



COMMON COUNCIL MEETING AGENDA

Tuesday, December 20, 2022 - 7:00 PM

- A. Call to Order & Roll Call
- B. Opening Prayer
- C. Pledge of Allegiance
- D. Approval of the December 6, 2022 Common Council minutes
- E. Mayor's Report
- F. Aldermanic Reports
- G. Announcements
- H. Citizen Commentary
- I. Public Hearings
 - 1. Public Hearing on an Ordinance to adopt a Land Use Map amendment to the 2020 City of Greenfield Comprehensive Plan for a portion of the property located at 4241 S. 27 St. from Mixed Residential to Planned Mixed Use (Tax Key No. 576-9995-002) and a Public Hearing on an Ordinance to amend the official Greenfield Zoning Map by rezoning a portion of the property located at 4241 S. 27 St. and a portion of the property at 4201 S. 27 St. from PUD Planned Unit Development District to C-2 Community Commercial District. (Tax Key Nos. 576-9995-002 and 576-9995-001) (PC-11/8/22 Kastner)
 - a. Approve an Ordinance to adopt a Land Use Map amendment to the 2020 City of Greenfield Comprehensive Plan for a portion of the property located at 4241 S. 27 St. from Mixed Residential to Planned Mixed Use. (Tax Key No. 576-9995-002) (PC-11/8/22 Kastner)
 - b. Approve an Ordinance to amend the official Greenfield Zoning Map by rezoning a portion of the properties located at 4201 S. 27 St. and 4241 S. 27 St. from PUD Planned Unit Development District to C-2 Community Commercial District (Tax Key Nos. 576-9995-001 and 576-9995-002) (PC-11/8/22 Kastner)
 - c. Approve a Certified Survey Map to combine a portion of the property located at 4241 S. 27 St. with the property located at 4201 S. 27 St., submitted by Devin Winter d/b/a Excel Engineering Inc. and John Maneage d/b/a BRE 1, LLC/BRE 2, LLC. (Tax Key Nos. 576-9995-001 and 576-9995-002) (PC-11/8/22 Kastner)
 - d. Approve a Special Use Review for a building addition to the existing auto dealership, Lake Ford Auto, located at 4201 S. 27 St., submitted by Devin Winter d/b/a Excel Engineering Inc. and John Maneage d/b/a BRE 1, LLC/BRE 2, LLC. (Tax Key Nos. 576-9995-001) (PC-11/8/22 Kastner)
 - e. Approve Site, Landscaping and Architectural Plans for a building addition to the existing auto dealership, Lake Ford Auto, located at 4201 S. 27 St., submitted by Devin Winter d/b/a Excel Engineering Inc. and John Maneage d/b/a BRE 1, LLC/BRE 2, LLC. (Tax Key Nos. 576-9995-001)

J. Old Business

1. Appointments to various committees and commissions:
 - a. Mayor appointments, confirmed by Council:
 - i. One member to the Board of Review for a term to expire 5/1/2026 (formerly James Jaworowicz)
 - ii. One alternate member to the Tree Commission for a term to expire 5-1-24 (formerly Chloe Selkirt)
2. Decision to approve a City consent to Assignment under the Second Amendment of the Development Agreement by and between the City of Greenfield and Cobalt Loomis, LLC ("Developer"), for office building development within the area known as Loomis Crossing. (Porter)

K. New Business

1. Approve applications for 2022-2023 operator licenses (Goergen)
2. Approve application for a Temporary Class "B" Retailer's License received from Harley Owners Group-Milwaukee Chapter to sell fermented malt beverages indoors at Service Seminar 4A 02/18/2023 from 10:00 AM - 5 PM at 6221 W. Layton Avenue. Requesting Council approval to allow unaccompanied underage individuals on the licensed beer premises pursuant to Wis.Stat.125.07(3)(a)12. (Goergen)
3. Approve a Certified Survey Map for the proposed combination of two parcels located at 4702 W. Edgerton Ave. and 47** W. Holmes Ave., submitted by Cirenia Murillo. (Tax Key Nos. 620-9923-004 and 620-9923-007) (PC-12/13/22 Kastner)
4. Approve a Certified Survey Map for proposed combination of two parcels located at 6221 W. Layton Ave. and 6417 W. Layton Ave. and Site, Landscaping and Architectural Plans for a storage building addition at 6221 W. Layton Ave. and 6417 W. Layton Ave., submitted by Mike Duffek d/b/a Duffek Construction and Jeff Binkert d/b/a House of Harley-Davidson. (Tax Key Nos. 618-9996-009 and 618-9992-001) (PC-12/13/22 Kastner)
5. Approve a Special Use Review and Site Plan Review for Romero's Restaurant and Bar, a proposed restaurant to be located at 4171 S. 76 St., submitted by Carmelo Romero d/b/a Romero's Restaurant and Bar. (Tax Key No. 691-9841-017) (PC-12/13/22 Kastner)
6. Approve Site, Landscaping and Architectural Plans for UW Credit Union – Greenfield Branch, a proposed business to be located at 5100 S. 76 St., submitted by David J. Ewanowski, AIA d/b/a KEE Architecture, Inc. and Cheryl Weisensel d/b/a UW Credit Union. (Tax Key No. 650-8998-006) (PC-12/13/22 Kastner)
7. Approve Site Plans for a loading dock addition at Imprex, Inc., an existing business located at 3260 S. 108 St., submitted by Thomas Juday and Robert Juday d/b/a Imprex. (Tax Key No. 524-8980-003) (PC-12/13/22 Kastner)
8. Approve a Special Use Review and Site Plan Review for McDonald's, an existing restaurant located at 5040 S. 76 St., submitted by Steve Kilian, Jr. d/b/a Kilian Management Services. (Tax Key No. 617-9975-032) (PC-12/13/22 Kastner)
9. Approve a contract with Wanasek Corporation for project number 2218 Loomis Road Utility Improvements. (Katz)
10. Approve a permanent underground utility easement across a portion of the Konkel Park parcel, to Wisconsin Electric Power Company DBA We Energies. (Katz)

11. Discussion and decision to approve extending Memorandum of Understanding with Interim Assistant Fire Chief (Chief Cohn)
12. Approve a Greenfield Health Department Medicare provider enrollment revalidation with Centers for Medicare and Medicaid Services. (Gorecki)
13. Contract modification agreement between the State of Wisconsin Department of Health Services and the Greenfield Health Department related to 2023 Consolidated Contract grant funding related to Overdose Data to Action (Opioid Fatality Review). (12/14/22 F&HR S. Saryan)
14. Contract addendum between the Health Care Education and Training, INC (HCET) and the Greenfield Health Department related to 2022 Get Yourself Tested (GYT) Initiative. (12/14/22 F&HR S. Saryan)
15. Discussion and decision regarding the approval of a service agreement between Jani King of Milwaukee and the Greenfield Police Department. (12/14/22 F&HR S. Saryan)
16. Discussion and decision regarding renewing the City's 2023 insurance policies (which include: liability, auto liability, worker's comp, crime, cyber liability, employment practices liability, equipment breakdown, pollution liability, property and storage tanks), and authorize the City Clerk and Mayor to sign related paperwork (12/14/22 F&HR S. Saryan)
17. Approve Memorandum of Understanding (MOU) between the Milwaukee County Register of Deeds and the City of Greenfield for free Laredo access. (12/14/22 F&HR S. Saryan)
18. Discussion and decision to approve a 4 year agreement with Key Benefit Concepts for updated OPEB (Other Post-Employment Benefits) Valuations and table updates. (12/14/22 F&HR S. Saryan)
19. Approval of mileage reimbursements in the amount of \$727.83. (12/14/22 F&HR S. Saryan)
20. Approval of schedules of disbursements in the amount of \$1,572,194.60. (12/14/22 F&HR S. Saryan)
21. Accept November 2022 investments and reinvestments. (12/14/22 F&HR S. Saryan)
22. Common Council to go into closed session pursuant to Wis. Stat. § 19.85(1)(c)(f) for the purpose of the following:
 - a. Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
 - b. Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.
23. Adjourn closed session and reconvene into open session.
24. Decision to follow Board of Health recommendation to appoint Interim Health Officer/Director effective January 1, 2022 (J. Foley)

L. Items for future agenda

M. Adjourn

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aids. For additional information or to request this service, contact the Department of Human Resources at 329-5208, (FAX) 543-6158, TDD 1-800-947-6644 (Wisconsin Telecommunications Relay System), or by writing to the Director of Human Resources/ADA Coordinator at Greenfield City Hall, 7325 West Forest Home Avenue, Room 101, Greenfield, WI 53220. Greenfield City Hall is wheelchair accessible from the west and south entrances.

ORDINANCE NO. _____

Ordinance to adopt a Land Use Map amendment to the 2020 City of Greenfield Comprehensive Plan for a portion of the property located at 4241 S. 27 St. from Mixed Residential to Planned Mixed Use. (Tax Key No. 576-9995-002)

WHEREAS, the City has prepared the Land Use Map Amendment pursuant to Wis. Stat. § 66.1001; and,

WHEREAS, the planning process for the Land Use Map Amendment was open to the public and numerous efforts were made to assure the broadest participation to establish the goals and elements considered for and contained within the plan in compliance with Sec. 66.1001 of the Wisconsin Statutes; and,

WHEREAS, on July 13, 2021, the City of Greenfield Plan Commission by majority vote recommended that the Common Council approve an ordinance for the subject Land Use Map Amendment to the City of Greenfield Comprehensive Plan in compliance with the requirements of Sec. 66.1001(4)(b) of Wisconsin Statutes; and,

WHEREAS, the Common Council of the City of Greenfield conducted a public on December 20, 2022, upon a proposal to amend the 2020 Land Use Map to the City of Greenfield Comprehensive Plan; and,

WHEREAS, Notice of said hearing has been duly published in the official City of Greenfield newspaper and a period of at least thirty (30) days has expired after the last publication before said hearing, as required by State Statutes; and,

WHEREAS, following the Public Hearing and upon consideration of the Plan Commission's recommendation, and all public comment received at the hearing, the Common Council finds that the proposed amendment furthers the coordinated, adjusted and harmonious development of the City which will, in accordance with existing and future needs, best promote public health, safety, morals, order, convenience, prosperity or the general welfare, as well as efficiency and economy in the process of development.

NOW, THEREFORE, the Common Council of the City of Greenfield do ordain as follows:

PART I. The Greenfield Common Council, does by enactment of this ordinance, pursuant to Sec. 66.1001(4) of the Wisconsin Statutes, formally adopt the subject Land Use Map Amendment to the City of Greenfield Comprehensive Plan to redesignate the Future Land Use Map within the City's Comprehensive Plan (Chapter Three: Land Use) for a portion of the property from Mixed Residential to Planned Mixed Use (part of Tax Key No. 576-9995-002),

Greenfield, Milwaukee County, Wisconsin, (map attached as Exhibit A hereto and incorporated herein by reference) more particularly described as follows:

Part of Parcel 2 of Certified Survey Map No. 6003, recorded in Reel 3336, Images 975 to 978 in the Milwaukee County Register of Deeds Office as Document No. 6981083, located in part of the Southeast 1/4 of the Northeast 1/4 of Section 24, Township 6 North, Range 21 East, City of Greenfield, Milwaukee County, Wisconsin being more particularly described as follows:

Commencing at the Southeast corner of the Northeast 1/4 of said Section 24; thence North 00°-35'-56" West along the East line of said Northeast 1/4, a distance of 362.04 feet to the Easterly extension of the South line of Parcel 1 of said Certified Survey Map No. 6003; thence South 88°-42'-33" West along said Easterly extension and said South line, a distance of 553.01 feet to the Southwest corner of said Parcel 1, said point being the point of beginning; thence continuing South 88°-42'-33" West along the Westerly extension of said South line, a distance of 52.00 feet; thence North 00°-35'-52" West along a line lying 52.00 feet west of and parallel with the West line of said Parcel 1, a distance of 433.16 feet to the North line of said Parcel 2; thence North 88°-37'-41" East along said North line, a distance of 52.00 feet to the Northwest corner of said Parcel 1; thence South 00°-35'-52" East along the West line of said Parcel 1, a distance of 433.23 feet to the point of beginning and containing 0.517 acres (22,526 sq. ft.) of land more or less.

Part of Tax Key No. 576-9995-002

PART II. The terms and provisions of this ordinance are severable. Should any term or provision of this ordinance be found to be invalid by a court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.

PART III. All ordinances or parts of ordinances contravening the provisions of this ordinance are hereby repealed.

PART IV. This ordinance shall take effect and be in force from and after its passage and publication.

PASSED AND ADOPTED by the Common Council of the City of Greenfield on the 20th day of December, 2022.

APPROVED:

Michael J. Neitzke, Mayor

ATTEST:

Jennifer Goergen, City Clerk

Cc: Engineering Division

[illegible][illegible]

ORDINANCE NO. ____

Ordinance to amend the official Greenfield Zoning Map by rezoning a portion of the properties located at 4201 S. 27 St. and 4241 S. 27 St. from to PUD Planned Unit Development District to C-2 Community Commercial District. (Tax Key Nos. 576-9995-001 and 576-9995-002)

WHEREAS, the Common Council of the City of Greenfield conducted a public hearing in the Common Council Chambers of City Hall at Greenfield, Wisconsin, on Tuesday, the 20th day of December 2022, at 7:00 p.m. or soon thereafter, upon a proposal to rezone a portion of the properties located at 4201 S. 27 St. and 4241 S. 27 St. from to PUD Planned Unit Development District to C-2 Community Commercial District; and,

WHEREAS, Notice of said hearing has been duly published in the official City of Greenfield newspaper and a period of at least ten (10) days has expired after the last publication before said hearing, as required by State Statutes; and,

The Common Council of the City of Greenfield do ordain as follows:

PART I. The Official Greenfield Zoning Map described in Section 21.04.0102 of the Municipal Code is hereby amended to provide that the following described land shall be and is hereby rezoned from PUD Planned Unit Development District to C-2 Community Commercial District to-wit:

Part of Parcel 2 of Certified Survey Map No. 6003, recorded in Reel 3336, Images 975 to 978 in the Milwaukee County Register of Deeds Office as Document No. 6981083, located in part of the Southeast 1/4 of the Northeast 1/4 of Section 24, Township 6 North, Range 21 East, City of Greenfield, Milwaukee County, Wisconsin being more particularly described as follows:

Commencing at the Southeast corner of the Northeast 1/4 of said Section 24; thence North 00°-35'-56" West along the East line of said Northeast 1/4, a distance of 362.04 feet to the Easterly extension of the South line of Parcel 1 of said Certified Survey Map No. 6003; thence South 88°-42'-33" West along said Easterly extension and said South line, a distance of 553.01 feet to the Southwest corner of said Parcel 1, said point being the point of beginning; thence continuing South 88°-42'-33" West along the Westerly extension of said South line, a distance of 52.00 feet; thence North 00°-35'-52" West along a line lying 52.00 feet west of and parallel with the West line of said Parcel 1, a distance of 433.16 feet to the North line of said Parcel 2; thence North 88°-37'-41" East along said North line, a distance of 52.00 feet to the Northwest corner of said Parcel 1; thence South 00°-35'-52" East along the West line of said Parcel 1, a distance of 433.23 feet to the point of beginning and containing 0.517 acres (22,526 sq. ft.) of land more or less.

AND

Parcel 1 and part of Parcel 2 of Certified Survey Map No. 6003, recorded in Reel 3336, Images 975 to 978 in the Milwaukee County Register of Deeds Office as Document No. 6981083, located in part of the Southeast 1/4 of the Northeast 1/4 of Section 24, Township 6 North, Range

21 East, City of Greenfield, Milwaukee County, Wisconsin being more particularly described as follows:

Commencing at the Southeast corner of the Northeast 1/4 of said Section 24; thence North 00°-35'-56" West along the East line of said Northeast 1/4, a distance of 362.04 feet to the Easterly extension of the South line of said Parcel 1; thence South 88°-42'-33" West along said Easterly extension, a distance of 80.01 feet to the Southeast corner of said Parcel 1, said point being the point of beginning; thence continuing South 88°-42'-33" West along the South line of said Parcel 1 and its Westerly extension, a distance of 525.00 feet; thence North 00°-35'-52" West along a line lying 52.00 feet west of and parallel with the West line of said Parcel 1, a distance of 433.16 feet to the North line of said Parcel 2; thence North 88°-37'-41" East along said North line and the North line of said Parcel 1, a distance of 525.00 feet to the Northeast corner of said Parcel 1; thence South 00°-35'-56" East along the East line of said Parcel 1, a distance of 433.90 feet to the point of beginning and containing 5.225 acres (227,586 sq. ft.) of land more or less.

A portion of 4201 S. 27 St. and 4241 S. 27 St. (part of Tax Key Nos. 576-9995-001 and 576-9995-002)

PART II. The terms and provisions of this ordinance are severable. Should any term or provision of this ordinance be found to be invalid by a court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.

PART III. All ordinances or parts of ordinances contravening the provisions of this ordinance are hereby repealed.

PART IV. This ordinance shall take effect and be in force from and after its passage and publication.

PASSED AND ADOPTED by the Common Council of the City of Greenfield on the 20th day of December, 2022.

APPROVED:

Michael J. Neitzke, Mayor

ATTEST:

Jennifer Goergen, City Clerk

Cc: Engineering Division

**ASSIGNMENT AND ASSUMPTION
OF TAXABLE TAX INCREMENT REVENUE BOND
(TAX INCREMENTAL DISTRICT NO. 8 – MOB PROJECT)**

This Assignment and Assumption of Taxable Tax Increment Revenue Bond (Tax Incremental District No. 8 – MOB Project) (this "**Agreement**") is entered into on this day of December 2022 (the "**Effective Date**"), by and between **COBALT LOOMIS, LLC**, a Wisconsin limited liability company ("**Assignor**"), **LOOMIS MOB, LLC**, a Wisconsin limited liability company ("**Assignee**"), and **THE CITY OF GREENFIELD, WISCONSIN**, a municipal corporation in the State of Wisconsin (the "**City**" and, together with Assignor and Assignee, each a "**Party**" and collectively, the "**Parties**").

Recitals

- A. The City and Assignor entered into that certain Development Agreement, dated as of May 4, 2021 (the "**Original Development Agreement**"), as amended by that certain First Amendment to Development Agreement, dated as of November 1, 2022 (the "**First Amendment**"), and as further amended by that certain Second Amendment to Development Agreement, dated as of November 1, 2022 (the "**Second Amendment**" and, together with the Original Development Agreement, the First Amendment and the Second Amendment, collectively the "**Development Agreement**").
- B. Pursuant to and upon the terms and conditions set forth in the Development Agreement, Assignor has agreed to complete the Project on the Project Site, and the City has agreed to fund certain costs of the Project, including by issuance of certain tax increment revenue bonds.
- C. Pursuant to and upon the terms and conditions set forth in the Second Amendment, the City has agreed to issue to Assignor, or its Affiliate, the MOB Bond for the MOB Project on the MOB Property.
- D. On or about the Effective Date, Assignee, an Affiliate of Assignor, has acquired fee simple title to the MOB Property from Assignor.
- E. Assignor, in accordance with Section 5 of the Second Amendment, desires to assign to Assignee the right to receive the MOB Bond from the City, and Assignee desires to acquire Assignor's right to receive the MOB Bond from the City.
- F. Assignor, Assignee and the City seek to clarify the obligations and liabilities of the City and Assignee with respect to the MOB Bond, the Project and the Development Agreement.

NOW THEREFORE, in consideration of these mutual covenants contained herein and other good and valuable consideration, the parties agree as follows:

1. Assignment. Pursuant to Section 5 of the Second Amendment, Assignor hereby assigns its right to receive issuance of the MOB Bond from the City to Assignee, Assignee accepts such Assignment and the City agrees, upon the terms and conditions of the Second Amendment, as modified by this Agreement, and conditioned upon continuing representations of Assignor and Assignee that Assignee is, through the date of issuance of the MOB Bond, an Affiliate of Assignor, to issue the MOB Bond directly to Assignee.

2. Assumption. Effective as of the Effective Date, Assignee assumes and agrees to perform the obligations of Assignor under the Second Amendment, as modified by this Agreement, solely relating to the MOB Project and the MOB Property, to the extent arising and accruing under the Second Amendment from and after the date hereof; provided, however, that, except as expressly set forth in this Section 2, nothing

contained herein shall be construed as a release of Assignor from any of its obligations pursuant to the Development Agreement.

3. Issuance of MOB Bond; Terms of Payment.

- a. Notwithstanding anything contained in the Development Agreement to the contrary, the issuance of the MOB Bond shall be conditioned solely upon Assignee's performance of the obligations set forth in the Second Amendment, as modified by this Agreement, solely relating to the MOB Project, and shall not be conditioned upon (i) the performance of any obligation of Assignor or its Affiliates (other than Assignee), or (ii) satisfaction of any obligation of Assignor or its Affiliates related to any portion of the Project, other than obligations of Assignee related to the MOB Project.
- b. Notwithstanding anything contained in the Development Agreement to the contrary, the City's obligation to make payments on the MOB Bond shall not be conditioned upon, and Assignee's rights under the Second Amendment shall not be affected by, any breach, violation or default by Assignor or any of its Affiliates pursuant to the Original Development Agreement or the First Amendment, or any other agreement between Assignor or any Affiliate of Assignor (other than Assignee) and the City.

4. Indemnification. Assignee agrees to indemnify, defend and hold harmless Assignor from any loss, claim, cost, liability, damage or expense (including attorneys' fees) arising out of Assignee's failure to perform any of Assignee's obligations under the Second Amendment, as modified by this Agreement, arising and accruing on or after the Effective Date. Assignor agrees to indemnify, defend and hold harmless Assignee from any loss, claim, cost, liability, damage or expense (including attorneys' fees) arising out of (i) Assignor's failure to perform any of its obligations under the Development Agreement, to the extent arising and accruing prior to the date hereof; or (ii) the failure of any representation or warranty of Assignor set forth in this Agreement.

5. Memorandum of Agreement. The Parties agree that, upon request of any Party, they shall enter into a memorandum of this Agreement for recording with the Register of Deeds Office of Milwaukee County, Wisconsin.

6. Warranties and Representations.

- a. Assignor and the City hereby represent and warrant that the Development Agreement is valid, enforceable and in full force and effect and there have been no amendments to the Development Agreement, except as set forth herein.
- b. Each person executing this Agreement on behalf of a Party represents and warrants that such person has all required authority to execute and deliver this Agreement on behalf of such Party and that, upon such execution and delivery, this Agreement shall be binding upon such Party.
- c. As of the Effective Date, Assignor represents and warrants that, to its knowledge, Assignor is not in breach, violation or default under any term or provision of the Development Agreement or any other agreement between Assignor or any Affiliate of Assignor and the City.
- d. Assignor represents and warrants that the MOB Property is in compliance with the Development Agreement and all related agreements and other agreements between

Assignor and the City related to the MOB Property.

- e. The City and Assignor represent and warrant that, as of the Effective Date, Assignor and its Affiliates have timely complied with all of their obligations with respect to the MOB Project.
- f. The City and Assignor represent and warrant that building permits have been issued for the MOB Project.

7. No Modification; Conflict; Capitalized Terms. Except as modified herein, all of the terms, provisions and conditions of the Development Agreement are hereby ratified and shall remain in full force and effect. In the event there is any inconsistency or discrepancy between the terms and provisions of the Development Agreement and the terms and provisions of this Agreement, the terms and provisions of this Agreement shall control in all respects. Capitalized terms used and not otherwise defined herein shall have the meanings assigned to them in the Development Agreement.

8. Binding Effect. The provisions of this Agreement shall bind and inure to the benefit of the Parties hereto, their representatives, successors and assigns.

9. Counterparts. This Agreement may be executed in several counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same Agreement.

10. Amendment. None of the provisions of this Agreement may be waived, changed or altered except by an instrument in writing signed by all Parties.

11. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Wisconsin.

(Signature and Notary pages follow)

IN WITNESS WHEREOF, this Agreement is executed as of the date first above written.

"ASSIGNOR"

COBALT LOOMIS, LLC,
a Wisconsin limited liability company

By: _____
Name: Scott J. Yauck
Title: Authorized Representative

STATE OF WISCONSIN)
) ss.
COUNTY OF MILWAUKEE)

The foregoing instrument was acknowledged before me this ____ day of December, 2022, by Scott J. Yauck, the Authorized Representative of Cobalt Loomis, LLC.

Name: _____
 Notary Public, State of Wisconsin
 My Commission expires: _____

"ASSIGNEE"

LOOMIS MOB, LLC, a Wisconsin limited liability company

By: _____
Name: _____
Title: Authorized Representative

STATE OF WISCONSIN)
) ss.
COUNTY OF)

The foregoing instrument was acknowledged before me this ____ day of December, 2022, by _____, the Authorized Representative of Loomis MOB, LLC.

Name: _____
 Notary Public, State of Wisconsin
 My Commission expires: _____

"THE CITY"

CITY OF GREENFIELD, WISCONSIN

By: _____

Name: Michael J. Neitzke

Title: Mayor

STATE OF WISCONSIN

)

) ss.

COUNTY OF MILWAUKEE

)

Personally appears before me this ____ day of December, 2022, the above-named Michael J. Neitzke, Mayor of Greenfield, Wisconsin, to me known to be the person who executed the foregoing agreement on behalf of the City and by its authority.

Name: _____

Notary Public, State of Wisconsin

My Commission expires: _____

**CITY OF GREENFIELD
OPERATOR LICENSE APPLICANTS**

12/16/2022

OPERATOR'S REGULAR

<u>NAME</u>	<u>ADDRESS</u>	<u>CITY, STATE, ZIP</u>
Audrey Kelly Hendrickson	924 Juneau AVE 502	Milwaukee, WI 53202
Bryanda Hernandez	6435 W Warnimont AVE	Milwaukee, WI 53220
Jeremy Douglas Brown	8005 W Manitoba ST	West Allis, WI 53219
Kaylee Ann Simon	2822 N 1st ST 112	GLENDALE, WI 53212
Mario Rene Castillo	8940 N Michele ST 202	Milwaukee, WI 53224
Whitney Ellen Moore	2192 S 99th ST 2	West Allis, WI 53227



Common Council Meeting

Item Number:

Introduced By: Neighborhood Services

Date Introduced: Dec 20, 2022

RELATING TO:

Approve a contract with Wanasek Corporation for project number 2218 Loomis Road Utility Improvements.

SUMMARY:

In preparation for the state's Loomis Road bridge replacement, the city needs to install storm sewer and water mains. This work will benefit the Loomis Crossing development, and the Turf Skatepark.

We will also be abandoning some old and unused sanitary sewer pipe.

On December 15, 2022, bids were opened for the project number 2218 Loomis Road Utility Improvements. The results are as follows:

Contractor	Amount

Wanasek Corporation	\$124,765.00 (Low Bidder)
A.W. Oaks & Son	\$131,690.00
Willkomm Excavation	\$173,845.00
Mid City Corporation	\$182,850.00
UPI Construction	\$194,749.00

FINANCIAL:

Project will be funded through TID 8 and the sanitary sewer utility.

ATTACHMENTS: KEY ISSUES ____ BACKGROUND ____ RESOLUTION ____ FISCAL NOTE ____
MOTION ____ OTHER ____



Common Council Meeting

Introduced By: Department of Neighborhood Services (Katz)

Date Introduced: December 20, 2022

RELATING TO:

Approve a permanent underground utility easement across a portion of the Konkel park parcel, to Wisconsin Electric Power Company DBA We Energies.

SUMMARY:

Wisconsin Electric Power Company, DBA We Energies, is requesting a permanent easement to install underground utilities.

The easement is 6-feet wide, adjacent to the sidewalk, west of the entrance to the parking lot.

The easement will not unreasonably negatively impact use of the area. Everything within the easement will be underground.

FINANCIAL:

The city will be compensated \$400 for granting the easement.

RECOMMENDATION:

Approve a permanent underground utility easement across a portion of the Konkel park parcel, to Wisconsin Electric Power Company DBA We Energies.

ATTACHMENTS: KEY ISSUES ___ BACKGROUND ___ RESOLUTION ___ FISCAL NOTE ___
MOTION ___ OTHER ___

**DISTRIBUTION EASEMENT
UNDERGROUND**

Document Number

WR NO. **4769668** IO NO. **35021**

For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, **CITY OF GREENFIELD**, hereinafter referred to as "Grantor", owner of land, hereby grants and warrants to **WISCONSIN ELECTRIC POWER COMPANY, a Wisconsin corporation doing business as We Energies**, hereinafter referred to as "Grantee", a permanent easement upon, within, beneath, over and across a part of Grantor's land hereinafter referred to as "easement area".

The easement area is described as strips of land six (6) feet in width, being a part of **Parcel 1** of that certain **Certified Survey Map No. 4734**, as recorded in the office of the Register of Deeds for Milwaukee County on April 23rd, 1986, as **Document No. 5906911**; also being a part of the **Northwest ¼ of Section 26, Township 6 North, Range 21 East**, City of Greenfield, Milwaukee County, Wisconsin.

The location of the easement area with respect to Grantor's land is as shown on the attached drawing, marked Exhibit "A", and made a part of this document.

RETURN TO:
We Energies
PROPERTY RIGHTS & INFORMATION GROUP
231 W. MICHIGAN STREET, ROOM P129
PO BOX 2046
MILWAUKEE, WI 53201-2046

619-9999-002
(Parcel Identification Number)

- 1. Purpose:** The purpose of this easement is to construct, install, operate, maintain, repair, replace and extend underground utility facilities, conduit and cables, together with all necessary and appurtenant equipment under ground as deemed necessary by Grantee, all to transmit electric energy, including the customary growth and replacement thereof. Trees, bushes, branches and roots may be trimmed or removed so as not to interfere with Grantee's use of the easement area.
- 2. Access:** Grantee or its agents shall have the right to enter and use Grantor's land with full right of ingress and egress over and across the easement area for the purpose of exercising its rights in the easement area.
- 3. Buildings or Other Structures:** Grantor agrees that no structures will be erected in the easement area or in such close proximity to Grantee's facilities as to create a violation of all applicable State of Wisconsin electric codes or any amendments thereto.
- 4. Elevation:** Grantor agrees that the elevation of the ground surface existing as of the date of the initial installation of Grantee's facilities within the easement area will not be altered by more than 4 inches without the written consent of Grantee.
- 5. Restoration:** Grantee agrees to restore or cause to have restored Grantor's land, as nearly as is reasonably possible, to the condition existing prior to such entry by Grantee or its agents. This restoration, however, does not apply to any trees, bushes, branches or roots which may interfere with Grantee's use of the easement area.
- 6. Exercise of Rights:** It is agreed that the complete exercise of the rights herein conveyed may be gradual and not fully exercised until some time in the future, and that none of the rights herein granted shall be lost by non-use.
- 7. Binding on Future Parties:** This grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.
- 8. Easement Review:** Grantor acknowledges receipt of materials which describe Grantor's rights and options in the easement negotiation process and furthermore acknowledges that Grantor has had at least 5 days to review this easement document or voluntarily waives the five day review period.

Grantor:

CITY OF GREENFIELD

By _____

MICHAEL J. NEITZKE, MAYOR

By _____

JENNIFER GOERGEN, CITY CLERK

Personally came before me in Milwaukee County, Wisconsin on _____, 2022,
the above named Michael J. Neitzke, the Mayor, and Jennifer Goergen, the City Clerk, of the CITY OF GREENFIELD, for the
municipal corporation, by its authority, and pursuant to Resolution File No. _____
adopted by its _____ on _____, 2022.

Notary Public Signature, State of Wisconsin

Notary Public Name (Typed or Printed)

(NOTARY STAMP/SEAL)

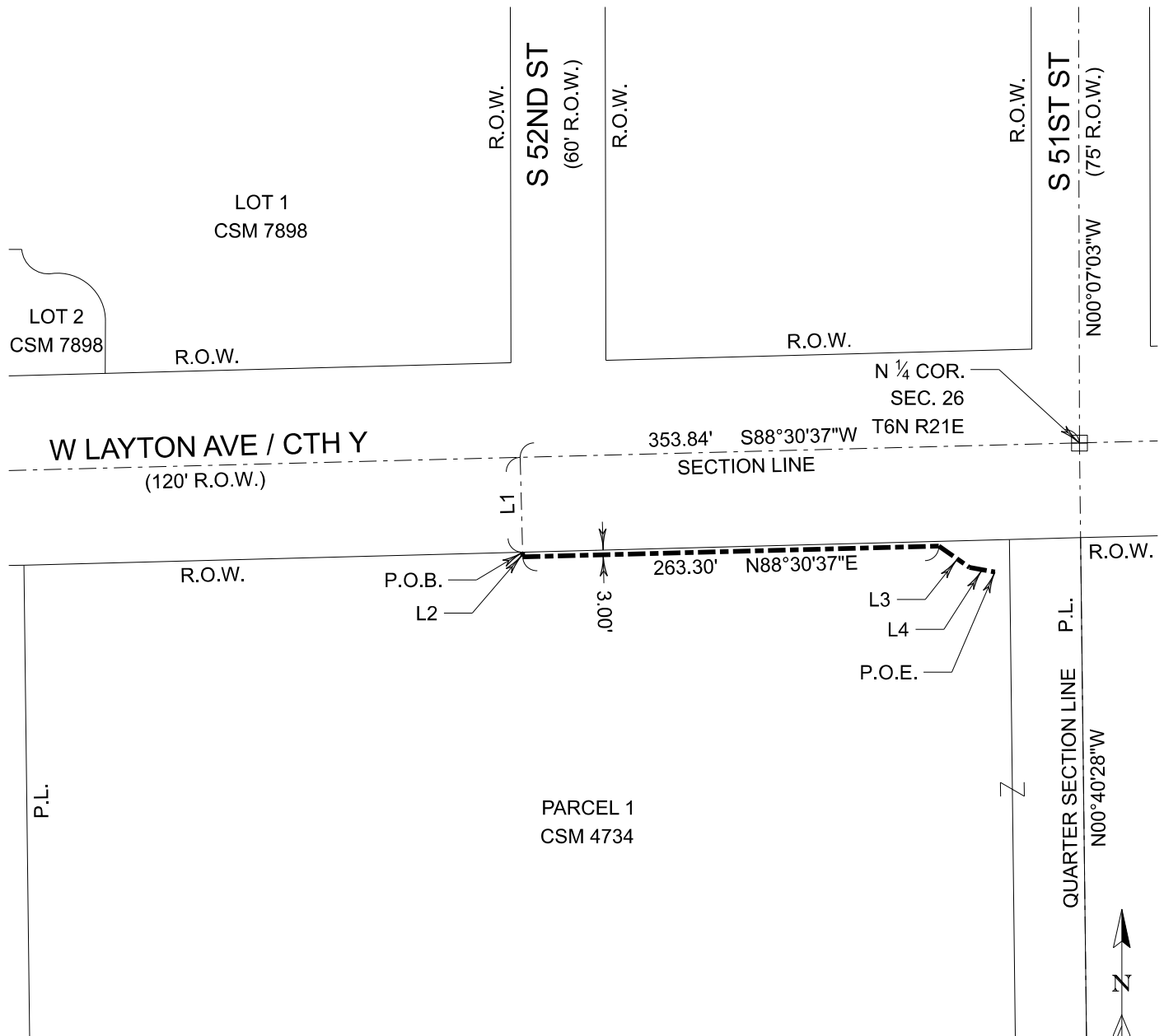
My commission expires _____

This instrument was drafted by Paul Mallas on behalf of Wisconsin Electric Power Company, PO Box 2046, Milwaukee,
Wisconsin 53201-2046.

KEY

CENTERLINE OF A 6 FOOT
WIDE EASEMENT AREA

LINE	LENGTH	BEARING
L1	60.00'	S01°29'23"E
L2	3.00'	S01°29'23"E
L3	23.61'	S55°00'00"E
L3	16.35'	S80°00'00"E



BEARINGS REFERENCED TO
WISCONSIN STATE PLANE COORDINATE SYSTEM,
SOUTH ZONE (NAD 27)

SCALE, FEET 0 50 100



7711 N. Port Washington Road
Milwaukee, Wisconsin 53217
Kapurinc.com

EXHIBIT "A"



PART OF PARCEL 1, CSM 4734
LOCATED IN THE NW ¼ OF
SEC. 26, T6N, R21E, CITY OF GREENFIELD,
MILWAUKEE COUNTY, WISCONSIN

WR NUMBER: 4769668

DATE: 11/28/2022

DRAWN BY: CWW

SCALE: 1" = 100'

PAGE 1 of 1

Royal Franchising, Inc.
200 N Patrick Blvd.
Suite 900
Brookfield, WI 53045
(262) 780-0300
Fax: (262) 780-0299
www.janiking.com



Mailing Address:
P.O. Box 1430
Brookfield, WI 53008-1430

December 7, 2022

United States

Albuquerque
Atlanta • Austin
Baltimore
Baton Rouge
Birmingham
Boston • Buffalo
Charleston
Charlotte • Chicago
Cincinnati • Cleveland
Colton • Columbia
Columbus • Dallas
Dayton • Denver
Detroit • Fort Worth
Greensboro
Greenville/Spartanburg
Hampton Roads
Hartford • Hawaii
Houston • Huntsville
Indianapolis • Jackson
Jacksonville • Kansas City
Knoxville • Las Vegas
Los Angeles • Louisville
Madison • Memphis
Miami • Milwaukee
Minneapolis • Mobile
Nashville • New Jersey
New Orleans
New York • Oakland
Oklahoma City • Orlando
Philadelphia • Phoenix
Pittsburgh • Portland
Raleigh/Durham
Rhode Island • Richmond
Sacramento
St. Louis • Salt Lake City
San Antonio • San Diego
San Francisco • Seattle
Southeast Mississippi
Tampa Bay • Tucson
Tulsa • Washington, D.C.

Argentina

Australia

Brazil

Canada

Toronto
Windsor

France

Great Britain

Hong Kong

Korea

Malaysia

Mexico

New Zealand

Singapore

Taiwan

Turkey

Greenfield Police Department

5300 West Layton Avenue

Greenfield, WI 53220

Attn: Chief Johnson

Dear Chief Johnson,

Thank you for the time and interest you have afforded me concerning the subject of housekeeping for your facility. **JANI-KING OF MILWAUKEE** appreciates this opportunity.

Enclosed is our completed proposal for a professionally operated cleaning program, along with your customized cleaning schedule.

The total monthly charge represents your only cost, and is inclusive of:

All labor

All supervision

All material for cleaning

All equipment for cleaning

All payroll, payroll taxes, insurance.

Each **JANI-KING** representative is fully covered by an insurance program that protects your business in several ways. The Commercial Cleaning Service Bond, General Liability, and Umbrella coverage's provide protection to our customers for claims due to loss of property that are the result of actions by **JANI-KING** personnel.

The price quoted is valid for ninety (90) days from the date of the presentation.

Please do not hesitate to contact me for any additional information you deem necessary in assessing our proposal. I can be reached at (262) 780-0300.

Trusting we may be of service,

Cindi Krzewina

Account Executive

JANI-KING OF MILWAUKEE

JANI-KING® MAINTENANCE AGREEMENT

This Maintenance Agreement ("Agreement") is made as of the Effective Date below by and between Royal Franchising, Inc d/b/a Jani-King of Milwaukee ("Jani-King") and Greenfield Police Department ("Client").

1. PERFORMANCE OF SERVICES

- 1.1. Performance of the services scheduled shall begin the _____ day of _____, 20_____.
- 1.2. The term of this Agreement shall be for Two (2) Years from the date services are scheduled to begin.
- 1.3. Jani-King will provide the services described in Exhibit "A" ("Services") to the "Named Areas" which are defined in Exhibit "A".
- 1.4. The Services shall be performed at the location(s) listed on Exhibit "B" of this Agreement.
- 1.5. Jani-King agrees to provide the Service to the Named Areas Seven (7) time(s) per week.
- 1.6. Jani-King agrees to furnish all equipment and tools necessary to provide the Services.

2. PAYMENT OF SERVICES

- 2.1. Client agrees to pay to Jani-King, each month the total minimum sum stated in the Pricing Schedule, attached hereto as Exhibit "B", on or before the last day of each month the Services are rendered. Client additionally agrees to pay for any charges relating to an Initial Clean Option and any authorized additional clean options, as described in Exhibit "C", and any sales or use tax levied by a taxing authority on the value of the Services or supplies purchased. Client agrees that all payments made to Jani-King shall only be considered paid and properly credited when delivered to the address listed on the invoice.
- 2.2. Credits for holidays were pre-determined and given as part of the monthly charge herein, and no other adjustments will be made for those holidays.
- 2.3. From time to time, as the parties may agree, the monthly charge to be paid by Client may be increased or decreased to reflect an increase or decrease in the area of space serviced and the kind, amount, or frequency of the Service. Any modifications will only be binding if in writing and signed by both parties. In the event mutual agreement relating to frequency of service, type of service, space serviced, or amount to be paid cannot be reached, the frequency of service, type of service, space serviced or amount to be paid shall remain unchanged.
- 2.4. It is expressly agreed that the total minimum sum stated in the Pricing Schedule, Exhibit "B", will be increased, (i) Annually by Jani-King by a two (2%) percent and, (ii) By Jani-King at any time in the event of an increase in any applicable federal, state, or local minimum wage, living wage, or other wage required by law, in an amount necessary to comply with such an increase.
- 2.5. In the event payment for Services is not received within thirty (30) days from the date such payment is due, Jani-King may suspend Services to Client until such time Client has paid for all services rendered to date. Suspension of services by Jani-King under this Section shall not deprive Jani-King of any of its remedies or actions against Client for past or future payments due under this Agreement, nor shall the bringing of any action for payment of services or other rights contained herein be construed as a waiver of any Jani-King rights. Jani-King also reserves the right to cease providing services on trade credit and require that payments be made advance if it deems Client to be a credit risk.
- 2.6. If Client pays by credit card, an additional fee of 5% of the total transaction will be charged and Client agrees to not place any hold on pledged payments without first notifying Jani-King in writing.

3. INDEPENDENT BUSINESS RELATIONSHIP

- 3.1. It is expressly agreed that the Services will be provided by an authorized Jani-King franchise owner and/or employee of the franchise owner.
- 3.2. Jani-King and all authorized representatives are not employees of Client but are independent contractors. All Jani-King authorized franchise owners and the employees of the franchise owner will not be within the protection or coverage of Client's Workers' Compensation Insurance and no withholding of Social Security, Federal or State Income Tax or other deductions shall be made from the sums agreed to be paid to Jani-King herein, the same being contract payments and not wages.
- 3.3. Client agrees that during the term of this Agreement, and within one hundred and eighty (180) days after termination, that Client will not employ or engage as a contractor, any employees, agents, representatives, franchisees, or representatives of franchisees of Jani-King without the express written consent of Jani-King. Jani-King agrees that during the term of this Agreement and within one hundred and eighty (180) days after termination, it will not employ or engage as a contractor, any employees, agents or representatives of Client without the express written consent of Client.

4. RENEWAL AND TERMINATION

- 4.1. This Agreement shall be automatically extended and renewed every year thereafter, for an additional one (1) year term on the same terms and conditions, unless either party shall give written notice, as described herein, of termination at least thirty (30) days prior to the scheduled expiration date. Otherwise, this Agreement may only be terminated for non-performance as set out below.

INT: _____

- 4.2. Non-performance is defined as the failure to perform any act stipulated under this Agreement. Before any termination for non-performance is effective, the terminating party must give the other party written notice, as described herein, specifying in detail the nature of any defect or failure in performance. Upon the effective date of the receipt of notice of non-performance, the non-terminating party shall have thirty (30) days in which to cure the defect in performance (the "Cure Period") to the reasonable satisfaction of the terminating party. In the event the defect is not satisfactorily cured within the required Cure Period, the terminating party shall provide written notification to the non-terminating party of the failure to satisfactorily cure the defect. In the event the second notice is not received within five (5) days from the end of the Cure Period, all deficiencies will be deemed cured. In the event the second notice is received within the required time period, this Agreement shall then terminate thirty (30) days from the date of the second written notice.

- 4.3. All notices between Client and Jani-King shall be in writing. Any notice shall be deemed duly served if such notice is deposited, postpaid and certified, with the United States Postal Service, or a recognized common parcel courier providing express, receipted delivery to the address stated on the signature page of this Agreement for Jani-King or Client. All other notices, including notices personally delivered to individuals performing services under this Agreement, shall be ineffective. Either party may change the address of notice by providing the other party written notice of such change. Time is of the essence for all notices required under the terms of this Agreement.

5. GENERAL PROVISIONS

5.1. In the event it becomes necessary for either party to institute suit against the other to secure or protect its rights under this Agreement, the prevailing party shall be entitled to all associated costs of the suit, including reasonable attorney's fees, administrative fees, court costs and damages as part of any judgment entered in its favor.

5.2. The terms of this Agreement shall be binding upon and inure to the benefit of Jani-King and Client and their respective heirs, representatives, successors and assigns, except as otherwise herein provided. This Agreement shall be binding on Jani-King and Client at the time of execution by authorized Jani-King agents. In the event this Agreement is executed by an authorized franchise owner of Jani-King, it shall not be binding on Jani-King until it has been approved and executed by an authorized Jani-King agent. Jani-King franchise owners are not authorized to bind Jani-King to this Agreement.

5.3. Any waiver by either party to this Agreement of a breach of any term or condition of this Agreement shall not constitute a waiver of any subsequent breach of the same or any other term or condition of this Agreement.

5.4. Jurisdiction and venue for any suit brought on this Agreement shall be Waukesha County where the Jani-King regional office is located.

5.5. The parties acknowledge that this Agreement and the exhibits supersede all prior agreements, representations, and understandings of the parties. No changes to this Agreement will be effective unless signed by both parties and attached hereto.

5.6. If any provision of this Agreement is held to be illegal, invalid or unenforceable under present or future laws, such provision shall be fully severable; this Agreement shall be construed and enforced as if such illegal, invalid or unenforceable provision had never comprised a part of this Agreement; and, the remaining provisions of this Agreement shall remain in full force and effect and shall not be affected by such illegal, invalid, or unenforceable provision or by its severance from this Agreement.

5.7. Jani-King agrees to maintain in effect, during the term hereof, insurance for Worker's' Compensation with statutory limits; and personal injury and property damage (commercial liability) with \$1,000,000 combined single limit liability per occurrence. Jani-King has the right to be self-insured where permitted by State law. Jani-King shall furnish to Client, on request, a Certificate of Insurance evidencing such coverage and specifying that thirty (30) days prior notice of cancellation will be sent to Client. Jani-King shall provide the Client a "janitorial service industry bond" in the minimum amount of \$25,000 to protect the Client from loss caused by dishonest acts of Jani-King employees. The bond shall be unconditional and remain in force during the entire term of the Agreement and shall survive the termination of this Agreement.

5.8. CONFIDENTIALITY: As used in this Agreement, "Confidential Information" refers to any data or information relating to the business of the Client which would reasonably be considered to be proprietary to the Client including, but not limited to, accounting records, business processes, and Client records and that is not generally known in the industry of the Client and where the release of that Confidential information could reasonably be expected to cause harm to the Client. Jani-King agrees that they will not disclose, divulge, reveal, report or use, for any purpose, any Confidential Information which Jani-King or its employees has obtained, except as authorized by the Client or as required by law. Jani-King further agrees that they will not disclose, divulge, reveal, report or use, for any purpose, any personal information of the Client, without the prior written consent of the Client. The obligations of confidentiality will apply during the term of the Agreement and will survive indefinitely upon termination of this Agreement.

IN WITNESS HEREOF, the Parties hereto have set their hands this _____ day of _____.

Royal Franchising Inc. d/b/a Jani-King of Milwaukee	Greenfield Police Department
X _____ Signature of Royal Franchising, Inc. Authorized Agent Cindi Krzewina Account Executive	X _____ Signature of Client's Authorized Agent Chief Johnson
Notice Address for Jani-King:	Billing and Notice Address of Client:
P.O. Box 1430	5300 West Layton Avenue
Brookfield, WI 53008-1430	Greenfield, WI 53220
262-780-0300	414-761-5300

Daily Cleaning & Disinfecting Schedule

GREENFIELD POLICE DEPARTMENT

This Cleaning and Disinfecting document was created to assist the facility with the “new normal.” More and more Federal, State and local governments want to see a specific plan on how an organization is going to protect the health of the public. In the past, facilities were cleaned but not disinfected for public health. Prior to COVID-19, restrooms were typically the only areas where a disinfectant was applied, and in some cases breakrooms were cleaned with sanitizers.

The new normal now requires that **all high-touch areas** along with other parts of the facility that are more congested have continued disinfecting procedures along with the use of Personal Protective Equipment(PPE). Currently, the only front-line protections in place is frequent hand washing, disinfecting and social distancing.

Just like for humans there is no immunization for COVID 19, there is also no surface disinfectant with a COVID-19 claim. However, the EPA has granted certain EPA registered disinfectants to be used that have met the criteria for killing viruses closely related to COVID-19. These chemicals can be found on the EPA N list of approved products. ***There are currently no disinfectant with an EPA registration for a continuous kill for bacteria or viruses that cause illness.***

We hope that with this cleaning and disinfecting schedule, Jani-King can assist you in getting back to business and provide peace of mind that you are contributing to the new normal of public health and safety.



Routine cleaning, disinfecting and ensuring high-touch areas as part of your daily schedule is critical for protecting your staff and customers. Just as you make it a priority for hand hygiene, social distancing and high-touch point disinfecting, the last step in the new normal is daily cleaning and disinfecting of the entire facility at the end of each day. Make it a best practice for a safer, healthier work-environment.

www.janiking.com | 1.800.JANIKING

Jani-King
The King of Clean®

©2020 Jani-King International, Inc. CD0520-0089

GREENFIELD POLICE DEPARTMENT

*C: Clean - The absence of visible dust, soil and debris

**D: Disinfecting - The process that kills most forms of germs (COVID 19) on inanimate

ENTRANCES & LOBBY AREAS	DAILY		WEEKLY		MONTHLY	
	*C	**D	*C	**D	*C	**D
Remove trash, replace liner and wipe waste receptacle.	✓	✓				
Vacuum carpeting and matting.	✓					
Wipe both sides of glass doors and adjacent windows.	✓					
Spot clean walls, light switches and partition glass.	✓	✓				
Dust mop/vacuum floors.	✓					
Wet mop all hard surface flooring.	✓					
Wipe all furniture and fixtures.	✓	✓				
Wipe telephones.	✓	✓				
Wipe door jams and polish thresholds with disinfectant and disposable microfiber wipes.	✓					
Wipe HVAC ventilation grills with disinfectant and disposable microfiber wipes.					✓	
Vacuum upholstered furniture.					✓	
GENERAL/PRIVATE OFFICES, DISPATCH, EVIDENCE AREA, COURT HOUSE & JAIL AREAS	DAILY		WEEKLY		MONTHLY	
	*C	**D	*C	**D	*C	**D
Remove trash, replace liner and wipe waste receptacle.	✓	✓				
Remove recycle trash per company schedule.	✓	✓				
Dust mop/vacuum floors.	✓					
Wet mop all hard surface flooring.	✓					
Wipe all furniture and fixtures, desks cleaned only if clear.	✓	✓				
Wipe all walls, light switches, doors, and window frames.	✓	✓				
Clean exercise equipment.	✓	✓				
Vacuum carpeting wall to wall.			✓			
Wipe all accessible baseboards.					✓	
Wipe all walls, light switches, doors, and window frames above six feet.					✓	
Wipe HVAC ventilation grills with disinfectant and disposable microfiber wipes.					✓	
Vacuum upholstered furniture.					✓	
COMMON AREA(S)	DAILY		WEEKLY		MONTHLY	
	*C	**D	*C	**D	*C	**D
Vacuum carpeted surfaces.	✓					
Dust mop/vacuum floors.	✓					
Wet mop all hard surface flooring.	✓					
Wipe and polish drinking fountains.	✓	✓				
Wipe walls around light switches and door frames.	✓	✓				
Spot clean carpeting when needed (if applicable).	✓					
Wipe baseboards.			✓		✓	
Wipe all window sills.	✓					
Wipe HVAC ventilation grills with disinfectant and disposable microfiber wipes.					✓	
RESTROOMS (11)	DAILY		WEEKLY		MONTHLY	
	*C	**D	*C	**D	*C	**D
Remove trash, replace liner and wipe waste receptacle.	✓	✓				
Dust mop/sweep.	✓					
Wet mop all hard surface flooring.	✓					
Replenish paper products, hand soap, and feminine napkins.	✓					
Wipe all toilets, urinals, and adjacent wall surfaces.	✓	✓				
Wipe walls around light switches and door frames.	✓	✓				
Wipe all sinks and counter tops.	✓	✓				
Wipe stall partitions, shelves, fixtures/dispensers.	✓	✓				
Wipe and polish all metal bright work.	✓	✓				
Clean and disinfect showers.	✓	✓				
Pour water in floor drains.					✓	
Wipe HVAC ventilation grills with disinfectant and disposable microfiber wipes.					✓	

Cleaning Schedule

GREENFIELD POLICE DEPARTMENT

*C: Clean - The absence of visible dust, soil and debris

**D: Disinfecting - The process that kills most forms of germs (COVID 19) on inanimate

LUNCHROOM & KITCHENETTE	DAILY		WEEKLY		MONTHLY	
	*C	**D	*C	**D	*C	**D
Remove trash, replace liner and wipe waste receptacle.	✓	✓				
Dust mop.	✓					
Wet mop all hard surface flooring.	✓					
Vacuum carpeted areas, spot clean.	✓					
Wipe furniture, fixtures.	✓	✓				
Wipe counter tops, cabinets, tables and chairs.	✓	✓				
Wipe table bases and chair legs.	✓	✓				
Wipe exterior sides of refrigerator.	✓	✓				
Wipe interior and exterior sides of microwaves.	✓	✓				
Wipe walls around light switches and door frames.	✓	✓				
Wipe vending machines.	✓	✓				
STAIRWELLS	DAILY		WEEKLY		MONTHLY	
	*C	**D	*C	**D	*C	**D
Police for debris and discard.	✓					
Sweep/vacuum.	✓					
Damp mop stairs and landings.	✓					
Wipe handrails.	✓	✓				
Wipe signage and high areas.					✓	✓
ELEVATORS	DAILY		WEEKLY		MONTHLY	
	*C	**D	*C	**D	*C	**D
Vacuum carpeted surfaces.	✓					
Dust mop/vacuum floors.	✓					
Wipe buttons and switches.	✓	✓				
Clean and polish walls and doors.	✓	✓				
Clean door tracks.					✓	
FLOOR CARE PROGRAM	DAILY		WEEKLY		MONTHLY	
	*C	**D	*C	**D	*C	**D
Burnish hard surface floors, if needed, so as to enable them to present the best possible appearance at all times.			✓			
Top scrub, rinse, and re-finish all composition floor covering in those areas that show excessive wear, maintain a minimum of 5 coats of finish at all times.					✓	
GENERAL SERVICES	DAILY		WEEKLY		MONTHLY	
	*C	**D	*C	**D	*C	**D
Remove all building trash to designated dumpster.	✓					
Keep areas surrounding dumpster clean.	✓					
Any debris outside trash receptacles will be discarded only if marked as trash.	✓					
Secure all designated interior doors after services are performed.	✓					
Furniture shall be straightened and returned to original position.	✓					
Furniture polish to be used only if requested.	✓					
Report any noticeable malfunctioning fixtures to building management.	✓					
No bleach products will be used with authorization wavier.	✓					

Disinfectant is a product that is registered with the EPA used on surfaces which results in disinfection or killing of germs. All disinfectants products used by Jani-King combine a cleaner with a disinfectant, making it a 1 step cleaner disinfectant.

REMEMBER: You can clean without disinfecting, but you CANNOT disinfect without cleaning

Cleaning Schedule



EXHIBIT B – PRICING SCHEDULE

PROPOSAL PREPARED FOR:

**Greenfield Police Department
5300 West Layton Avenue
Greenfield, WI 53220**

The Named Areas will be serviced according to the Cleaning Schedule for the monthly charge of:

**With Floor Care
Five Thousand One Hundred Sixty-Eight and 00/100 Dollars
(\$5,168.00)
(Per Month)**

**Restitution Clean-Up (Per Occurrence)
Sixty-Five and 00/100 Dollars
(\$65.00)
(Per Occurrence)**

INT: _____

INT: _____



EXHIBIT C – INITIAL CLEAN

To bring your facility up the standard(s) to be serviced within the proposed “Maintenance Agreement” an “Initial Clean” may be performed. Upon Client’s authorization below, the following 1x “Initial Clean” Services will be performed for the fee listed below (tax not included):

SHOWERS Named Areas: Showers (4) Price: \$200.00
1. Thoroughly clean and disinfect showers.

RESTROOMS Named Areas: Restrooms (11) Price: \$550.00
1. Scour and disinfect all basins, toilets, urinals, and showers inside & outside.
2. Polish all bright work, attempting to remove lime and mineral deposits.
3. Wash all trash receptacles, using a disinfectant.
4. Wash partitions with a high co-efficient disinfectant.

MINIMUMS: Strip/wax \$150.00, Scrub/Coat \$150.00, Scrub CT \$100.00, Carpet Extraction \$100.00

Client’s Authorizing Signature

Initial Clean Price: **\$750.00**

Client’s Authorizing Signature

Initial Clean to Be Performed on or Before: _____
(not exceed 30 days from the date of this Agreement)

INT: _____

INT: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/8/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Robertson Ryan & Associates, Inc 330 East Kilbourn Avenue Suite 650 Milwaukee WI 53202		CONTACT NAME: PHONE (A/C, No, Ext): 414-271-3575 E-MAIL ADDRESS: adegner@robertsonryan.com		FAX (A/C, No): 414-271-0196
		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A : AMERICAN SELECT INSURANCE COMPANY		19992
		INSURER B : Westfield National Insurance Company		24120
		INSURER C : GREAT AMERICAN INSURANCE COMPANY		16691
		INSURER D :		
		INSURER E :		
		INSURER F :		

COVERAGES**CERTIFICATE NUMBER:** 784620029**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:			TRA4921916	12/1/2022	12/1/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			TRA4921916	12/1/2022	12/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 0			TRA4921916	12/1/2022	12/1/2023	EACH OCCURRENCE \$ 20,000,000 AGGREGATE \$ 20,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N ☐ N/A	WCP4921917	12/1/2022	12/1/2023	PER STATUTE ☐ OTH-ER ☐ E.I. EACH ACCIDENT \$ 1,000,000 E.I. DISEASE - EA EMPLOYEE \$ 1,000,000 E.I. DISEASE - POLICY LIMIT \$ 1,000,000
C	Employee Dishonesty			SAA E430979	2/13/2022	2/13/2023	Limit 25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
30 Day Notice of Cancellation Applies

CERTIFICATE HOLDER**CANCELLATION**

Greenfield Police Department
5300 W Layton Avenue
Greenfield WI 53220

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Committee: Finance & Human Resources

Item Number:

Introduced By: Jennifer Goergen

Date Introduced: December 14, 2022

RELATING TO: Approve Memorandum of Understanding (MOU) between the Milwaukee County Register of Deeds and the City of Greenfield for free Laredo access.

SUMMARY: Milwaukee County Register of Deeds provides free access to available land records through their search portal, Laredo, to designated municipalities in Milwaukee County. In order for us to use Laredo, we are required to recertify each year by agreeing to the terms and conditions outlined in the Memorandum of Understanding (MOU).

Z:\Committees\Committee Request Form Finance & HR for Laredo 221214

ATTACHMENTS: KEY ISSUES ____ BACKGROUND X RESOLUTION ____ FISCAL NOTE ____
MOTION ____ OTHER ____

LAREDO ACCESS MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING ("MOU") made this 20th day of December, 2023 ("MOU Effective Date") between the Milwaukee County Register of Deeds and the City of Greenfield, (collectively, the "Parties," or individually, a "Party").

WHEREAS as a governmental courtesy, the Milwaukee County Register of Deeds Office provides free access to available land records through our search portal, Laredo, to certain Public Partners such as inter-County offices, Assessor and Treasurers offices or their designees of cities, towns and villages within our County. In exchange for this courtesy access, the following terms and conditions must be complied with to assure continued use of this free service by any Public Partner:

1. It is the responsibility of the Public Partner to provide a secure network, compatible computer and all technical hardware and support necessary to accommodate installation of the associated software program and any ancillary programs required for the functionality of the Laredo program.
2. Public Partners agree that the Laredo program will be utilized solely for the purpose of viewing recorded documents for legitimate business/governmental purposes. Providing copies of documents to the public, clients of our public partners or other businesses or individual(s) is strictly prohibited as is conducting title searching, lien searching or harvesting of bulk data for any person or entity outside the control of the public partner.
3. Public Partner agrees to protect data contained in the Laredo program and ensure that only authorized users (employees or third-party designees of Assessor and Treasurers offices of cities, towns, and villages within our County of access such information). It is strictly prohibited to transfer, share, make available, publish, or sell, lease or trade usernames and passwords. The Register of Deeds Office reserves the right to terminate, modify or restrict access to Laredo of any Public Partner in the event of a violation of any terms of the Memorandum of Understanding. Public partners must provide a copy of this MOU to users listed below and all users must agree to abide by its term.
4. Public Partners will be required to recertify for Laredo access every calendar year. Recertification will require an authorized representative to agree to the terms of this Memorandum of Understanding and provide user information to the Register of Deeds Office such as names, email addresses and official capacities/positions of all end users. Once a user is no longer employed by the Public Partner or no longer needs Laredo access, the Register of Deeds Office shall be notified within

five business days to terminate password access. Failure to undergo yearly recertification or provide any notice required under this section, will result in suspension of access to Laredo.

5. Please be advised that the Register of Deeds Office does not attest to the legality or accuracy of any recorded instrument in the Laredo system.

Israel Ramón
Milwaukee County Register of
Deeds

Date

Michael J. Neitzke
Mayor

Date

User Information:

User	Name	Capacity/Position	Email Address	Phone Number
1	Jeff Tamblyn	Sr. Project Manager	Jeff.Tamblyn@greenfieldwi.us	414-329-5323
2	Mike Smigielski	Assessor's Office-Appraiser	mikes@catalisgov.com	414-329-5340
3	Shannon Farrington	Finance Clerk	Shannon.Farrington@greenfieldwi.us	414-329-5284
4	Lisa Pederson	Finance Clerk	Lisa.Pederson@greenfieldwi.us	414-329-5281



Committee: Finance & Human Resources

Item Number:

Introduced By: Paula Schafer

Date Introduced: December 14, 2022

RELATING TO: Discussion and decision to approve agreement with Key Benefit Concepts for an updated OPEB (Other Post-Employment Benefits) Valuation and table updates.

SUMMARY: Per the GASB accounting rules, the City of Greenfield is required to complete an OPEB valuation every two years. GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*, requires employer governments to report their expense for other postemployment benefits (OPEB) as benefits are earned by employees although they are not received until after employment ends.

Under GASB 45, the City began reporting OPEB cost with the 2007 financial statements. As of the 12/31/2017 study the city's unfunded actuarial accrued liability (UAAL) was \$17,166,660. With implementing GASB 75, this is now referred to as the Net OPEB Liability (NOL) and it was \$25,107,320 in the report dated 12/31/2021. This is the valuation that requires updating every two years.

When this reporting was implemented the city used Key Benefit Concepts to complete the initial valuation. The city has continued to use Key Benefits Concepts for all subsequent valuations. An updated valuation as of December 31, 2022 will be required for the financial statements ended 12/31/23.

The fee for the last report was \$6,600. If the city goes with a 2 year agreement, the cost will be \$6,850 in 2023. If the city goes with a 4 year agreement, the cost will be \$6,300 in 2023 and \$6,600 in 2025.

Under GASB 75 annual updates to tables are required. Key Benefit Concepts can provide table updates for the city to meet the new reporting requirements. This is done the opposite year the full valuation is completed. The fee to have the tables updated is included in this proposal at an additional cost of \$840 in 2024 with either a 2 or 4 year contract. In 2026 it would be \$870.00. This is an increase of \$360 over the last table update.

Recommend accepting the 4 year proposal from Key Benefit Concepts for an updated OPEB (Other Post-Employment Benefits) valuation and the table updates for reporting in 2023 through 2026.

ATTACHMENTS: KEY ISSUES ___ BACKGROUND ___ RESOLUTION ___ FISCAL NOTE ___
MOTION ___ OTHER _X_

Subsequent OPEB Valuation for the City of Greenfield

Previous Study

Key Benefit Concepts completed an actuarial liability study for the City of Greenfield in September 2021. The study had a valuation date of December 31, 2020. We provided an actuarial valuation of Other Post-Employment Benefits (OPEB) liability. The City has modified the post-employment benefits since the last valuation. Based upon the modified benefits as illustrated on pages 6-7 in the summary of benefits, we anticipate our fee for an updated valuation to be \$6,850.

If the City wishes to have an updated study at this time, please sign and return the attached acceptance form and we will begin a subsequent liability study upon acceptance.

If further changes beyond those already noted on pages 6-7 have been made to your City's post employment benefits, and the City is interested in an updated study at this time, please sign the attached acceptance as well as send us the modified benefits. We will review the changes and reply with modifications to our fees, if needed, based upon the noted benefit changes.

New Study

Subsequent studies may be more complex than initial studies and require more work than merely updating terminated employees and new hires. The retirement, termination and addition of employees can change the demographics of a group (i.e. average age and years of service, average age of medical plan participant). These demographics are critical in the calculation of the liabilities, particularly in that of the implicit rate subsidy. In other words, when performing a subsequent study, regardless if it is the actuary that performed the prior valuation or some other actuary, calculation of the liabilities is performed as of the new valuation date, based upon the actives and retirees of the City as of this new valuation date and their associated demographics. So, in this regard, it is as if we are performing an initial study all over again.

Please note that KBC does not provide legal advice. The scope of the project is clearly defined in our proposal and does not include commentary or accountability for whether such benefits and eligibilities comply with state, federal or other required guidelines. The government entity is responsible for assuring that the benefits it provides are in compliance with all current regulations.

City Funding

Via emails from the City on November 17, 2022, the City is funding benefits as follows:

- OPEB: pay-as-you-go basis from general assets (i.e., the City is **not** funding its benefit via an irrevocable trust or account).
- Fully-insured health benefit: The City provides health benefits on a fully-insured basis

With recent changes in GASB guidelines, it is important to note that this proposal for a new valuation is based upon this City Funding approach.

Proposed Valuation

This proposal is for a valuation of the OPEB (GASB 74/75) benefits based upon compliance with the new GASB Statements.

The proposal assumes the following:

- Valuation Date: 12/31/2022
- Measurement Date: 12/31/2022
- Reporting Date: 12/31/2023

Fees: The fee for services is expected to be no greater than the fee shown. These fees are based upon the City's funding method noted above. Should the City be using a different funding method than as noted herein, the fees for services are not valid and a new proposal is required.

Under new GASB Statements, it is required for an actuary to update tables in the year between valuations. KBC will provide OPEB table updates for fiscal year end reporting 12/31/2024. Since this is billed separately in the subsequent year, the fee for the table updates are itemized separately. Our fee below is for the table updates, based upon following GASB Statements 75, and assuming that the City is agreeable to a measurement date that is 12 months prior to the reporting date for such updates. Our fee is based upon this assumption.

Subsequent Actuarial Valuation & Required Table Update Fee	
	Fee
OPEB Valuation	
• Discounted fee if paid by cash, check or ACH Transfer	\$ 6,850
• Paid by Debit/Credit Card (including processing fee) *	\$ 7,055
In Person Visit to City to Present Updated Report <i>(optional service)</i>	\$ 365
Virtual Meeting with City to Present Updated Report outside of regular business hours <i>(optional service)</i>	\$ 250
Required Table Update - for the 12/31/2024 financial reporting year end OPEB Table Updates GASB 75 - Roll Back	
• Fee if paid by check or ACH Transfer	\$ 840
• Paid by Debit/Credit Card (including processing fee) *	\$ 865

Option: 4-year Agreement - (Fee for Valuation 12/31/2022, Table Updates 12/31/2023, Updated Valuation 12/31/2024, and Table Updates 12/31/2025)

Many entities request multi-year agreements; thus, we have provided this option for the City as well. Below are our fees for the 12/31/2022 (FYE 12/31/2023) valuation, 12/31/2023 (FYE 12/31/2024) table updates, the subsequent valuation as of 12/31/2024 (FYE 12/31/2025), and table updates as of 12/31/2025 (FYE 12/31/2026).

The fees for the valuations and the table updates assume there will be no changes or modifications to the eligibility or post employment benefits from the initial year valuation. The subsequent year following the valuation requires table updates. Each new valuation requires calculations of the inflows and outflows and preparation/update of the table of inflows and outflows. This multi-year agreement allows the City to budget for upcoming expected costs. Further, since the 4-year agreement reduces KBC's administrative time/expense to prepare the

proposal and request approval, the fees for the 4-year period reflects the reduced time/expense spread over the 4-year period.

Should the GASB guidelines, benefits, eligibility, or measurement date change, the fees below would be subject to change. With a material change, a current multi-year contract would be superseded by a new proposal/ agreement with revised fees; which the City would have the opportunity to accept for the remaining duration of the initial executed agreement **or** decline, thus terminating the contract for any remaining years. In addition, should it be determined there is no longer a post employment benefit requiring valuation for reporting purposes the contract would terminate for any remaining duration.

Actuarial Valuation & Required Table Update Fees		Credit Card*	Check or ACH
1. Subsequent OPEB Valuation GASB 75 as of 12/31/2022 for FYE 12/31/2023	\$	6,489	\$ 6,300
2. Required OPEB Table Update GASB 75 for the fiscal year end 12/31/2024	\$	865	\$ 840
3. Subsequent OPEB Valuation GASB 75 as of 12/31/2024 for FYE 12/31/2025	\$	6,798	\$ 6,600
4. Required OPEB Table Updates GASB 75 for the fiscal year end 12/31/2026	\$	896	\$ 870
Total 4-year Agreement Fees		\$ 15,048	\$ 14,610

*Paid by Debit/Credit Card (including processing fee). KBC offers the option of paying the fee by debit or credit card. The difference in the fee is the processing service cost. There is a discounted fee for payment by check, cash or ACH transfer as noted.

An in person visit to the City to present updated report (optional services) \$365/visit or \$250/ visit for a virtual meeting with the City to present the updated report if outside of regular business hours.

Fees noted in this proposal are valid if accepted by December 31, 2022.

The fees for the table updates assume there will be no changes or modifications to the eligibility or post employment benefits from the 12/31/2022 valuation. Note, the fee for table update services will be invoiced in 2023/ 2024 after the service is provided.

Subsequent studies and alterations are not included in the above noted fee.

Because of the importance of oral and written representations to an effective agreement, The City hereby releases KBC and its current, former or future owners, agents, employees, personnel and assignees from any and all claims, liabilities, costs and expenses attributable to a misrepresentation by the City or its management. Further, the City understands and agrees to the valuation as prepared by KBC or assignee according to the following process and outcomes:

The calculations of cost and liabilities illustrated will be determined according to generally accepted actuarial principles and standards. Specific assumptions and actuarial methodology for the study will be defined within the report. Each material assumption will be, in the actuaries' opinion, individually reasonable and falls within the best estimate range, taking into account past experience and reasonable future expectations, and is consistent with each other material assumption. Given that actual experience may vary

from the actuarial assumptions projected, developing liabilities and costs may differ from those estimated in the report. Furthermore, in the event of any inaccuracies in the information or data provided, upon which these calculations were based, revisions may be needed. Fees associated with such revisions are not within the scope of this project. Additional fees will be determined and approved by the City before revisions are made.

The valuation will be prepared in full compliance with the American Academy of Actuaries "Code of Professional Conduct" Precept 7 regarding conflict of interest. The actuaries certifying the valuation meet the qualifications of the American Academy of Actuaries required to provide the actuarial opinion detailed in this report.

The valuation and report will be prepared solely for the purposes of providing information required by The Government Accounting Standards Board (GASB) for the City's financial reporting. KBC assumes neither responsibility nor any liability for use of this report for any other purposes.

Therefore, if the above services and guidelines are met, neither KBC nor its current, former or future owners, agents, employees and personnel shall be liable to the City, whether a claim be in tort, contract or otherwise, for any amount in excess of the total professional fees paid by the City under this agreement.

Timetable: Upon receipt of **all required data**, the valuation is scheduled to be completed within a 12-week timetable. However, please note that during periods of high volume, the timetable may be longer.

Review and Report: Our fees include a telephonic review of the draft report and preparation of an electronic version of the report and up to two hard copies of the final valuation report, if requested.

City Visit: Many government entities do not require a presentation with the subsequent study. Thus, the subsequent valuation does not include a visit to the City to present the finalized report. However, this service is available at an additional cost. Please contact us if you should like a presentation.

Invoicing: Statements for work completed will be invoiced when a draft valuation is provided to the City. Payment is due upon receipt. Subsequent invoices will be sent if additional services are requested.

Proposal Acceptance

If the City wishes to have an updated study at this time:

- Please sign and return the attached acceptance form and we will begin a subsequent liability study upon acceptance.

If further changes have been made to your City's post employment benefits, and the City is interested in an updated study at this time:

- Please sign the attached acceptance as noted and make the changes on the benefit summaries.
- We will review the changes and reply with modifications to our fees, if needed, based upon the noted benefit changes.

Acceptance for a Subsequent Actuarial Liability Study

This proposal forms an agreement between the City of Greenfield and Key Benefit Concepts, LLC.

Actuarial Valuation including OPEB & Required Table Updates:

Please check the appropriate boxes:

The City's medical plan is: ☐ Fully Insured ☐ Self-funded	The City's benefits are funded through: OPEB ☐ General Assets ☐ Irrevocable Trust
--	---

If response does not agree with notes on page 1 & 2, fee will change.

Please check one box below:

- ☐ The City accepts the proposal for a 2-year agreement (**Valuation 12/31/2022 and Table Updates 12/31/2023**)
- ☐ The City accepts the proposal for the 4-year agreement (**Valuation 12/31/2022, Table Updates 12/31/2023, Updated Valuation 12/31/2024, and Table Updates 12/31/2025**). This agreement allows for early termination only if the City no longer has an OPEB liability.

Please check one box below:

- ☐ The Post Employment Benefit Summaries as provided in this proposal, accurately and completely reflect the current retirement benefits offered by the City.
- ☐ Modifications were made to the City's post-employment benefits beyond those already noted in the Post-Employment Benefit Summary. These additional modifications have been noted as illustrated on pages 6-7. The Post-Employment Benefit Summary **with** the noted changes accurately and completely reflects the retirement benefits currently offered by the City.

Disclaimer

- Upon receipt of the eligibility and post employment benefit data required for valuation, should we find that eligibility and/or benefits are significantly different than outlined in this proposal or changes in GASB requirements have occurred, KBC reserves the right to revise our proposal and the associated fees for the study.
- **To avoid additional charges, please make sure the benefit summaries provided are correct.** Upon review of the draft report should further modifications be required beyond those noted in the summary with the acceptance, wherein the calculated liabilities are affected, additional fees will be charged. These fees will be based upon the additional time required to recalculate the liabilities. With the inclusion of the additional fee, the total due may exceed the fee noted in this proposal.

City of Greenfield

Paula Schafer, Finance Director

Date

Facsimiles of acceptance signatures shall be as valid as the original signatures.

City of Greenfield

Post-Employment Benefit Summary

Fire Fighters & Sergeants

Eligibility	OPEB
At least age 53 with a minimum of 15 years of service	<u>Medical Insurance:</u> The City will contribute toward eligible retirees' medical premiums (currently 87.4%) until Medicare-eligibility. <i>Upon retirement the employee's portion of the medical premium is frozen. The City will pay all subsequent increases to medical premiums.</i> Thereafter, a retired fire fighter's spouse may continue in the City's group medical plan at their own expense until they become Medicare-eligible. (Note: This spousal benefit does not apply to Sergeants). <u>H.R.A Contributions:</u> The City will provide those participating in the medical plan, including retired plan participants, with annual contributions up to a maximum of \$3,250/single and \$6,500/family into an H.R.A. These contributions will be made for the same duration as its premium contributions and may be used to reimburse a portion of the health plan deductible. Beginning January 1, 2023, the maximum annual contribution will be \$4,250 / \$8,500.
Note: Those retiring with at least 15 years of service but prior to the WRS normal retirement age may self-pay for the family plan at the cost of the difference of family and single premium or the single plan at the cost of the active employee single premium until such time that they reach the normal retirement age upon which the City's premium contributions will commence. The contract expires 12/31/2024. For purposes of this valuation, it is assumed that this benefit will renew with no changes.	

Greenfield Police Association

Eligibility	OPEB
At least age 53 with a minimum of 10 years of service	<u>Medical Insurance:</u> The City will contribute 87.4% of the medical premiums on behalf of eligible retirees until Medicare-eligibility. <u>H.R.A Contributions:</u> The City will provide those participating in the medical plan, including retired plan participants, with annual contributions up to a maximum of \$3,250/single and \$6,500/family into an H.R.A. These contributions will be made for the same duration as its premium contributions and may be used to reimburse a portion of the health plan deductible. Beginning January 1, 2023, the maximum annual contribution will be \$4,250 / \$8,500.
Note: Those retiring with at least 15 years of service but prior to the WRS normal retirement age may self-pay for the family plan at the cost of the difference of family and single premium or the single plan at the cost of the active employee single premium until such time that they reach the normal retirement age upon which the City's premium contributions will commence. The contract expires 12/31/2024. For purposes of this valuation, it is assumed that this benefit will renew with no changes.	

Non-Represented: Police & Fire Command Staff

Eligibility	OPEB
At least age 53 with a minimum of 25 years of service or At least age 54 with a minimum of 15 years of service	<u>Medical Insurance:</u> The City will contribute 87.4% of the medical premiums on behalf of eligible retirees until Medicare-eligibility. Thereafter, a retiree's spouse may continue in the City's group medical plan at their own expense until they become Medicare-eligible. <u>H.R.A Contributions:</u> The City will provide those participating in the medical plan, including retired plan participants, with annual contributions up to a maximum of \$3,250/single and \$6,500/family into an H.R.A. These contributions will be made for the same duration as its premium contributions and may be used to reimburse a portion of the health plan deductible. Beginning January 1, 2023, the maximum annual contribution will be \$4,250 / \$8,500.
Note: Those retiring with at least 15 years of service but prior to the WRS normal retirement age may self-pay for the family plan at the cost of the difference of family and single premium or the single plan at the cost of the active employee single premium until such time that they reach the normal retirement age upon which the City's premium contributions will commence.	

Other Non-Represented Staff

Eligibility	OPEB
At least age 57 with a minimum of 15 years of service	<u>Medical Insurance:</u> The City will contribute 87.4% of the medical premiums on behalf of eligible retirees until Medicare-eligibility. Thereafter, a retiree's spouse may continue in the City's group medical plan at their own expense until they become Medicare-eligible. <u>H.R.A Contributions:</u> The City will provide those participating in the medical plan, including retired plan participants, with annual contributions up to a maximum of \$3,250/single and \$6,500/family into an H.R.A. These contributions will be made for the same duration as its premium contributions and may be used to reimburse a portion of the health plan deductible. Beginning January 1, 2023, the maximum annual contribution will be \$4,250 / \$8,500.
Note: Those retiring with at least 15 years of service but prior to the WRS normal retirement age may self-pay for the family plan at the cost of the difference of family and single premium or the single plan at the cost of the active employee single premium until such time that they reach the normal retirement age upon which the City's premium contributions will commence.	

Note: The HRA contributions in the City's previous valuation (12-31-2020) were \$3,250 single/ \$6,500 family.

PACKETS FOR WEDNESDAY, 12 / 14 / 2022 FINANCE MEETING

AP DISBURSEMENT SCHEDULES:

AP CHECKS	12/2/2022	\$	665,929.97
AP CHECKS	12/9/2022	\$	62,625.15
WIRE TRANSFERS - NOVEMBER 2022 - ADD'L		\$	634,188.33
P-CARDS - NOVEMBER		\$	209,451.15

TOTAL \$ 1,572,194.60

CC: PAULA

CC: FINANCE FOLDER

November 2022
INVESTMENTS

Institution	Princ Amt Invested	Investment Date	Maturity Date	Yield	Interest Earned	ID #
Money Mkt/Tri-City Bank	\$692,481.27	12/31/2001	variable		\$28.46	21901270
Ehlers Investment Partners X-2055705 GRD GEN INV	\$644,262,888.00	12/9/2014	variable			
Ehlers Investment Partners X- GRD 2021A INV	\$296,014.42					
Ehlers Investment Partners X- GRD 2021B	\$954,886.86	7/1/2021	variable			
Ehlers Investment Partnes X - ARPA	\$5,482,893.41					
Ehlers Investment Partnes X - 2022A	\$3,149,018.59					
Associated Bank Investments	\$6,210,564.69	3/15/2022	variable			
Totals	\$661,048,747.24				\$28.46	

LOCAL GOVERNMENT INVESTMENT POOL

November 2022 Statement

October Ending Balance	\$	20,882,739.01
1 Deposit (s) in November		816,733.78
0 Withdrawal(s) in November		-
November Interest Earnings @ 3.72%		64,676.80
TOTAL	\$	21,764,149.59