Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
1898 SUSTAINABLE ENGINEERING GROUP LLC							
3468	1	WEST FIRE STATION GEO THERMAL CONDOCU	10/08/2015	11,150.00	10/15	400-5722-249	0
Total SUSTAINABLE ENGINEERING GROUP LLC:				11,150.00			
10/14/2015							
101 UNITED WAY OF DANE COUNTY							
JUL-AUG 2015	1	3RD QUARTER 2015 EMPLOYEE PAYROLL CON	10/01/2015	864.00	10/15	100-21541	0
Total UNITED WAY OF DANE COUNTY:				864.00			
10/14/2015							
62 VERIZON WIRELESS							
9752666555	1	ADMINISTRATION	09/21/2015	55.19	10/15	100-5141-363	0
9752666555	2	AMI	09/21/2015	9.11	10/15	600-10722	0
9752666555	3	BUILDING MAINTENANCE	09/21/2015	57.73	10/15	100-5165-363	0
9752666555	4	CLERK	09/21/2015	1.21	10/15	100-5142-390	0
9752666555	5	FACTV	09/21/2015	37.66	10/15	207-5570-363	0
9752666555	6	LIBRARY	09/21/2015	25.36	10/15	250-5511-363	0
9752666555	7	PARKS	09/21/2015	110.74	10/15	100-5520-363	0
9752666555	8	POLICE	09/21/2015	278.01	10/15	100-5210-363	0
9752666555	9	PUBLIC WORKS	09/21/2015	.58	10/15	100-5300-363	0
9752666555	10	RECREATION	09/21/2015	116.93	10/15	100-5530-363	0
9752666556	1	BUILDING INSPECTION	09/21/2015	252.48	10/15	100-5240-363	0
9752666556	2	BUILDING MAINTENANCE	09/21/2015	131.31	10/15	100-5165-363	0
9752666557	1	FIRE	09/21/2015	516.47	10/15	100-5220-363	0
9752666558	1	IT	09/21/2015	75.61	10/15	100-5145-363	0
9752666559	1	POLICE	09/21/2015	472.57	10/15	100-5210-363	0
9752666560	1	PUBLIC WORKS	09/21/2015	307.12	10/15	100-5300-363	0
9752666560	2	WATER	09/21/2015	51.46	10/15	600-5921-100	0
9752666561	1	SENIOR CENTER	09/21/2015	103.28	10/15	100-5460-363	0
9752870342	1	CLERK - CRADLE POINT (ELECTION)	09/23/2015	5.02	10/15	100-5142-390	0
9752900298	1	MODEM SERVICE THRU 9/23/15	09/23/2015	55.98	10/15	600-5921-100	0
9752900298	2	MODEM SERVICE THRU 9/23/15	09/23/2015	55.98	10/15	600-5851-200	0
Total VERIZON WIRELESS:				2,719.80			
10/14/2015							
3767 WEX BANK							
42467711	1	FUEL - BLDG INSP	09/30/2015	125.43	10/15	100-5240-335	0
42467711	2	FUEL - REC DEPT	09/30/2015	46.79	10/15	100-5530-335	0
42467711	3	FUEL - FIRE DEPT	09/30/2015	958.13	10/15	100-5220-335	0
42467711	4	FUEL - BLDG MAINT	09/30/2015	46.14	10/15	100-5165-335	0
Total WEX BANK:				1,176.49			
10/14/2015							
1879 WIPPERFURTH, ROB							
TOLLS	1	REIMBURSEMENT FOR PARKING RAMP - WIPP	10/07/2015	39.00	10/15	100-5300-325	0
Total WIPPERFURTH, ROB:				39.00			
10/14/2015							
3749 WISCONSIN INDEPENDENT NETWORK							
23229	1	CITY HALL	10/01/2015	130.41	10/15	100-5145-210	0
23229	2	FIRE	10/01/2015	164.22	10/15	100-5145-210	0
23229	3	LIBRARY	10/01/2015	4.83	10/15	250-5511-245	0

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Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
	23229	4 FACTV	10/01/2015	14.49	10/15	207-5570-245	0
	23229	5 POLICE	10/01/2015	144.90	10/15	100-5210-245	0
	23229	6 RECYCLING	10/01/2015	4.83	10/15	213-5362-245	0
	23229	7 STORM UD	10/01/2015	4.83	10/15	601-5930-301	0
	23229	8 UTILITY WATER	10/01/2015	9.66	10/15	600-5921-101	0
	23229	9 UTILITY SEWER	10/01/2015	4.83	10/15	600-5851-201	0
	23229	10 MPSIS	10/01/2015	483.00	10/15	100-5139-290	0
Total WISCONSIN INDEPENDENT NETWORK:				966.00			
10/14/2015							
4253 YANG-PHIASY, TENG							
	CC DEPOSIT	1 CC DEPOSIT	10/09/2015	385.00	10/15	100-4820-200	0
Total YANG-PHIASY, TENG:				385.00			
10/14/2015							
2742 ZWIEG, DELL							
	SEPT2015	1 MILEAGE 9/2/15-10/2/15	10/05/2015	96.03	10/15	100-5153-330	0
	SEPT2015	2 INSTITUTE MEALS	10/05/2015	146.00	10/15	100-5153-325	0
Total ZWIEG, DELL:				242.03			
Grand Totals:				144,244.86			

Report GL Period Summary

Vendor number hash: 113085
Vendor number hash - split: 183619
Total number of invoices: 73
Total number of transactions: 111

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	144,244.86	144,244.86
Grand Totals:	144,244.86	144,244.86

Report Criteria:

Invoice Detail.Input Date = 10/14/2015

CI

Report Criteria:
Invoice Detail.Input Date = 10/15/2015

Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
10/15/2015							
15036 CTW CORPORATION							
22751	1	WELL 10 - TREAT WELL	08/24/2015	46,355.00	10/15	600-5614-100	0
22751	2	WELL 10 REPLACE CORRODED COMPONENTS	08/24/2015	73,912.84	10/15	600-10733	0
Total CTW CORPORATION:				<u>120,267.84</u>			
10/15/2015							
4221 MEAD AND HUNT INC							
254527	1	LACY RD RECONSTRUCTION - DESIGN	09/09/2015	47,134.65	10/15	400-5733-468	0
Total MEAD AND HUNT INC:				<u>47,134.65</u>			
Grand Totals:				<u><u>167,402.49</u></u>			

Report GL Period Summary

Vendor number hash: 19257
 Vendor number hash - split: 34293
 Total number of invoices: 2
 Total number of transactions: 3

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	<u>167,402.49</u>	<u>167,402.49</u>
Grand Totals:	<u><u>167,402.49</u></u>	<u><u>167,402.49</u></u>

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CITY OF FITCHBURG

Check Register
Check Issue Dates: 10/1/2015 - 10/31/2015

Page: 1
Oct 16, 2015 01:43PM

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check Amount
10/16/2015					
10/15	10/16/2015	104987	660	BRUEGGEMANN, JEREMY	23.19- V
10/15	10/16/2015	108662	3939	DODGE, MISTY	233.40- V
10/15	10/16/2015	112191	660	BRUEGGEMANN, JEREMY	23.19
10/15	10/16/2015	112192	3939	DODGE, MISTY	233.40
Total 10/16/2015:					<u>.00</u>
Grand Totals:					<u><u>.00</u></u>

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Report Criteria:

Invoice Detail.Input Date = 10/20/2015

Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
10/20/2015							
968 EWALDS HARTFORD FORD L/M LLC							
16840	1	NEW FORD F-550 TRUCK	10/15/2015	34,682.00	10/15	400-5763-101	0
16840	2	LICENSE AND TITLE	10/15/2015	74.50	10/15	400-5763-101	0
Total EWALDS HARTFORD FORD L/M LLC:				<u>34,756.50</u>			
Grand Totals:				<u><u>34,756.50</u></u>			

Report GL Period Summary

Vendor number hash: 968
 Vendor number hash - split: 1936
 Total number of invoices: 1
 Total number of transactions: 2

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	<u>34,756.50</u>	<u>34,756.50</u>
Grand Totals:	<u><u>34,756.50</u></u>	<u><u>34,756.50</u></u>

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Report Criteria:
Invoice Detail.Input Date = 10/21/2015

Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
10/21/2015							
1135 ALLISON TREE CARE INC							
356	1	2630 RICHARDSON OAK DIAGNOSIS	10/12/2015	300.00	10/15	100-5520-290	0
Total ALLISON TREE CARE INC:				300.00 ✓			
10/21/2015							
2785 ANGUS YOUNG							
5	1	HUEGEL-JAMESTOWN PARK SHELTER DESIGN	10/02/2015	10,762.50	10/15	400-5766-257	0
Total ANGUS YOUNG:				10,762.50 ✓			
10/21/2015							
42 BOMKAMP, DONALD							
MEALS@SET	1	MEAL REIMBURSEMENT	10/06/2015	123.00	10/15	221-5210-325	0
Total BOMKAMP, DONALD:				123.00 ✓			
10/21/2015							
5535 BRICKLINE INC							
151011	1	FITCHRONA ROAD WATER MAIN - PVMNT MRK	10/12/2015	1,097.50	10/15	600-10729	0
Total BRICKLINE INC:				1,097.50 ✓			
10/21/2015							
1122 CERQUA, DAVID							
1185	1	STRIPE HATCHERY HILL BB COURT	10/04/2015	150.00	10/15	100-5520-290	0
Total CERQUA, DAVID:				150.00 ✓			
10/21/2015							
769 CGC INC							
42279	1	NORTH PARK - 20 CYLINDERS & CONCRETE TE	09/15/2015	98.00 ✓	10/15	100-13100	13 ✓
42279	2	QUARRY VISTA - 20 CYLINDERS	09/15/2015	50.00 ✓	10/15	100-13100	0 ✓
42292	1	QUARRY VISTA - MATERIAL TESTING	09/15/2015	544.90 ✓	10/15	100-13100	13 ✓
42470	1	NORTH PARK - MATERIAL TESTING	10/09/2015	36.00 ✓	10/15	100-13100	13 ✓
42478	1	FITCHRONA RD WTR MN-CONCRETE & DENSIT	10/09/2015	552.85 ✓	10/15	600-10729	0
42479	1	QUARRY VISTA - MATERIAL TESTING	10/09/2015	1,659.82 ✓	10/15	100-13100	13 ✓
Total CGC INC:				2,941.57			
10/21/2015							
1705 CLEARY, NICHOLAS							
MEALS@SET	1	MEAL REIMBURSEMENT	10/06/2015	123.00	10/15	221-5210-325	0
Total CLEARY, NICHOLAS:				123.00 ✓			
10/21/2015							
65 DANE COUNTY LANDFILL							
775_338823	1	RR TIE DISPOSAL BIKE PATH	09/01/2015	162.71	10/15	400-5733-463	0
Total DANE COUNTY LANDFILL:				162.71 ✓			

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Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
10/21/2015							
3852 FITCHBURG FIRE & RESCUE ASSOC							
09292015_3852	1	REPLACEMENT JOB SHIRTS FOR FULL TIME ST	09/29/2015	1,430.00	10/15	100-5220-323	0
Total FITCHBURG FIRE & RESCUE ASSOC:				1,430.00			
10/21/2015							
4131 FOUNDATION BUSINESS SYSTEMS LLC							
150464	1	PERMITRACK JULY 1-SEPT 30 2015	10/01/2015	798.00	10/15	601-5930-301	0
Total FOUNDATION BUSINESS SYSTEMS LLC:				798.00			
10/21/2015							
1099 GENERAL COMMUNICATIONS							
216152	1	FACTORY REPAIR TO MOTOROLA RADIO 136W	10/08/2015	120.00	10/15	100-5220-363	0
216153	1	FACTORY REPAIR TO MOTOROLA RADIO 136W	10/08/2015	120.00	10/15	100-5220-363	0
Total GENERAL COMMUNICATIONS:				240.00			
10/21/2015							
1411 HD SUPPLY WATERWORKS LTD							
E547758	1	AMI 48 IPERLS	09/24/2015	5,040.00	10/15	600-10722	0
E547776	1	AMI - 16 IPERLS	09/24/2015	1,680.00	10/15	600-10722	0
Total HD SUPPLY WATERWORKS LTD:				6,720.00			
10/21/2015							
110 HOVEL, THOMAS							
MILEAGE	1	MILEAGE 2/18 TO 10/13/15	10/13/2015	24.73	10/15	100-5630-330	0
MILEAGE	2	UPTOWN MILEAGE 3/31 TO 6/30	10/13/2015	27.03	10/15	404-5730-102	0
MILEAGE	3	SPOKE MILEAGE 9/2/15	10/13/2015	6.90	10/15	406-5732-002	0
MILEAGE	4	TID 9 MILEAGE	10/13/2015	10.93	10/15	409-5730-002	0
MILEAGE	5	MILEAGE - NOBEL DR 8/27/15	10/13/2015	2.30	10/15	404-5730-002	0
Total HOVEL, THOMAS:				71.89			
10/21/2015							
4260 KOHL & WILLS							
101	1	QTY 5 BLAUER COATS FOR CLASS B INVENTO	05/29/2015	200.00	10/15	100-5220-323	0
Total KOHL & WILLS:				200.00			
10/21/2015							
4259 LINDBERG, RON							
HOLLOWEEN HUNT	1	10/24/15 HOLLOWEEN HUNT MAGICIAN	10/21/2015	500.00	10/15	250-5511-291	0
Total LINDBERG, RON:				500.00			
10/21/2015							
4076 M3 INSURANCE SOLUTIONS INC							
11443	1	ADD UTILITY VAN #1973	10/12/2015	162.00	10/15	600-5925-100	0
11443	2	ADD POLICE UTILITY BEHICLES/DELETE PREVI	10/12/2015	435.00	10/15	100-5154-512	0
11443	3	AUTO COMP/COLLISION (PREVIOUSLY LGPIF) 1	10/12/2015	1,447.50	10/15	100-5154-512	0
11443	4	AUTO COMP/COLLISION (PREVIOUSLY LGPIF) 1	10/12/2015	177.27	10/15	250-5511-590	0
11443	5	AUTO COMP/COLLISION (PREVIOUSLY LGPIF) 1	10/12/2015	188.27	10/15	600-5925-100	0
11443	6	AUTO COMP/COLLISION (PREVIOUSLY LGPIF) 1	10/12/2015	172.02	10/15	600-5853-200	0
11443	7	AUTO COMP/COLLISION (PREVIOUSLY LGPIF) 1	10/12/2015	92.94	10/15	601-5924-300	0

Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
Total M3 INSURANCE SOLUTIONS INC:				2,675.00 ✓			
10/21/2015							
4257 MADISON AREA DOWN SYNDROME SOCIETY INC							
MCKEE DEPOSIT	1	MCKEE INDOOR KEY DEPOSIT	10/16/2015	40.00	10/15	100-4672-200	0
Total MADISON AREA DOWN SYNDROME SOCIETY INC:				40.00 ✓			
10/21/2015							
40 MADISON GAS & ELECTRIC CO							
18-1337-5-14	1	NORTH PARK - INSTALL 3 LIGHTS	09/18/2015	4,976.26 ✓	10/15	400-5733-319	13 ✓
18-1353-5-15	1	TECH LANDS INSTALL 4 DIRECT BURY STEET LI	09/29/2015	5,574.33 ✓	10/15	400-5733-319	13 ✓
Total MADISON GAS & ELECTRIC CO:				10,550.59			
10/21/2015							
4261 MONTE EWING CONSULTING LLC							
ELECTRICCODE	1	PAUL & JACK ELECTRICAL TRAINING	10/01/2015	300.00	10/15	100-5240-325	0
Total MONTE EWING CONSULTING LLC:				300.00 ✓			
10/21/2015							
2006 MURZA, ANDRAS							
27-2015	1	2015 TOILET REBATE FOR 5 RENTAL PROPERTI	10/01/2015	442.22	10/15	600-5856-200	0
Total MURZA, ANDRAS:				442.22 ✓			
10/21/2015							
2254 PARKER, JOHNATHAN							
MEALS	1	MEAL REIMBURSEMENT	10/06/2015	123.00	10/15	221-5210-325	0
Total PARKER, JOHNATHAN:				123.00 ✓			
10/21/2015							
4258 PAULUS, LARRY							
CC DEPOSIT	1	CC DEPOSIT	10/16/2015	65.00	10/15	100-4820-200	0
Total PAULUS, LARRY:				65.00 ✓			
10/21/2015							
3732 PROVIDENT LIFE & ACCIDENT INS							
6437_NOV2015	1	LIFE INS PREMIUM	10/14/2015	16.54	10/15	100-21770	0
Total PROVIDENT LIFE & ACCIDENT INS:				16.54 ✓			
10/21/2015							
4149 SLOAN, MALINDA CHARLENE							
FLEA_MRKT-9/27	1	FLEA MARKET 9/27/15	09/27/2015	192.00	10/15	100-5530-290	0
FLEAMRKT-10/11	1	FLEA MARKET 10/11	10/11/2015	132.00	10/15	100-5530-290	0
Total SLOAN, MALINDA CHARLENE:				324.00 ✓			
10/21/2015							
15124 SOUTH CENTRAL CONTRACTING INC							
1312	1	INSTALL DRINKING FOUNATIN IN SYENE RD PA	10/13/2015	4,880.00	10/15	202-5762-027	0

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Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
Total SOUTH CENTRAL CONTRACTING INC:				4,880.00 ✓			
10/21/2015							
32 STRAND ASSOCIATES							
0114505	1	VERONA RD - UTILITY RELOCATION DESIGN	09/11/2015	2,055.13	10/15	600-10727	0
0115063	1	VERONA RD - UTILITY RELOCATION DESIGN	10/12/2015	4,884.16	10/15	600-10727	0
Total STRAND ASSOCIATES:				6,939.29			
10/21/2015							
1414 TRUNDLE, JORDAN							
SET-OCT2015	1	MEAL REIMBURSEMENT	10/06/2015	123.00	10/15	221-5210-325	0
Total TRUNDLE, JORDAN:				123.00 ✓			
10/21/2015							
1971 WI DEPT OF JUSTICE							
G3345_10/1/2015	1	BACKGROUND CHECKS	09/30/2015	42.00	10/15	100-5141-250	0
Total WI DEPT OF JUSTICE:				42.00 ✓			
10/21/2015							
3968 WMA BILLETING FUND							
160067B	1	S.E.T. TRAINING	10/13/2015	360.00	10/15	221-5210-325	0
Total WMA BILLETING FUND:				360.00 ✓			
Grand Totals:				52,500.81			

Report GL Period Summary

Vendor number hash: 93629
Vendor number hash - split: 119294
Total number of invoices: 38
Total number of transactions: 49

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	52,500.81	52,500.81
Grand Totals:	52,500.81	52,500.81

Report Criteria:
Invoice Detail.Input Date = 10/21/2015

Payee	Check Issue Date	Check Number	Amount	Description
GUIDE LINES PAVEMENT MARKING L	10/13/15	112148	25,985.70	PYMT MARKINGS FOR 2015 CHIP SEAL
GUIDE LINES PAVEMENT MARKING L	10/13/15	112148	4,716.30	PYMT MARKINGS FOR 2015 STREET RESURFACING
GUIDE LINES PAVEMENT MARKING L	10/13/15	112148	3,648.50	PYMT MARKINGS FOR NOVATION CAMPUS
Total 112148:			34,350.50	<i>Pre-approval</i>
MUNICIPAL PROPERTY INSURANCE	10/13/15	112149	27,506.37	PROPERTY INSURANCE RENEWAL 10/1/15-10/1/16
MUNICIPAL PROPERTY INSURANCE	10/13/15	112149	6,036.52	PROPERTY INSURANCE RENEWAL 10/1/15-10/1/16
MUNICIPAL PROPERTY INSURANCE	10/13/15	112149	6,879.11	PROPERTY INSURANCE RENEWAL 10/1/15-10/1/16
Total 112149:			40,422.00	<i>Pre-approval</i>
JEFFERSON FIRE & SAFETY	10/14/15	112165	2,720.00	TOTAL OF 2 SETS OF EXPLORER TURNOUT REAR
JEFFERSON FIRE & SAFETY	10/14/15	112165	40.00	FREIGHT
JEFFERSON FIRE & SAFETY	10/14/15	112165	20,539.00	TOTAL OF 7 SETS OF REPLACEMENT GEAR
Total 112165:			23,299.00	
MADISON GAS & ELECTRIC CO	10/14/15	112169	87.23	MCGAW
MADISON GAS & ELECTRIC CO	10/14/15	112169	34.73	2377 FISH HATCHERY RD (OLD CITY HALL)
MADISON GAS & ELECTRIC CO	10/14/15	112169	1,656.66	5791 LACY RD (FS#1)
MADISON GAS & ELECTRIC CO	10/14/15	112169	53.17	TOWER HILL PARK
MADISON GAS & ELECTRIC CO	10/14/15	112169	25.93	WILDWOOD SOUTH
MADISON GAS & ELECTRIC CO	10/14/15	112169	2,833.78	5510 LACY RD (COMM CTR)
MADISON GAS & ELECTRIC CO	10/14/15	112169	48.00	5415 KING JAMES WAY (FS#2)
MADISON GAS & ELECTRIC CO	10/14/15	112169	77.26	BIKE PATH
MADISON GAS & ELECTRIC CO	10/14/15	112169	591.09	MCKEE SHELTER
MADISON GAS & ELECTRIC CO	10/14/15	112169	52.46	GREENFIELD
MADISON GAS & ELECTRIC CO	10/14/15	112169	44.72	QUARRY RIDGE
MADISON GAS & ELECTRIC CO	10/14/15	112169	1,472.78	2373 S FISH HATCHERY RD (MAINT BLDG)
MADISON GAS & ELECTRIC CO	10/14/15	112169	10,422.11	5520 LACY RD (CITY HALL)
MADISON GAS & ELECTRIC CO	10/14/15	112169	242.03	CHAPEL VALLEY SERVICE
MADISON GAS & ELECTRIC CO	10/14/15	112169	49.74	6091 MCKEE RD SIGN
MADISON GAS & ELECTRIC CO	10/14/15	112169	736.39	CHAPEL VALLEY LIGHTS
MADISON GAS & ELECTRIC CO	10/14/15	112169	34.38	SWAN CREEK SHELTER
MADISON GAS & ELECTRIC CO	10/14/15	112169	41.68	2687 OSMUNDSEN RD
MADISON GAS & ELECTRIC CO	10/14/15	112169	9,379.56	5530 LACY RD
MADISON GAS & ELECTRIC CO	10/14/15	112169	346.57	5785 MCKEE RD 911
MADISON GAS & ELECTRIC CO	10/14/15	112169	67.08	5236E LACY RD PATH
MADISON GAS & ELECTRIC CO	10/14/15	112169	38.82	3041 S SEMINLY HY PATH
MADISON GAS & ELECTRIC CO	10/14/15	112169	22,862.71	SEPTEMBER BILLS
MADISON GAS & ELECTRIC CO	10/14/15	112169	12,367.56	PUBLIC WORKS LIGHTS/SIGNALS & SIRENS
MADISON GAS & ELECTRIC CO	10/14/15	112169	378.44	COUNTY SHARE LIGHTS & SIGNALS
Total 112169:			63,944.88	<i>Utility</i>
SUSTAINABLE ENGINEERING GROUP	10/14/15	112181	11,150.00	WEST FIRE STATION GEO THERMAL CONDOCUTIVITY TEST
Total 112181:			11,150.00	
CTW CORPORATION	10/15/15	112189	46,355.00	WELL 10 - TREAT WELL
CTW CORPORATION	10/15/15	112189	73,912.84	WELL 10 REPLACE CORRODED COMPONENTS
Total 112189:			120,267.84	<i>Finance 10/13/15</i>
MEAD AND HUNT INC	10/15/15	112190	47,134.65	LACY RD RECONSTRUCTION - DESIGN

Payee	Check Issue Date	Check Number	Amount	Description
Total 112190:			47,134.65	<i>Finance 10/13/15</i>
EWALDS HARTFORD FORD L/M LLC	10/20/15	112193	34,682.00	NEW FORD F-550 TRUCK
EWALDS HARTFORD FORD L/M LLC	10/20/15	112193	74.50	LICENSE AND TITLE
Total 112193:			34,756.50	<i>Pre-approval</i>
ANGUS YOUNG	10/21/15	112195	10,762.50	HUEGEL-JAMESTOWN PARK SHELTER DESIGN
Total 112195:			10,762.50	
MADISON GAS & ELECTRIC CO	10/21/15	112211	4,976.26	NORTH PARK - INSTALL 3 LIGHTS
MADISON GAS & ELECTRIC CO	10/21/15	112211	5,574.33	TECH LANDS INSTALL 4 DIRECT BURY STEET LIGHTS
Total 112211:			10,550.59	
Grand Totals:			396,638.46	

~~Purchase Order~~ Payment Request

NO
P-Card

CITY OF FITCHBURG
5520 Lacy Road
Fitchburg, WI 53711
608-270-4200
Fax: 608-270-4212

Department: Fire Department Prepared by: Meredith Shelton

P.O. Number	P.O. Date	Department Rec'd Date	Date submitted for approval
	9/17/2015		

Vendor # <u>39</u> <u>Jefferson Fire & Safety, Inc.</u> <u>7617 Donna Drive</u> <u>Middleton, WI 53562</u>	SUBMITTED FOR APPROVAL
	ADMINISTRATOR Under \$2,500 <input type="checkbox"/>
	MAYOR \$2,500 < \$25,000 <input checked="" type="checkbox"/>
	FINANCE COMMITTEE Over \$25,000 <input type="checkbox"/>

Invoice Number	Invoice Date	Description	Fund	Dept	Acct	Job	Amount
219388	9/14/2015	Total of seven (7) sets of replacement turnout gear	100	5220	324		\$ 20,539.00
218657	8/13/2015	total of two (2) sets of Explorer turnout gear	100	5220	324		2,720.00
		Freight	100	5220	310		40.00

<input checked="" type="checkbox"/> Above items are within budget	TOTAL	\$ 23,299.00 ✓
	Finance Initial	<i>MS</i>

Signatures Required:

Department Head *Charles Stosser* Date Approved 9-18-2015

Comptroller/Administrator *Pat S. Maul* Date Approved 10-13-15

Over \$2,500:
Mayor *Steph Clark* Date Approved 10-13-2015

Comments or special arrangements (if required) _____
This can be paid by p-card.
NOT over \$5000.00

PRE-APPROVAL - FIRE

REQUIRED FOR ITEMS OVER \$500

CITY OF FITCHBURG
 5520 Lacy Road
 Fitchburg, WI 53711
 608-270-4200
 Fax: 608-270-4212

Prepared by: Shelton

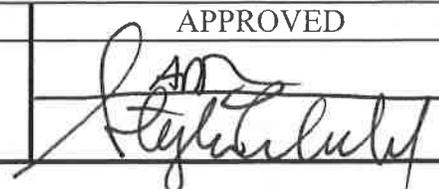
Date: 5/26/2015

RECOMMENDED VENDOR #: _____ 39 <u>Jefferson Fire & Safety, Inc.</u> <u>7617 Donna Dr</u> <u>Middleton, WI 53562</u>	CAPITAL PURCHASE OR PROJECT DESCRIPTION/ NAME: _____ PROJECT # _____
---	--

Item Description	Fund	Dept	Acct	Job	Amount
Replacement turnout gear* for FF's Wakeman, Eastman, Sanfleben (current gear doesn't fit properly)	100	5220	324		\$9,087.00
Replacement turnout gear* for FF Engelhart (to replace set that has mulitple holes; beyond repair)	100	5220	324		\$3,029.00
Turnout gear* for incoming interns Turner, Statz, Knipfer	100	522	324		\$9,087.00
Qty: Two (2) sets of turnout gear for explorers**	100	5220	324		\$2,720.00
Qty: Three (3) Paul Conway passport shields for helmets (\$50.99 each)	100	5220	324		\$152.97
* Each set of turnout gear is one coat at \$1555 and one pair of pants at \$1474 (total per set \$3029)					
** Each set of explorer turnout gear is one coat at \$825 and one pair of pants at \$535 (total per set \$1360)					
				TOTAL	\$24,075.97

Above items are within budget

CHIEF APPROVAL: Chad E. Fossum DATE 5-27-2015

ADMINISTRATOR ACTION		
REVIEWED BY FINANCE	APPROVED	DENIED
DATE:		REASON:



PROFESSIONAL FIRE PROTECTION SPECIALISTS

7617 DONNA DRIVE MIDDLETON, WISCONSIN 53562
 608-836-0068 FAX 608-836-4927 WEB ADDRESS: jeffersonfire.com

DATE
9/14/2015

Invoice 219388

PAGE: 1

Bill To:
 Fitchburg Fire Department
 5520 Lacy Rd.
 Madison WI 53711

Ship To:
 Fitchburg Fire Department
 5791 Lacy Rd.
 Attn: Jeff Berman
 Madison WI 53711

PURCHASE ORDER NO.	CUSTOMER ID	SALES ID	SHIPPING METHOD	PAYMENT TERMS	REQ'D SHIP DATE	MASTER NUMBER
	ET107	MARC	UPS	Net 20	9/14/2015	107,245

QUANTITY	ITEM NUMBER	DESCRIPTION	UOM	DISCOUNT	UNIT PRICE	EXTENDED PRICE
7.00	MOR 5125WIFITC-L34I3TG	HONEYWELL #34IG TAILS GOLD	Each	\$0.00	\$1,555.00	\$10,885.00
5.00	MOR 5125WIFITC-L34I3PG	HONEYWELL #34I3 PANTS GOLD	Each	\$0.00	\$1,474.00	\$7,370.00
		*Sanftleben, Knipfer, Turner, Eastman, Engelhart (includes Spider harness).				
2.00	MOR 5125WIFITC-L34I3PG	HONEYWELL #34I3 PANTS GOLD	Each	\$0.00	\$1,142.00	\$2,284.00
		*Wakeman, Statz.				

Delivery Ticket/PO: 37762

Subtotal	\$20,539.00
Misc	\$0.00
Shipping & Handling	\$0.00
Tax	\$0.00
Total	\$20,539.00

Thank You



PROFESSIONAL FIRE PROTECTION SPECIALISTS

7617 DONNA DRIVE MIDDLETON, WISCONSIN 53562
 608-836-0068 FAX 608-836-4927 WEB ADDRESS: jeffersonfire.com

DATE
8/13/2015

Invoice 218657

PAGE: 1

Bill To:
 Fitchburg Fire Department
 5520 Lacy Rd.
 Madison WI 53711

Ship To:
 Fitchburg Fire Department
 5791 Lacy Rd.
 Madison WI 53711

PURCHASE ORDER NO.	CUSTOMER ID	SALES ID	SHIPPING METHOD	PAYMENT TERMS	REQ'D SHIP DATE	MASTER NUMBER
JEFF BERMEN	FTT07	MARC	UPS	Net 20	8/13/2015	166,451
QUANTITY	ITEM NUMBER	DESCRIPTION	UOM	DISCOUNT	UNIT PRICE	EXTENDED PRICE
2.00	INN 5172-CY	INNOTEX NOMEX IIIA COAT-YELLOW "EXPLORER" added to back on coat (Treamer, Neusen).	Each	\$0.00	\$825.00	\$1,650.00
2.00	INN 5172-PY	INNOTEX NOMEX IIIA PANTS-YELLOW	Each	\$0.00	\$535.00	\$1,070.00
1.00	FREIGHT	Freight / Shipping Charges	Each	\$0.00	\$40.00	\$40.00

Delivery Ticket/PO: 37769

Thank You

Subtotal	\$2,760.00
Misc	\$0.00
Shipping & Handling	\$0.00
Tax	\$0.00
Total	\$2,760.00

Purchase Order

CITY OF FITCHBURG
 5520 Lacy Road
 Fitchburg, WI 53711
 608-270-4200
 Fax: 608-270-4212

Department: Public Works

Prepared by: T Hovel

P.O. Number	P.O. Date	Department Rec'd Date	Date submitted for approval
	10/8/2015		

Vendor # <u>1898</u> <u>Sustainable Engineering Group</u> <u>7475 Hubbarad Ave, Suite 201</u> <u>Middleton, WI 53562</u>	SUBMITTED FOR APPROVAL
	ADMINISTRATOR Under \$2,500 <input type="checkbox"/>
	MAYOR \$2,500 \$25,000 <input checked="" type="checkbox"/>
	FINANCE COMMITTEE Over \$25,000 <input type="checkbox"/>

Invoice Number	Invoice Date	Description	Fund	Dept	Acct	Job	Amount
3468	10/8/2015	West Fire Station Geo-thermal conductivity	400	5722	249		11,150.00
		test					

<input checked="" type="checkbox"/> Above items are within budget	TOTAL	\$11,150.00
	Finance Initial	<i>MAH</i>

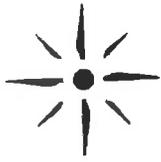
Signatures Required:

Department Head *[Signature]* Date Approved 10-8-15

Comptroller/Administrator *Paul S. Mauch* Date Approved 10-13-15

=====
 Over \$2,500: Mayor *Stephen T. Hovel* Date Approved 10-13-2015

Comments or special arrangements (if required) _____



Sustainable Engineering Group LLC
7475 Hubbard Ave., Ste 201
Middleton, WI 53562
(608) 836-4488

Invoice

Date	Invoice #
10/6/2015	3468

Bill To

City of Fitchburg
Tom Hovel
5520 Lacy Road
Fitchburg, WI 53711

Project	P.O. No.	Terms	Due Date
Firestation Test Bore (North)		Net 30	11/5/2015

Description	Qty	Rate	Amount
Geothermal Conductivity Test		11,150.00	11,150.00

All work is complete!

Balance Due \$11,150.00



Payment Request

(Use this form to request Finance to write a check to a vendor OR to pay a large invoice on P-Card)

Department: Public Works Prepared By: Tracy Foss Date: 10/16/2015

Vendor # 2785

Angus Young
555 South River Street
Janesville, WI 53548-4783

P-Card > \$2,500

(Kim to put on separate P-Card for large purchases)

Does not accept p-card

Items are within budget

PO Number: _____ PO Notes: _____

PO Close Date: _____

Invoice Number	Invoice Date	GL Actv.	Description	Fund	Dept	Acct	Amount
5	10/2/2015		Huegel-Jamestown Park Shelter Design	400	5766	257	\$10,762.50
						TOTAL	✓ \$10,762.50
						Finance Initial	<i>MFV</i>

Signatures Required:

Department Head: *Cory Horton*

Date Approved: 10/15/19

Comptroller/Administrator: *P. S. Mark*

Date Approved: 10-20-15

Over \$2,500: (with no pre-approval OR exceeds pre-approval)

Mayor: *Stephen L. Hill*

Date Approved: 10-20-2015

=====
 Comments or special arrangements (if required) _____

Invoice

Attn: Ms. Tracy Foss
To: City of Fitchburg
 5520 Lacy Road
 Fitchburg, WI 53711

Invoice Date 10/2/2015
Invoice # 5
Project # 56790

Project Name: 56790 CoFitchburg Huegel-Jamestown Park Shelter

Start Date 8/28/2015

Fee Amount: \$34,980.00

End Date 9/25/2015

Purchase Order:

Professional Services

Staff	Hours	Hourly Rate	Total
9/1/2015 Collin Keeton, Electrical Designer, EIT kick off meeting	0.50	\$90.00	45.00
9/1/2015 Jack Fleming, Plumbing Designer, Kick off meeting	0.50	\$100.00	50.00
9/1/2015 Bradley Werginz, Project Manager, AIA Team Meeting	0.50	\$100.00	50.00
9/1/2015 Steven Genin, Mechanical Designer Kick off meeting	0.25	\$90.00	22.50
9/1/2015 Bradley Werginz, Project Manager, AIA Buiding Section Drawings	4.00	\$100.00	400.00
9/2/2015 Jack Fleming, Plumbing Designer, Coordination	0.50	\$100.00	50.00
9/2/2015 Bradley Werginz, Project Manager, AIA Update Cover Sheet, add notes to floor plan	2.50	\$100.00	250.00
9/3/2015 Steven Genin, Mechanical Designer Layout infloor heat, select hydronic equipment, select erv, schedules, details, layout and size air size system, set up sheets, etc	8.50	\$90.00	765.00
9/4/2015 Jack Fleming, Plumbing Designer, DWV AND WATER PIPING SIZING And LABELING	9.00	\$100.00	900.00
9/4/2015 Jason LaRosh, Mechanical Engineer, PE, LEED AP Raciant heat cost discussion, review	1.00	\$110.00	110.00
9/8/2015 Bradley Werginz, Project Manager, AIA Construction document sheets, update elevations, coordinate MEP	6.50	\$100.00	650.00
9/8/2015 Jack Fleming, Plumbing Designer, ISOS, LABELING AND SIZING	9.00	\$100.00	900.00

Received: 10/13/15

Invoice

Attn: Ms. Tracy Foss
To: City of Fitchburg
 5520 Lacy Road
 Fitchburg, WI 53711

Invoice Date 10/2/2015
Invoice # 5
Project # 56790

Project Name: 56790 CoFitchburg Huegel-Jamestown Park Shelter

Start Date 8/28/2015

Fee Amount: \$34,980.00

End Date 9/25/2015

Purchase Order:

9/8/2015	Steven Genin, Mechanical Designer	Professional I		
	Change floor plan based on PM suggestions, write specifications, get new equipment selections, slight modifications to hvac design	4.75 x \$90.00 =		427.50
9/9/2015	Steven Genin, Mechanical Designer	Professional I		
	Work on controls specification and determining type of controller that should be used / research	1.00 x \$90.00 =		90.00
9/9/2015	Bradley Werginz, Project Manager, AIA	Design Professional		
	Wall sections	1.50 x \$100.00 =		150.00
9/10/2015	Katie Udell, Landscape Architect, LEED AP	Design Professional		
	fix sheets	0.25 x \$100.00 =		25.00
9/11/2015	Steven Genin, Mechanical Designer	Professional I		
	Modify schedule, call out details, update plans with mini MAU	1.00 x \$90.00 =		90.00
9/11/2015	Jason LaRosh, Mechanical Engineer, PE, LEED AP	Engineer		
	HVAC QA	1.00 x \$110.00 =		110.00
9/14/2015	Collin Keeton, Electrical Designer, EIT	Professional I		
	creating model, editing schedules, creating equipment,	4.00 x \$90.00 =		360.00
9/14/2015	Katie Udell, Landscape Architect, LEED AP	Design Professional		
	details, dimensions, notes	2.25 x \$100.00 =		225.00
9/14/2015	Steven Genin, Mechanical Designer	Professional I		
	Pick up comments, coordinate with electrical	0.75 x \$90.00 =		67.50
9/15/2015	Katie Udell, Landscape Architect, LEED AP	Design Professional		
	details, notes, specs	2.00 x \$100.00 =		200.00
9/15/2015	Jack Fleming, Plumbing Designer,	Design Professional		
	Fire hydrant coordination	1.00 x \$100.00 =		100.00
9/15/2015	Bradley Werginz, Project Manager, AIA	Design Professional		
	Meeting Prep - Drawings, Notes	1.00 x \$100.00 =		100.00
9/15/2015	Jack Fleming, Plumbing Designer,	Design Professional		
	added RPBP for yard hydrant	2.00 x \$100.00 =		200.00

Invoice

Attn: Ms. Tracy Foss
To: City of Fitchburg
 5520 Lacy Road
 Fitchburg, WI 53711

Invoice Date 10/2/2015
Invoice # 5
Project # 56790

Project Name: 56790 CoFitchburg Huegel-Jamestown Park Shelter

Start Date 8/28/2015

Fee Amount: \$34,980.00

End Date 9/25/2015

Purchase Order:

9/15/2015	Steven Genin, Mechanical Designer	Professional I			
	Switch to wall mounted boiler based on review comments, modify boiler schematic, pick up remaining comments	2.00 x	\$90.00	=	180.00
9/15/2015	Collin Keeton, Electrical Designer, EIT	Professional I			
	creating sheets, lighting calcs and layout, editing schedules,	7.00 x	\$90.00	=	630.00
9/16/2015	Collin Keeton, Electrical Designer, EIT	Professional I			
	researching utility, calling to verify voltage and transformer location	0.50 x	\$90.00	=	45.00
9/16/2015	Bradley Werginz, Project Manager, AIA	Design Professional			
	Design Committee meeting at City Hall, Meeting notes	3.50 x	\$100.00	=	350.00
9/17/2015	Collin Keeton, Electrical Designer, EIT	Professional I			
	editing spec, reviewing meeting minutes	2.00 x	\$90.00	=	180.00
9/18/2015	Collin Keeton, Electrical Designer, EIT	Professional I			
	picking up 90 percent cd comments	1.50 x	\$90.00	=	135.00
9/18/2015	Steven Genin, Mechanical Designer	Professional I			
	Read through meeting minutes, pick up comments	0.50 x	\$90.00	=	45.00
9/18/2015	Bradley Werginz, Project Manager, AIA	Design Professional			
	Specifications and front end editing	7.50 x	\$100.00	=	750.00
9/21/2015	Collin Keeton, Electrical Designer, EIT	Professional I			
	researching mg&e service details, fixing one-lines	1.50 x	\$90.00	=	135.00
9/21/2015	Bradley Werginz, Project Manager, AIA	Design Professional			
	Technical Specifications	4.50 x	\$100.00	=	450.00
9/22/2015	Jack Fleming, Plumbing Designer,	Design Professional			
	Pick up comments	2.00 x	\$100.00	=	200.00
9/22/2015	Bradley Werginz, Project Manager, AIA	Design Professional			
	Roof Plan, details and notes	4.50 x	\$100.00	=	450.00
9/24/2015	Bradley Werginz, Project Manager, AIA	Design Professional			
	Spec editing	2.00 x	\$100.00	=	200.00
9/24/2015	Katie Udell, Landscape Architect, LEED AP	Design Professional			
	email	0.25 x	\$100.00	=	25.00

Invoice

Attn: Ms. Tracy Foss
To: City of Fitchburg
 5520 Lacy Road
 Fitchburg, WI 53711

Invoice Date 10/2/2015
Invoice # 5
Project # 56790

Project Name: 56790 CoFitchburg Huegel-Jamestown Park Shelter

Start Date 8/28/2015

Fee Amount: \$34,980.00

End Date 9/25/2015

Purchase Order:

9/24/2015	Katie Udell, Landscape Architect, LEED AP	Design Professional		
	redmark pickup	2.00 x \$100.00 =	200.00	
9/25/2015	Bradley Werginz, Project Manager, AIA	Design Professional		
	Front End Specifications, prevailing wage rates, minor plan updates	4.50 x \$100.00 =	450.00	

Total Professional Fees: **\$10,762.50**

Total Current Invoice **\$10,762.50**

JMF



Payment Request

(Use this form to request Finance to write a check to a vendor OR to pay a large invoice on P-Card)

Department: Public Works Prepared By: Tracy Foss Date: 10/16/2015

Vendor # 40
Madison Gas and Electric Company
P.O. Box 1231
Madison, WI 53701-1231

P-Card > \$2,500
 (Kim to put on separate P-Card for large purchases)
 Does not accept p-card
 Items are within budget

PO Number: _____ PO Notes: _____

PO Close Date: _____

Invoice Number	Invoice Date	GL Actv.	Description	Fund	Dept	Acct	Amount
18-1353-5-15	9/29/2015	13	TechLands - Install 4 direct bury stree lights	400 400	5733 5139	319 290	\$5,574.33
				Ret	Misty		
						TOTAL	✓ \$5,574.33
						Finance Initial	MFD

Signatures Required:

Department Head: *Cory Hartow*

Date Approved: 10/19/15

Comptroller/Administrator: *Tom S. Marsh*

Date Approved: 10-20-15

Over \$2,500: (with no pre-approval OR exceeds pre-approval)

Mayor: *Stephen L. Luchel*

Date Approved: 10-20-2015

Comments or special arrangements (if required) _____

Send copy of invoice with reimbursement request.

Invoice TechLands at Ruedebusch Development & Construction Inc. Attn: Carl Ruedebusch, 4605 Dovetail Drive, Madison, WI 53704.

trout like 44-vee signal from 2014 per misty

MADISON GAS AND ELECTRIC COMPANY

Post Office Box 1231
Madison WI 53701-1231
(608) 252-7073

INVOICE

REC'D OCT 2 2015

BILLING INFORMATION

Date September 29, 2015
Job Order No. 18-1353-5-15

City of Fitchburg
5520 Lacy Road
Fitchburg WI 53711-5318

COPY

Date Completed 04-07-2015
Account No. 143.301
Amount \$5,574.33
P.O. No. NA Dated NA

DUE UPON RECEIPT

Please Return Top Portion with Payment

DESCRIPTION	AMOUNT
Install City of Fitchburg streetlight poles and HPS streetlight fixtures on 22F12-G11, B20, B21, and B22 at Techlands Plat, Fitchburg.	
Labor	\$4,309.25
Vehicle Expense	1,185.08
Street Permit	<u>80.00</u>
	\$5,574.33
Amount Due	\$5,574.33
	TMF

Please Retain Lower Portion for Your Records



Payment Request

(Use this form to request Finance to write a check to a vendor OR to pay a large invoice on P-Card)

Department: Public Works Prepared By: Tracy Foss Date: 10/16/2015

Vendor # 40
Madison Gas and Electric Company
P.O. Box 1231
Madison, WI 53701-1231

P-Card > \$2,500

(Kim to put on separate P-Card for large purchases)

Does not accept p-card

Items are within budget

PO Number: _____ PO Notes: _____

PO Close Date: _____

Invoice Number	Invoice Date	GL Actv.	Description	Fund	Dept	Acct	Amount
18-1337-5-14	9/18/2015	13	North Park - Install 3 Lights	100	13 5439	100 290	\$4,976.26
				400	5733	319 Per Misty	
						TOTAL	✓ \$4,976.26
						Finance Initial	

Signatures Required:

Department Head: *Cory Storkow*

Date Approved: 10/19/15

Comptroller/Administrator: *Pat S. March*

Date Approved: 10-20-15

Over \$2,500: (with no pre-approval OR exceeds pre-approval)

Mayor: *Steve Luchel*

Date Approved: 10-20-2015

Comments or special arrangements (if required) _____

Send copy of invoice with reimbursement request.

Invoice North Park @ Goldleaf Fitchburg, Attn: Michael Filkouski, 7266 County Highway W, Sun Prairie, WI 53590

Treat like Hy-Vee signal from 2014 per Misty

MADISON GAS AND ELECTRIC COMPANY

Post Office Box 1231
Madison WI 53701-1231
(608) 252-7073

REC'D SEP 23 2015

INVOICE

BILLING INFORMATION

Date September 18, 2015
Job Order No. 18-1337-5-14

City of Fitchburg
5520 Lacy Road
Fitchburg WI 53711-5318

Date Completed 05-27-2015

Account No. 143.301

Amount \$4,976.26

P.O. No. NA Dated NA

COPY

DUE UPON RECEIPT

Please Return Top Portion with Payment

DESCRIPTION	AMOUNT
Install three new streetlight fixtures on Pole Nos. 23F11-A14, C1, and C2 in the North Park plat.	
Materials Used:	
72' - #12 Solid Wire Black	\$ 16.37
72' - #12 Solid Wire Green	16.35
72' - #12 Solid Wire White	<u>16.35</u>
Total Materials Used	\$ 49.07
Other Costs:	
Labor	\$4,524.71
Vehicle Expense	<u>402.48</u>
	\$4,976.26
	
Amount Due	\$4,976.26

TME

Please Retain Lower Portion for Your Records

Purchase Order

CITY OF FITCHBURG
 5520 Lacy Road
 Fitchburg, WI 53711
 608-270-4200
 Fax: 608-270-4212

Department: Public Works

Prepared by: Ahna Bizjak

P.O. Number	P.O. Date	Department Rec'd Date	Date submitted for approval

Vendor # <u>Wisconsin & Southern Railroad</u> <u>4256</u> <u>1890 E. Johnson Street</u> <u>Madison, WI 53704</u>	SUBMITTED FOR APPROVAL ADMINISTRATOR Under \$2,500 <input type="checkbox"/> MAYOR \$2,500 < \$25,000 <input type="checkbox"/> FINANCE COMMITTEE Over \$25,000 <input checked="" type="checkbox"/>
--	---

Invoice Number	Invoice Date	Description	Fund	Dept	Acct	Job	Amount
<u>Proj-</u>	<u>5-8-15</u>	Lacy Road/WSOR Railroad Crossing	404	5730	107		\$109,245.00
<u>2015.0095.0011</u>		Lights and Gates - <u>Invoice #1</u>					

<input type="checkbox"/> Above items are within budget	TOTAL	\$109,245.00
	Finance Initial	<u>MBJ</u>

Signatures Required

Department Head

Cory Johnson

Date Approved

10/14/15

Comptroller/Administrator

Paul S. March

Date Approved

10-20-15

Over \$2,500:

Mayor

Steph C. Luedel

Date Approved

10-20-2015

Comments or special arrangements (if required)



Wisconsin & Southern Railroad Co.

1890 E. Johnson Street

Madison, Wisconsin 53704

Phone: 608-620-2048 Fax: 608-243-9225 Web Site www.wsorrailroad.com

May 8, 2015

City of Fitchburg
Attn: Cory Horton
5520 Lacy Road
Fitchburg, WI 53711

RE: Project #2015.0095.001
DOT #177877P
Lacy Road (WSOR Crossing Signal)
Progress Bill #1

Progress Bill #1 for the above mentioned project is now being presented for approval and payment. Please find a project summary sheet which shows the total budget, the amount of monies used to date, and the amount of monies currently available, a summary of the current charges along with a detailed list of all charges. Copies of invoices for materials that have been delivered and work performed to date are included.

Total Billing # 1	\$	109,245.00
<hr/>		
Amount due from C. of Fitchburg	\$	109,245.00

If you have any other questions or concerns, feel free to contact me. I can be reached by phone at (608) 620-2048 or by email at ahaggerty@watcocompanies.com.

Respectfully,

Amanda Haggerty
MOW Administration
Wisconsin & Southern Railroad, LLC



Invoice Approved By



Date Approved

CDL
Electric • Heating • Cooling • Signs • Security
 201 North Joplin Street
 Pittsburg, KS 66762

Phone: 620-231-6420
 Fax: 620-231-6421

INVOICE

Invoice Number: J008140
 Invoice Date: Apr 15, 2015
 Terms: PAYMENT DUE WITHIN 30 DAYS
 CDL Job Number: RRP-312
 Job Description: WSOR - LACY ROAD, FITCHBURG
 Customer PO #: 4500114803

Sold To:
 WISCONSIN & SOUTHERN RAILROAD
 WATCO COMPANIES, LLC
 315 W 3RD ST
 PITTSBURG, KS 66762

Job Location:
 WISCONSIN & SOUTHERN RAILROAD
 LACY ROAD, DOT #177877P
 FITCHBURG, WI

Description of Work/Materials	Total
NEW SIGNAL SYSTEM FURNISH & INSTALL	
ENGINEERING SERVICES	5,740.00
CONTROL SHELTER	67,735.00
SIGNAL MATERIAL	29,610.00
WIRING SERVICES/TESTING-CONTROL SHELTER	6,160.00

Sub Total	109,245.00
Retainage	
Tax	
TOTAL	109,245.00

Thanks for Your Business!

Purchase Order

CITY OF FITCHBURG
 5520 Lacy Road
 Fitchburg, WI 53711
 608-270-4200
 Fax: 608-270-4212

Department: Public Works

Prepared by: Ahna Bizjak

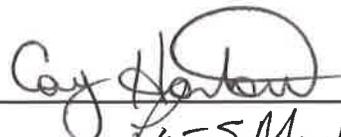
P.O. Number	P.O. Date	Department Rec'd Date	Date submitted for approval

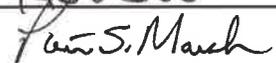
Vendor # <u>Wisconsin & Southern Railroad</u> <u>4256</u> <u>1890 E. Johnson Street</u> <u>Madison, WI 53704</u>	SUBMITTED FOR APPROVAL ADMINISTRATOR Under \$2,500 <input type="checkbox"/> MAYOR \$2,500 < \$25,000 <input type="checkbox"/> FINANCE COMMITTEE Over \$25,000 <input checked="" type="checkbox"/>
--	---

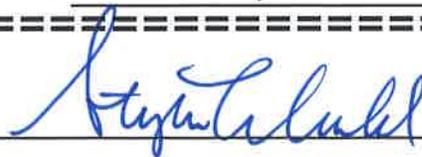
Invoice Number	Invoice Date	Description	Fund	Dept	Acct	Job	Amount
2015.0095		Lacy Road/WSOR Railroad Crossing	404	5730	107		\$65,548.00
Proj	7/8/15	Lights and Gates					
2015.0095.001/2							

<input type="checkbox"/> Above items are within budget	TOTAL	\$65,548.00
	Finance Initial	<u>MBJ</u>

Signatures Required

Department Head  Date Approved 10/9/15

Comptroller/Administrator  Date Approved 10-13-15

Over \$2,500:
 Mayor  Date Approved 10-13-2015

Comments or special arrangements (if required) _____



Wisconsin & Southern Railroad Co.

1890 E. Johnson Street

Madison, Wisconsin 53704

Phone: 608-620-2048 Fax: 608-243-9225 Web Site www.wsorrailroad.com

July 8, 2015

City of Fitchburg
Attn: Cory Horton
5520 Lacy Road
Fitchburg, WI 53711

RE: Project #2015.0095.001
DOT #177877P
Lacy Road (WSOR Crossing Signal)
Progress Bill #2 & Final

Progress Bill #2 & Final for the above mentioned project is now being presented for approval and payment. Please find a project summary sheet which shows the total budget, the amount of monies used to date, and the amount of monies currently available, a summary of the current charges along with a detailed list of all charges. Copies of invoices for materials that have been delivered and work performed to date are included.

Total Billing # 2 & Final	\$	65,548.00
<hr/>		
Amount due from WISDOT Fitchburg	\$	65,548.00

If you have any other questions or concerns, feel free to contact me. I can be reached by phone at (608) 620-2048 or by email at ahaggerty@watcocompanies.com.

Respectfully,

Amanda Haggerty
MOW Administration
Wisconsin & Southern Railroad, LLC



Invoice Approved By



Date Approved

Lacy Road (WSOR Crossing Signal)

BUDGET			
ITEM	DESCRIPTION		TOTAL
1	Total Project Budget		\$ 184,407.00
TOTAL			\$ 184,407.00

CUMMULATIVE BILLING TO DATE			
ITEM	DESCRIPTION		TOTAL
1	Engineering Services		\$ 5,740.00
2	Control Shelter		\$ 67,735.00
3	Signal Material		\$ 29,610.00
4	Wiring Services / Testing-Control Shelter		\$ 6,160.00
5	Taxes		\$ 994.51
6	Field Installation Material		\$ 16,220.00
7	Labor, Installation Services w/ Travel		\$ 31,094.00
8	Project Management / Office Support		\$ 3,360.00
9	Equipment - Trucks / Trailers, Boring		\$ 8,424.00
10	AC Meter Service		\$ 3,000.00
11	Local - Rock, Fill, ETC		\$ 450.00
12	Shipping / Handling		\$ 3,000.00
TOTAL			\$ 175,787.51

REMAINING BALANCE			
ITEM	DESCRIPTION		TOTAL
1	Balance		\$ 8,619.49
TOTAL			\$ 8,619.49

2nd Invoice Reimbursement (Partial)

Railroad: Wisconsin & Southern Railroad, LLC

Date: 7/8/2015

From Person: Amanda Haggerty

Invoice: Progress Bill #2 & Final

Project Number: 2015.0095.001

Telephone: 608-620-2048

Asset: 2015.0095.001

Location: Lacy Road

Line Item	Current Expenses	Total Expenses to Date
1 Engineering Services	\$ -	\$ 5,740.00
2 Control Shelter	\$ -	\$ 67,735.00
3 Signal Material	\$ -	\$ 29,610.00
4 Wiring Services/Testing-Control Shelter	\$ -	\$ 6,160.00
5 Taxes	\$ -	\$ 994.51
6 Field Installation Material	\$ 16,220.00	\$ 16,220.00
7 Labor, Installation Services w/ Travel	\$ 31,094.00	\$ 31,094.00
8 Project Management / Office Support	\$ 3,360.00	\$ 3,360.00
9 Equipment - Trucks / Trailers, Boring	\$ 8,424.00	\$ 8,424.00
10 AC Meter Service	\$ 3,000.00	\$ 3,000.00
11 Local - Rock, Fill, ETC	\$ 450.00	\$ 450.00
12 Shipping / Handling	\$ 3,000.00	\$ 3,000.00
Total	\$ 65,548.00	\$ 110,239.51
Total Balance Due	\$ 65,548.00	\$ 110,239.51

2nd Invoice (Partial) -

Date: 7/8/2015

Railroad: Wisconsin & Southern Railroad, LLC

Reporting Period: Jul-15

From: Amanda Haggerty

Telephone: 608-620-2048

Project Number: 2015.0095.001

Location: Lacy Road

Invoices

Vendor	Date	Invoice Number	Description	Total Invoice Amount	Total Invoice Amount
CDL	7/7/2015	J008998	Field Installation Material	\$ 16,220.00	
CDL	7/7/2015	J008998	Labor, Installation Services w/ Travel	\$ 31,094.00	
CDL	7/7/2015	J008998	Project Management/Office Support	\$ 3,360.00	
CDL	7/7/2015	J008998	Equipment - Truck/Trailers, Boring	\$ 8,424.00	
CDL	7/7/2015	J008998	AC Meter Service	\$ 3,000.00	
CDL	7/7/2015	J008998	Local - Rock, Fill, ETC	\$ 450.00	
CDL	7/7/2015	J008998	Shipping/Handling	\$ 3,000.00	
					\$ 65,548.00

Invoice Summary

Grand Total \$ 65,548.00



Phone: 620-231-6420
 Fax: 620-231-6421

INVOICE

Invoice #: J008998
 Invoice Date: Jul 07, 2015
 Terms: PAYMENT DUE WITHIN 30 DAYS
 CDL Job Number: RRP-312
 Job Description: WSOR - LACY ROAD, FITCHBURG
 Customer PO #: 4500114803

Sold To:
 WISCONSIN & SOUTHERN RAILROAD
 WATCO COMPANIES, LLC
 315 W 3RD ST
 PITTSBURG, KS 66762

Job Location:
 WISCONSIN & SOUTHERN RAILROAD
 LACY ROAD; DOT #177877P
 FITCHBURG, WI

Description of Work/Materials	Total
NEW SIGNAL SYSTEM FURNISHED & INSTALLED	
JOB COMPLETED	
FIELD INSTALLATION MATERIAL	16,220.00
LABOR, INSTALLATION SERVICES W/TRAVEL	31,094.00
PROJECT MANAGEMENT/OFFICE SUPPORT	3,360.00
EQUIPMENT - TRUCKS/TRAILERS, BORING	8,424.00
AC METER SERVICE	3,000.00
LOCAL - ROCK, FILL, ETC	450.00
SHIPPING/HANDLING	3,000.00

Sub Total	65,548.00
Retainage	
Tax	
TOTAL	65,548.00

Thanks for Your Business!

DISCHARGE AND RELEASE

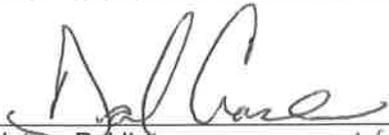
STATE OF WISCONSIN
CITY OF Madison
COUNTY OF Dane

WHEREAS, under this date of the 9th day of July, 2015
, -WISCONSIN SOUTHERN RAILROAD, LLC-, did enter into an Agreement with the City of Fitchburg
as Contractor, upon the following described land situated, lying and being in the City of ---Fitchburg---
--- County of ---Dane--- and the State of Wisconsin described as follows, --- Lacy Rd. Grade
Crossing Signal Project :

AND WHEREAS, contractor has fully and completely performed his said contract; NOW this statement
under oath is given in compliance with the provisions of any applicable Mechanics Lien Law and to
enable said Contractor to receive his final payment from the Owner. The Contractor further says that all
lienors contracting directly with, or directly employed by him, on or in connection with, or under or in
connection with said contract have been paid in full.


Name _____
Title Superintendent of MOW

Sworn to and subscribed before me this 9th day of July, 2015


Notary Public DAVID CRASE
My Commission Expires: 4/26/2019

STATE OF WI
CITY OF Dane

DAVID CRASE
NOTARY PUBLIC
STATE OF WISCONSIN



Payment Request

(Use this form to request Finance to write a check to a vendor OR to pay a large invoice on P-Card)

Department: Public Works Prepared By: Tracy Foss Date: 10/16/2015

Vendor # 32

Strand Associates, Inc.
910 West Wingra Drive
Madison, WI 53715

P-Card > \$2,500

(Kim to put on separate P-Card for large purchases)

Does not accept p-card

Items are within budget

PO Number: _____ PO Notes: _____

PO Close Date: _____

Invoice Number	Invoice Date	GL Actv.	Description	Fund	Dept	Acct	Amount
0114438	9/11/2015	13	Quarry Vista - Inspection Services	100	13 5139	100 290	\$19,428.55
0114438	9/11/2015		Quarry Vista - Storm Water Review	601	5923	301	\$88.99
0114438	9/11/2015		Fitchrona Road Water Main Inspection		600	10729	\$760.28
0115064	10/12/2015	13	Quarry Vista - Inspection Services	100	13 5139	100 290	\$22,829.01
0115064	10/12/2015		Fitchrona Road Water Main Inspection		600	10729	\$480.40
						TOTAL	\$43,587.23
						Finance Initial	<i>MA</i>

Signatures Required:

Department Head: *Cary Hester*

Date Approved: 10/19/15

Comptroller/Administrator: *T.G. S. March*

Date Approved: 10-20-15.

Over \$2,500: (with no pre-approval OR exceeds pre-approval)

Mayor: *Highland*

Date Approved: 10-20-2015

Comments or special arrangements (if required) _____

Quarry Vista: Please invoice Hamm Fam Land, LLC at 6291 Lacy Road, Fitchburg, WI 53593



Strand Associates, Inc.
 910 West Wingra Drive
 Madison, WI 53715
 (608) 251-4843

Invoice

Tracy Foss
 City of Fitchburg
 5520 Lacy Road
 Fitchburg, WI 53711

September 11, 2015
 Project: No: 1275.021
 Invoice No: 0114438

Project: 1275.021 Quarry Vista Construction

See Attachment

Professional Services: August 01, 2015 through August 31, 2015

Professional Personnel

	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>	
ENGINEER				
Polydoris, Diane	181.00	98.10	17,756.10	
Rasso, Christina	2.50	96.08	240.20	
Shubak, Mark	.50	177.98	88.99	
Straka, Joshua	10.50	164.41	1,726.31	
Straus, Robert	2.00	233.11	466.22	
Totals	196.50		20,277.82	
Total Labor				20,277.82

Total this Invoice \$20,277.82

Outstanding Invoices

Number	Date	Balance
0113915	8/12/2015	15,163.51
Total		15,163.51

Contract Amount 77,500.00

Total Billings to Date 35,441.33

Received: 9/11/15

CITY OF FITCHBURG
 BREAKDOWN OF QUARRY VISTA
 FOR THE MONTH OF AUGUST 2015
 INVOICE 0114438
 SEPTEMBER 11, 2015

Storm Water Review

	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Engineer	0.50	\$ 177.98	<u>\$ 88.99</u>
			\$ 88.99

Construction Observation Services Fitchrona Water Main

	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Engineer	7.75	\$ 98.10	<u>\$ 760.28</u>
			\$ 760.28

Construction Observation Services Quarry Vista

	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Engineer	10.50	\$ 164.41	\$ 1,726.31
	2.00	233.11	466.22
	2.50	96.08	240.20
	173.25	98.10	<u>16,995.82</u>
			<u>\$ 19,428.55</u>
		Total	<u>\$ 20,277.82</u>



Strand Associates, Inc.
 910 West Wingra Drive
 Madison, WI 53715
 (608) 251-4843

Invoice

Tracy Foss
 City of Fitchburg
 5520 Lacy Road
 Fitchburg, WI 53711

October 12, 2015
 Project No: 1275.021
 Invoice No: 0115064

Project: 1275.021 Quarry Vista Construction

See Attachment

Professional Services: September 01, 2015 through September 30, 2015

Professional Personnel

	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>	
ENGINEER				
Polydoris, Diane	169.25	98.10	16,603.43	
Rasso, Christina	36.00	96.08	3,458.88	
Straka, Joshua	19.75	164.41	3,247.10	
Totals	225.00		23,309.41	
Total Labor				23,309.41

Total this Invoice \$23,309.41

Outstanding Invoices

Number	Date	Balance
0114438	9/11/2015	20,277.82
Total		20,277.82

Contract Amount 77,500.00

Total Billings to Date 58,750.74

Received 10/15/16

CITY OF FITCHBURG
 BREAKDOWN OF QUARRY VISTA
 FOR THE MONTH OF SEPTEMBER 2015
 INVOICE 0115064
 OCTOBER 12, 2015

Construction Observation Services Fitchrona Water Main

	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>	
Engineer	5.00	\$ 96.08	<u>\$ 480.40</u>	\$ 480.40

Construction Observation Services Quarry Vista

	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>	
Engineer	19.75	\$ 164.41	\$ 3,247.10	
	169.25	98.10	16,603.43	
	31.00	96.08	<u>2,978.48</u>	
				<u>\$ 22,829.01</u>
		Total	<u>\$ 23,309.41</u>	

City of Fitchburg

Committee or Commission Referral

Direct Referral Initiated by:
Direct Referral Approved by:

Date Referred: **September 22, 2015**
Date to Report Back: **October 27, 2015**

Ordinance Number:
Resolution Number: **R-105-15**

Sponsored by: Mayor

Drafted by: Public Works

TITLE: A RESOLUTION APPROVING THIRD-PARTY FINANCING AND OWNERSHIP OF SOLAR PHOTOVOLTAIC PANELS ON THE FITCHBURG PUBLIC LIBRARY ROOF

Background:

The Fitchburg Public Library roof was designed in 2010 to accommodate a ballasted solar photovoltaic (PV) system, and electrical conduits were installed to connect the panels to the library's electrical system. At that time, a 50 kilowatt (kW) solar PV system was designed using Solyndra PV panels. Solyndra's demise and concerns about the roof warranty being invalidated led to the delay of the Library solar project. Plans were made to pursue solar PV once prices dropped in the future. Since 2010, PV prices have been cut nearly in half, but incentives through Focus on Energy, a State of Wisconsin energy incentive program, have also declined dramatically.

Because Focus on Energy grants have declined and are expected to end in 2015, the City's Solar Team evaluated financing the Library Solar Project through a third-party investor who is eligible for a 30% federal tax credit that is available only to businesses, and is set to expire at the end of 2016. The City of Monona used this option to fund 100kW of solar energy on four facilities in 2013.

Under this model, a solar broker is hired to find an investor who pays all the upfront costs of design and construction as well as operation and maintenance costs. The investor owns the system, but the City may also negotiate to purchase the system at half price after the federal tax credits are realized in five to six years. There is no cost to the City other than staff time to plan and coordinate the project. The City also will also save an estimated 50% in energy costs from energy generated on site.

Third-party financing provides the City a low-risk solution at a reduced cost as well all the extra benefits of solar energy like meeting our 25x25 Energy Independence Communities commitment and broader environmental goals. MGE electricity rates are projected to increase, so having a larger renewable energy portfolio will provide more certainty and help the City keep energy costs down.

The City of Monona led a tour of their solar project in August 2015 and also shared key information on roof warranty issues. After reviewing City of Fitchburg's roof warranty through Firestone, the City learned that the roof warranty would not be invalidated by placing solar panels on top of the roof using a ballast design. The ballasted system (racks holding panels) are set on top of roof and do not puncture the membrane. (The solar equipment actually prolongs the life of the roof by shielding it from sun, rain and hail.) The City may need to negotiate an extended warranty to accommodate solar panels, similar to City of Monona. Terms may include roof inspections one day before and one day after solar installation as well as annual inspections.

Next steps would include:

- Negotiating a connection agreement with Madison Gas & Electric
- Negotiating a warranty continuance letter from Firestone
- Coordinating with Fitchburg Design Center committee
- Hiring a solar project broker

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Board of Public Works	Horton	10/12/15	Approved
2	Finance Committee	Dodge	10/27/15	
3	Library Board	Rawson	10/21/15	Tie Vote/No Recommendation
4				

Amendments:

Mayor
Introduced by

Public Works
Prepared by

Library, Public Works, Finance
Referred to

September 17, 2015
Date

RESOLUTION R-105-15

RESOLUTION APPROVING THIRD-PARTY FINANCING AND OWNERSHIP OF SOLAR PHOTOVOLTAIC PANELS ON THE FITCHBURG PUBLIC LIBRARY ROOF

WHEREAS, The City of Fitchburg has an opportunity to partner with a private investor who would own solar photovoltaic panels on the Fitchburg Public Library roof. The investor owner pays all upfront costs of design, installation and maintenance in order to receive federal tax credits available only to businesses. There would be no cost to the City other than staff time.

WHEREAS, The Fitchburg Public Library will realize a nearly 50 percent cut in energy costs based on the amount of solar energy produced and used on site; and

WHEREAS, The Library solar panels will help the City of Fitchburg meet its commitment to produce 25% of its energy from renewable resources by 2025 through its resolution to join the State of Wisconsin's 25x25 Energy Independent Community Partnership,

WHEREAS, The Fitchburg Public Library is solar ready with a roof designed to accommodate the weight of ballast-style solar panels, and with electrical conduits already in place to connect solar panels; and

WHEREAS, Federal solar tax credits that cover 30% of total project expenditures will expire on Dec. 31, 2016; and

WHEREAS, the project may require some outside assistance in the event the City does not have sufficient staff time available.

NOW BE IT HEREBY RESOLVED, BY THE Fitchburg Common Council that it authorizes staff to negotiate a third-party financing agreement for an investor owner to design, install, operate and maintain ballast-style solar photovoltaic panels on the Fitchburg Public Library roof.

BE IT FURTHER RESOLVED, by the Fitchburg Common Council that it will authorize staff to negotiate an extended roof warranty with Firestone Building Products.

Adopted this ____ day of _____, 2015.

Patti Anderson, City Clerk

Stephen L. Arnold, Mayor

City of Fitchburg

Committee or Commission Referral

Direct Referral Initiated by:
Direct Referral Approved by:

Date Referred: **October 13, 2015** Ordinance Number:
Date to Report Back: **October 27, 2015** Resolution Number: **R-113-15**

Sponsored by: Mayor Drafted by: Public Works

TITLE: APPROVING CONTRACT AMENDMENT WITH SEH FOR ARCHITECTURAL/ENGINEERING SERVICES A GEO-THERMAL SYSTEM FOR THE WEST FIRE STATION BUILDING

Background: Oversight committee has decided to use a geo-thermal system which requires an increase in the architectural and design services agreement with SEH.

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Finance	Dodge	10/27/2015	
2				
3				
4				

Amendments:

Thomas Hovel

From: Trevor Frank <tfrank@sehinc.com>
Sent: Thursday, October 08, 2015 7:12 AM
To: Thomas Hovel

Tom,

The main items related to additional design services for utilizing geothermal heating/cooling for the building are:
Developing additional specification sections to cover the geothermal well field, heat pumps and piping distribution
Coordination of building loads with bore field sizing
Design of the bore field and manifold vault
Additional heat and cooling load calculations
Additional on site inspection during the drilling and installation of the bore field circuits
Additional design of the interior zoning and layout of the heat pumps
Additional piping design for each individual heat pump
Additional submittals and shop drawings to review
Additional on-site inspection during installation and additional time to punchlist and commission the equipment

Trevor M. Frank, AIA, NCARB, LEED AP, PMP |
Sr. Architect
SEH | 425 W. Water Street, Suite 300 | Appleton, WI 54911
920.380.2806 direct | 920.585.4320 Cell
www.sehinc.com
SEH--Building a Better World for All of Us™

AIA[®] Document G802[™] – 2007

Amendment to the Professional Services Agreement

Amendment Number: 001

TO: Thomas Hovel
(*Owner or Owner's Representative*)

In accordance with the Agreement dated: February 13, 2015

BETWEEN the Owner:
(*Name and address*)
City of Fitchburg
5520 Lacy Road
Fitchburg, WI 53711

and the Architect:
(*Name and address*)
Short Elliott Hendrickson Inc. (SEH)
425 West Water Street, Suite 300
Appleton, WI 54911

for the Project:
(*Name and address*)
Northwest Fire Station

Authorization is requested
 to proceed with Additional Services.
 to incur additional Reimbursable Expenses.

As follows:

Architect to coordinate additional services between the geothermal engineer and the mechanical engineer to provide a complete and fully operational ground source geothermal heating and cooling system for the NW fire station. These professional services are in addition to the basic mechanical system design services previously approved as part of the overall design of the NW fire station.

The following adjustments shall be made to compensation and time.
(*Insert provisions in accordance with the Agreement, or as otherwise agreed by the parties.*)

Compensation:
Forty Thousand Four Hundred Eighty Dollars (\$40,480.00)

Time:
No additional design time will be built into the delivery schedule at this time

SUBMITTED BY:

AGREED TO:

(Signature)

Trevor Frank, AIA, Project Manager

(Signature)

Steve Arnold, Mayor

(Printed name and title)

10/7/15

(Date)

Patti Anderson, City Clerk
City of Fitchburg

(Printed name and title)

10/7/15

(Date)

Stephen L. Arnold, Mayor
Introduced by

Planning
Prepared by

Finance
Referred to

October 8, 2015
Date

RESOLUTION R-113-15
APPROVING CONTRACT AMENDMENT WITH SEH FOR ARCHITECTURAL/ENGINEERING SERVICES A GEO-THERMAL SYSTEM FOR THE WEST FIRE STATION BUILDING

WHEREAS, the Fire Station Oversight Committee has decided to pursue a geo-thermal heating and cooling system for the west fire station, and

WHEREAS, this requires a higher level of design services than originally contemplated in the original contract with SEH, and

WHEREAS, the Finance Committee has reviewed the contract amendment and recommends approval.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Common Council hereby approves the contract amendment with SEH for design services for a geo-thermal heating and cooling system for the West Fire Station in the amount of \$40,480. (The original contract amount was for \$216,125 and the revised amount, with this amendment, will now be \$256,605.)

BE IT FURTHER RESOLVED, that it authorizes the City Engineer and City Attorney to negotiate any necessary amendments with SEH, and for the Mayor and City Clerk to sign.

Adopted this ____ day of October, 2015.

Approved: _____
Stephen L. Arnold, Mayor

Attested By: _____
Patti Anderson, City Clerk

**FITCH-RONA EMS DISTRICT
CAPITAL INVESTMENT PLAN
2016 - 2020**

	2016	2017	2018	2019	2020
Radios and Pagers (DC project) ¹		\$ 7,500	\$ -	\$ -	\$ 40,000
Computer Equipment	\$ 21,600	\$ 4,900	\$ -	\$ 8,400	\$ 9,000
Vehicles	\$ -	\$ 214,526	\$ 46,600	\$ 188,817	
Equipment	\$ 7,000	\$ 20,160	\$ 28,500	\$ -	\$ 107,250
Other	\$ -	\$ 12,500	\$ 12,500	\$ 12,500	
Adding 3rd Front Line Ambulance	\$ -	\$ 82,050	\$ -	\$ -	\$ -

Totals **\$ 28,600 \$ 341,636 \$ 87,600 \$ 209,717 \$ 156,250**

2015 Equalized Valuations

Fitchburg	\$ 15,252	\$ 182,191	\$ 46,716	\$ 111,840	\$ 83,327
53.3290%					
Verona	\$ 11,778	\$ 140,693	\$ 36,075	\$ 86,366	\$ 64,347
41.1820%					
Town of Verona	\$ 1,570	\$ 18,752	\$ 4,808	\$ 11,511	\$ 8,577
5.4890%					

Avg Annual Capital Improvement Cost 2016-2020	
Fitchburg	\$87,865.18
Verona	\$67,851.71
Town of Verona	\$9,043.71

Fitch-Rona EMS
2016 Operating Budget

	2015 Approved Budget	Working 2016 Budget	Difference 2015 Budget vs. 2016 Budget	Percent Change
1 Revenues				
2 Run Income	\$ 1,156,035	\$ 1,205,865	\$ 49,830	4.3%
3 Services Sub-Total	\$ 1,156,035	\$ 1,205,865	\$ 49,830	4.3%
4				
5 City of Fitchburg	\$ 464,355	\$ 495,794	\$ 31,439	6.77%
6 City of Verona	\$ 348,125	\$ 382,865	\$ 34,740	9.98%
7 Town of Verona	\$ 50,347	\$ 51,031	\$ 684	1.36%
8 Municipalities Sub-Total	\$ 862,827	\$ 929,690	\$ 66,863	7.75%
9				
10 Project Donations			\$ -	
11 Interest Income	\$ 1,130	\$ 1,984	\$ 854	75.6%
12 Misc. Income	\$ 1,900	\$ 3,635	\$ 1,735	91.3%
13 Funds Applied from Assigned Account	\$ 6,060	\$ 5,142	\$ (918)	-15.2%
14 Misc. Sub-Total	\$ 9,090	\$ 10,761	\$ 1,671	18.4%
15				
16 Total Revenues	\$ 2,027,952	\$ 2,146,315	\$ 118,363	5.8%
17				
18 Expenses				
19 Salaries & Wages	\$ 902,283	\$ 991,481	\$ 89,198	9.9%
20 Scheduled Overtime	\$ 218,167	\$ 225,698	\$ 7,531	3.5%
21 Unscheduled Overtime	\$ 62,273	\$ 53,996	\$ (8,277)	-13.3%
22 Soc.Sec.&Medicare Taxes	\$ 90,478	\$ 97,245	\$ 6,767	7.5%
23 Retirement Plan	\$ 138,422	\$ 132,296	\$ (6,126)	-4.4%
24 Miscellaneous Benefits	\$ 3,650	\$ 3,400	\$ (250)	-6.8%
25 Health & Dental Ins.	\$ 233,653	\$ 255,818	\$ 22,165	9.5%
26 Worker's Comp. Ins.	\$ 64,277	\$ 69,590	\$ 5,313	8.3%
27 Income Continuation	\$ 2,340	\$ 2,340	\$ -	0.0%
28 Assigned Fund - Sick Time/Insurance	\$ -	\$ -	\$ -	
29 Medical Director Annual Fee	\$ 36,060	\$ 37,142	\$ 1,082	3.0%
30 Salary Sub-Total	\$ 1,751,603	\$ 1,869,006	\$ 117,404	6.7%
31				
32 Oil, Gas & Lube	\$ 24,450	\$ 19,850	\$ (4,600)	-18.8%
33 Tune-up & Repair	\$ 21,470	\$ 21,350	\$ (120)	-0.6%
34 Medical Supplies	\$ 49,400	\$ 46,500	\$ (2,900)	-5.9%
35 Office Supplies	\$ 2,000	\$ 1,800	\$ (200)	-10.0%
36 Postage	\$ 500	\$ 550	\$ 50	10.0%
37 Public Education	\$ 650	\$ 600	\$ (50)	-7.7%
38 Staff Training	\$ 5,500	\$ 4,250	\$ (1,250)	-22.7%
39 Staff Support	\$ 6,000	\$ 4,400	\$ (1,600)	-26.7%
40 Uniforms	\$ 5,700	\$ 6,400	\$ 700	12.3%
41 Personnel Recruitment	\$ 3,630	\$ 4,927	\$ 1,297	35.7%
42 Subscriptions & Dues	\$ 950	\$ 825	\$ (125)	-13.2%
43 Admin Space Lease	\$ 5,462	\$ 7,125	\$ 1,663	30.4%
44 Facilities Furnishings	\$ 750	\$ 600	\$ (150)	-20.0%
45 Utilities	\$ 4,000	\$ 3,750	\$ (250)	-6.3%
46 Telephone	\$ 6,850	\$ 7,000	\$ 150	2.2%
47 Radio Equipment	\$ 4,000	\$ 4,000	\$ -	0.0%
48 Radio Maintenance	\$ 2,000	\$ 1,750	\$ (250)	-12.5%
49 Medical Equipment	\$ 4,750	\$ 5,000	\$ 250	5.3%
50 Medical Equipment Maint.	\$ 2,750	\$ 3,450	\$ 700	25.5%
51 EMT Safety Equipment	\$ 1,200	\$ 900	\$ (300)	-25.0%
52 Training Equipment	\$ 1,500	\$ 1,400	\$ (100)	-6.7%
53 Office Equipment	\$ 1,600	\$ 1,200	\$ (400)	-25.0%
54 Office Equipment Maint.	\$ 825	\$ 750	\$ (75)	-9.1%
55 Computer Support	\$ 12,000	\$ 11,250	\$ (750)	-6.3%
56 FAP Project Expenses			\$ -	
57 Accounting Fees	\$ 9,000	\$ 12,880	\$ 3,880	43.1%
58 Legal Fees General	\$ 4,000	\$ 4,250	\$ 250	6.3%
59 Legal Fees-Labor Contract	\$ -	\$ -	\$ -	#DIV/0!
60 Assigned Funds - Labor Contract	\$ 8,000	\$ 8,000	\$ -	0.0%
61 Property Insurance	\$ 11,800	\$ 15,200	\$ 3,400	28.8%
62 Billing Service	\$ 69,362	\$ 72,352	\$ 2,990	4.3%
63 Paramedic Intern Program	\$ 6,250	\$ 5,000	\$ (1,250)	-20.0%
64 Misc. Expense Sub-Total	\$ 276,349	\$ 277,309	\$ 960	0.3%
65				
66 TOTAL EXPENSES	\$ 2,027,952	\$ 2,146,315	\$ 118,363	5.8%
67				
68 Net Gain (or Loss)	\$ 0	\$ -	\$ (0)	

Fitch-Rona EMS
 District Apportionments
 2015 Budget

Net Operating Cost And Apportionments

2016 EMS District Budget	2014 Actual	2015 Approved	2015 Draft
Operating Budget	1,933,400	2,027,952	\$ 2,146,315
Service Income Estimate	\$1,111,804	57.5% \$1,165,125	57.5% \$1,216,625
Net Operating Cost	821,596	42.5% 862,827	43.3% 929,690

2015 Apportionments to Municipalities

	City of Fitchburg	City of Verona	Town of Verona	Total
2015 Equalized Valuations	2,711,401,700	2,093,811,600	279,077,300	5,084,290,600
Percentage of Total Valuation	53.3290%	41.1820%	5.4890%	100.0000%
2016 Municipal Costs	495,794	382,865	51,031	929,690

2015 Budget Apportionment Comparisons

2014 Equalized Valuations	2,623,964,200	1,967,177,000	284,498,900	4,875,640,100
Percentage of Total Valuations	53.8178%	40.3471%	5.8351%	100.0000%
2014 Apportionments	464,355	348,125	50,347	862,827
\$ Change from last year	31,439	34,739	684	66,863
% Change from last year	6.77%	9.98%	1.36%	7.75%

**Fitch-Rona EMS District
Monthly Data Report September 2015**

Year to Date Call Volume

Month	# Runs	2014
January	235	230
February	218	192
March	211	210
April	235	191
May	213	227
June	235	224
July	222	270

Month	# Runs	2014
August	231	251
September	243	254
October		230
November		216
December		213
Total	2043	2709

Calls Per Station

Transport Summary by Rig

Reporting Month

Unit	M44	M45	*4
# calls/transported	144/96	92/73	3/0

Year to Date

Unit	M44	M45	*4
# calls/transported	1217/849	818/567	4/0

Monthly Average Run Times

Average Run Times	
Enroute	00:00:51
To Scene	00:06:15
At Scene	00:14:44
To Destination	00:18:11
Back in Service	00:10:46
Total	00:50:47

Overlapping Calls by Month

Report Totals:
Occurrences of 2 Overlaps: 35
Occurrences of 3 Overlaps: 3
Occurrences of > 4 Overlaps: 1

Monthly Runs by City

City	# of Runs	Year to Date	Previous Year
Belleville	6	29	43
Blanchardville	2	5	0
Brooklyn	0	0	2
Fitchburg	154	1281	1336
Madison	6	44	40
Mount Horeb	5	48	46
New Glarus	2	6	0
Oregon	0	8	9
Verona	54	539	607
Verona (Tn)	13	78	unk
Other	1	5	1
Total	243	2043	2084

Monthly Transport Hospital

Destination	# of Runs
Meriter Hospital	42
St. Mary's Hospital	47
UW Hospital	81
VA	2
Other	1
Total	173

Monthly Disposition

Response Disposition	# of Times	% of Times
Cancelled	15	6.17%
Good Intent	1	0.41%
Patient Refused Care	21	8.64%
Standby Only, No Patient Contacts	12	4.94%
Treated and Refused Transport	9	3.70%
Treated and Released	6	2.47%
Treated, Dead at Scene	1	0.41%
Treated, Transferred Care	2	0.82%
Treated, Transported by EMS	171	70.37%
Treated, Transported by Law Enforcement	2	0.82%
Unknown	0	0.00%

**Fitch-Rona EMS District
Monthly Data Report September 2015**

Monthly Top 10

Impression	All Calls
Traumatic Injury	28 (11.72%)
Pain	18 (7.53%)
No Apparent Illness/Injury	17 (7.11%)
Other Illness/Injury	15 (6.28%)
Chest Pain/Discomfort	13 (5.44%)
Respiratory Distress	12 (5.02%)
Weakness	11 (4.60%)
Altered Level of Consciousness	9 (3.77%)
Abdominal Pain/Problems	6 (2.51%)
Behavioral/Psychiatric Disorder	6 (2.51%)

A/R Aging (as of September 30, 2015)

<u>0-30</u>	<u>31-60</u>	<u>61-90</u>	<u>91-120</u>	<u>121-150</u>	<u>151-180</u>	<u>180+</u>	<u>Total</u>
204,161	80,346	30,358	17,436	14,771	7,365	18,346	372,783
54.8%	21.5%	8.1%	4.7%	4.0%	2.0%	4.9%	100.0%
40.0%	20.0%	10.0%	7.0%	5.0%	3.0%	15.0%	100.0%
53,870	19,532	3,970	1,265	7,406	1,412	2,301	89,756

Cash on Hand

	<u>9/30/15</u>	<u>8/31/15</u>	<u>9/3/14</u>	<u>+/- Last Month</u>	<u>+/- Last Year</u>
Checking	-8,709.98	8,763.73	25,476.73	-17,473.71	-69,168.27
Savings	46,062.11	46,099.42	46,357.20	-37.31	3,984.90
CD's-Total	547,959.77	808,003.40	572,622.33	-260,043.63	235,397.54
CD's-Operational	425,524.79	685,568.42	470,187.35	-260,043.63	215,397.54
Total Cash	585,311.90	862,866.55	644,456.26	-277,554.65	-59,144.36

Assigned Fund Balances

Sick Time Contg.	80,937.66	80,937.66	60,937.66	0.00	20,000.00
Labor Negotiation	13,883.54	13,883.54	13,883.54	0.00	0.00
Medical Director Fee	19,283.78	19,283.78	19,283.78	0.00	0.00
Ambulance	8,330.00	8,330.00	8,330.00	0.00	0.00
FAP Funds	27,438.13	27,438.13	32,066.30	0.00	-4,628.17
Bike Responder Fund	1,438.39	1,908.39	1,908.39	-470.00	-470.00
Unassigned Cash	434,000.40	711,085.05	508,046.59	-278,024.65	-74,046.19

Fitch-Rona EMS 2015 Budget (in-house version)

September 30, 2015	2015 Actual (through 09/30/15)	Forecast	2015 Approved Budget	Difference approved vs forecast	74.8%
Revenues					
Run Income	\$ 884,489	\$ 1,182,558	\$ 1,156,035	\$ 26,523	76.5%
Services Sub-Total	\$ 884,489	\$ 1,182,558	\$ 1,156,035	\$ 26,523	76.5%
City of Fitchburg	\$ 464,355	\$ 464,355	\$ 464,355	\$ -	100.0%
City of Verona	\$ 348,125	\$ 348,125	\$ 348,125	\$ -	100.0%
Town of Verona	\$ 50,347	\$ 50,347	\$ 50,347	\$ -	100.0%
Municipalities Sub-Total	\$ 862,827	\$ 862,827	\$ 862,827	\$ -	100.0%
Project Donations	\$ -	\$ -	\$ -	\$ -	
Interest Income	\$ 1,612	\$ 2,149	\$ 1,130	\$ 1,019	142.7%
Misc. Income	\$ 12,665	\$ 13,065	\$ 1,900	\$ 11,165	142.7%
Funds Applied from Reserve	\$ -	\$ 6,060	\$ 6,060	\$ -	
Misc. Sub-Total	\$ 14,277	\$ 21,274	\$ 9,090	\$ 12,184	157.1%
TOTAL REVENUES	\$ 1,761,593	\$ 2,066,660	\$ 2,027,952	\$ 38,708	86.9%
Expenses					
Salaries & Wages	\$ 695,113	\$ 903,647	\$ 902,283	\$ 1,364	77.0%
Overtime-Scheduled	\$ 149,482	\$ 214,327	\$ 218,167	\$ (3,840)	68.5%
Overtime-Unscheduled	\$ 21,834	\$ 41,000	\$ 62,273	\$ (21,273)	35.1%
Soc.Sec.&Medicare Taxes	\$ 67,173	\$ 88,661	\$ 90,478	\$ (1,817)	74.2%
Retirement Plan	\$ 98,256	\$ 128,267	\$ 138,422	\$ (10,155)	71.0%
Misc Benefits	\$ 2,653	\$ 2,617	\$ 3,650	\$ (1,033)	72.7%
Health & Dental Ins.	\$ 156,515	\$ 213,454	\$ 233,653	\$ (20,199)	67.0%
Worker's Comp. Ins.	\$ 30,520	\$ 60,671	\$ 64,277	\$ (3,606)	47.5%
Income Continuation	\$ -	\$ -	\$ 2,340	\$ (2,340)	0.0%
Unreserved Fund-Sick Time	\$ -	\$ -	\$ -	\$ -	
Medical Director Annual Fee	\$ 24,750	\$ 33,000	\$ 36,060	\$ (3,060)	
Salary Sub-Total	\$ 1,246,296	\$ 1,685,643	\$ 1,751,603	\$ (65,960)	71.2%
Oil, Gas & Lube	\$ 14,787	\$ 20,200	\$ 24,450	\$ (4,250)	60.5%
Tune-up & Repair	\$ 13,552	\$ 20,069	\$ 21,470	\$ (1,401)	63.1%
Medical Supplies	\$ 35,173	\$ 48,897	\$ 49,400	\$ (503)	71.2%
Office Supplies	\$ 1,040	\$ 1,250	\$ 2,000	\$ (750)	52.0%
Postage	\$ 309	\$ 410	\$ 500	\$ (90)	61.8%
Public Education	\$ 324	\$ 432	\$ 650	\$ (218)	49.8%
Staff Training	\$ 1,752	\$ 3,336	\$ 5,500	\$ (2,164)	31.9%
Staff Support	\$ 3,032	\$ 5,043	\$ 6,000	\$ (957)	50.5%
Uniforms	\$ 3,324	\$ 5,700	\$ 5,700	\$ -	58.3%
Personnel Recruitment	\$ 1,298	\$ 1,750	\$ 3,630	\$ (1,880)	35.8%
Subscriptions & Dues	\$ 623	\$ 950	\$ 950	\$ -	65.6%
Admin Space Lease	\$ 2,793	\$ 5,462	\$ 5,462	\$ -	51.1%
Facilities Furnishings	\$ 1,146	\$ 1,350	\$ 750	\$ 600	152.8%
Utilities/Maintenance	\$ 3,846	\$ 4,700	\$ 4,000	\$ 700	96.2%
Telephone	\$ 4,788	\$ 6,384	\$ 6,850	\$ (466)	69.9%
Radio Equipment	\$ 2,530	\$ 3,610	\$ 4,000	\$ (390)	63.3%
Radio Maintenance	\$ 1,190	\$ 1,780	\$ 2,000	\$ (220)	59.5%
Medical Equipment	\$ 13,093	\$ 15,693	\$ 4,750	\$ 10,943	275.6%
Medical Equipment Maint.	\$ 2,016	\$ 2,750	\$ 2,750	\$ -	73.3%
EMT Safety Equipment	\$ 1,087	\$ 1,000	\$ 1,200	\$ (200)	90.6%
Training Equipment	\$ 542	\$ 1,500	\$ 1,500	\$ -	36.1%
Office Equipment	\$ 575	\$ 1,100	\$ 1,600	\$ (500)	35.9%
Office Equipment Maint.	\$ 300	\$ 575	\$ 825	\$ (250)	36.4%
Computer Support	\$ 26,919	\$ 28,500	\$ 12,000	\$ 16,500	224.3%
Project Expenses	\$ -	\$ -	\$ -	\$ -	
Accounting Fees	\$ 15,956	\$ 18,172	\$ 9,000	\$ 9,172	177.3%
Legal Fees-General	\$ 5,203	\$ 4,666	\$ 4,000	\$ 666	130.1%
Legal Fees-Labor	\$ -	\$ -	\$ -	\$ -	
Unreserved Funds - Labor Contract	\$ -	\$ 8,000	\$ 8,000	\$ -	
Property Insurance	\$ 8,969	\$ 15,178	\$ 11,800	\$ 3,378	76.0%
3Rivers Billing Services	\$ 55,152	\$ 70,953	\$ 69,362	\$ 1,591	79.5%
Paramedic Intern Program	\$ 4,750	\$ 4,750	\$ 6,250	\$ (1,500)	76.0%
Misc. Expense Sub-Total	\$ 226,069	\$ 304,161	\$ 276,349	\$ 27,812	81.8%
TOTAL EXPENSES	\$ 1,472,365	\$ 1,989,804	\$ 2,027,952	\$ (38,148)	72.6%
Net Gain (or Loss)	\$ 289,228	\$ 76,856	\$ -		

Fitch-Rona 2015 EMS District Draft Annual Report

In reviewing the operational scorecard it looks like there wasn't much change here at Fitch-Rona EMS in 2015. Our total call volume is very similar to 2015, 2700 calls. The division of calls between stations hasn't changed for several years. The Fitchburg station responds to 59% of calls, the Verona responds to 41% of calls. We continue to beat our standard time goals; less than 60 seconds to get out the door responding to calls and less than 15 minutes at the scene of calls. From the time the call for service comes in to the time we are back in service, ready for the next call, is less than one hour – 50 minutes 47 seconds on average.

Fitch-Rona EMS District Annual Report

Draft

Data to September 30, 2015

2015

A Message from EMS Chief Brian Myrland



In reviewing the operational scorecard it looks like there wasn't much change here at Fitch-Rona EMS in 2015. The division of calls between stations hasn't changed for several years. The Fitchburg station responds to 59% of calls, the Verona responds to 41% of calls. We continue to beat our standard time goals; less than 60 seconds to get out the door responding to calls and less than 15 minutes at the scene of calls. From the time the call for service comes in to the time we are back in service, ready for the next call, is less than one hour – 50 minutes 47 seconds on average.

A closer look at the department tells a different story. Major changes to the operations of the department began in 2015. We moved into a new Verona station in August, relocating from our station on Venture Court to the new municipal EMS and fire station located at 101 Lincoln Street. This is a state of the art facility designed to accommodate fifty years of growth for both departments. The facility not only houses one of our front-line ambulances, it is the new headquarters for Fitch-

Rona. After 35 years in Fitchburg Fitch-Rona moved our administration offices to Verona.

The move to new offices was phase one of a restructuring plan that has the department moving into a new, relocated station on the west side of Fitchburg in 2016 and into a new, third station on Fitchburg's east side in early 2018. The new station in 2018 will house a third front ambulance and grow our paramedic staff to 21 full time professionals.

The staffing plan for the department has experienced some planned and some unplanned changes in 2015. As approved by the municipalities, the Deputy Chief roles will be expanded from a 1.5 full time equivalent to 2.0 full time equivalent starting in 2016. The new deputy Chief of Operations has been identified and will begin a limited role in the last quarter of the year before moving into the fulltime role in January of 2016.

An unplanned change in management was initiated when Deputy Chief Cindy Diedrich tendered her retirement paperwork effective in the first quarter of 2016. A search for a replacement for the Deputy Chief of Administration was successful and that position will be filled in November allowing sufficient time to train prior to Deputy Chief Diedrich's departure.

Cindy's accomplishments here at Fitch-Rona cannot be adequately covered in this space. She began her career at Fitch-Rona in 1998 and has worked her way through the ranks to the position of Deputy Chief. She touches all aspects of the departments operations and is equally involved through Dane County on various committees and work groups. She will be missed but her impact will continue to be felt for years to come.

As stated in this report many times, we are lucky to be supported by the City of Fitchburg, City of Verona and Town of Verona. We have always had the equipment we need and over the next three years we will be housed in new facilities with an eye towards the future.

We often receive thank you's from citizens that we have responded to in difficult times. They see a professional organization with highly qualified staff members. What they don't always see is the commitment from the municipalities, the time volunteered by Commission members and the cooperation we get from our police and fire departments.

Thank you for your continued support of the Fitch-Rona EMS District and our dedicated, professional staff.

Brian Myrland
EMS Chief

Fitch-Rona EMS District Annual Report

2015

Draft

Data to September 30, 2015

2015 Annual Report

Accounting Policies

The district undergoes a formal financial audit or less formal review on an annual basis. The EMS Commission and each municipality agreed to allow our accounting firm to do a financial audit every three years and conduct a review in between the audits. The Certified Public Accounting firm of Johnson Block was retained to review the 2014 records and returned their report in the spring of 2015. Each member of the Fitch-Rona EMS Commission and each municipality were presented with a copy of the Independent Accountant's Review Report. The 2015 audit will occur in early 2016.

Accounts Receivable

The accounts receivable function within the district is outsourced and continues to be a sound choice. The billing functions involved with the various governmental programs responsible for a large number of the district's invoices require capabilities beyond those the district could provide. The timeliness of invoice processing and improved accuracy of our billing records has increased the average return per call. Receivables are in-line with EMS standards. In 2015 Fitch-Rona EMS received \$0.524 for every dollar billed. Much of this is due to the necessary write-offs that occur with government insurance and the increased number of hardship cases we see.

Grant Receipts

We did not receive any grants in 2015.

Cash Flow

Improvements in the cash flow for the district have been noted due in part to improved billing procedures and excellent documentation by our EMT staff. The district uses a combination of bank accounts to manage available cash in order to maximize potential interest earnings. An internal cash flow report is completed monthly to assist in management of this process.

Designated Funds

We have reserved funds set aside for future obligations. All interest accrued from these accounts, with the exception of the medical director fee, becomes part of the general Operating budget.

Designated Fund	Current Balance
Retirement Health Insurance	\$ 80,937
Labor Contract Legal Fees	\$ 21,884
Ambulance Replacement	\$ (TBD)
Medical Director	\$ 19,283

Retirement Health Insurance

This fund is set up to manage funding retirees' health insurance benefits based on sick leave hours available at retirement. We perform an analysis of the funding needs through 2030 and each year the amount will vary depending on the future cash needs to provide health insurance to our retirees. We will be making annual contributions to the account to reduce future liability for this benefit to our employees.

Fitch-Rona EMS District Annual Report

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Data to September 30, 2015

2015

Legal Fees for Labor Contract

This fund is set up to manage attorney costs incurred during the negotiation process. This fund is used to cover the legal fees directly related to negotiations of our Labor Contract. As in the past, we will begin replenishing the account after the negotiation process is completed. \$8,000 was contributed to the fund in 2015 however this is a contract negotiation year and monies are expected to be used for this.

Ambulance Replacement

We purchased a replacement front-line ambulance in 2015 and the old ambulance will be sold. The new ambulance was delivered in October. We used the \$8330 from a past sale towards this new ambulance. When we sell the old ambulance, we will place that money back into this account. This amount is yet to be determined as the ambulance is currently not sold. We maintain a fleet of four ambulances.

Medical Director Fees

In anticipation of new costs associated for Medical Direction, Fitch-Rona EMS began setting aside funds in 2010 in an attempt to ease the burden of this new operational cost. The fund is used to cover a portion of the reoccurring cost of the state required Medical Direction. The 2015 cost for Medical Direction was \$33,000 with \$6,060.00 coming from funds previously set aside. By 2018, this fund will be depleted and Medical Direction fees will come entirely from our operational budget.

Un-Assigned Contingency Funds

Our goal is to have a Contingency Fund balance of 20% of our total operating budget by year's end. The purpose of the fund is to ensure short term financial stability for our operation in the unlikely event of an interruption or down-turn in our revenue stream. In years where revenue exceeds expenses we add to the contingency funds. Our goal is to contribute to this account balance during years with increased run volumes rather than budget for these funds. Our fund balance at the beginning 2015 was \$367,187. Our current target for this fund is \$394,687 by the end of 2015. A policy was enacted this year that specifies a limit to Fitch-Rona's Contingency Fund balance. Once fully funded, Fitch-Rona EMS will return any revenue dollars that exceed our planned expenses to the municipalities.

Operations

Fitch-Rona operates two full-time ambulances 365 days of the year. This process requires 14 full-time licensed paramedics with a small number of part-time employees to cover any absences. Fitch-Rona continues to allow Paramedic volunteers to ride on the ambulance for training purposes but our focus is with those that have completed the Fitchburg Fire Department/Fitch-Rona EMS intern program. Our staffing levels proved to be sufficient in 2015.

Stand-By Coverage

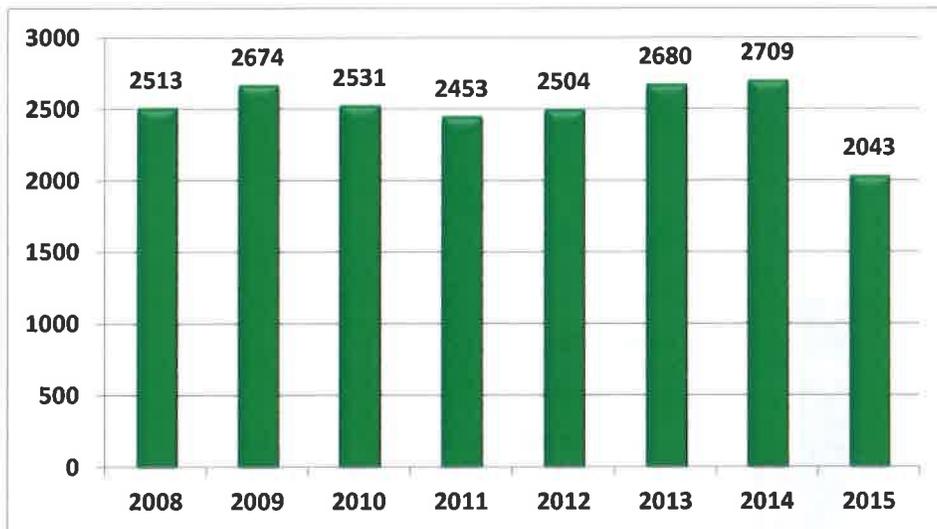
Fitch-Rona tries to accommodate all requests by local event coordinators for a dedicated ambulance to monitor their events. The frequency of events like local "Mud Runs", triathlons and fun runs continue to increase. At times these requests are ideal for our Bicycle Medics but the vast majority of requests still call for a dedicated ambulance staffed by paramedics. Due to the direct costs of this additional service Fitch-Rona has a set fee that is charged to the requesting program. All revenue received goes into our Operating Budget.

Mass Casualty Exercise

Fitch-Rona EMS, along with Fitchburg and Verona Police and Fire Departments, and the Verona School District again participated in two mass casualty exercises this year. One was a functional exercise for the Emergency Operations Center (EOC) and the other a full-scale exercise with responders, patients and multiple departments. These departments have been working on a joint operating procedure for responding to incidents involving multiple casualties by a shooter/killer. The response is two-fold – establishing a “Warm Zone” where medical personnel can tend to casualties under police protection, and managing an incident that involves multiple victims. The mass casualty training expanded this year to include us being invited to participate in a week-long training with area police departments. The police practiced setting up a warm zone and EMS practiced entering the zone, communicating with the Interior Supervisor, managing triage and setting up a treatment area. We completed each drill by providing pertinent information to school officials so they could begin an organized re-unification plan. The events went well and all participating departments gained a greater understanding of the operational pressure points. Practicing events such as these is very important for responders. It was also an excellent way for Fitch-Rona to foster and strengthen relationships with our fellow responding departments. We will continue to work with departments on events involving multiple casualties.

Annual Call Volume

Annual run volume was relatively flat until 2013 where we saw a solid increase. In 2015 we continued to see an increase in run volume.



Fitch-Rona EMS District Annual Report

Draft

Data to September 30, 2015

2015

Distribution of Calls

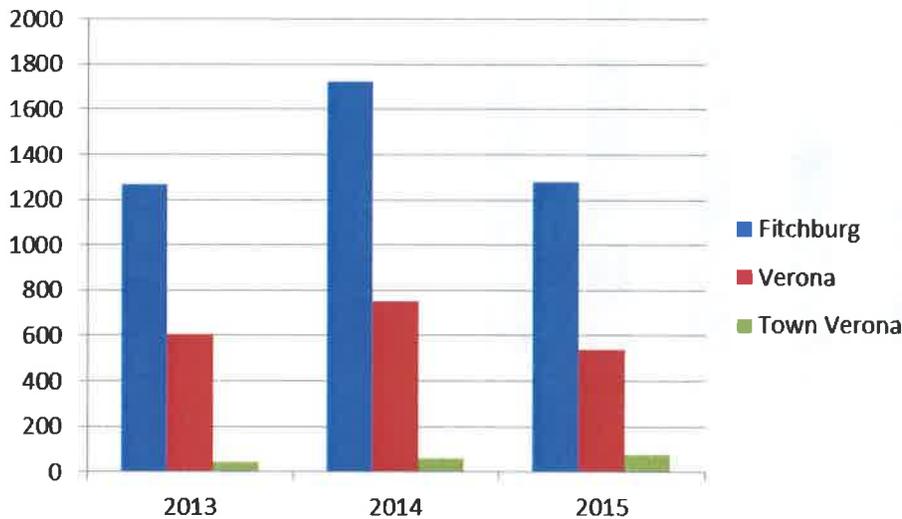
The distribution of calls by municipality typically mirrors the equalized valuation numbers used to proportion the expenses incurred on the district's behalf. Operationally it is important to track the call volume by station.

Ambulance Call Volume by Station

Ambulance	Total
4* Stand-by	4
44 - Fitchburg	1217
45 - Verona	818
Total	2043

The Verona station is the location that typically responds for out of area intercepts. These calls are usually higher acuity calls and have extended drive time. The Fitchburg station has a higher call volume. Due to these factors the actual "time on call" for the two ambulances balances out. The stand-by numbers reflect patient contact during a stand-by event and do not necessarily result in a transport.

Calls in our District by Municipality



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Data to September 30, 2015

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Calls Outside Our District

As an Advanced Life Support (ALS) service Fitch-Rona is offering patients the highest level of pre-hospital care available. Surrounding communities often do not have the call volume to support paramedic level care and must ask for assistance when ALS service is indicated. This response is called an Intercept. We also respond as Automatic Aid (sent to support services on high acuity calls) to nearby areas which takes us out of district. 7.1% of our total call volume represents out of District calls.

	2013	2014	2015
Belleville	42	54	29
Blanchardville	1	2	5
Brooklyn	2	4	0
Madison	29	41	44
Mount Horeb	52	71	48
New Glarus	4	6	6
Oregon	7	9	8
Other	4	4	5

Calls Into Our District

As a participating agency with the Dane County Automatic Aid for Closest ALS Unit, there are times when neighboring ALS services come into our District. Additionally, there are times when both ALS and BLS units respond to our District as a mutual aid ambulance. These occurrences are not common.

Overlapping Call Response

Fitch-Rona EMS District currently has two full-time Paramedic ambulances on duty twenty-four hours a day, seven days a week. When evaluating the effectiveness of our staffing model, it is important to review how often both ambulances are on calls leaving the district vulnerable should another call come in. While we have mutual aid agreements in place for such situations, the time for an out of District ambulance to arrive on-scene to begin patient care is significantly increased.

Occurrences of Overlapping Calls in 2015

Two Calls	Three Calls	≥ Four Calls
348	27	9

This chart represents the times when both ambulances were busy responding to calls at the same time. It also shows the occurrences where three and four calls were ongoing at the same time.

Fitch-Rona EMS District Annual Report

2015

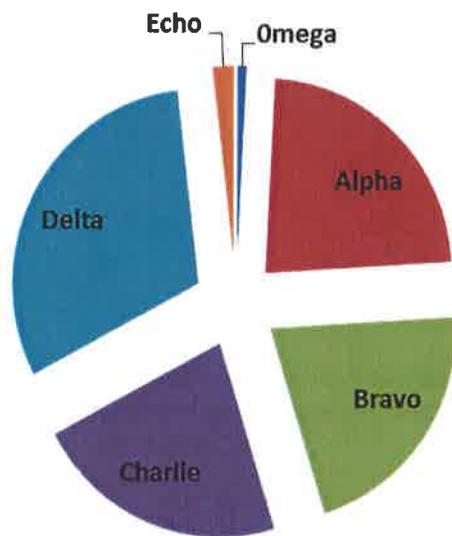
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Data to September 30, 2015

Dispatch Code

Fitch-Rona EMS is dispatched by the Dane County Emergency Communications Center. The dispatchers use a process called Priority Dispatch to determine the acuity of each call in order to send the appropriate level response. An Omega level call is the least severe with Alpha (A) through Echo (E) level increasing in severity. Any call that is Charlie, Delta and Echo is automatically deemed Advanced Life Support.

Over 54% of our calls are labeled Advanced Life Support (ALS) based on care given during transport compared to the 65% that are dispatched ALS.



Response Request

Response Request	#	%
911 Response (Primary Service Area)	1913	93.64%
Automatic Aid	40	1.96%
Flagdown/Walk-in	2	0.10%
Flagdown/Walk-in Non-emergent	1	0.05%
Intercept	41	2.01%
Interfacility Transfer (Unscheduled)	2	0.10%
Mutual Aid	16	0.78%
Standby	28	1.37%
Unknown	0	0.00%
Total	2043	100%

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Top Ten Incident Types Based on Dispatch

Type	All Calls
Falls	311 (15.25%)
Sick Person (Specific Diagnosis)	242 (11.87%)
Unconscious/Fainting (Near)	188 (9.22%)
Chest Pain (Non-Traumatic)	165 (8.09%)
Breathing Problem	150 (7.36%)
Traffic/Transportation Incidents	145 (7.11%)
Convulsions/Seizure	97 (4.76%)
Standby	86 (4.22%)
Traumatic Injuries (Specific)	79 (3.87%)
Hemorrhage/Laceration	65 (3.19%)

Top Ten Primary Patient Complaints Based on Paramedic Impression

Impression	All Calls
Traumatic Injury	230 (11.28%)
No Apparent Illness/Injury	192 (9.42%)
Pain	130 (6.38%)
Chest Pain/Discomfort	107 (5.25%)
Other Illness/Injury	106 (5.20%)
Weakness	82 (4.02%)
Abdominal Pain/Problems	77 (3.78%)
Seizure	70 (3.43%)
Respiratory Distress	62 (3.04%)
Behavioral/Psychiatric Disorder	52 (2.55%)

- The average age of our patients is 52 years old.
- 9.5% of our calls involved pediatric patients (<19 years old).
- This year, we treated and transported more females than males.
- Monday was our busiest day
- Between the hours of 3PM and 6 PM we were the most active.
- We transported 69.4% of the time we responded to a potential patient

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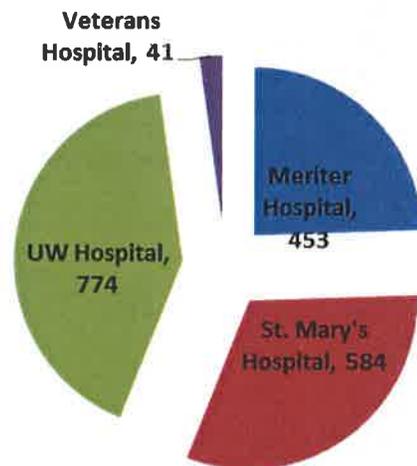
2015

Call Disposition Breakdown

Response Disposition	# of Times
Cancelled	131
Dead at Scene	6
Good Intent	18
No Patient Found	4
No Treatment Required	8
Patient Refused Care	195
Standby Only, No Patient Contacts	83
Treated and Refused Transport	92
Treated and Released	52
Treated, Dead at Scene	7
Treated, Transferred Care	7
Treated, Transported by EMS	1418
Treated, Transported by Law Enforcement	10
Unable to Locate Patient/Scene	12
Total	2043

Receiving Hospitals

The selection of hospital destination is determined by a number of factors including acuity, type of call, patient choice (insurance based) and specific emergency room situation.



Stations

The district operates out of two stations, one in Fitchburg and one in Verona. Fitch-Rona has been working closely with Verona department staff and consultants on the design of a Public Safety Building which houses both Fire Department and Fitch-Rona staff. The Verona station was completed in mid- 2015. Fitch-Rona relocated the administrative offices to the new Verona Station in August 2015 due to space concerns at the Fitchburg Station 2 location. At Station 2 in Fitchburg, the paramedics continue to share office and dormitory space with the on-duty Fitchburg Fire Department staff and Interns. Fitchburg, like Verona, is in the process of designing replacement stations to house both the fire and EMS departments. Completion of the Fitchburg stations is anticipated to be in 2016.

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Response Time

The time elapsed from dispatch to arrival on scene is referred to as Response Time.

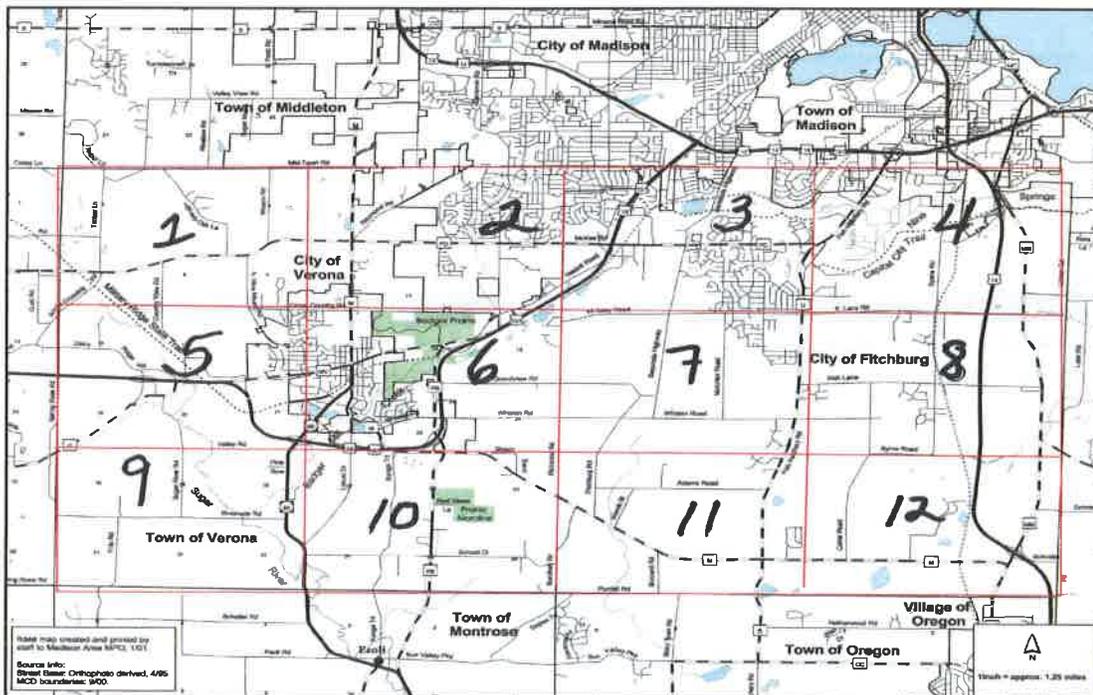
Actual Response Time is a result of a number of factors such as call type, station location, traffic, and weather conditions. This year our times improved. This is likely due to better routing of traffic during road construction.

The chart below represents the 12 zones of the Fitch-Rona District. The percentage of calls is listed as is the average response time for all emergent and non-emergent calls. Non-emergent response is proven to be much safer than the higher speed emergent response and is warranted for less serious calls.

Station location is a primary factor in determining response time. This is expressed in the average response times noted below. Our current stations are located in zones 3 and 6. Times listed represent time enroute to time on-scene.

Call Percentage and Enroute to On-Scene Response Times by Zone

Zone 1- Medic 45 0.64% 7:37 min	Zone 2 -Medic 44 1.62% 5:22 min	Zone 3 - Medic 44 29% 5:52 min	Zone 4 - Medic 44 22.1% 7:48 min
Zone 5 - Medic 45 1.7 % 5:46 min	Zone 6 - Medic 45 24.1% 4:52 min	Zone 7 - Medic 44 0.88% 6:53 min	Zone 8 - Medic 44 2.6% 10:06 min
Zone 9 - Medic 45 0.24% 8:02 min	Zone 10 - Medic 45 0.4% 8:09 min	Zone 11 - Medic 45 0.69% 10:53 min	Zone 12 - Medic 45 3.8% 11:29 min



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Annual Call Time Averages

Total call time averages are dictated by many factors, many that are outside of our immediate control such as station location, weather and level of call dispatched. The scene time is considered one of the most important factors in patient care. Our average scene time remains at 15 minutes which is a benchmark we established several years ago. Of special note is the average time it takes us to get back into service available for call which is less than an hour. We pay particular attention to the total "in service" time for each of our ambulances. This is one of the methods we use to determine capacity issues in EMS.

Average Run Times	
Enroute	00:00:59
To Scene	00:06:15
At Scene	00:15:35
To Destination	00:15:04
Back in Service	00:13:46
Total	00:51:39

Response Mode to Scene

Emergent response (lights and sirens) comprise approximately 64% of our calls. The other 34% of calls do not require expedited response, and are responded to without use of lights or sirens where the driver operates under normal driving conditions. The response mode to the scene is dictated by the dispatch code level received.

Response Mode to Scene	# of Times	% of Times
Initial Lights and Sirens, Downgraded to No Lights or Sirens	13	0.64%
Initial No Lights or Sirens, Upgraded to Lights and Sirens	3	0.15%
Lights and Sirens	1281	62.70%
No Lights and Sirens	746	36.51%
Unknown	0	0.00%

Transport Mode from the Scene

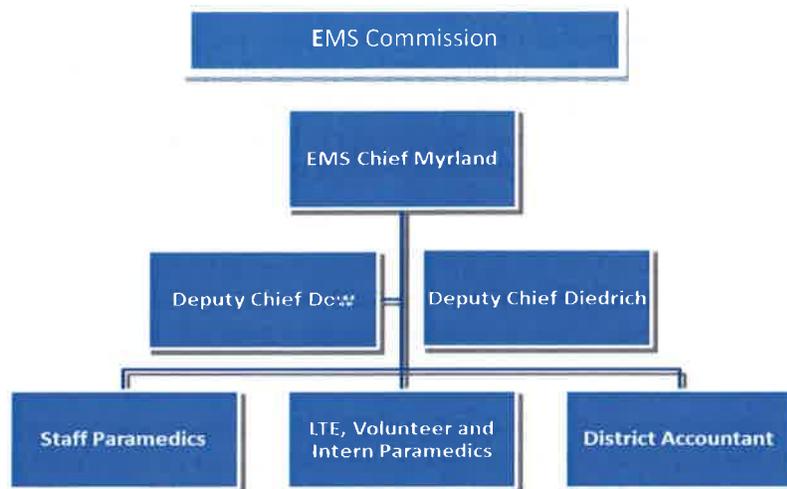
Included with our response time analysis is discussion of transport mode from the scene to the hospital. If our crew determines that a patient can be transported non-emergently – proven to be the safest mode of transportation - they opt to do so. As noted in the chart, we transport non-emergent over 60% of the time. In 2015 we transported patients to area hospitals on 69.4% of our calls.

Transport Mode from Scene	# of Times	% of Times
Initial Lights and Sirens, Downgraded to No Lights or Sirens	8	0.39%
Initial No Lights or Sirens, Upgraded to Lights and Sirens	5	0.24%
Lights and Sirens	212	10.38%
No Lights or Sirens	1206	59.03%
Unknown	612	29.96%
Total	2043	100%

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Data to September 30, 2015

Management and Staffing



EMS Commission

We have nine members from the communities we cover that serve on our EMS Commission. They are:

City of Fitchburg: Patrick Stern (Chair), Carola Gaines and Katherine Sanders

City of Verona: Nancy Bartlett, Luke Diaz and Joan Sullivan

Town of Verona: Craig Schneider, Terry Schnapp and Mike Duerst

Jason Williams and Jeff Schoenfeldt from Fitchburg were replaced on the Commission this year after upwards of 10 years of service each. Dale Yurs was replaced by Luke Diaz as the City of Verona representative. We wish to thank them all for their dedication and support to Fitch-Rona EMS.

Officer in charge

In order to manage over-all operational capability the members of the management team continue to be assigned as Officer in Charge (OIC) twenty-four hours a day 365 days a year. This assignment is the responsibility of the management team. It is an on-call position. No additional compensation is paid for this role.

Medical Direction

The Advanced Life Support (ALS) Consortium that came together in 2010 created a single Medical Director for all participating Dane County ALS departments. Currently Dr. Michael Lohmeier is the Medical Director for these departments and Dr. Michael Mancera is the Assistant Medical Director. Additionally, Dr. Megan Gussick and Dr. Vanessa Tomas (Pediatric) along with a team of Residents take an active role in teaching the paramedic community.

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Data to September 30, 2015

Education and Recertification of Paramedics

UW Hospital is the primary education center for paramedic continuing education. The UW Emergency Education Center (UWEEC) provides much of the continuing education for our paramedics as part of the ALS Consortium which also includes Medical Direction. Monthly training, consistent across all participating ALS services, is making positive improvements in pre-hospital care throughout Dane County. All of the ALS services are utilizing a Poly Com set-up so monthly trainings are viewable regardless of where the speaker is presenting. This allows Medics to view the training while on duty.

Medical Protocols and Procedures

In 2015, Dane County Emergency Medical Services took the ALS/BLS protocols from 2013 and worked on revisions. There were representatives from the hospitals, ALS and BLS services participating. Final protocols are expected to be out in practice pending changes expected from the American Heart Association which dictates a good part of our cardiac and stroke response.

Simulation Training

Our Medical Directors are implementing a program where they take a traveling simulation manikin out to each department and practice with the Paramedics in the back of an ambulance. This program is in its infancy but is proving to be well received by the field paramedics. It offers more real-time training with equipment and environmental surroundings that better match a response to a call. The program is being piloted in the City of Madison but visits to other services is slated to begin in the fall of 2015.

Fitchburg Firefighter /Paramedic Intern

Fitch-Rona EMS and Fitchburg Fire are now in our fourth year working together to sponsor interns that are committed to making Fire/EMS a career. We have jointly developed a program that supports interns in their third year of training. In the third year interns are assigned to a paramedic crew working the same hours that the paramedics keep (24 hours on/48 hours off) while attending Paramedic school. The success of the program is evident as many of our recent interns have accepted full time paramedic jobs in departments throughout the United States.

One intern attended the 2014-2015 Mercy Hospital Paramedic Training Program, Janesville, WI, and completed the program with success. The student passed the internal testing as well as the National Registry process without difficulty. He reported that he felt the program was well done and would recommend it in the future.

In mid-2015, the Verona Fire Department began pursuing a fire intern program. Currently they have one intern that is attending Madison College and doing ride time on the ambulance to gain experience.

Fitchburg has a successful ongoing intern program. Currently there are three interns that are in their second year and are doing ride time on the ambulance.

If there is funding available, we'd like to continue supporting this valuable program.

Medical Community Involvement

In addition to our Paramedic intern program Fitch-Rona continues to be involved and support the local teaching centers in Dane County. In 2015, Fitch-Rona mentored nine paramedic students from the Mercy Hospital Paramedic Program and two students from the UW program. Additionally, we added two volunteer Paramedics that attended Madison College to our roster for a limited time so they could gain valuable ambulance experience. These volunteers also worked for the Verona Fire Department. They were added to our LTE pool after they gained experience.

Community Outreach Programs

Our participation within the communities is an excellent opportunity for staff to interact in public forums.

- AED placement and support program
- Community Events
 - Verona Mud Run
 - Berbee Derbee
 - Ironman Triathlon
 - IronKids Triathlon
 - EPIC User Group Meeting
- Athletic Event Stand-by
 - High School Football
 - High School Track
- CPR, CCR and AED training for police, dispatchers, fire fighters and municipal staff
- Advisory Committees for area EMS training centers

Fitch-Rona EMS Bike Medic Program

The bike medic program is very successful. We have received many compliments on our use of the bikes and our ability to maneuver through crowded areas. We have seen an increase in the number of requests for our bike medic stand-by presence. While the paramedics on bikes cannot transport patients, the value of their presence is immediate care. Our bikes are equipped with: a defibrillator, airway supplies, trauma dressings, and most paramedic level medications. These first responding paramedics render care and relay pertinent information to the responding ambulance crew when required. As more and more event planners decide it is important to have a stand-by paramedic crew we will see more use of our bike medics. It is our goal to increase the use of bike medics for community events as often as possible.

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Funding Sources

EMS services are unique in the public service sector with our ability to offset a portion of our operational funding requirements through billing for services provided. Currently Fitch-Rona EMS income covers 57% of our operating expenses.

Municipality	Annual Cost	Percentage
Fitch-Rona	\$1,165,125	57%
Fitchburg	\$464,355	23%
City of Verona	\$348,125	17%
Town of Verona	\$50,347	3%
Total Budget	\$2,027,952	100%

Capital Improvement Projects

A portion of the capital projects were completed as scheduled in 2015.

- Ambulance purchase
- Continued turn-out gear purchases

Service Fees

The fee structure used for EMS service is divided into three parts: Base Charge, Supply Charge and Mileage Fee. In 2015 our Base Fees were increased to \$900 for residents of the district and \$950 for non-residents.

Mileage Fee is based on transport mileage only and is \$18 per mile. No Transport fees are on a sliding scale. Supply Charges are specific to each call.

	2013	2014	2015
ALS Resident Base Rate	\$800	\$800	\$900
ALS Non-Resident Base Rate	\$850	\$850	\$950
No-Transport	\$100-\$400*	\$100-\$400	\$100-\$400
Mileage	\$15/mile	\$18/mile	\$18/mile
Stand-By	\$100/hr	\$100/hr	\$100/hr + Set-up fee

* Fitch-Rona uses a tiered billing scheme for no-transport.

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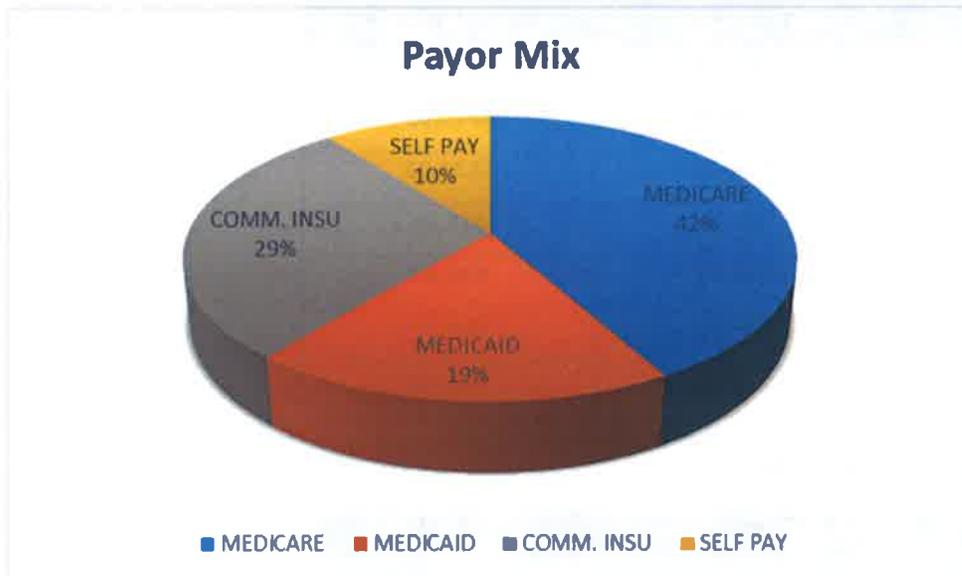
Income Categories

The majority of our Service Fees are covered by various insurance companies and governmental programs. 58.5% of our patient transports involve Medicare or Medicaid reimbursement resulting in significant write offs. Here is a breakdown for 2015 to September 30:

Payor	# Calls	% of total	Charges	% of total
Medicare	695	41.9%	\$ 715,590.60	42.0%
Medicaid	316	19.0%	\$ 328,091.00	19.2%
Commercial Insurance	475	28.6%	\$ 532,114.80	31.2%
Self-pay	174	10.5%	\$ 129,970.15	7.6%
Total	1660		\$ 1,705,766.55	

Self-pay also includes non-transport

2015 Payor Mix



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Service Fee vs. Actual Payment

Service fees charged do not accurately represent potential income. Both Medicaid and Medicare limit payments to a fraction of the fee charged and do not cover our actual cost of service. Additionally some of our calls result in a no-charge such as cancelled calls, false alarms and calls where no assessment is necessary. Currently of all calls billed, 6.3 % will result in further collection. For 2015, it is too early to calculate our net receivables.

ALS Billing Agreements

Medicare requires any Basic Life Support Service that utilizes intercepts for higher level care assistance to have a billing agreement in place with that ALS service. Within Dane County we succeeded in standardizing these Intercept Billing agreements. We currently charge a percentage of the Centers for Medicare and Medicaid Services (CMS) ALS2 reimbursement rate to area BLS services when we intercept with them and the patient treated is a Medicare or Medicaid patient. In 2015 we increased the number of participating services. We have billing agreements with the following services:

Arena, Argyle, Barneveld, Belleville, Blanchardville, Brooklyn, Cross Plains, Evansville, Mazomanie District 1, Marshall, McFarland, Mt Horeb, New Glarus, Oregon, Sauk Prairie, Stoughton and Waunakee.

The standardization of language based on the Medicare and Medicaid Services rate allows for the fee to meet any changes that may occur in the reimbursement rate set by CMS without having to open up the agreements for revision every time reimbursement rates change. The majority of BLS services within Dane County and the surrounding area use this language.

2015 Medicaid Reimbursement Rates

	We Charge	They Pay	Write-off per call
BLS	\$900.00	\$151.84	\$748.16
ALS1	\$900.00	\$180.31	\$719.69
ALS2	\$900.00	\$260.97	\$639.03
Mileage	\$18.00	\$5.56	\$12.44
Supplies	\$50.00	\$14.73	\$35.27
O2	\$80.00	\$14.73	\$65.27
IV	\$75.00	\$25.25	\$49.75

2015 Medicare Reimbursement Rates

	We Charge	They Allow*	Write-off per call
BLS	\$900.00	\$350.31	\$549.69
ALS1	\$900.00	\$415.99	\$484.01
ALS2	\$900.00	\$602.09	\$297.91
Mileage	\$18.00	\$7.27	\$10.73

*Medicare additionally withholds 2% of their payment due to sequestration

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No-Transport Responses

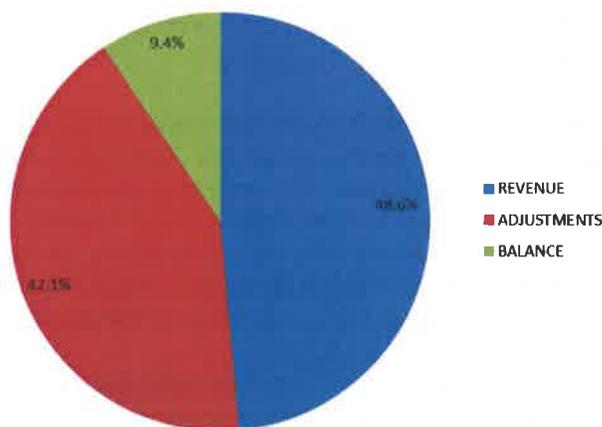
There are times when we respond to a 911 call and the patient opts not to be transported to the hospital. In some cases there is no charge for our response. If we render care on scene there will be a charge which is determined by the level of care provided. Additionally, we have a tiered charge for patients who call often but refuse transport.

Charges	# Calls	Total Charges
\$0.00	120	\$0.00
\$100.00	230	\$23,000.00
\$400.00	19	\$7,600.00

Annual Charges vs. Receivables

This chart represents charges sent out vs. revenue received. As noted earlier, there are significant adjustments that are made due to Medicare and Medicaid. Additionally, we are faced with more requests for payment forgiveness due to financial hardship. So far in 2015 we have written off \$4,688 due to financial hardship. When dealing with insurance companies, there is a delay in payment due to submittal time and review processes which is reflected in our monthly aging reports.

Charges	Revenue	Adjustments	Balance
\$ 1,705,766.55	\$ 712,697.66	\$ 658,835.38	\$ 334,233.51
	41.8%	38.6%	19.6%



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Five Year Plan Management

Fitch-Rona's five year plan is a fluid document and has been in place since 2001. Our philosophy is that the plan will evolve each year with pertinent changes/updates covered annually in the finalized Annual Report. The Annual Report is dispersed to each community in draft form during the October Municipal Meeting for budget approval and as a final document in March of the following year. The plan has two areas of discussion: Near Term and Long Term with both sections having potential implications to our Five Year Plan.

Near Term

We moved our Administrative Offices and a front line ambulance into a new station in Verona in August of 2015. In 2016 our Fitchburg based operations will move into a new station on the west side of Fitchburg, replacing the current station on King James Way. Fitch-Rona management and staff played an active role in the station planning.

Fitch-Rona EMS is a key component in Dane County's Advanced Life Support network. As such the management team is involved in several committees and advisory councils that are involved in all aspects of prehospital care throughout the county.

Local coordination with police and fire departments, municipal departments and school systems is a strong focus of our administrative duties. Planning is already underway to conduct ongoing training interdepartmentally to continue the momentum of organized response in a mass casualty situation.

Recent expansion of administrative roles and increasing operational needs required the department to examine its current staffing plan. It has been suggested for several years that the addition of a third 24/7 ambulance will be needed to better serve the citizens on the eastern side of our district. Adding fifty percent capacity to our department will necessitate a change in the current staffing model. In 2015 steps were taken to begin this expansion and reorganization.

A new staffing model that takes our anticipated growth and current shortfalls in operational development into consideration has been developed. In 2014 we proposed Captain Positions for management and internal promotions which was approved. This concept proved to be more costly than anticipated and less functional than our current model. An alternative staffing plan was developed and presented to all municipalities in early 2015. The changes were approved. Beginning in January of 2016 we will move from a structure of 1.5 FTE Deputy Chief positions to 2 FTE positions. Both Deputy Chief positions will be 40 hours/week with day to day administrative and operational management responsibilities. The continuity that these positions offer will be an important development in the day to day operations. The second phase of the 2016 staffing plan has internal promotion of up to three staff paramedics to the position of Lieutenant.

Lieutenants will be responsible for maintaining vehicles, equipment, supplies and stations in peak operational capacity. They will work closely in support of the Chief and Deputy Chief's.

Fitch-Rona EMS is exploring a new opportunity to service District citizens with services that are being introduced across the country. Community Paramedics are being introduced in a variety of locations. These position are designed to assist citizens that otherwise are finding it hard to locate available services. This is a more proactive approach to EMS. We are designing programs to keep recently discharged patients from having to be readmitted to local hospitals. We want to sponsor educational programs in business throughout the District where Community Paramedics can educate our citizens on issues concerning their health. We see opportunities assist local businesses with CPR training for their employees and chances to locate Automatic External Defibrillators that have proven effective in improving outcomes of heart attack victims.

Community paramedicine is a new, expanding field of EMS. Fitch-Rona Ems is looking to work with local hospitals, elder care facilities, business and organizations to help prevent the need to utilize our emergency response capacity. It should prove to be a win-win scenario for all involved.

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Long Term

Based on our average growth in call volume, Fitch-Rona EMS will exceed 3000 calls annually in 2017. 1500 calls per year per ambulance is a point at which lost calls (calls that require Mutual Aid ambulances from outside the community to respond to) become significant.

Response time, a primary concern of all public safety departments, is a function of station location and distance to calls. Our goal is to get to ninety percent of calls in less than 9 minutes (Urban locations). With current station locations this is not possible in some areas. This is a concern for the District particularly along the eastern portion of our territory. Given the development plans for Fitchburg's northeastern neighborhoods, response times to this area should be improved.

The City of Fitchburg will be incorporating land now serviced by Town of Madison EMS sometime prior to January 2020. This additional territory will increase the call volume of the Fitch-Rona District. As the time nears for the City of Fitchburg to incorporate the Rimrock Road area, it is clear that the current locations for emergency responders are inadequate.

The solution to increasing call volumes and response time concerns can be accomplished with the relocation of Fitchburg Fire Station #1. Planning is currently underway for a new Fire/EMS station on the eastside of Fitchburg. As Fitchburg relocates Fire Station #1 east, to facilitate eastward expansion of the city, a third front line ambulance should be added to the District.

Establishment of a third ambulance will require 7 additional full-time crew members and several part-time staff to provide full coverage. The most recent staffing plan for the department will be sufficient to manage the anticipated expansion of service. Additional call volume will generate a portion of the funding needed however the District must begin planning now to cover the additional costs of this expanded operational capacity.

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Internal Cash Base Operating Statement- September 2015

This statement is an unaudited management report used to monitor our financial position.

Revenue-We are anticipating 2700 runs for 2015 which is nearly 2% higher than our budget which accounts for the positive variance in our forecasted run revenue. We have had a greater number of standbys this year compared to our budget including \$7,500 from work at the Epic User Group Meeting.

Expenses-Employee wages and benefits are forecasted to come in 3.8% below budget. Our operating expenses (non-employee related) are forecasted to be nearly \$28,000 over budget. We purchased two Knox boxes and an inventory software program that was not budgeted. Our computer support included the reconstruction of our main server that crashed last winter as well as service to set up our system in Verona as a result of our move. Earlier in the year we contracted with Paychex (our payroll service provider) to utilize their Human Resource Administrative Service to assure all our records and policies are up to date from an efficiency and legal prospective. We also have numerous expense items which are below budget.

Net effect we show a forecast for year end with a positive variance of nearly 3.8% compared to budget

Net Gain (Loss)

If generated funds exceed total expenses, based on final audited financial records, those funds will be used to build Fitch-Rona's contingency fund until we reach our goal of 20% of the annual budget. Funding shortfalls are covered by the contingency fund if available.

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Fitch-Rona EMS 2015 Budget (In-house Version Cash Basis)

	September 30, 2015	2015 Actual (through 09/30/15)	Forecast	2015 Approved Budget	Difference approved vs forecast	74.8%
1	Revenues					% collected
2	Run Income	\$ 884,489	\$ 1,182,558	\$ 1,156,035	\$ 26,523	76.5%
3	Services Sub-Total	\$ 884,489	\$ 1,182,558	\$ 1,156,035	\$ 26,523	76.5%
4						
5	City of Fitchburg	\$ 464,355	\$ 464,355	\$ 464,355	\$ -	100.0%
6	City of Verona	\$ 348,125	\$ 348,125	\$ 348,125	\$ -	100.0%
7	Town of Verona	\$ 50,347	\$ 50,347	\$ 50,347	\$ -	100.0%
8	Municipalities Sub-Total	\$ 862,827	\$ 862,827	\$ 862,827	\$ -	100.0%
9						
10	Project Donations	\$ -	\$ -	\$ -	\$ -	
11	Interest Income	\$ 1,612	\$ 2,149	\$ 1,130	\$ 1,019	142.7%
12	Misc. Income	\$ 12,665	\$ 13,065	\$ 1,900	\$ 11,165	142.7%
13	Funds Applied from Reserve	\$ -	\$ 6,060	\$ 6,060	\$ -	
14					\$ -	
15	Misc. Sub-Total	\$ 14,277	\$ 21,274	\$ 9,090	\$ 12,184	157.1%
16						
17	TOTAL REVENUES	\$ 1,761,593	\$ 2,066,660	\$ 2,027,952	\$ 38,708	86.9%
19	Expenses					% spent
20	Salaries & Wages	\$ 695,113	\$ 903,647	\$ 902,283	\$ 1,364	77.0%
21	Overtime-Scheduled	\$ 149,482	\$ 214,327	\$ 218,167	\$ (3,840)	68.5%
	Overtime-Unauthorized	\$ 21,834	\$ 41,000	\$ 62,273	\$ (21,273)	35.1%
22	Soc. Sec. & Medicare Taxes	\$ 67,173	\$ 88,661	\$ 90,478	\$ (1,817)	74.2%
23	Retirement Plan	\$ 98,256	\$ 128,267	\$ 138,422	\$ (10,155)	71.0%
24	Misc Benefits	\$ 2,653	\$ 2,617	\$ 3,650	\$ (1,033)	72.7%
25	Health & Dental Ins.	\$ 156,515	\$ 213,454	\$ 233,653	\$ (20,199)	67.0%
26	Worker's Comp. Ins.	\$ 30,520	\$ 60,671	\$ 64,277	\$ (3,606)	47.5%
28	Income Continuation	\$ -	\$ -	\$ 2,340	\$ (2,340)	0.0%
29	Unreserved Fund-Sick Time	\$ -	\$ -	\$ -	\$ -	
	Medical Director Annual Fee	\$ 24,750	\$ 33,000	\$ 36,060	\$ (3,060)	
30	Salary Sub-Total	\$ 1,246,296	\$ 1,685,643	\$ 1,751,603	\$ (65,960)	71.2%

Fitch-Rona EMS District Annual Report

2015

Draft

Data to September 30, 2015

Fitch-Rona EMS 2015 Budget (In-house Version Cash Basis)

32	Oil, Gas & Lube	\$ 14,787	\$ 20,200	\$ 24,450	\$ (4,250)	60.5%
33	Tune-up & Repair	\$ 13,552	\$ 20,069	\$ 21,470	\$ (1,401)	63.1%
34	Medical Supplies	\$ 35,173	\$ 48,897	\$ 49,400	\$ (503)	71.2%
35	Office Supplies	\$ 1,040	\$ 1,250	\$ 2,000	\$ (750)	52.0%
36	Postage	\$ 309	\$ 410	\$ 500	\$ (90)	61.8%
37	Public Education	\$ 324	\$ 432	\$ 650	\$ (218)	49.8%
41	Staff Training	\$ 1,752	\$ 3,336	\$ 5,500	\$ (2,164)	31.9%
42	Staff Support	\$ 3,032	\$ 5,043	\$ 6,000	\$ (957)	50.5%
43	Uniforms	\$ 3,324	\$ 5,700	\$ 5,700	\$ -	58.3%
44	Personnel Recruitment	\$ 1,298	\$ 1,750	\$ 3,630	\$ (1,880)	35.8%
45	Subscriptions & Dues	\$ 623	\$ 950	\$ 950	\$ -	65.6%
46	Admin Space Lease	\$ 2,793	\$ 5,462	\$ 5,462	\$ -	51.1%
47	Facilities Furnishings	\$ 1,146	\$ 1,350	\$ 750	\$ 600	152.8%
48	Utilities/Maintenance	\$ 3,846	\$ 4,700	\$ 4,000	\$ 700	96.2%
49	Telephone	\$ 4,788	\$ 6,384	\$ 6,850	\$ (466)	69.9%
50	Radio Equipment	\$ 2,530	\$ 3,610	\$ 4,000	\$ (390)	63.3%
51	Radio Maintenance	\$ 1,190	\$ 1,780	\$ 2,000	\$ (220)	59.5%
52	Medical Equipment	\$ 13,093	\$ 15,693	\$ 4,750	\$ 10,943	275.6%
53	Medical Equipment Maint.	\$ 2,016	\$ 2,750	\$ 2,750	\$ -	73.3%
54	EMT Safety Equipment	\$ 1,087	\$ 1,000	\$ 1,200	\$ (200)	90.6%
55	Training Equipment	\$ 542	\$ 1,500	\$ 1,500	\$ -	36.1%
56	Office Equipment	\$ 575	\$ 1,100	\$ 1,600	\$ (500)	35.9%
57	Office Equipment Maint.	\$ 300	\$ 575	\$ 825	\$ (250)	36.4%
58	Computer Support	\$ 26,919	\$ 28,500	\$ 12,000	\$ 16,500	224.3%
59	Project Expenses	\$ -	\$ -	\$ -	\$ -	
60	Accounting Fees	\$ 15,956	\$ 18,172	\$ 9,000	\$ 9,172	177.3%
61	Legal Fees-General	\$ 5,203	\$ 4,666	\$ 4,000	\$ 666	130.1%
62	Legal Fees-Labor	\$ -	\$ -	\$ -	\$ -	
63	Unreserved Funds - Labor Contract	\$ -	\$ 8,000	\$ 8,000	\$ -	
64	Property Insurance	\$ 8,969	\$ 15,178	\$ 11,800	\$ 3,378	76.0%
65	3Rivers Billing Services	\$ 55,152	\$ 70,953	\$ 69,362	\$ 1,591	79.5%
66	Paramedic Intern Program	\$ 4,750	\$ 4,750	\$ 6,250	\$ (1,500)	76.0%
67	Misc. Expense Sub-Total	\$ 226,069	\$ 304,161	\$ 276,349	\$ 27,812	81.8%
68						
69	TOTAL EXPENSES	\$ 1,472,365	\$ 1,989,804	\$ 2,027,952	\$ (38,148)	72.6%
70	Net Gain (or Loss)	\$ 289,228	\$ 76,856	\$ -		