



# **AGENDA OF THE FINANCE COMMITTEE**

**TUESDAY, JANUARY 29, 2019, 4:30 PM  
CITY HALL, ROOM 207  
IMMEDIATELY FOLLOWING PERSONNEL**

**A. Roll Call.**

**B. Approval of the Agenda.**

**C. Approval of Minutes.**

1. Approval of the minutes from the January 8, 2019 meeting.

**D. Regular Business.**

1. Request for approval to award a contract for Law Enforcement Tires for GBPD to the Goodyear Tire and Rubber Company for ~\$53,390.
2. Consideration with possible action on a request by the City Assessor's office to cancel certain property taxes.
3. Resolution authorizing transfer of 2019 budgeted revenues between accounts.
4. Consideration with possible action on requested amendments to Claims Administration Procedure Ordinance (GBMC 7.01 et seq).
5. Refer to Finance Committee to create an emergency response plan for residents affected by failures in City-owned infrastructure/assets for which inadequate means exist to rectify which may or may not include ordinance changes, funding solutions or staff response time.
6. Report of the Claims Committee.

The Council may convene in closed session pursuant to Section 19.85(1) (g), Wis. Stats., for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The Council may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

7. Consideration with possible action on the request to approve the updated Investment Policy.

**E. Report of the Finance Director.**

**F. Informational.**

1. 2019 Contingency Account:  
\$112,076.00
2. The next Finance Committee meeting will be held on Tuesday February 12, 2019 at 4:30 PM.

**G. Adjournment.**

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT [www.greenbaywi.gov](http://www.greenbaywi.gov)
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Finance Committee meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.



Report to the  
Finance Committee  
of the City of Green Bay

**MEETING DATE**

January 29, 2019

**PREPARED BY**

**AGENDA ITEM # D.I.**

Request for approval to award a contract for Law Enforcement Tires for GBPD to the Goodyear Tire and Rubber Company for ~\$53,390.

**BACKGROUND**

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

- I. I-29-19 FIN Mtg GBPD Tires



# CITY OF GREEN BAY - PURCHASING DIVISION

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TO: Finance Committee  
FR: Rick Jensen, Purchasing Manager  
DT: January 29, 2019  
RE: Purchasing Report  
Cc: Diana Ellenbecker, Pam Manley, Andrew Smith

## Report of the Purchasing Manager:

1. Request approval to award a contract for Law Enforcement Tires for GBPD to the Goodyear Tire and Rubber Company for ~\$53,390.

The following items were openly and competitively offered:

| Finance Committee - Report of the Purchasing Manager |                                      |                                      |           |           |
|------------------------------------------------------|--------------------------------------|--------------------------------------|-----------|-----------|
| DESCRIPTION                                          | FUNDING SOURCE                       | AWARDED VENDOR                       | RESPONSES | \$ AMOUNT |
| GBPD One (1) Year Law Enforcement Tire Contract      | 1013440-55101<br>Vehicle Maintenance | The Goodyear Tire and Rubber Company | 4         | \$53,390  |

## CITY OF GREEN BAY QUOTATION SUMMARY

RFQ #3121

## Law Enforcement Tires

| DEPT: Police                     |             | REQ #        | VENDOR #1                         |              | VENDOR #2           |              | VENDOR #2           |              | VENDOR #3    |              |
|----------------------------------|-------------|--------------|-----------------------------------|--------------|---------------------|--------------|---------------------|--------------|--------------|--------------|
| Planholders: 6 Vendors           |             | CC#863       | THE GOODYEAR TIRE & RUBBER CO     |              | POMP'S TIRE SERVICE |              | POMP'S TIRE SERVICE |              | RAY'S TIRE   |              |
| ISSUED: 12/19/18                 |             | DUE: 1/16/19 | Akron OH                          |              | Green Bay           |              | Green Bay           |              | Green Bay    |              |
| QTY                              | DESCRIPTION |              | UNIT                              | PRICE        | UNIT                | PRICE        | UNIT                | PRICE        | UNIT         | PRICE        |
| 180                              | 245/55/R18: |              | \$ 144.00                         | \$ 25,920.00 | \$ 146.07           | \$ 26,292.60 | \$ 151.41           | \$ 27,253.80 | \$ 129.88    | \$ 23,378.40 |
|                                  | Brand:      |              | Goodyear 103V EAG Enforcer A/W TL |              | FS Firehawk PVS     |              | GY Enforcer         |              | Toyo Celcius |              |
| 200                              | 225/60/R18  |              | \$ 127.00                         | \$ 25,400.00 | \$ 129.10           | \$ 25,820.00 | \$ 140.93           | \$ 28,186.00 | \$ 121.05    | \$ 24,210.00 |
|                                  | Brand:      |              | Goodyear 100V EAG Enforcer A/W TL |              | FS Firehawk PVS     |              | GY Enforcer         |              | Toyo Celcius |              |
| 18                               | 235/55/R17  |              | \$ 115.00                         | \$ 2,070.00  | \$ 117.95           | \$ 2,123.10  | N/A                 | N/A          | \$ 97.39     | \$ 1,753.02  |
|                                  | Brand:      |              | Goodyear 98W S2 EAG RS-A VSBRTTL  |              | FS Firehawk PVS     |              | -                   |              | Toyo Celcius |              |
| Estimated Total Cost:            |             |              | \$ 53,390.00                      |              | \$ 54,235.70        |              | \$ 55,439.80        |              | \$ 49,341.42 |              |
| LEAD TIME:                       |             |              | 7 Business Days                   |              | blank               |              | blank               |              | blank        |              |
| PAYMENT TERMS: NET 30            |             |              | Net 30                            |              | blank               |              | blank               |              | blank        |              |
| EARLY PAYMENT DISCOUNT:          |             |              | Yes                               |              | blank               |              | blank               |              | Yes          |              |
| COMPANY ACCEPTS P-CARD PAYMENTS: |             |              | Yes                               |              | blank               |              | blank               |              | Yes          |              |

|                                  |                         | VENDOR #3              |              | VENDOR #4                                                |              | VENDOR #4                                                      |              | VENDOR #4                                                      |              |
|----------------------------------|-------------------------|------------------------|--------------|----------------------------------------------------------|--------------|----------------------------------------------------------------|--------------|----------------------------------------------------------------|--------------|
|                                  |                         | RAY'S TIRE             |              | TRIUMPH TIRES                                            |              | TRIUMPH TIRES                                                  |              | TRIUMPH TIRES                                                  |              |
|                                  |                         | Green Bay              |              | Green Bay                                                |              | Green Bay                                                      |              | Green Bay                                                      |              |
| QTY                              | DESCRIPTION             | UNIT                   | PRICE        | UNIT                                                     | PRICE        | UNIT                                                           | PRICE        | UNIT                                                           | PRICE        |
| 180                              | 245/55/R18:             | \$ 137.80              | \$ 24,804.00 | \$ 142.55                                                | \$ 25,659.00 | \$ 151.41                                                      | \$ 27,253.80 |                                                                | \$ -         |
|                                  | Brand:                  | Firestone Firehawk PVS |              | Goodyear Eagle Ultra Grip GW3 103V SL Eagle UG GW3 VSBTL |              | Goodyear Eagle Enforcer All Weather 103V Eagle Enforcer A/W TL |              | -                                                              |              |
| 200                              | 225/60/R18              | \$ 121.70              | \$ 24,340.00 | \$ 129.10                                                | \$ 25,820.00 | \$ 123.12                                                      | \$ 24,624.00 | \$ 140.93                                                      | \$ 28,186.00 |
|                                  | Brand:                  | Firestone Firehawk PVS |              | Firestone Firehawk PVS                                   |              | Goodyear Eagle Ultra Grip GW3 99V SL Eagle UG GW3 VSPRPTL      |              | Goodyear Eagle Enforcer All Weather 100V Eagle Enforcer A/W TL |              |
| 18                               | 235/55/R17              | \$ 111.27              | \$ 2,002.86  | \$ 117.95                                                | \$ 2,123.10  | \$ 117.90                                                      | \$ 2,122.20  |                                                                | \$ -         |
|                                  | Brand:                  | Firestone Firehawk PVS |              | Firestone Firehawk PVSP                                  |              | Goodyear Eagle Ultra Grip GW3 98V S2 Eagle UG GW3 VSBRTPL      |              | -                                                              |              |
|                                  | Estimated Total Cost:   |                        | \$ 51,146.86 |                                                          | \$ 53,602.10 |                                                                | \$ 54,000.00 |                                                                |              |
|                                  |                         |                        |              |                                                          |              |                                                                |              |                                                                |              |
|                                  | LEAD TIME:              | blank                  |              | 7-14 Days                                                |              | blank                                                          |              | blank                                                          |              |
|                                  | PAYMENT TERMS: NET 30   |                        |              |                                                          |              |                                                                |              |                                                                |              |
|                                  | EARLY PAYMENT DISCOUNT: | Yes                    |              | Net 30                                                   |              | blank                                                          |              | blank                                                          |              |
| COMPANY ACCEPTS P-CARD PAYMENTS: |                         | blank                  |              | No                                                       |              | blank                                                          |              | blank                                                          |              |

**Recommendation:** Award to the lowest responsive, responsible vendor, The Goodyear Tire and Rubber Company for the approximate amount of \$53,390 for a yearly Contract.

**NOTE:** The bid asked for a one year contract with firm pricing. Pomp's, Ray's and Triumph's prices are only good through 3/31/2019.



Report to the  
Finance Committee  
of the City of Green Bay

**MEETING DATE**

January 29, 2019

**PREPARED BY**

**AGENDA ITEM # D.2.**

Consideration with possible action on a request by the City Assessor's office to cancel certain property taxes.

**BACKGROUND**

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

1. Finance Committee Packet\_parcel 9-23
2. Finance Committee Packet\_parcel 9-22
3. Finance Committee Packet\_parcel 22-2130
4. Finance Committee Packet\_pp26214
5. Finance Committee Packet\_pp26810



Office of the City Assessor

DATE: January 9, 2019  
TO: Finance Committee  
City of Green Bay  
FROM: Russ Schwandt  
Assessor  
RE: Adjustment of 2018 Real Estate Tax Bill

Please be advised that I am recommending that the **2018** tax bill be adjusted for the following real estate parcel:

| <u>PARCEL</u> | <u>NAME</u>                | <u>ADDRESS</u>   |
|---------------|----------------------------|------------------|
| 9-23          | Cyrus Development Services | 1149 Main Street |

**Reason:** Further research indicated that all improvements were razed as of 1/1/2018

The original 2018 real estate assessment was \$146,200. The corrected 2018 real estate assessment is \$48,100. Refund taxes according to this adjustment.

Cc: Diana Ellenbecker

# Request for Charge Back of Rescinded or Refunded Taxes

(Sec. 74.41, Wis. Stats.)

DOR USE ONLY

Case no.

| <b>1</b>                                                                          | Assessment year<br><b>2018</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Co-muni code<br><b>05 - 231</b>                                                     | Municipality<br><b>CITY OF GREEN BAY</b>                               | County<br><b>BROWN</b>                                                                                                                                                  |                             |                    |                      |                                            |                                                                                   |                                                                                      |                                                                                     |                        |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |               |               |                                                   |                |               |                                                                                            |          |               |                                                                                    |  |    |                                                                                                             |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |              |               |               |                |  |               |          |               |               |
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| <b>2</b>                                                                          | <input checked="" type="checkbox"/> Real estate parcel no. <input type="checkbox"/> Personal property account no.<br><b>9-23</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                     |                                                                        | Is this parcel in a TID?<br><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes TID no. <span style="border: 1px solid black; padding: 0 20px;"></span> |                             |                    |                      |                                            |                                                                                   |                                                                                      |                                                                                     |                        |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |               |               |                                                   |                |               |                                                                                            |          |               |                                                                                    |  |    |                                                                                                             |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |              |               |               |                |  |               |          |               |               |
| <b>3</b>                                                                          | Property owner name<br><b>CYRUS DEVELOPMENT SERVICES LLC</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                     |                                                                        | Personal property category (see instructions)<br><span style="border: 1px solid black; padding: 0 20px;"></span>                                                        |                             |                    |                      |                                            |                                                                                   |                                                                                      |                                                                                     |                        |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |               |               |                                                   |                |               |                                                                                            |          |               |                                                                                    |  |    |                                                                                                             |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |              |               |               |                |  |               |          |               |               |
| <b>4</b>                                                                          | <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="4">Real Estate Assessment BEFORE Adjustment</th> <th colspan="4">Assessment AFTER Adjustment</th> <th rowspan="2">(g)<br/>Total Assessment Difference (c - f)</th> </tr> <tr> <th>Class</th> <th>(a)<br/>Land</th> <th>(b)<br/>Improvement</th> <th>(c)<br/>Total (a + b)</th> <th>Class</th> <th>(d)<br/>Land</th> <th>(e)<br/>Improvement</th> <th>(f)<br/>Total (d + e)</th> </tr> </thead> <tbody> <tr> <td><b>2 Com.</b></td> <td><b>48,100</b></td> <td><b>98,100</b></td> <td><b>146,200</b></td> <td><b>2 Com.</b></td> <td><b>48,100</b></td> <td><b>0</b></td> <td><b>48,100</b></td> <td><b>98,100</b></td> </tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td>0</td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td>0</td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td>0</td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td>0</td></tr> <tr> <td><b>Total</b></td> <td><b>48,100</b></td> <td><b>98,100</b></td> <td><b>146,200</b></td> <td> </td> <td><b>48,100</b></td> <td><b>0</b></td> <td><b>48,100</b></td> <td><b>98,100</b></td> </tr> </tbody> </table> |                                                                                     |                                                                        |                                                                                                                                                                         |                             |                    |                      |                                            | Real Estate Assessment BEFORE Adjustment                                          |                                                                                      |                                                                                     |                        | Assessment AFTER Adjustment |  |    |                     | (g)<br>Total Assessment Difference (c - f) | Class | (a)<br>Land                                                             | (b)<br>Improvement | (c)<br>Total (a + b) | Class                                                                                                               | (d)<br>Land | (e)<br>Improvement | (f)<br>Total (d + e)           | <b>2 Com.</b> | <b>48,100</b> | <b>98,100</b>                                     | <b>146,200</b> | <b>2 Com.</b> | <b>48,100</b>                                                                              | <b>0</b> | <b>48,100</b> | <b>98,100</b>                                                                      |  |    |                                                                                                             |  |  |  |  |  | 0 |  |  |  |  |  |  |  |  | 0 |  |  |  |  |  |  |  |  | 0 |  |  |  |  |  |  |  |  | 0 | <b>Total</b> | <b>48,100</b> | <b>98,100</b> | <b>146,200</b> |  | <b>48,100</b> | <b>0</b> | <b>48,100</b> | <b>98,100</b> |
| Real Estate Assessment BEFORE Adjustment                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                     |                                                                        | Assessment AFTER Adjustment                                                                                                                                             |                             |                    |                      | (g)<br>Total Assessment Difference (c - f) |                                                                                   |                                                                                      |                                                                                     |                        |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |               |               |                                                   |                |               |                                                                                            |          |               |                                                                                    |  |    |                                                                                                             |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |              |               |               |                |  |               |          |               |               |
| Class                                                                             | (a)<br>Land                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | (b)<br>Improvement                                                                  | (c)<br>Total (a + b)                                                   | Class                                                                                                                                                                   | (d)<br>Land                 | (e)<br>Improvement | (f)<br>Total (d + e) |                                            |                                                                                   |                                                                                      |                                                                                     |                        |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |               |               |                                                   |                |               |                                                                                            |          |               |                                                                                    |  |    |                                                                                                             |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |              |               |               |                |  |               |          |               |               |
| <b>2 Com.</b>                                                                     | <b>48,100</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>98,100</b>                                                                       | <b>146,200</b>                                                         | <b>2 Com.</b>                                                                                                                                                           | <b>48,100</b>               | <b>0</b>           | <b>48,100</b>        | <b>98,100</b>                              |                                                                                   |                                                                                      |                                                                                     |                        |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |               |               |                                                   |                |               |                                                                                            |          |               |                                                                                    |  |    |                                                                                                             |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |              |               |               |                |  |               |          |               |               |
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| <b>Total</b>                                                                      | <b>48,100</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>98,100</b>                                                                       | <b>146,200</b>                                                         |                                                                                                                                                                         | <b>48,100</b>               | <b>0</b>           | <b>48,100</b>        | <b>98,100</b>                              |                                                                                   |                                                                                      |                                                                                     |                        |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |               |               |                                                   |                |               |                                                                                            |          |               |                                                                                    |  |    |                                                                                                             |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |              |               |               |                |  |               |          |               |               |
| <b>5</b>                                                                          | <b>Personal Property</b> <table style="width:100%;"> <tr> <td style="width:40%;"><input type="checkbox"/> Non-manufacturing <input type="checkbox"/> Manufacturing</td> <td style="width:20%;">BEFORE Adjustment<br/><span style="border: 1px solid black; padding: 0 20px;"></span></td> <td style="width:20%;">AFTER Adjustment<br/><span style="border: 1px solid black; padding: 0 20px;"></span></td> <td style="width:20%;">Difference<br/><b>0</b></td> </tr> </table>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                     |                                                                        |                                                                                                                                                                         |                             |                    |                      |                                            | <input type="checkbox"/> Non-manufacturing <input type="checkbox"/> Manufacturing | BEFORE Adjustment<br><span style="border: 1px solid black; padding: 0 20px;"></span> | AFTER Adjustment<br><span style="border: 1px solid black; padding: 0 20px;"></span> | Difference<br><b>0</b> |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |               |               |                                                   |                |               |                                                                                            |          |               |                                                                                    |  |    |                                                                                                             |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |              |               |               |                |  |               |          |               |               |
| <input type="checkbox"/> Non-manufacturing <input type="checkbox"/> Manufacturing | BEFORE Adjustment<br><span style="border: 1px solid black; padding: 0 20px;"></span>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | AFTER Adjustment<br><span style="border: 1px solid black; padding: 0 20px;"></span> | Difference<br><b>0</b>                                                 |                                                                                                                                                                         |                             |                    |                      |                                            |                                                                                   |                                                                                      |                                                                                     |                        |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |               |               |                                                   |                |               |                                                                                            |          |               |                                                                                    |  |    |                                                                                                             |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |              |               |               |                |  |               |          |               |               |
| <b>6</b>                                                                          | Total manufacturing interest refund/rescinded                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                     | (a)<br><span style="border: 1px solid black; padding: 0 20px;"></span> | (b) = (a) x .80<br><b>0</b>                                                                                                                                             | (c) = (a) x .20<br><b>0</b> |                    |                      |                                            |                                                                                   |                                                                                      |                                                                                     |                        |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |               |               |                                                   |                |               |                                                                                            |          |               |                                                                                    |  |    |                                                                                                             |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |              |               |               |                |  |               |          |               |               |
| <b>7</b>                                                                          | <b>Net taxes rescinded or refunded to be charged back to taxing jurisdictions -- EXCLUDING INTEREST</b> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>Code</th> <th>Name of Taxing Jurisdictions</th> <th>Net Tax</th> </tr> </thead> <tbody> <tr><td>a.</td><td>State of Wisconsin</td><td> </td></tr> <tr><td>b.</td><td>County <b>BROWN</b></td><td> </td></tr> <tr><td>c.1</td><td><b>05 - 5040</b> Special district <b>GREEN BAY METRO SEWER DISTRICT</b></td><td> </td></tr> <tr><td>c.2</td><td><span style="border: 1px solid black; padding: 0 20px;"></span> Special district <b>&lt; Select a District &gt;</b></td><td> </td></tr> <tr><td>d.</td><td>Local <b>CITY OF GREEN BAY</b></td><td> </td></tr> <tr><td>e.</td><td><b>05 - 2289</b> School district <b>GREEN BAY</b></td><td> </td></tr> <tr><td>f.</td><td><span style="border: 1px solid black; padding: 0 20px;"></span> Union high school district</td><td> </td></tr> <tr><td>g.</td><td><b>1300</b> Technical college district <b>NORTHEAST WISCONSIN TECH COLLEGE GNB</b></td><td> </td></tr> <tr><td>h.</td><td colspan="2">Total net tax rescinded or refunded -- EXCLUDING INTEREST<br/>(This amount is after School Levy Tax Credit.)</td></tr> </tbody> </table>                                                                              |                                                                                     |                                                                        |                                                                                                                                                                         |                             |                    |                      |                                            | Code                                                                              | Name of Taxing Jurisdictions                                                         | Net Tax                                                                             | a.                     | State of Wisconsin          |  | b. | County <b>BROWN</b> |                                            | c.1   | <b>05 - 5040</b> Special district <b>GREEN BAY METRO SEWER DISTRICT</b> |                    | c.2                  | <span style="border: 1px solid black; padding: 0 20px;"></span> Special district <b>&lt; Select a District &gt;</b> |             | d.                 | Local <b>CITY OF GREEN BAY</b> |               | e.            | <b>05 - 2289</b> School district <b>GREEN BAY</b> |                | f.            | <span style="border: 1px solid black; padding: 0 20px;"></span> Union high school district |          | g.            | <b>1300</b> Technical college district <b>NORTHEAST WISCONSIN TECH COLLEGE GNB</b> |  | h. | Total net tax rescinded or refunded -- EXCLUDING INTEREST<br>(This amount is after School Levy Tax Credit.) |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |              |               |               |                |  |               |          |               |               |
| Code                                                                              | Name of Taxing Jurisdictions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Net Tax                                                                             |                                                                        |                                                                                                                                                                         |                             |                    |                      |                                            |                                                                                   |                                                                                      |                                                                                     |                        |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |               |               |                                                   |                |               |                                                                                            |          |               |                                                                                    |  |    |                                                                                                             |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |              |               |               |                |  |               |          |               |               |
| a.                                                                                | State of Wisconsin                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                     |                                                                        |                                                                                                                                                                         |                             |                    |                      |                                            |                                                                                   |                                                                                      |                                                                                     |                        |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |               |               |                                                   |                |               |                                                                                            |          |               |                                                                                    |  |    |                                                                                                             |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |              |               |               |                |  |               |          |               |               |
| b.                                                                                | County <b>BROWN</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                     |                                                                        |                                                                                                                                                                         |                             |                    |                      |                                            |                                                                                   |                                                                                      |                                                                                     |                        |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |               |               |                                                   |                |               |                                                                                            |          |               |                                                                                    |  |    |                                                                                                             |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |              |               |               |                |  |               |          |               |               |
| c.1                                                                               | <b>05 - 5040</b> Special district <b>GREEN BAY METRO SEWER DISTRICT</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                     |                                                                        |                                                                                                                                                                         |                             |                    |                      |                                            |                                                                                   |                                                                                      |                                                                                     |                        |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |               |               |                                                   |                |               |                                                                                            |          |               |                                                                                    |  |    |                                                                                                             |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |              |               |               |                |  |               |          |               |               |
| c.2                                                                               | <span style="border: 1px solid black; padding: 0 20px;"></span> Special district <b>&lt; Select a District &gt;</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                     |                                                                        |                                                                                                                                                                         |                             |                    |                      |                                            |                                                                                   |                                                                                      |                                                                                     |                        |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |               |               |                                                   |                |               |                                                                                            |          |               |                                                                                    |  |    |                                                                                                             |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |              |               |               |                |  |               |          |               |               |
| d.                                                                                | Local <b>CITY OF GREEN BAY</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                     |                                                                        |                                                                                                                                                                         |                             |                    |                      |                                            |                                                                                   |                                                                                      |                                                                                     |                        |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |               |               |                                                   |                |               |                                                                                            |          |               |                                                                                    |  |    |                                                                                                             |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |              |               |               |                |  |               |          |               |               |
| e.                                                                                | <b>05 - 2289</b> School district <b>GREEN BAY</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                     |                                                                        |                                                                                                                                                                         |                             |                    |                      |                                            |                                                                                   |                                                                                      |                                                                                     |                        |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |               |               |                                                   |                |               |                                                                                            |          |               |                                                                                    |  |    |                                                                                                             |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |              |               |               |                |  |               |          |               |               |
| f.                                                                                | <span style="border: 1px solid black; padding: 0 20px;"></span> Union high school district                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                     |                                                                        |                                                                                                                                                                         |                             |                    |                      |                                            |                                                                                   |                                                                                      |                                                                                     |                        |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |               |               |                                                   |                |               |                                                                                            |          |               |                                                                                    |  |    |                                                                                                             |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |              |               |               |                |  |               |          |               |               |
| g.                                                                                | <b>1300</b> Technical college district <b>NORTHEAST WISCONSIN TECH COLLEGE GNB</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                     |                                                                        |                                                                                                                                                                         |                             |                    |                      |                                            |                                                                                   |                                                                                      |                                                                                     |                        |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |               |               |                                                   |                |               |                                                                                            |          |               |                                                                                    |  |    |                                                                                                             |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |              |               |               |                |  |               |          |               |               |
| h.                                                                                | Total net tax rescinded or refunded -- EXCLUDING INTEREST<br>(This amount is after School Levy Tax Credit.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                     |                                                                        |                                                                                                                                                                         |                             |                    |                      |                                            |                                                                                   |                                                                                      |                                                                                     |                        |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |               |               |                                                   |                |               |                                                                                            |          |               |                                                                                    |  |    |                                                                                                             |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |              |               |               |                |  |               |          |               |               |
| <b>8</b>                                                                          | Select the appropriate statute and explanation why these taxes were rescinded or refunded.<br>Statute no(s). <b>70.43 - Assessor correction of error</b> Explanation: <b>Assessment of building that did not exist</b><br>Additional explanation: (If you need more space, include as an attachment)<br><b>All improvements were razed as of 1/1/18.</b> <div style="border: 1px solid black; height: 100px; width: 100%; margin-top: 5px;"></div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                     |                                                                        |                                                                                                                                                                         |                             |                    |                      |                                            |                                                                                   |                                                                                      |                                                                                     |                        |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |               |               |                                                   |                |               |                                                                                            |          |               |                                                                                    |  |    |                                                                                                             |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |              |               |               |                |  |               |          |               |               |

|                                                |                                         |
|------------------------------------------------|-----------------------------------------|
| <b>9</b> Preparer name<br><b>KRISTI NORTON</b> | Email<br><b>KRISTINO@GREENBAYWI.GOV</b> |
| Daytime phone<br><b>(920) 448-3072</b>         |                                         |

1/08/19

BROWN COUNTY LAND RECORDS SYSTEM  
DISPLAY TAX BILL

13:23:55  
LRSPG111

PARCEL NO: 9 -23

BILL NO: 2146334

TAX YEAR: 2018 Enter year and CMD 2 for new year

PROPERTY LOCATION: 1149 MAIN ST

ASSESSED VALUES- LAND: 48,100 IMPROVEMNTS: 98,100 TOTAL: 146,200

FAIR MARKET RATIO: .9436 VALUE: 154,900

TOTAL NET TAX RATE: 23.38 (for current taxes only)

State Credits= School Credit: 268.90 First \$ Credit: 70.00

GROSS TAX: 3,687.70 STATE CREDITS: 338.90 NET TAX: 3,348.80

SPECIALS:

46 BID DISTRICT 439.00

TOTAL SPECIALS: 439.00

TOTAL TAX DUE: 3,787.80 FIRST PAYMENT: 2,113.40 DATE DUE: 1/31/2019  
(AFTER L.C.) (AFTER L.C.) LOTT CR.: .00

CMD 1 - Return to previous screen

12/27/18

BROWN COUNTY LAND RECORDS SYSTEM  
DISPLAY TAX PAYMENTS

09:42:33  
LRSPG112

PARCEL NO: 9 -23

BILL NO: 2146334

TAX YEAR: 2018 Enter year and CMD 2 for new year

| DATE     | PYMT AMOUNT | TYPE    | TRANS  | COMMENTS | SPEC CODE | SPEC DATE |
|----------|-------------|---------|--------|----------|-----------|-----------|
| 12/26/18 | 3,348.80    | GENERAL | 413862 | BC       |           |           |
| 12/26/18 | 439.00      | SPECIAL | 413862 | BC       |           |           |

END OF PAYMENTS

ROLL KEYS - Display rest of payments  
CMD 1 - Return to previous screen



Office of the City Assessor

DATE: January 9, 2019  
TO: Finance Committee  
City of Green Bay  
FROM: Russ Schwandt  
Assessor  
RE: Adjustment of 2018 Real Estate Tax Bill

Please be advised that I am recommending that the **2018** tax bill be adjusted for the following real estate parcel:

| <u>PARCEL</u> | <u>NAME</u>                | <u>ADDRESS</u>   |
|---------------|----------------------------|------------------|
| 9-22          | Cyrus Development Services | 1155 Main Street |

**Reason:** Further research indicated that all improvements were razed as of 1/1/2018

The original 2018 real estate assessment was \$133,800. The corrected 2018 real estate assessment is \$32,100. Refund taxes according to this adjustment.

Cc: Diana Ellenbecker

# Request for Charge Back of Rescinded or Refunded Taxes

(Sec. 74.41, Wis. Stats.)

DOR USE ONLY

Case no.

| <b>1</b>                                                                          | Assessment year<br><b>2018</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Co-muni code<br><b>05 - 231</b>                                                                            | Municipality<br><b>CITY OF GREEN BAY</b>                               | County<br><b>BROWN</b>                                                                                                                                                  |                      |                    |                      |                                            |                                          |                   |                  |            |                                                                                   |                                                                 |                                                                 |   |                                            |       |             |                    |                      |       |             |                    |                      |        |        |         |         |        |        |   |        |         |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |   |        |         |
|-----------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|--------------------|----------------------|--------------------------------------------|------------------------------------------|-------------------|------------------|------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------|-----------------------------------------------------------------|---|--------------------------------------------|-------|-------------|--------------------|----------------------|-------|-------------|--------------------|----------------------|--------|--------|---------|---------|--------|--------|---|--------|---------|--|--|--|--|--|--|--|--|---|--|--|--|--|--|--|--|--|---|--|--|--|--|--|--|--|--|---|--|--|--|--|--|--|--|--|---|-------|--------|---------|---------|--|--------|---|--------|---------|
| <b>2</b>                                                                          | <input checked="" type="checkbox"/> Real estate parcel no. <input type="checkbox"/> Personal property account no.<br><b>9-22</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                            |                                                                        | Is this parcel in a TID?<br><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes TID no. <span style="border: 1px solid black; padding: 0 20px;"></span> |                      |                    |                      |                                            |                                          |                   |                  |            |                                                                                   |                                                                 |                                                                 |   |                                            |       |             |                    |                      |       |             |                    |                      |        |        |         |         |        |        |   |        |         |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |   |        |         |
| <b>3</b>                                                                          | Property owner name<br><b>CYRUS DEVELOPMENT SERVICES LLC</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                            |                                                                        | Personal property category (see instructions)<br><span style="border: 1px solid black; padding: 0 20px;"></span>                                                        |                      |                    |                      |                                            |                                          |                   |                  |            |                                                                                   |                                                                 |                                                                 |   |                                            |       |             |                    |                      |       |             |                    |                      |        |        |         |         |        |        |   |        |         |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |   |        |         |
| <b>4</b>                                                                          | <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="4">Real Estate Assessment BEFORE Adjustment</th> <th colspan="4">Assessment AFTER Adjustment</th> <th rowspan="2">(g)<br/>Total Assessment Difference (c - f)</th> </tr> <tr> <th>Class</th> <th>(a)<br/>Land</th> <th>(b)<br/>Improvement</th> <th>(c)<br/>Total (a + b)</th> <th>Class</th> <th>(d)<br/>Land</th> <th>(e)<br/>Improvement</th> <th>(f)<br/>Total (d + e)</th> </tr> </thead> <tbody> <tr> <td>2 Com.</td> <td style="text-align: center;">32,100</td> <td style="text-align: center;">101,700</td> <td style="text-align: center;">133,800</td> <td>2 Com.</td> <td style="text-align: center;">32,100</td> <td style="text-align: center;">0</td> <td style="text-align: center;">32,100</td> <td style="text-align: center;">101,700</td> </tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td style="text-align: center;">0</td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td style="text-align: center;">0</td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td style="text-align: center;">0</td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td style="text-align: center;">0</td></tr> <tr> <td>Total</td> <td style="text-align: center;">32,100</td> <td style="text-align: center;">101,700</td> <td style="text-align: center;">133,800</td> <td> </td> <td style="text-align: center;">32,100</td> <td style="text-align: center;">0</td> <td style="text-align: center;">32,100</td> <td style="text-align: center;">101,700</td> </tr> </tbody> </table> |                                                                                                            |                                                                        |                                                                                                                                                                         |                      |                    |                      |                                            | Real Estate Assessment BEFORE Adjustment |                   |                  |            | Assessment AFTER Adjustment                                                       |                                                                 |                                                                 |   | (g)<br>Total Assessment Difference (c - f) | Class | (a)<br>Land | (b)<br>Improvement | (c)<br>Total (a + b) | Class | (d)<br>Land | (e)<br>Improvement | (f)<br>Total (d + e) | 2 Com. | 32,100 | 101,700 | 133,800 | 2 Com. | 32,100 | 0 | 32,100 | 101,700 |  |  |  |  |  |  |  |  | 0 |  |  |  |  |  |  |  |  | 0 |  |  |  |  |  |  |  |  | 0 |  |  |  |  |  |  |  |  | 0 | Total | 32,100 | 101,700 | 133,800 |  | 32,100 | 0 | 32,100 | 101,700 |
| Real Estate Assessment BEFORE Adjustment                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                            |                                                                        | Assessment AFTER Adjustment                                                                                                                                             |                      |                    |                      | (g)<br>Total Assessment Difference (c - f) |                                          |                   |                  |            |                                                                                   |                                                                 |                                                                 |   |                                            |       |             |                    |                      |       |             |                    |                      |        |        |         |         |        |        |   |        |         |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |   |        |         |
| Class                                                                             | (a)<br>Land                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | (b)<br>Improvement                                                                                         | (c)<br>Total (a + b)                                                   | Class                                                                                                                                                                   | (d)<br>Land          | (e)<br>Improvement | (f)<br>Total (d + e) |                                            |                                          |                   |                  |            |                                                                                   |                                                                 |                                                                 |   |                                            |       |             |                    |                      |       |             |                    |                      |        |        |         |         |        |        |   |        |         |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |   |        |         |
| 2 Com.                                                                            | 32,100                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 101,700                                                                                                    | 133,800                                                                | 2 Com.                                                                                                                                                                  | 32,100               | 0                  | 32,100               | 101,700                                    |                                          |                   |                  |            |                                                                                   |                                                                 |                                                                 |   |                                            |       |             |                    |                      |       |             |                    |                      |        |        |         |         |        |        |   |        |         |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |   |        |         |
|                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                            |                                                                        |                                                                                                                                                                         |                      |                    |                      | 0                                          |                                          |                   |                  |            |                                                                                   |                                                                 |                                                                 |   |                                            |       |             |                    |                      |       |             |                    |                      |        |        |         |         |        |        |   |        |         |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |   |        |         |
|                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                            |                                                                        |                                                                                                                                                                         |                      |                    |                      | 0                                          |                                          |                   |                  |            |                                                                                   |                                                                 |                                                                 |   |                                            |       |             |                    |                      |       |             |                    |                      |        |        |         |         |        |        |   |        |         |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |   |        |         |
|                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                            |                                                                        |                                                                                                                                                                         |                      |                    |                      | 0                                          |                                          |                   |                  |            |                                                                                   |                                                                 |                                                                 |   |                                            |       |             |                    |                      |       |             |                    |                      |        |        |         |         |        |        |   |        |         |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |   |        |         |
|                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                            |                                                                        |                                                                                                                                                                         |                      |                    |                      | 0                                          |                                          |                   |                  |            |                                                                                   |                                                                 |                                                                 |   |                                            |       |             |                    |                      |       |             |                    |                      |        |        |         |         |        |        |   |        |         |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |   |        |         |
| Total                                                                             | 32,100                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 101,700                                                                                                    | 133,800                                                                |                                                                                                                                                                         | 32,100               | 0                  | 32,100               | 101,700                                    |                                          |                   |                  |            |                                                                                   |                                                                 |                                                                 |   |                                            |       |             |                    |                      |       |             |                    |                      |        |        |         |         |        |        |   |        |         |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |   |        |         |
| <b>5</b>                                                                          | <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>Personal Property</th> <th>BEFORE Adjustment</th> <th>AFTER Adjustment</th> <th>Difference</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/> Non-manufacturing <input type="checkbox"/> Manufacturing</td> <td><span style="border: 1px solid black; padding: 0 20px;"></span></td> <td><span style="border: 1px solid black; padding: 0 20px;"></span></td> <td style="text-align: center;">0</td> </tr> </tbody> </table>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                            |                                                                        |                                                                                                                                                                         |                      |                    |                      |                                            | Personal Property                        | BEFORE Adjustment | AFTER Adjustment | Difference | <input type="checkbox"/> Non-manufacturing <input type="checkbox"/> Manufacturing | <span style="border: 1px solid black; padding: 0 20px;"></span> | <span style="border: 1px solid black; padding: 0 20px;"></span> | 0 |                                            |       |             |                    |                      |       |             |                    |                      |        |        |         |         |        |        |   |        |         |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |   |        |         |
| Personal Property                                                                 | BEFORE Adjustment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | AFTER Adjustment                                                                                           | Difference                                                             |                                                                                                                                                                         |                      |                    |                      |                                            |                                          |                   |                  |            |                                                                                   |                                                                 |                                                                 |   |                                            |       |             |                    |                      |       |             |                    |                      |        |        |         |         |        |        |   |        |         |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |   |        |         |
| <input type="checkbox"/> Non-manufacturing <input type="checkbox"/> Manufacturing | <span style="border: 1px solid black; padding: 0 20px;"></span>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <span style="border: 1px solid black; padding: 0 20px;"></span>                                            | 0                                                                      |                                                                                                                                                                         |                      |                    |                      |                                            |                                          |                   |                  |            |                                                                                   |                                                                 |                                                                 |   |                                            |       |             |                    |                      |       |             |                    |                      |        |        |         |         |        |        |   |        |         |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |   |        |         |
| <b>6</b>                                                                          | Total manufacturing interest refund/rescinded                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                            | (a)<br><span style="border: 1px solid black; padding: 0 20px;"></span> | (b) = (a) x .80<br>0                                                                                                                                                    | (c) = (a) x .20<br>0 |                    |                      |                                            |                                          |                   |                  |            |                                                                                   |                                                                 |                                                                 |   |                                            |       |             |                    |                      |       |             |                    |                      |        |        |         |         |        |        |   |        |         |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |   |        |         |
| <b>7</b>                                                                          | Net taxes rescinded or refunded to be charged back to taxing jurisdictions – EXCLUDING INTEREST                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                            |                                                                        |                                                                                                                                                                         |                      |                    |                      |                                            |                                          |                   |                  |            |                                                                                   |                                                                 |                                                                 |   |                                            |       |             |                    |                      |       |             |                    |                      |        |        |         |         |        |        |   |        |         |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |   |        |         |
|                                                                                   | Code                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Name of Taxing Jurisdictions                                                                               |                                                                        |                                                                                                                                                                         |                      |                    | Net Tax              |                                            |                                          |                   |                  |            |                                                                                   |                                                                 |                                                                 |   |                                            |       |             |                    |                      |       |             |                    |                      |        |        |         |         |        |        |   |        |         |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |   |        |         |
| a.                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | State of Wisconsin                                                                                         |                                                                        |                                                                                                                                                                         |                      |                    |                      |                                            |                                          |                   |                  |            |                                                                                   |                                                                 |                                                                 |   |                                            |       |             |                    |                      |       |             |                    |                      |        |        |         |         |        |        |   |        |         |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |   |        |         |
| b.                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | County <b>BROWN</b>                                                                                        |                                                                        |                                                                                                                                                                         |                      |                    |                      |                                            |                                          |                   |                  |            |                                                                                   |                                                                 |                                                                 |   |                                            |       |             |                    |                      |       |             |                    |                      |        |        |         |         |        |        |   |        |         |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |   |        |         |
| c.1                                                                               | <b>05 - 5040</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Special district <b>GREEN BAY METRO SEWER DISTRICT</b>                                                     |                                                                        |                                                                                                                                                                         |                      |                    |                      |                                            |                                          |                   |                  |            |                                                                                   |                                                                 |                                                                 |   |                                            |       |             |                    |                      |       |             |                    |                      |        |        |         |         |        |        |   |        |         |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |   |        |         |
| c.2                                                                               | <span style="border: 1px solid black; padding: 0 10px;"></span>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Special district <b>&lt; Select a District &gt;</b>                                                        |                                                                        |                                                                                                                                                                         |                      |                    |                      |                                            |                                          |                   |                  |            |                                                                                   |                                                                 |                                                                 |   |                                            |       |             |                    |                      |       |             |                    |                      |        |        |         |         |        |        |   |        |         |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |   |        |         |
| d.                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Local <b>CITY OF GREEN BAY</b>                                                                             |                                                                        |                                                                                                                                                                         |                      |                    |                      |                                            |                                          |                   |                  |            |                                                                                   |                                                                 |                                                                 |   |                                            |       |             |                    |                      |       |             |                    |                      |        |        |         |         |        |        |   |        |         |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |   |        |         |
| e.                                                                                | <b>05 - 2289</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | School district <b>GREEN BAY</b>                                                                           |                                                                        |                                                                                                                                                                         |                      |                    |                      |                                            |                                          |                   |                  |            |                                                                                   |                                                                 |                                                                 |   |                                            |       |             |                    |                      |       |             |                    |                      |        |        |         |         |        |        |   |        |         |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |   |        |         |
| f.                                                                                | <span style="border: 1px solid black; padding: 0 10px;"></span>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Union high school district                                                                                 |                                                                        |                                                                                                                                                                         |                      |                    |                      |                                            |                                          |                   |                  |            |                                                                                   |                                                                 |                                                                 |   |                                            |       |             |                    |                      |       |             |                    |                      |        |        |         |         |        |        |   |        |         |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |   |        |         |
| g.                                                                                | <b>1300</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Technical college district <b>NORTHEAST WISCONSIN TECH COLLEGE GNB</b>                                     |                                                                        |                                                                                                                                                                         |                      |                    |                      |                                            |                                          |                   |                  |            |                                                                                   |                                                                 |                                                                 |   |                                            |       |             |                    |                      |       |             |                    |                      |        |        |         |         |        |        |   |        |         |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |   |        |         |
| h.                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Total net tax rescinded or refunded – EXCLUDING INTEREST<br>(This amount is after School Levy Tax Credit.) |                                                                        |                                                                                                                                                                         |                      |                    |                      |                                            |                                          |                   |                  |            |                                                                                   |                                                                 |                                                                 |   |                                            |       |             |                    |                      |       |             |                    |                      |        |        |         |         |        |        |   |        |         |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |   |        |         |
| <b>8</b>                                                                          | Select the appropriate statute and explanation why these taxes were rescinded or refunded.<br>Statute no(s). <b>70.43 - Assessor correction of error</b> Explanation: <b>Assessment of building that did not exist</b><br>Additional explanation: (If you need more space, include as an attachment)<br><b>All improvements were razed as of 1/1/18.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                            |                                                                        |                                                                                                                                                                         |                      |                    |                      |                                            |                                          |                   |                  |            |                                                                                   |                                                                 |                                                                 |   |                                            |       |             |                    |                      |       |             |                    |                      |        |        |         |         |        |        |   |        |         |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |   |        |         |

|                                                |                                                                                |
|------------------------------------------------|--------------------------------------------------------------------------------|
| <b>9</b> Preparer name<br><b>KRISTI NORTON</b> | Email<br><b>KRISTINO@GREENBAYWI.GOV</b><br>Daytime phone <b>(920) 448-3072</b> |
|------------------------------------------------|--------------------------------------------------------------------------------|

12/26/18

BROWN COUNTY LAND RECORDS SYSTEM  
DISPLAY TAX BILL

14:58:02  
LRSPG111

PARCEL NO: 9 -22

BILL NO: 2146333

TAX YEAR: 2018 Enter year and CMD 2 for new year

PROPERTY LOCATION: 1155 MAIN ST

ASSESSED VALUES- LAND: 32,100 IMPROVEMNTS: 101,700 TOTAL: 133,800

FAIR MARKET RATIO: .9436 VALUE: 141,800

TOTAL NET TAX RATE: 23.38 (for current taxes only)

State Credits= School Credit: 246.10 First \$ Credit: 70.00

GROSS TAX: 3,374.90 STATE CREDITS: 316.10 NET TAX: 3,058.80

SPECIALS:

46 BID DISTRICT 401.00

TOTAL SPECIALS: 401.00

TOTAL TAX DUE: 3,459.80 FIRST PAYMENT: 1,930.40 DATE DUE: 1/31/2019  
(AFTER L.C.) (AFTER L.C.) LOTT CR.: .00

CMD 1 - Return to previous screen

1/08/19

BROWN COUNTY LAND RECORDS SYSTEM  
DISPLAY TAX PAYMENTS

13:24:29  
LRSPG112

PARCEL NO: 9 -22

BILL NO: 2146333

TAX YEAR: 2018 Enter year and CMD 2 for new year

| DATE     | PYMT AMOUNT | TYPE    | TRANS  | COMMENTS | SPEC CODE | SPEC DATE |
|----------|-------------|---------|--------|----------|-----------|-----------|
| 12/26/18 | 3,058.80    | GENERAL | 413862 | BC       |           |           |
| 12/26/18 | 401.00      | SPECIAL | 413862 | BC       |           |           |

END OF PAYMENTS

ROLL KEYS - Display rest of payments  
CMD 1 - Return to previous screen



Office of the City Assessor

DATE: January 9, 2019  
TO: Finance Committee  
City of Green Bay  
FROM: Russ Schwandt  
Assessor  
RE: Adjustment of 2018 Real Estate Tax Bill

Please be advised that I am recommending that the **2018** tax bill be adjusted for the following real estate parcel:

| <u>PARCEL</u> | <u>NAME</u>                 | <u>ADDRESS</u>     |
|---------------|-----------------------------|--------------------|
| 22-2130       | Richard & Rochelle DeJardin | 2811 Classic Drive |

**Reason:** The improvements on this parcel were not complete on 1/1/18. The original 2018 assessed value indicated that the improvements were complete.

The original 2018 real estate assessment was \$311,900. The corrected 2018 real estate assessment is \$66,200. Refund taxes according to this adjustment.

Cc: Diana Ellenbecker

# Request for Charge Back of Rescinded or Refunded Taxes

(Sec. 74.41, Wis. Stats.)

DOR USE ONLY

Case no.

| <b>1</b>                                 | Assessment year<br><b>2018</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Co-muni code<br><b>05 - 231</b> | Municipality<br><b>CITY OF GREEN BAY</b> | County<br><b>BROWN</b>                                                                                                                                                  |                                          |                              |                      |                                            |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |        |        |                                                   |         |        |                                                                                            |        |        |                                                                                    |  |    |                                                                                                                    |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |        |        |         |
|------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|------------------------------|----------------------|--------------------------------------------|-----------------------------|--|----|---------------------|--------------------------------------------|-------|-------------------------------------------------------------------------|--------------------|----------------------|---------------------------------------------------------------------------------------------------------------------|-------------|--------------------|--------------------------------|--------|--------|---------------------------------------------------|---------|--------|--------------------------------------------------------------------------------------------|--------|--------|------------------------------------------------------------------------------------|--|----|--------------------------------------------------------------------------------------------------------------------|--|--|--|--|--|---|--|--|--|--|--|--|--|--|---|--|--|--|--|--|--|--|--|---|--|--|--|--|--|--|--|--|---|-------|--------|---------|---------|--|--------|--------|--------|---------|
| <b>2</b>                                 | <input checked="" type="checkbox"/> Real estate parcel no. <input type="checkbox"/> Personal property account no.<br><b>22-2130</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                 |                                          | Is this parcel in a TID?<br><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes TID no. <span style="border: 1px solid black; padding: 0 20px;"></span> |                                          |                              |                      |                                            |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |        |        |                                                   |         |        |                                                                                            |        |        |                                                                                    |  |    |                                                                                                                    |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |        |        |         |
| <b>3</b>                                 | Property owner name<br><b>RICHARD AND ROCHELLE DEJARDIN</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                 |                                          | Personal property category (see Instructions)<br><span style="border: 1px solid black; padding: 0 20px;"></span>                                                        |                                          |                              |                      |                                            |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |        |        |                                                   |         |        |                                                                                            |        |        |                                                                                    |  |    |                                                                                                                    |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |        |        |         |
| <b>4</b>                                 | <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="4">Real Estate Assessment BEFORE Adjustment</th> <th colspan="4">Assessment AFTER Adjustment</th> <th rowspan="2">(g)<br/>Total Assessment Difference (c - f)</th> </tr> <tr> <th>Class</th> <th>(a)<br/>Land</th> <th>(b)<br/>Improvement</th> <th>(c)<br/>Total (a + b)</th> <th>Class</th> <th>(d)<br/>Land</th> <th>(e)<br/>Improvement</th> <th>(f)<br/>Total (d + e)</th> </tr> </thead> <tbody> <tr> <td>1 Res.</td> <td style="text-align: right;">41,200</td> <td style="text-align: right;">270,700</td> <td style="text-align: right;">311,900</td> <td>1 Res.</td> <td style="text-align: right;">41,200</td> <td style="text-align: right;">25,000</td> <td style="text-align: right;">66,200</td> <td style="text-align: right;">245,700</td> </tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td style="text-align: right;">0</td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td style="text-align: right;">0</td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td style="text-align: right;">0</td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td style="text-align: right;">0</td></tr> <tr> <td>Total</td> <td style="text-align: right;">41,200</td> <td style="text-align: right;">270,700</td> <td style="text-align: right;">311,900</td> <td> </td> <td style="text-align: right;">41,200</td> <td style="text-align: right;">25,000</td> <td style="text-align: right;">66,200</td> <td style="text-align: right;">245,700</td> </tr> </tbody> </table> |                                 |                                          |                                                                                                                                                                         | Real Estate Assessment BEFORE Adjustment |                              |                      |                                            | Assessment AFTER Adjustment |  |    |                     | (g)<br>Total Assessment Difference (c - f) | Class | (a)<br>Land                                                             | (b)<br>Improvement | (c)<br>Total (a + b) | Class                                                                                                               | (d)<br>Land | (e)<br>Improvement | (f)<br>Total (d + e)           | 1 Res. | 41,200 | 270,700                                           | 311,900 | 1 Res. | 41,200                                                                                     | 25,000 | 66,200 | 245,700                                                                            |  |    |                                                                                                                    |  |  |  |  |  | 0 |  |  |  |  |  |  |  |  | 0 |  |  |  |  |  |  |  |  | 0 |  |  |  |  |  |  |  |  | 0 | Total | 41,200 | 270,700 | 311,900 |  | 41,200 | 25,000 | 66,200 | 245,700 |
| Real Estate Assessment BEFORE Adjustment |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                 |                                          | Assessment AFTER Adjustment                                                                                                                                             |                                          |                              |                      | (g)<br>Total Assessment Difference (c - f) |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |        |        |                                                   |         |        |                                                                                            |        |        |                                                                                    |  |    |                                                                                                                    |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |        |        |         |
| Class                                    | (a)<br>Land                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | (b)<br>Improvement              | (c)<br>Total (a + b)                     | Class                                                                                                                                                                   | (d)<br>Land                              | (e)<br>Improvement           | (f)<br>Total (d + e) |                                            |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |        |        |                                                   |         |        |                                                                                            |        |        |                                                                                    |  |    |                                                                                                                    |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |        |        |         |
| 1 Res.                                   | 41,200                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 270,700                         | 311,900                                  | 1 Res.                                                                                                                                                                  | 41,200                                   | 25,000                       | 66,200               | 245,700                                    |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |        |        |                                                   |         |        |                                                                                            |        |        |                                                                                    |  |    |                                                                                                                    |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |        |        |         |
|                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                 |                                          |                                                                                                                                                                         |                                          |                              |                      | 0                                          |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |        |        |                                                   |         |        |                                                                                            |        |        |                                                                                    |  |    |                                                                                                                    |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |        |        |         |
|                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                 |                                          |                                                                                                                                                                         |                                          |                              |                      | 0                                          |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |        |        |                                                   |         |        |                                                                                            |        |        |                                                                                    |  |    |                                                                                                                    |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |        |        |         |
|                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                 |                                          |                                                                                                                                                                         |                                          |                              |                      | 0                                          |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |        |        |                                                   |         |        |                                                                                            |        |        |                                                                                    |  |    |                                                                                                                    |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |        |        |         |
|                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                 |                                          |                                                                                                                                                                         |                                          |                              |                      | 0                                          |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |        |        |                                                   |         |        |                                                                                            |        |        |                                                                                    |  |    |                                                                                                                    |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |        |        |         |
| Total                                    | 41,200                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 270,700                         | 311,900                                  |                                                                                                                                                                         | 41,200                                   | 25,000                       | 66,200               | 245,700                                    |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |        |        |                                                   |         |        |                                                                                            |        |        |                                                                                    |  |    |                                                                                                                    |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |        |        |         |
| <b>5</b>                                 | Personal Property      BEFORE Adjustment      AFTER Adjustment      Difference<br><input type="checkbox"/> Non-manufacturing <input type="checkbox"/> Manufacturing <span style="border: 1px solid black; padding: 0 20px;"></span> <span style="border: 1px solid black; padding: 0 20px;"></span> <span style="text-align: right;">0</span>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                 |                                          |                                                                                                                                                                         |                                          |                              |                      |                                            |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |        |        |                                                   |         |        |                                                                                            |        |        |                                                                                    |  |    |                                                                                                                    |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |        |        |         |
| <b>6</b>                                 | Total manufacturing interest refund/rescinded <span style="border: 1px solid black; padding: 0 20px;"></span> <span style="text-align: right;">(b) = (a) x .80</span> <span style="text-align: right;">0</span> <span style="text-align: right;">(c) = (a) x .20</span> <span style="text-align: right;">0</span>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                 |                                          |                                                                                                                                                                         |                                          |                              |                      |                                            |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |        |        |                                                   |         |        |                                                                                            |        |        |                                                                                    |  |    |                                                                                                                    |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |        |        |         |
| <b>7</b>                                 | Net taxes rescinded or refunded to be charged back to taxing jurisdictions -- EXCLUDING INTEREST <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>Code</th> <th>Name of Taxing Jurisdictions</th> <th>Net Tax</th> </tr> </thead> <tbody> <tr><td>a.</td><td>State of Wisconsin</td><td> </td></tr> <tr><td>b.</td><td>County <b>BROWN</b></td><td> </td></tr> <tr><td>c.1</td><td><b>05 - 5040</b> Special district <b>GREEN BAY METRO SEWER DISTRICT</b></td><td> </td></tr> <tr><td>c.2</td><td><span style="border: 1px solid black; padding: 0 20px;"></span> Special district <b>&lt; Select a District &gt;</b></td><td> </td></tr> <tr><td>d.</td><td>Local <b>CITY OF GREEN BAY</b></td><td> </td></tr> <tr><td>e.</td><td><b>05 - 2289</b> School district <b>GREEN BAY</b></td><td> </td></tr> <tr><td>f.</td><td><span style="border: 1px solid black; padding: 0 20px;"></span> Union high school district</td><td> </td></tr> <tr><td>g.</td><td><b>1300</b> Technical college district <b>NORTHEAST WISCONSIN TECH COLLEGE GNB</b></td><td> </td></tr> <tr><td>h.</td><td>Total net tax rescinded or refunded -- EXCLUDING INTEREST<br/><i>(This amount is after School Levy Tax Credit.)</i></td><td style="border: 1px solid black; padding: 0 20px;"></td></tr> </tbody> </table>                                                                                                                                                                                                                                                                                                                                                                                                                            |                                 |                                          |                                                                                                                                                                         | Code                                     | Name of Taxing Jurisdictions | Net Tax              | a.                                         | State of Wisconsin          |  | b. | County <b>BROWN</b> |                                            | c.1   | <b>05 - 5040</b> Special district <b>GREEN BAY METRO SEWER DISTRICT</b> |                    | c.2                  | <span style="border: 1px solid black; padding: 0 20px;"></span> Special district <b>&lt; Select a District &gt;</b> |             | d.                 | Local <b>CITY OF GREEN BAY</b> |        | e.     | <b>05 - 2289</b> School district <b>GREEN BAY</b> |         | f.     | <span style="border: 1px solid black; padding: 0 20px;"></span> Union high school district |        | g.     | <b>1300</b> Technical college district <b>NORTHEAST WISCONSIN TECH COLLEGE GNB</b> |  | h. | Total net tax rescinded or refunded -- EXCLUDING INTEREST<br><i>(This amount is after School Levy Tax Credit.)</i> |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |        |        |         |
| Code                                     | Name of Taxing Jurisdictions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Net Tax                         |                                          |                                                                                                                                                                         |                                          |                              |                      |                                            |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |        |        |                                                   |         |        |                                                                                            |        |        |                                                                                    |  |    |                                                                                                                    |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |        |        |         |
| a.                                       | State of Wisconsin                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                 |                                          |                                                                                                                                                                         |                                          |                              |                      |                                            |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |        |        |                                                   |         |        |                                                                                            |        |        |                                                                                    |  |    |                                                                                                                    |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |        |        |         |
| b.                                       | County <b>BROWN</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                 |                                          |                                                                                                                                                                         |                                          |                              |                      |                                            |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |        |        |                                                   |         |        |                                                                                            |        |        |                                                                                    |  |    |                                                                                                                    |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |        |        |         |
| c.1                                      | <b>05 - 5040</b> Special district <b>GREEN BAY METRO SEWER DISTRICT</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                 |                                          |                                                                                                                                                                         |                                          |                              |                      |                                            |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |        |        |                                                   |         |        |                                                                                            |        |        |                                                                                    |  |    |                                                                                                                    |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |        |        |         |
| c.2                                      | <span style="border: 1px solid black; padding: 0 20px;"></span> Special district <b>&lt; Select a District &gt;</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                 |                                          |                                                                                                                                                                         |                                          |                              |                      |                                            |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |        |        |                                                   |         |        |                                                                                            |        |        |                                                                                    |  |    |                                                                                                                    |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |        |        |         |
| d.                                       | Local <b>CITY OF GREEN BAY</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                 |                                          |                                                                                                                                                                         |                                          |                              |                      |                                            |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |        |        |                                                   |         |        |                                                                                            |        |        |                                                                                    |  |    |                                                                                                                    |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |        |        |         |
| e.                                       | <b>05 - 2289</b> School district <b>GREEN BAY</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                 |                                          |                                                                                                                                                                         |                                          |                              |                      |                                            |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |        |        |                                                   |         |        |                                                                                            |        |        |                                                                                    |  |    |                                                                                                                    |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |        |        |         |
| f.                                       | <span style="border: 1px solid black; padding: 0 20px;"></span> Union high school district                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                 |                                          |                                                                                                                                                                         |                                          |                              |                      |                                            |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |        |        |                                                   |         |        |                                                                                            |        |        |                                                                                    |  |    |                                                                                                                    |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |        |        |         |
| g.                                       | <b>1300</b> Technical college district <b>NORTHEAST WISCONSIN TECH COLLEGE GNB</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                 |                                          |                                                                                                                                                                         |                                          |                              |                      |                                            |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |        |        |                                                   |         |        |                                                                                            |        |        |                                                                                    |  |    |                                                                                                                    |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |        |        |         |
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| <b>8</b>                                 | Select the appropriate statute and explanation why these taxes were rescinded or refunded.<br>Statute no(s). <b>70.43 - Assessor correction of error</b> Explanation: <b>Other</b><br>Additional explanation: <i>(If you need more space, include as an attachment)</i><br><div style="border: 1px solid black; padding: 5px; min-height: 80px;"> <b>The improvements on this parcel were partially complete on 1/1/18. The original 2018 assessed value indicated that the improvements were fully complete on 1/1/18.</b> </div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                 |                                          |                                                                                                                                                                         |                                          |                              |                      |                                            |                             |  |    |                     |                                            |       |                                                                         |                    |                      |                                                                                                                     |             |                    |                                |        |        |                                                   |         |        |                                                                                            |        |        |                                                                                    |  |    |                                                                                                                    |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |        |         |         |  |        |        |        |         |

|                                                |                                         |
|------------------------------------------------|-----------------------------------------|
| <b>9</b> Preparer name<br><b>KRISTI NORTON</b> | Email<br><b>KRISTINO@GREENBAYWI.GOV</b> |
| Daytime phone<br><b>(920) 448-3072</b>         |                                         |

12/26/18

BROWN COUNTY LAND RECORDS SYSTEM  
DISPLAY TAX BILL

11:25:29  
LRSPG111

PARCEL NO: 22-2130

BILL NO: 2134028

TAX YEAR: 2018 Enter year and CMD 2 for new year

PROPERTY LOCATION: 2811 CLASSIC DR

ASSESSED VALUES- LAND: 41,200 IMPROVEMNTS: 270,700 TOTAL: 311,900

FAIR MARKET RATIO: .9436 VALUE: 330,500

TOTAL NET TAX RATE: 23.38 (for current taxes only)

State Credits= School Credit: 573.70 First \$ Credit: 70.00

GROSS TAX: 7,867.30 STATE CREDITS: 643.70 NET TAX: 7,223.60

SPECIALS:

65 RECYCLING/GARBA 60.00 67 GARBAGE CONTAIN 60.00

TOTAL SPECIALS: 120.00

TOTAL TAX DUE: 7,343.60 FIRST PAYMENT: 3,731.80 DATE DUE: 1/31/2019  
(AFTER L.C.) (AFTER L.C.) LOTT CR.: .00

CMD 1 - Return to previous screen

1/08/19

BROWN COUNTY LAND RECORDS SYSTEM  
DISPLAY TAX PAYMENTS

13:24:52  
LRSPG112

PARCEL NO: 22-2130

BILL NO: 2134028

TAX YEAR: 2018 Enter year and CMD 2 for new year

| DATE     | PYMT AMOUNT | TYPE    | TRANS  | COMMENTS | SPEC CODE | SPEC DATE |
|----------|-------------|---------|--------|----------|-----------|-----------|
| 12/31/18 | 7,223.60    | GENERAL | 419071 | BC       |           |           |
| 12/31/18 | 120.00      | SPECIAL | 419071 | BC       |           |           |

END OF PAYMENTS

ROLL KEYS - Display rest of payments  
CMD 1 - Return to previous screen



Office of the City Assessor

DATE: January 16, 2019  
TO: Finance Committee  
City of Green Bay  
FROM: Russ Schwandt  
Assessor  
RE: Adjustment of 2017 Personal Property Tax Bill

Please be advised that I am recommending that the **2017** tax bill be adjusted for the following personal property account:

| <u>ACCT #</u> | <u>BUSINESS NAME</u>         | <u>ADDRESS</u>   |
|---------------|------------------------------|------------------|
| 26214         | Wells Fargo Vendor Financial | 2140 Hutson Road |

**Reason:** Two assets of personal property were reported on schedule C to the City of Green Bay that were not located in the City on 1/1/17.

The 2017 assessed value of the personal property on schedule C was \$579,100. The corrected 2017 personal property assessment for schedule C is \$450,700.

Refund taxes according to this adjustment.

Cc: Diana Ellenbecker

# Request for Charge Back of Rescinded or Refunded Taxes

(Sec. 74.41, Wis. Stats.)

DOR USE ONLY

Case no.

| <b>1</b>    | Assessment year<br><b>2017</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Co-muni code<br><b>05 - 231</b>                                                                            | Municipality<br><b>CITY OF GREEN BAY</b>                                                                                          | County<br><b>BROWN</b>                                                                                                                                                     |                                                                                                                            |                    |                      |                             |             |  |  |                                            |                              |  |  |  |                             |  |  |  |                                            |       |             |                    |                      |       |             |                    |                      |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |       |  |  |  |       |  |  |  |       |  |  |  |   |
|-------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|--------------------|----------------------|-----------------------------|-------------|--|--|--------------------------------------------|------------------------------|--|--|--|-----------------------------|--|--|--|--------------------------------------------|-------|-------------|--------------------|----------------------|-------|-------------|--------------------|----------------------|--|--|--|--|--|--|--|--|--|--|--|--|---|--|--|--|--|--|--|--|--|--|--|--|--|---|--|--|--|--|--|--|--|--|--|--|--|--|---|--|--|--|--|--|--|--|--|--|--|--|--|---|--|--|--|--|--|--|--|--|--|--|--|--|---|--|--|--|--|--|--|--|--|--|--|--|--|---|-------|--|--|--|-------|--|--|--|-------|--|--|--|---|
| <b>2</b>    | <input type="checkbox"/> Real estate parcel no.<br><input checked="" type="checkbox"/> Personal property account no.<br><b>26214</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                            |                                                                                                                                   | Is this parcel in a TID?<br><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes    TID no. <span style="border: 1px solid black; padding: 0 20px;"></span> |                                                                                                                            |                    |                      |                             |             |  |  |                                            |                              |  |  |  |                             |  |  |  |                                            |       |             |                    |                      |       |             |                    |                      |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |       |  |  |  |       |  |  |  |       |  |  |  |   |
| <b>3</b>    | Property owner name<br><b>WELLS FARGO VENDOR FINANCIAL</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                            |                                                                                                                                   | Personal property category (see instructions)<br><b>2 Machinery Tools and Patterns</b>                                                                                     |                                                                                                                            |                    |                      |                             |             |  |  |                                            |                              |  |  |  |                             |  |  |  |                                            |       |             |                    |                      |       |             |                    |                      |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |       |  |  |  |       |  |  |  |       |  |  |  |   |
| <b>4</b>    | <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="4">Real Estate</th> <th colspan="4">Assessment BEFORE Adjustment</th> <th colspan="4">Assessment AFTER Adjustment</th> <th rowspan="2">(g)<br/>Total Assessment Difference (c - f)</th> </tr> <tr> <th>Class</th> <th>(a)<br/>Land</th> <th>(b)<br/>Improvement</th> <th>(c)<br/>Total (a + b)</th> <th>Class</th> <th>(d)<br/>Land</th> <th>(e)<br/>Improvement</th> <th>(f)<br/>Total (d + e)</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td>0</td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td>0</td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td>0</td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td>0</td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td>0</td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td>0</td></tr> <tr> <td colspan="3">Total</td> <td> </td> <td colspan="3">Total</td> <td> </td> <td colspan="3">Total</td> <td> </td> <td>0</td> </tr> </tbody> </table> |                                                                                                            |                                                                                                                                   |                                                                                                                                                                            |                                                                                                                            |                    |                      |                             | Real Estate |  |  |                                            | Assessment BEFORE Adjustment |  |  |  | Assessment AFTER Adjustment |  |  |  | (g)<br>Total Assessment Difference (c - f) | Class | (a)<br>Land | (b)<br>Improvement | (c)<br>Total (a + b) | Class | (d)<br>Land | (e)<br>Improvement | (f)<br>Total (d + e) |  |  |  |  |  |  |  |  |  |  |  |  | 0 |  |  |  |  |  |  |  |  |  |  |  |  | 0 |  |  |  |  |  |  |  |  |  |  |  |  | 0 |  |  |  |  |  |  |  |  |  |  |  |  | 0 |  |  |  |  |  |  |  |  |  |  |  |  | 0 |  |  |  |  |  |  |  |  |  |  |  |  | 0 | Total |  |  |  | Total |  |  |  | Total |  |  |  | 0 |
| Real Estate |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                            |                                                                                                                                   | Assessment BEFORE Adjustment                                                                                                                                               |                                                                                                                            |                    |                      | Assessment AFTER Adjustment |             |  |  | (g)<br>Total Assessment Difference (c - f) |                              |  |  |  |                             |  |  |  |                                            |       |             |                    |                      |       |             |                    |                      |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |       |  |  |  |       |  |  |  |       |  |  |  |   |
| Class       | (a)<br>Land                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | (b)<br>Improvement                                                                                         | (c)<br>Total (a + b)                                                                                                              | Class                                                                                                                                                                      | (d)<br>Land                                                                                                                | (e)<br>Improvement | (f)<br>Total (d + e) |                             |             |  |  |                                            |                              |  |  |  |                             |  |  |  |                                            |       |             |                    |                      |       |             |                    |                      |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |       |  |  |  |       |  |  |  |       |  |  |  |   |
|             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                            |                                                                                                                                   |                                                                                                                                                                            |                                                                                                                            |                    |                      |                             |             |  |  | 0                                          |                              |  |  |  |                             |  |  |  |                                            |       |             |                    |                      |       |             |                    |                      |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |       |  |  |  |       |  |  |  |       |  |  |  |   |
|             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                            |                                                                                                                                   |                                                                                                                                                                            |                                                                                                                            |                    |                      |                             |             |  |  | 0                                          |                              |  |  |  |                             |  |  |  |                                            |       |             |                    |                      |       |             |                    |                      |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |       |  |  |  |       |  |  |  |       |  |  |  |   |
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| Total       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                            |                                                                                                                                   | Total                                                                                                                                                                      |                                                                                                                            |                    |                      | Total                       |             |  |  | 0                                          |                              |  |  |  |                             |  |  |  |                                            |       |             |                    |                      |       |             |                    |                      |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |       |  |  |  |       |  |  |  |       |  |  |  |   |
| <b>5</b>    | <b>Personal Property</b><br><input checked="" type="checkbox"/> Non-manufacturing <input type="checkbox"/> Manufacturing                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                            | <b>BEFORE Adjustment</b><br><div style="border: 1px solid black; text-align: center; width: 100px; margin: 0 auto;">579,100</div> | <b>AFTER Adjustment</b><br><div style="border: 1px solid black; text-align: center; width: 100px; margin: 0 auto;">450,700</div>                                           | <b>Difference</b><br><div style="border: 1px solid black; text-align: center; width: 100px; margin: 0 auto;">128,400</div> |                    |                      |                             |             |  |  |                                            |                              |  |  |  |                             |  |  |  |                                            |       |             |                    |                      |       |             |                    |                      |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |       |  |  |  |       |  |  |  |       |  |  |  |   |
| <b>6</b>    | Total manufacturing interest refund/rescinded                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                            | <div style="border: 1px solid black; text-align: center; width: 100px; margin: 0 auto;">(a)</div>                                 | <div style="border: 1px solid black; text-align: center; width: 100px; margin: 0 auto;">(b) = (a) x .80<br/>0</div>                                                        | <div style="border: 1px solid black; text-align: center; width: 100px; margin: 0 auto;">(c) = (a) x .20<br/>0</div>        |                    |                      |                             |             |  |  |                                            |                              |  |  |  |                             |  |  |  |                                            |       |             |                    |                      |       |             |                    |                      |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |       |  |  |  |       |  |  |  |       |  |  |  |   |
| <b>7</b>    | Net taxes rescinded or refunded to be charged back to taxing jurisdictions – EXCLUDING INTEREST                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                            |                                                                                                                                   |                                                                                                                                                                            |                                                                                                                            |                    |                      |                             |             |  |  |                                            |                              |  |  |  |                             |  |  |  |                                            |       |             |                    |                      |       |             |                    |                      |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |       |  |  |  |       |  |  |  |       |  |  |  |   |
|             | Code                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Name of Taxing Jurisdictions                                                                               |                                                                                                                                   |                                                                                                                                                                            | Net Tax                                                                                                                    |                    |                      |                             |             |  |  |                                            |                              |  |  |  |                             |  |  |  |                                            |       |             |                    |                      |       |             |                    |                      |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |       |  |  |  |       |  |  |  |       |  |  |  |   |
| a.          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | State of Wisconsin                                                                                         |                                                                                                                                   |                                                                                                                                                                            |                                                                                                                            |                    |                      |                             |             |  |  |                                            |                              |  |  |  |                             |  |  |  |                                            |       |             |                    |                      |       |             |                    |                      |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |       |  |  |  |       |  |  |  |       |  |  |  |   |
| b.          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | County <b>BROWN</b>                                                                                        |                                                                                                                                   |                                                                                                                                                                            |                                                                                                                            |                    |                      |                             |             |  |  |                                            |                              |  |  |  |                             |  |  |  |                                            |       |             |                    |                      |       |             |                    |                      |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |       |  |  |  |       |  |  |  |       |  |  |  |   |
| c.1         | <b>05 - 5040</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Special district                                                                                           | <b>GREEN BAY METRO SEWER DISTRICT</b>                                                                                             |                                                                                                                                                                            |                                                                                                                            |                    |                      |                             |             |  |  |                                            |                              |  |  |  |                             |  |  |  |                                            |       |             |                    |                      |       |             |                    |                      |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |       |  |  |  |       |  |  |  |       |  |  |  |   |
| c.2         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Special district                                                                                           | < Select a District >                                                                                                             |                                                                                                                                                                            |                                                                                                                            |                    |                      |                             |             |  |  |                                            |                              |  |  |  |                             |  |  |  |                                            |       |             |                    |                      |       |             |                    |                      |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |       |  |  |  |       |  |  |  |       |  |  |  |   |
| d.          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Local                                                                                                      | <b>CITY OF GREEN BAY</b>                                                                                                          |                                                                                                                                                                            |                                                                                                                            |                    |                      |                             |             |  |  |                                            |                              |  |  |  |                             |  |  |  |                                            |       |             |                    |                      |       |             |                    |                      |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |       |  |  |  |       |  |  |  |       |  |  |  |   |
| e.          | <b>05 - 2289</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | School district                                                                                            | <b>GREEN BAY</b>                                                                                                                  |                                                                                                                                                                            |                                                                                                                            |                    |                      |                             |             |  |  |                                            |                              |  |  |  |                             |  |  |  |                                            |       |             |                    |                      |       |             |                    |                      |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |       |  |  |  |       |  |  |  |       |  |  |  |   |
| f.          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Union high school district                                                                                 |                                                                                                                                   |                                                                                                                                                                            |                                                                                                                            |                    |                      |                             |             |  |  |                                            |                              |  |  |  |                             |  |  |  |                                            |       |             |                    |                      |       |             |                    |                      |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |       |  |  |  |       |  |  |  |       |  |  |  |   |
| g.          | <b>1300</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Technical college district                                                                                 | <b>NORTHEAST WISCONSIN TECH COLLEGE GNB</b>                                                                                       |                                                                                                                                                                            |                                                                                                                            |                    |                      |                             |             |  |  |                                            |                              |  |  |  |                             |  |  |  |                                            |       |             |                    |                      |       |             |                    |                      |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |       |  |  |  |       |  |  |  |       |  |  |  |   |
| h.          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Total net tax rescinded or refunded – EXCLUDING INTEREST<br>(This amount is after School Levy Tax Credit.) |                                                                                                                                   |                                                                                                                                                                            |                                                                                                                            |                    |                      |                             |             |  |  |                                            |                              |  |  |  |                             |  |  |  |                                            |       |             |                    |                      |       |             |                    |                      |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |       |  |  |  |       |  |  |  |       |  |  |  |   |
| <b>8</b>    | Select the appropriate statute and explanation why these taxes were rescinded or refunded.<br>Statute no(s). <b>70.43 - Assessor correction of error</b> Explanation: <b>Property not located in municipality</b><br>Additional explanation: (If you need more space, include as an attachment)<br><b>This personal property was reported to the City of Green Bay but was not actually located in the City on 1/1/17.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                            |                                                                                                                                   |                                                                                                                                                                            |                                                                                                                            |                    |                      |                             |             |  |  |                                            |                              |  |  |  |                             |  |  |  |                                            |       |             |                    |                      |       |             |                    |                      |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |  |  |   |       |  |  |  |       |  |  |  |       |  |  |  |   |

|                                                                                                   |                                                                                                                                   |
|---------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| <b>9</b> Preparer name<br><div style="border: 1px solid black; padding: 2px;">KRISTI NORTON</div> | Email<br><div style="border: 1px solid black; padding: 2px;">KRISTINO@GREENBAYWI.GOV</div><br>Daytime phone <b>(920) 448-3072</b> |
|---------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|

Check Number: 6303

Check Date: 12/15/2017

REMITTANCE ADVICE - CUSTOMER COPY

Payee Name: Brown County Treasurer

Check Amount: \$18,884.20

Invoice No: WBN4431

Tax Year: 2017

County: Brown

State: WI

Document Name: Payment Package Description: 17-009221 CORPCD: WBN

| Tran | Tax Bill # | Tax Amount  | Interest | Penalty | Misc   | Net Amount  |
|------|------------|-------------|----------|---------|--------|-------------|
| 1    | 25284      | \$1,859.30  | \$0.00   | \$0.00  | \$0.00 | \$1,859.30  |
| 2    | 25285      | \$47.80     | \$0.00   | \$0.00  | \$0.00 | \$47.80     |
| 3    | 25286      | \$16,753.90 | \$0.00   | \$0.00  | \$0.00 | \$16,753.90 |
| 4    | 25287      | \$223.20    | \$0.00   | \$0.00  | \$0.00 | \$223.20    |

THE ORIGINAL DOCUMENT HAS A WHITE REFLECTIVE WATERMARK ON THE BACK. HOLD AT AN ANGLE TO VIEW. DO NOT CASH IF NOT PRESENT.

Wells Fargo Equipment Finance  
10 S Wacker Dr  
Chicago, IL 60606



Wells Fargo Bank, N.A.  
wellsfargo.com

6303  
11-24-2017

Date: December 15, 2017

Pay Amount: \*\*\*\$18,884.20\*\*\*

Pay \*\*\* Eighteen Thousand Eight Hundred Eighty Four and 20/100 \*\*\*

To The Order Of

Brown County Treasurer  
Attn. Collector's Office  
PO BOX 23600  
Green Bay, WI 54305-3600

Void after 180 days

*[Signature]*

6303 1210002481

4032827057

26214 CT Bill # 435601  
WELLS FARGO VENDOR  
FINANCIAL SERV LLC  
PO BOX 36200  
BILLINGS MT 59107-6200



Office of the City Assessor

DATE: January 23, 2019

TO: Finance Committee  
City of Green Bay

FROM: Russ Schwandt  
Assessor

RE: Adjustment of **2018** Personal Property Tax Bill

Please be advised that I am recommending that the **2018** tax bill be adjusted for the following personal property account:

| <u>ACCT #</u> | <u>BUSINESS NAME</u> | <u>ADDRESS</u>       |
|---------------|----------------------|----------------------|
| 26810         | Décor Consignment    | 1203 W. Mason Street |

**Reason:** The owner reported items that were in the store on consignment as personal property. Items that are subject to resale should not be reported as personal property.

The 2018 assessed value of the personal property was \$52,100.  
The corrected 2018 personal property assessment is \$5,700.

Refund taxes according to this adjustment.

Cc: Diana Ellenbecker

# Request for Charge Back of Rescinded or Refunded Taxes

(Sec. 74.41, Wis. Stats.)

DOR USE ONLY

Case no.

| <b>1</b>          | Assessment year<br><b>2018</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Co-muni code<br><b>05 - 231</b> | Municipality<br><b>CITY OF GREEN BAY</b> | County<br><b>BROWN</b>                                                                                                                                                    |                             |                              |                      |                                            |                    |                             |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|------------------------------|----------------------|--------------------------------------------|--------------------|-----------------------------|----|---------------------|--------------------------------------------|-------|--------------------------------------------------------|--------------------|----------------------|-----------------------------------------------------|-------------|--------------------|--------------------------------|--|----|----------------------------------|--|----|----------------------------|--|----|------------------------------------------------------------------------|--|----|------------------------------------------------------------------------------------------------------------|--|--|--|--|--|---|--|--|--|--|--|--|--|--|---|--|--|--|--|--|--|--|--|---|--|--|--|--|--|--|--|--|---|--|--|--|--|--|--|--|--|---|-------|--|--|--|--|--|--|--|---|
| <b>2</b>          | <input type="checkbox"/> Real estate parcel no.<br><input checked="" type="checkbox"/> Personal property account no.<br><b>26810</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                 |                                          | Is this parcel in a TID?<br><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes   TID no. <span style="border: 1px solid black; padding: 0 20px;"></span> |                             |                              |                      |                                            |                    |                             |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
| <b>3</b>          | Property owner name<br><b>DECOR CONSIGNMENT LLC</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                 |                                          | Personal property category (see instructions)<br><b>3 Furniture Fixtures and Equipment</b>                                                                                |                             |                              |                      |                                            |                    |                             |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
| <b>4</b>          | <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="3">Real Estate</th> <th colspan="2">Assessment BEFORE Adjustment</th> <th colspan="3">Assessment AFTER Adjustment</th> <th rowspan="2">(g)<br/>Total Assessment Difference (c - f)</th> </tr> <tr> <th>Class</th> <th>(a)<br/>Land</th> <th>(b)<br/>Improvement</th> <th>(c)<br/>Total (a + b)</th> <th>Class</th> <th>(d)<br/>Land</th> <th>(e)<br/>Improvement</th> <th>(f)<br/>Total (d + e)</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td>0</td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td>0</td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td>0</td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td>0</td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td>0</td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td>0</td></tr> <tr> <td>Total</td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td>0</td> </tr> </tbody> </table> |                                 |                                          |                                                                                                                                                                           | Real Estate                 |                              |                      | Assessment BEFORE Adjustment               |                    | Assessment AFTER Adjustment |    |                     | (g)<br>Total Assessment Difference (c - f) | Class | (a)<br>Land                                            | (b)<br>Improvement | (c)<br>Total (a + b) | Class                                               | (d)<br>Land | (e)<br>Improvement | (f)<br>Total (d + e)           |  |    |                                  |  |    |                            |  |    | 0                                                                      |  |    |                                                                                                            |  |  |  |  |  | 0 |  |  |  |  |  |  |  |  | 0 |  |  |  |  |  |  |  |  | 0 |  |  |  |  |  |  |  |  | 0 |  |  |  |  |  |  |  |  | 0 | Total |  |  |  |  |  |  |  | 0 |
| Real Estate       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                 | Assessment BEFORE Adjustment             |                                                                                                                                                                           | Assessment AFTER Adjustment |                              |                      | (g)<br>Total Assessment Difference (c - f) |                    |                             |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
| Class             | (a)<br>Land                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | (b)<br>Improvement              | (c)<br>Total (a + b)                     | Class                                                                                                                                                                     | (d)<br>Land                 | (e)<br>Improvement           | (f)<br>Total (d + e) |                                            |                    |                             |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
|                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                 |                                          |                                                                                                                                                                           |                             |                              |                      | 0                                          |                    |                             |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
|                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                 |                                          |                                                                                                                                                                           |                             |                              |                      | 0                                          |                    |                             |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
|                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                 |                                          |                                                                                                                                                                           |                             |                              |                      | 0                                          |                    |                             |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
|                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                 |                                          |                                                                                                                                                                           |                             |                              |                      | 0                                          |                    |                             |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
|                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                 |                                          |                                                                                                                                                                           |                             |                              |                      | 0                                          |                    |                             |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
|                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                 |                                          |                                                                                                                                                                           |                             |                              |                      | 0                                          |                    |                             |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
| Total             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                 |                                          |                                                                                                                                                                           |                             |                              |                      | 0                                          |                    |                             |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
| <b>5</b>          | <b>Personal Property</b><br><input checked="" type="checkbox"/> Non-manufacturing <input type="checkbox"/> Manufacturing <table style="width:100%; margin-top: 5px;"> <tr> <td style="width:33%; text-align: right;">BEFORE Adjustment</td> <td style="width:33%; text-align: right;">AFTER Adjustment</td> <td style="width:33%; text-align: right;">Difference</td> </tr> <tr> <td style="text-align: right;"><b>52,100</b></td> <td style="text-align: right;"><b>5,700</b></td> <td style="text-align: right;"><b>46,400</b></td> </tr> </table>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                 |                                          |                                                                                                                                                                           | BEFORE Adjustment           | AFTER Adjustment             | Difference           | <b>52,100</b>                              | <b>5,700</b>       | <b>46,400</b>               |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
| BEFORE Adjustment | AFTER Adjustment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Difference                      |                                          |                                                                                                                                                                           |                             |                              |                      |                                            |                    |                             |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
| <b>52,100</b>     | <b>5,700</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>46,400</b>                   |                                          |                                                                                                                                                                           |                             |                              |                      |                                            |                    |                             |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
| <b>6</b>          | Total manufacturing interest refund/rescinded <table style="width:100%; margin-top: 5px;"> <tr> <td style="width:33%; text-align: right;">(a)</td> <td style="width:33%; text-align: right;">(b) = (a) x .80</td> <td style="width:33%; text-align: right;">(c) = (a) x .20</td> </tr> <tr> <td style="text-align: right;"><b>0</b></td> <td style="text-align: right;"><b>0</b></td> <td style="text-align: right;"><b>0</b></td> </tr> </table>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                 |                                          |                                                                                                                                                                           | (a)                         | (b) = (a) x .80              | (c) = (a) x .20      | <b>0</b>                                   | <b>0</b>           | <b>0</b>                    |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
| (a)               | (b) = (a) x .80                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | (c) = (a) x .20                 |                                          |                                                                                                                                                                           |                             |                              |                      |                                            |                    |                             |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
| <b>0</b>          | <b>0</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>0</b>                        |                                          |                                                                                                                                                                           |                             |                              |                      |                                            |                    |                             |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
| <b>7</b>          | Net taxes rescinded or refunded to be charged back to taxing jurisdictions – EXCLUDING INTEREST <table border="1" style="width:100%; border-collapse: collapse; margin-top: 5px;"> <thead> <tr> <th>Code</th> <th>Name of Taxing Jurisdictions</th> <th>Net Tax</th> </tr> </thead> <tbody> <tr> <td>a.</td> <td>State of Wisconsin</td> <td> </td> </tr> <tr> <td>b.</td> <td>County <b>BROWN</b></td> <td> </td> </tr> <tr> <td>c.1</td> <td>Special district <b>GREEN BAY METRO SEWER DISTRICT</b></td> <td> </td> </tr> <tr> <td>c.2</td> <td>Special district <b>&lt; Select a District &gt;</b></td> <td> </td> </tr> <tr> <td>d.</td> <td>Local <b>CITY OF GREEN BAY</b></td> <td> </td> </tr> <tr> <td>e.</td> <td>School district <b>GREEN BAY</b></td> <td> </td> </tr> <tr> <td>f.</td> <td>Union high school district</td> <td> </td> </tr> <tr> <td>g.</td> <td>Technical college district <b>NORTHEAST WISCONSIN TECH COLLEGE GNB</b></td> <td> </td> </tr> <tr> <td>h.</td> <td>Total net tax rescinded or refunded – EXCLUDING INTEREST<br/>(This amount is after School Levy Tax Credit.)</td> <td> </td> </tr> </tbody> </table>                                                                                                                                  |                                 |                                          |                                                                                                                                                                           | Code                        | Name of Taxing Jurisdictions | Net Tax              | a.                                         | State of Wisconsin |                             | b. | County <b>BROWN</b> |                                            | c.1   | Special district <b>GREEN BAY METRO SEWER DISTRICT</b> |                    | c.2                  | Special district <b>&lt; Select a District &gt;</b> |             | d.                 | Local <b>CITY OF GREEN BAY</b> |  | e. | School district <b>GREEN BAY</b> |  | f. | Union high school district |  | g. | Technical college district <b>NORTHEAST WISCONSIN TECH COLLEGE GNB</b> |  | h. | Total net tax rescinded or refunded – EXCLUDING INTEREST<br>(This amount is after School Levy Tax Credit.) |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
| Code              | Name of Taxing Jurisdictions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Net Tax                         |                                          |                                                                                                                                                                           |                             |                              |                      |                                            |                    |                             |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
| a.                | State of Wisconsin                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                 |                                          |                                                                                                                                                                           |                             |                              |                      |                                            |                    |                             |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
| b.                | County <b>BROWN</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                 |                                          |                                                                                                                                                                           |                             |                              |                      |                                            |                    |                             |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
| c.1               | Special district <b>GREEN BAY METRO SEWER DISTRICT</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                 |                                          |                                                                                                                                                                           |                             |                              |                      |                                            |                    |                             |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
| c.2               | Special district <b>&lt; Select a District &gt;</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                 |                                          |                                                                                                                                                                           |                             |                              |                      |                                            |                    |                             |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
| d.                | Local <b>CITY OF GREEN BAY</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                 |                                          |                                                                                                                                                                           |                             |                              |                      |                                            |                    |                             |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
| e.                | School district <b>GREEN BAY</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                 |                                          |                                                                                                                                                                           |                             |                              |                      |                                            |                    |                             |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
| f.                | Union high school district                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                 |                                          |                                                                                                                                                                           |                             |                              |                      |                                            |                    |                             |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
| g.                | Technical college district <b>NORTHEAST WISCONSIN TECH COLLEGE GNB</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                 |                                          |                                                                                                                                                                           |                             |                              |                      |                                            |                    |                             |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
| h.                | Total net tax rescinded or refunded – EXCLUDING INTEREST<br>(This amount is after School Levy Tax Credit.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                 |                                          |                                                                                                                                                                           |                             |                              |                      |                                            |                    |                             |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |
| <b>8</b>          | Select the appropriate statute and explanation why these taxes were rescinded or refunded.<br>Statute no(s). <b>70.43 - Assessor correction of error</b> Explanation: <span style="border: 1px solid black; padding: 0 50px;"></span><br>Additional explanation: (If you need more space, include as an attachment)<br><div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> <b>The owner reported items that were in the store on consignment as personal property. Items that are subject to resale should not be reported as personal property.</b> </div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                 |                                          |                                                                                                                                                                           |                             |                              |                      |                                            |                    |                             |    |                     |                                            |       |                                                        |                    |                      |                                                     |             |                    |                                |  |    |                                  |  |    |                            |  |    |                                                                        |  |    |                                                                                                            |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |       |  |  |  |  |  |  |  |   |

|                                                |                                                                                      |
|------------------------------------------------|--------------------------------------------------------------------------------------|
| <b>9</b> Preparer name<br><b>KRISTI NORTON</b> | Email<br><b>KRISTINO@GREENBAYWI.GOV</b><br><hr/> Daytime phone <b>(920) 448-3072</b> |
|------------------------------------------------|--------------------------------------------------------------------------------------|

1/23/19 BROWN COUNTY LAND RECORDS SYSTEM 11:20:19  
Acct No: 26810 PERSONAL PROPERTY INQUIRY SCREEN PRPPG003  
Business Name: DECOR CONSIGNMENT LLC  
Owner Name: DECOR CONSIGNMENT LLC  
Business Loc: 1203 W MASON ST  
Mailing DECOR CONSIGNMENT LLC  
Address:

1203 W MASON ST  
GREEN BAY

WI 54303 - 0000

Neighbor Hood:  
SIC Code: 0000  
Doomage Value:

District: CT Tif Dist: 000 State Assessed: N  
School Dist: 2289 San Dist: 504 Spec Tax Dist: 00 00 00

VALUATION INFO:

| Code Description      | Amount | Code Description | Amount |
|-----------------------|--------|------------------|--------|
| 3-- FURNITURE, FIXTUR | 52,100 |                  |        |
| 4A ALL OTHER PERSONA  | 400    |                  |        |
| 00 * END OF RECORDS   |        |                  |        |

OCCUPATION/MISC CHARGES:

| Code Description | Amount | Code Description | Amount |
|------------------|--------|------------------|--------|
| * END OF RECORDS |        |                  |        |

Cmd 2 - View Tax Bill Info

Cmd 1 - Return To Previous Screen

"+" - Rollup Key To View Addtl Info

1/23/19

BROWN COUNTY LAND RECORDS SYSTEM  
PERSONAL PROPERTY INQUIRY SCREEN

10:15:06  
PRPPG003

Acct No: 26810

District: CT

Business Name: DECOR CONSIGNMENT LLC

Bill No: 534525

Assessed Value:

52,500 Fair Mrkt:

55,600

Tax Year: 2018

|              |          |              | General Tax | Occ/Misc Chrgs |
|--------------|----------|--------------|-------------|----------------|
| Gross Tax:   | 1,324.20 | Due:         | 1,227.60    | .00            |
| Credit Amt:  | 96.60    | Paid:        | 1,227.60    | .00            |
| Net Tax Amt: | 1,227.60 | Outstanding: | .00         | .00            |

PAYMENTS:

| Date       | Pymt Type | Amount   | Void Date | Batch | Trans No | Comments    |
|------------|-----------|----------|-----------|-------|----------|-------------|
| -1/23/2019 | REGULAR   | 1,227.60 |           | BC    | 430934   | PNP-1-17-19 |
| ** END **  |           |          |           |       |          |             |

Cmd 1 - Return To Previous Screen



Report to the  
Finance Committee  
of the City of Green Bay

**MEETING DATE**

January 29, 2019

**PREPARED BY**

**AGENDA ITEM # D.3.**

Resolution authorizing transfer of 2019 budgeted revenues between accounts.

**BACKGROUND**

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

- I. Resolution - Authorizing Transfer of Funds 2019 Revenues for ED

# RESOLUTION AUTHORIZING TRANSFER OF FUNDS

**February 5, 2019**

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY, RESOLVED:

Pursuant to the recommendation of the Finance Committee at its meeting of January 29, 2019, the following transfer of 2019 budget is hereby authorized:

|               | <u>ACCOUNT</u>                       | <u>AMOUNT</u>  |
|---------------|--------------------------------------|----------------|
| From:         |                                      |                |
| <b>101251</b> | 47400 ADMIN SERVICE CHARGES          | \$426,550.00   |
| <b>101251</b> | 48220 RENTAL OF PROPERTY             | \$13,000.00    |
| <b>101251</b> | 48300 LAND/PROPERTY SALES            | \$100,000.00   |
| <b>101252</b> | 44310 PERMIT AND CONNECTION FEES     | \$780,000.00   |
| <b>101252</b> | 44312 INSPECTION VARIANCES           | \$5,000.00     |
| <b>101252</b> | 44313 PERMIT-STATE EXPANDED REV PROC | \$30,000.00    |
| <b>101252</b> | 44410 REZONING FEES                  | \$10,000.00    |
| <b>101252</b> | 44420 ZONING FEE-SHORT-TERM RENTAL   | \$2,000.00     |
| <b>101252</b> | 44910 WEIGHTS & MEASURES             | \$90,000.00    |
| <b>101252</b> | 47325 INTERGOV WEIGHTS & MEASU       | \$12,000.00    |
| <b>101252</b> | 48990 MISCELLANEOUS REVENUE          | \$8,500.00     |
| To:           |                                      |                |
| <b>101250</b> | 47400 ADMIN SERVICE CHARGES          | (\$426,550.00) |
| <b>101250</b> | 48220 RENTAL OF PROPERTY             | (\$13,000.00)  |
| <b>101250</b> | 48300 LAND/PROPERTY SALES            | (\$100,000.00) |
| <b>101255</b> | 44310 PERMIT AND CONNECTION FEES     | (\$780,000.00) |
| <b>101251</b> | 44312 INSPECTION VARIANCES           | (\$5,000.00)   |
| <b>101255</b> | 44313 PERMIT-STATE EXPANDED REV PROC | (\$30,000.00)  |
| <b>101251</b> | 44410 REZONING FEES                  | (\$10,000.00)  |
| <b>101251</b> | 44420 ZONING FEE-SHORT-TERM RENTAL   | (\$2,000.00)   |
| <b>101256</b> | 44910 WEIGHTS & MEASURES             | (\$90,000.00)  |
| <b>101256</b> | 47325 INTERGOV WEIGHTS & MEASU       | (\$12,000.00)  |
| <b>101250</b> | 48990 MISCELLANEOUS REVENUE          | (\$8,500.00)   |

Adopted \_\_\_\_\_

Approved \_\_\_\_\_

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk



Report to the  
Finance Committee  
of the City of Green Bay

**MEETING DATE**

January 29, 2019

**PREPARED BY**

**AGENDA ITEM # D.4.**

Consideration with possible action on requested amendments to Claims Administration Procedure Ordinance (GBMC 7.01 et seq).

**BACKGROUND**

**RECOMMENDATION**

Approval.

**FISCAL IMPACT**

**ATTACHMENTS**

- I. Draft 3 GO 20-18 - Ordinance relating to Claims Administration

**GENERAL ORDINANCE NO. 20-18**

**AN ORDINANCE  
AMENDING CHAPTER 7, GREEN BAY MUNICIPAL CODE,  
RELATING TO CLAIMS ADMINISTRATION**

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

**SECTION 1.** Chapter 7, Green Bay Municipal Code, is hereby amended as follows:

**7.01 ADOPTION OF STATE LAW.** All applicable state laws including, but not limited to, statutes of limitations, procedures, and other requirements pertaining to municipal claims and damages, as from time to time amended, changed, deleted, modified, or created, are hereby adopted by reference, made effective, and incorporated as if fully set forth herein. Any act required to be performed or prohibited by any laws so incorporated by reference is required or prohibited by this resolution.

~~**7.02 ADOPTION OF WISCONSIN CIVIL JURY INSTRUCTIONS.** All applicable Wisconsin Civil Jury Instructions, as promulgated by the Wisconsin Civil Jury Instructions' Committee, currently in effect or any subsequent additions thereto or deletions therefrom are hereby adopted by the City of Green Bay as guidelines upon which to determine whether to deny, settle, or pay any claim filed against the City of Green Bay as may be appropriate on a case-by-case basis.~~

~~**7.023 DEFINITIONS-ESTABLISHMENT OF CLAIMS COMMITTEE.**~~

~~(1) CLAIM means a correct, complete, and proper, in substance and form, itemized written statement of personal injury, wrongful death, or property damage in strict conformity with the requirements of State law, which sets forth with specificity and particularity the correct and complete name, home address, and telephone number of the claimant together with a specific and legally sufficient description and itemization of the nature, kind, and type of injury and/or damage, the specific dollar amount of damages claimed, together with a full and accurate statement of the facts and circumstances upon which the claim is based, including the reasons for believing the City is liable therefore.~~

~~(2) (Rep. & Rec. GO 44-96) CITY CLAIMS COMMITTEE means those persons who, from time to time, are appointed and authorized by the Mayor of the City of Green Bay to serve for an indeterminate period on the Claims Committee and who are charged with the responsibility of coordinating and administering the City's claims procedure and all claims filed in a manner consistent with the provisions of this chapter and all other applicable laws. The City Claims Committee shall be comprised of the City Attorney, Deputy City Attorney, one paralegal from the Law Department, Risk Manager, and~~

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~~the Finance Director or his/her designee. The Claims Committee shall~~ have the sole, complete, and final authority to deny, ~~to settle, or approve to pay~~ ment for any and all claims received pursuant to § 893.80, Wis. Stats, up to \$50,000.00. The Claims Committee shall meet at least monthly ~~in the amount of \$5,000.00 or less as defined in the manner set forth below. The City Claims Committee shall have the authority to recommend approval or denial of all claims in an amount greater than \$5,000.00 as defined in the manner set for the below to the Finance Committee and Common Council. The Claims Committee shall consist of two representatives of the City Attorney's Office and the Finance Director or his/her designee.~~

#### 7.0<sup>34</sup> PROCEDURE.

(1) Claims shall ~~Each and every claim of whatever kind or nature against the City shall be served upon the City Clerk or his/her designee. , or his/her designee, by each aggrieved party or someone acting on his/her behalf in strict conformity with the time limits and manner required by State law. The City Clerk shall immediately forward to the City Attorney all such claims filed against the City pursuant to § 893.80, Wis. Stats to the City Attorney. The City Attorney, in conjunction with the City's insurer,~~ who ~~shall~~ cause a file to be created and maintained for each claim received and shall retain and process the original claim as required by law.

(2) The City Attorney, or its third party insurance administrator ~~his/her designee~~, shall promptly provide a notice ~~notify to~~ the claimant confirming ~~of the~~ receipt of such claim and shall request of the claimant such additional information as may be necessary to process the claim. The notice required by this paragraph shall be a courtesy notice only and imposes no obligations beyond those set forth by § 893.80, Wis. Stats. It shall be the responsibility of the claimant for ensuring compliance with the requirements of § 893.80, Wis. Stats. ~~Information on the circumstances surrounding the claim shall be sought from the department within the City against whom the claim is made, asking for a statement of facts from such department concerning the claim.~~

(3) The City Attorney, or its third party insurance administrator, shall obtain information on the circumstances surrounding the claim from the City department against whom the claim is made, including asking for a statement of facts concerning the claim.

(4) Upon the receipt of requested information from the appropriate department and from the claimant, the claim shall be provided to the Claims Committee ~~shall meet and for review, along with any recommendations received from the City's insurer the claim.~~

(4<sup>5</sup>) The Claims Committee ~~shall~~ may utilize the services of a claims investigator/adjuster ~~from time to time as they deem appropriate.~~ The reports of the investigator/adjuster shall be made available to the claimant upon request pursuant to §19.35, Wis. Stats.

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~~(56) The Common Council of the City of Green Bay authorizes the City Claims Committee meet and review all claims to make a recommendation to the Common Council for approval or denial. The Committee's recommendations shall be based on those established principles of state and federal law, as enunciated in the Wisconsin Civil Jury Instructions, State Statutes, or any other appropriate legal basis~~applicable.

~~(67) Every month~~On no less than a quarterly basis, the Claims Committee shall ~~file a report with the City Clerk to be~~ present a reported to the Finance Committee ~~and then the Common Council~~ describing all claims settled, denied, or approvedsince last reported.

**SECTION 2.** All ordinances or parts of ordinances, in conflict herewith are hereby repealed.

**SECTION 3.** This ordinance shall take effect on and after its passage and publication.

Dated at Green Bay, Wisconsin this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Clerk



Report to the  
Finance Committee  
of the City of Green Bay

**MEETING DATE**

January 29, 2019

**PREPARED BY**

**AGENDA ITEM # D.5.**

Refer to Finance Committee to create an emergency response plan for residents affected by failures in City-owned infrastructure/assets for which inadequate means exist to rectify which may or may not include ordinance changes, funding solutions or staff response time.

**BACKGROUND**

**RECOMMENDATION**

Refer to Staff.

**FISCAL IMPACT**

**ATTACHMENTS**

1. Emergency Plan Referral by Ald. Johnson
2. Ald Johnson comm - Emergency plan memo



PETITIONS AND COMMUNICATIONS FORM  
COMMON COUNCIL  
CITY OF GREEN BAY

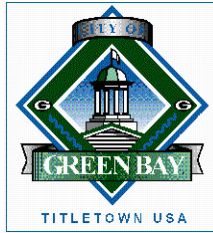
Date of Council Meeting: 01-15-19

Request of Alderperson Brian Johnson

Refer to: Finance

Please state clearly the action requested. Requests should be turned in at the City Clerk's Office by 10:00 AM on the Thursday before a Council meeting. For late communications, present this form to the City Clerk after the request is read.

Refer to Finance Committee to  
create an emergency response  
plan for residents affected by  
failures in city-owned infrastructure/assets  
for which inadequate means  
exist to rectify which may or  
may not include ordinance  
changes, funding solutions or  
staff response time.



## **CITY OF GREEN BAY MEMO**

---

TO: Members of the Finance Committee

FROM: Diana Ellenbecker, Finance Director

SUBJECT: Response to Ald. Johnson's communication

DATE: January 29, 2019

Finance Committee members:

Staff recommends this matter be referred to staff to work with the City's Emergency Manager, work with the Brown County Emergency Operations Center, and explore options for disseminating educational materials to constituents.

As this matter falls within the purview of the Protection and Policy Committee, we recommend this be placed on a future Protection and Policy agenda, along with a presentation from staff regarding what services are currently offered by the City.



Report to the  
Finance Committee  
of the City of Green Bay

**MEETING DATE**

January 29, 2019

**PREPARED BY**

**AGENDA ITEM # D.6.**

Report of the Claims Committee.

The Council may convene in closed session pursuant to Section 19.85(1) (g), Wis. Stats., for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The Council may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

**BACKGROUND**

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

None



Report to the  
Finance Committee  
of the City of Green Bay

**MEETING DATE**

January 29, 2019

**PREPARED BY**

**AGENDA ITEM # D.7.**

Consideration with possible action on the request to approve the updated Investment Policy.

**BACKGROUND**

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

1. City of Green Bay Investment Policy-Draft
2. INVESTMENT POLICY



# CITY OF GREEN BAY INVESTMENT POLICY

| CITY OF GREEN BAY INVESTMENT POLICY         |                                     |
|---------------------------------------------|-------------------------------------|
| <b>Title:</b><br>Investment Policy          | <b>Policy Reference:</b><br>Chapter |
| <b>Policy Source:</b><br>Finance Department | <b>Legal Review Date:</b>           |
| <b>Finance Committee Approval:</b>          | <b>City Council Approval:</b>       |

**General:** The purpose of these investment guidelines is to formalize the framework for the City's daily investment activities to include scope, objectives, authority, standards of prudence, authorized institutions, investment type, collateralization and diversification. The guidelines are intended to be broad enough to allow the investment officer to function within the parameters of responsibility and authority, yet specific enough to adequately safeguard the investment assets.

**Scope:**

This investment policy applies to all financial assets of the City of Green Bay. These funds are accounted for in the City's Comprehensive Annual Financial Report and include:

- General Fund
- Special Revenue Funds
- Capital Project Funds
- Enterprise Funds
- Trust and Agency Funds
- Debt Service Funds
- Internal Service Funds

This policy is limited in its application to funds that are not immediately needed and are available for investment. Unless prohibited by law or contract, the City may pool cash from several different funds for investment purposes should it meet the objectives of the investment program. Other funds, the investment of which is subject to special federal and/or state laws and regulations, may be invested in accordance with such laws and regulations.

**Objectives:**

The primary objectives, in order of priority, of all investment activities involving the financial assets of the City of Green Bay shall be the following:

- **Legality:** All investments made by the City shall be in compliance with Section 66.0603 Wisconsin Statutes which is the general grant of authority for making investments with municipal funds and Section 219.05 which extends such authority to investment in savings and loan associations. Under no circumstances shall municipal funds be deposited in any financial institution that has not been declared a public depository of the City by resolution of the Common Council.

- **Safety:** Safety and preservation of principal in the overall portfolio is the foremost investment objective. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.
- **Liquidity:** The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. The maturity of any investment shall be determined by analyzing the following factors:
  - Immediate cash requirements
  - Projected expenditures
  - Available funds on hand
  - Maturing investments
  - Anticipated revenues

Investments shall not extend beyond any recognized unfunded cash needs of the City. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity).

- **Return:** The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall generally be held until maturity with the following exceptions:
  - A security with declining credit may be sold early to minimize loss of principal.
  - A security swap would improve the quality, yield, or target duration in the portfolio.
  - Liquidity needs of the portfolio require that the security be sold.

#### **Authority:**

Authority to manage the City of Green Bay's investment program is derived from State of Wisconsin Statutes and City of Green Bay ordinances. The City Treasurer is the investment officer and is responsible for investment decisions and activities. The City Treasurer shall be responsible for all transactions undertaken, and shall establish investment procedures consistent with this policy, and a system of controls to regulate the activities of subordinate officials and employees.

#### **Prudence:**

The standard of prudence to be used by City investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual

security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this policy.

The "prudent person" standard states that, "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

**Ethics and Conflicts of Interest:**

Finance officers involved with the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program or which could impair their ability to make impartial investment decisions.

**Financial Institutions:**

In accordance with Wisconsin statutes sections 34.05 and 219.05, the Finance Director / Assistant Finance Director shall select and maintain a list of financial institutions authorized to be public depositories and/or provide investment services. The Finance Director / Assistant Finance Director shall qualify institutions by applying generally accepted industry standards (i.e. capital requirements, asset quality, earnings, liquidity, management, and local community presence) using available public agency and private rating services as appropriate. Regular review of the financial condition and applicable certifications and/or registrations of all qualified institutions shall be conducted.

Every 1-2 years, the Finance Director / Assistant Finance Director shall present a list of these qualified institutions to the Financial Committee for its review and recommendation to the City Council for approval via resolution.

The City will maintain relationships with a small number of brokers who can best assist the City in achieving its investment goals at the discretion of the Finance Director/Assistant Finance Director. All broker from whom the City purchases securities must supply the following upon request:

- Audited financial statements demonstrating compliance with state and federal capital adequacy guidelines
- Proof of FINRA certification
- Proof of state registration
- Certification of having read and understood and agreeing to comply with the City's investment policy.
- Evidence of adequate insurance coverage – SIPC, FDIC or other relevant insurance will be considered

**Safekeeping and Custody:**

All trades of marketable securities will be executed by delivery vs. payment (DVP) to ensure that securities are deposited through an eligible financial institution prior to the release of funds. Securities will be held in a custodial account in the City's name. The safekeeping institution shall, upon request, be able to provide a copy of their most recent report on internal controls (Statement of Auditing Standards No. 70, or SAS 70). The Finance Director / Assistant Finance Director is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft or misuse. Details of the internal control system shall be documented in an investment procedures manual and shall be reviewed and updated regularly. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived and (2) the valuation of costs and benefits requires estimates and judgments by management.

**Authorized Investments:**

The investment of City funds shall be in accordance with Wisconsin statutes section 66.0603 and include:

- Time deposits in any credit union, bank, savings bank, trust company or savings and loan association which is authorized to transact business in this state if the time deposits mature in not more than 3 years.
- Bonds or securities issued or guaranteed as to principal and interest by the federal government, or by a commission, board or other instrumentality of the federal government.
- Bonds or securities of any county, city, drainage district, technical college district, village, town or school district of this state.
- Any security which matures or which may be tendered for purchase at the option of the holder within not more than 7 years of the date on which it is acquired, if that security has a rating which is the highest or 2nd highest rating category assigned by Standard & Poor's corporation, Moody's investors service or other similar nationally recognized rating agency or if that security is senior to, or on a parity with, a security of the same issuer which has such a rating.
- Money market accounts with institutions from the approved list of public depositories.
- Repurchase agreements that are fully collateralized by securities issued or guaranteed as to principal and interest by the federal government, or by a commission, board or other instrumentality of the federal government.
- The local government pooled-investment fund.

**Collateralization and Insurance:**

The Federal Deposit Insurance Corporation (FDIC) protects deposits up to \$250,000 or current level as determined by the federal government, whichever is higher. In addition, public deposits are protected against losses by Wisconsin general-purpose revenues under Statutes 20.144 (1) (a) and 34.08 (2) up to \$400,000 for any one public depositor in any individual public depository. The Finance Director / Assistant Finance Director can require

collateralization as stated in Wisconsin statutes section 34.07 and will exercise professional judgement in regard to the requirement of collateralization of certificates of deposit or any other time deposit in an amount over \$650,000. Acceptable collateral for bank deposits and repurchase agreements shall include only obligations of the U.S. Government, its agencies and GSEs, including mortgage backed securities.

**Liquid v. Managed Portfolios:**

The City's investment portfolio will be defined as consisting of two portions: (1) the liquid portfolio which consists of investments that can be accessed without respect to maturity or penalty within three business days and (2) the managed portfolio which consists of investments with stated maturity dates.

**Diversification:**

It is the policy of the City of Green Bay to diversify its investment portfolio. Assets shall be diversified to eliminate the risk of loss and balance the effect of interest rate changes affecting different types of securities. Investments will be diversified by:

- Limiting investments to avoid over-concentration in securities from a specific issuer or business sector;
- Limiting investments in securities with higher credit risks;
- Investing in securities with varying maturities; and
- Continuously investing a portion of the portfolio in readily available funds such as the Local Government Investment Pool, money market funds, or overnight repurchase agreements to ensure that appropriate liquidity is maintained to meet ongoing obligations.

**Maximum Maturities:**

To the extent possible, the City of Green Bay will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing more than five (5) years from the date of purchase.

Reserve funds may be invested in securities exceeding five (5) years if the maturity of such investments is made to coincide as nearly as practicable with the expected use of the funds. Any intent to invest in securities with longer maturities will be reported to the Finance Committee.

**Performance standards:**

The investment portfolio will be designed to obtain a market average rate of return during a market/economic environment of stable interest rates, and taking into account the City's investment risk constraints and cash flow needs. Given the passive nature of the City's investment strategy, the basis used to determine whether market yields are being achieved shall be the average Federal Funds rate.

**Reporting:**

The Assistant Finance Director will prepare monthly investment reports and submit to the Finance Director. The Assistant Finance Director will prepare annual reports to the Finance Committee, whether in written or verbal form.

**Investment Advisory (if deemed appropriate to retain):**

Should the City of Green Bay deem it appropriate to retain an investment advisor; the following procedures will be followed with respect to the investment advisor relationship:

- **Selection Process** - The investment advisor will be selected by a competitive process that is coordinated by the Finance Director/Assistant Finance Director and includes additional staff or advisors per their discretion on a review panel. The selected advisor(s) will be recommended to the Finance Committee and City of Green Bay Common Council for approval.
- **Investment Procedures** - Once an investment advisor is selected, the City of Green Bay will at all times be responsible for establishing the investment objectives to be accomplished. The investment advisor will be responsible for providing advice and developing and implementing strategies for carrying out such objectives. The investment advisor will have no authority to take possession of City of Green Bay monies or investment securities, nor to execute investment transactions on behalf of the City of Green Bay, except where investment authority may be delegated (e.g., “discretionary” authority) as per Wisconsin Statutes 66.0603 (2). For those investments under management in a “non-discretionary” account, all investment transactions shall be approved by City of Green Bay staff.
- **Periodic Reporting** - The investment advisor shall provide periodic reports regarding the composition, performance level and accounting treatment of the City of Green Bay's investment portfolio. Annually the Finance Director/Assistant Finance Director shall provide a report to the Finance Committee.
- **Compensation and Term of Agreement** - Investment advisory fees shall be established in advance. All compensation shall be disclosed in a written agreement. The relationship between the advisor and the City of Green Bay may be terminated at any time at the discretion of the City of Green Bay.

**Investment Policy Review:**

The investment policy will be reviewed periodically at the discretion of the Finance Director or Assistant Finance Director.

## **Glossary**

**Agencies:** The debt securities of federal agencies that are owned entirely by the U.S. Government and have been authorized by the Treasury to issue this debt. Some carry a direct guarantee of the U.S. Government, while others carry an implied guarantee.

**Broker:** A broker brings buyer and sellers together for a commission.

**Certificates of Deposit (CD):** A time deposit with a specific maturity evidenced by a certificate. Large denomination CD's are typically negotiable.

**Collateral:** Securities, evidence of deposit or other property that a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

**Delivery versus Payment:** There are two (2) methods of delivery of securities: delivery versus payment and delivery versus receipt. Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.

**Diversification:** Dividing investment funds among a variety of securities offering independent returns.

**Investor:** (Name of Municipality) Treasurer/Comptroller or designee, as authorized by (Name of Municipality) Board.

**Federal Deposit Insurance Corporation (FDIC):** A federal agency that insures bank deposits.

**Liquidity:** A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

**Market Value:** The price at which a security is trading and could presumable be purchased or sold.

**Master Repurchase Agreement:** A written contract covering all future transactions between the parties to repurchase, which establishes each party's rights in the transaction. A master agreement will often specify, among other things, the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller-borrower.

**Maturity:** The date upon which the principal or stated value of an investment becomes due and payable.

**Money Market:** The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

**Portfolio:** Collection of securities held by an investor.

**Rate of Return:** The yield obtainable on a security based on its purchase price.

**Repurchase Agreement:** A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security “buyer” in effect lends the “seller” money for the period of the agreement, and the terms of the agreement are structured to compensate for this. Exception: When the Fed is said to be doing repurchase agreements, it is lending money, that is, increasing bank reserves.

**Risky Investment:** Refers to investment vehicles that may or may not be specifically prohibited, but are not suitable for the (Name of Municipality) portfolio. These risky investment examples are as follows: inverse floaters, range floaters, mortgage securities structured as interest-only and principal-only.

**Safekeeping:** A service to customer rendered by banks for a fee, whereby securities and valuables of all types and descriptions are held in the bank’s vaults for protection.

**Secondary Market:** A market made for the purchase and sale of outstanding issues following the initial distribution.

**Securities and Exchange Commission (SEC):** An agency created by Congress to protect investors in securities transactions by administering securities legislation.

**Speculative Investments:** Investment vehicles purchased with the intent of betting on the future movement of interest rates, whereby sale of the investment, before maturity, creates unusual yields.

**Treasury Bills:** A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Bills carry a maturity of up to one (1) year.

**Treasury Bond:** Long-term U.S. Treasury securities having initial maturities of more than ten (10) years.

**Treasury Notes:** An interest bearing security issued by the U.S. Treasury to finance the national debt. Maturities can range from two (2) to ten (10) years.

**Yield:** The rate of annual income return on an investment expressed as a percentage.



# **CITY OF GREEN BAY INVESTMENT POLICY**

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## **POLICY**

Approved by the Finance Committee on September 24, 2002

Approved by the Common Council on October 1, 2002

It is the policy of the City of Green Bay to invest public funds in a manner consistent with providing both for the safety of principal and a competitive rate of return. Investment decisions are to be made in accordance with State Statute and the established guidelines in this policy.

## **SCOPE**

This policy applies to the management of available balances in the General, Proprietary, Special Revenue, Construction and Debt Service Funds. An accounting of these funds can be found in the Comprehensive Annual Financial Report.

The City of Green Bay is not responsible for the investment of employee pension funds or employee retirement funds. All employee 457 Retirement Plan funds are under the management of the ICMA Retirement Corporation or the State of Wisconsin Deferred Compensation Board. City and employee contributions to the Wisconsin Retirement System are managed by the State of Wisconsin Investment Board. This policy also does not apply to funds managed by the City of Green Bay Water Department or the Green Bay Metropolitan Sewerage District.

## **PRUDENT INVESTOR RULE**

Investment decisions shall be made under the prevailing market conditions with the care and judgment that people of prudence, discretion and intelligence exercise in the management of their own affairs. Securities are to be selected for investment potential and not for speculation, considering the probable safety of capital as well as the probable income to be received.

The prudent person standard shall be applied in the context of overall portfolio management. The City Treasurer shall be relieved of personal liability for the credit risk and market value changes of any individual security when exercising due diligence in accordance with this written policy.

## **INVESTMENT OBJECTIVES**

The primary investment objective of the City of Green Bay is the preservation of capital. Investment strategy and individual securities selection shall always be made in such a manner as to ensure the safety of the entire portfolio.

Secondly, the treasury shall provide sufficient liquidity to meet the daily operating needs of the City of Green Bay by appropriately structuring the maturity distribution of the portfolio.

The third investment objective of the City of Green Bay is to guarantee the legality of all security purchases. This policy defines the universe of investment vehicles authorized for purchase by the City Treasurer.

After the objectives of safety, liquidity and legality have been ensured, the final objective is investment return. The investment horizon for the portfolio shall be consistent with cash management strategies and a performance benchmark will be accordingly established.

## **DELEGATION OF AUTHORITY**

The fiduciary duties of the City Treasurer are defined by State Statute 62.09(9). The Treasurer is responsible for the investment program and for establishing written procedures for the operation of the program consistent with this investment policy. The Assistant Finance Director is hereby delegated investment authority in the absence of the City Treasurer. The Assistant Finance Director is held to all provisions in this policy and to the practices established in the written procedure manual. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the City Treasurer. The City Treasurer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of the Assistant Finance Director.

## **PROCEDURE MANUAL**

The Treasurer shall establish written procedures for the operation of the investment program. The procedure manual shall include the following:

- glossary of investment terms
- copy of the PSA Master Repurchase Agreement
- copy of the Custodial Asset Management Agreement
- wire transfer agreements, security formats and call back procedures
- banking services contracts
- delineation of investment authority of the Assistant Finance Director
- list of authorized brokers/dealers
- list of eligible depositories
- LGIP related information, depositor numbers, account numbers, telephone contact
- MBIA class related information, depositor numbers, account numbers, telephone contact

## **ETHICS**

The Treasurer shall refrain from personal business activity that could conflict with the proper execution of the investment program or which could influence the ability to make impartial investment decisions. The Treasurer shall disclose to the Finance Director any material financial interests in any financial institutions that conduct business with the City of Green Bay.

## **BANKING AND BROKER/DEALER RELATIONSHIPS**

The City Treasurer may purchase authorized securities from primary dealers, regional dealers qualified under Securities & Exchange Commission Rule 15C3-1 and the trading desk of any Wisconsin bank. To be eligible to do business with the City of Green Bay, a firm must show profitability, be well capitalized and demonstrate expertise in dealing with local governmental units.

All dealers authorized to conduct business with the City of Green Bay must provide the following: audited financial reports, proof of National Association of Security Dealers certification, personal resume, three professional references and certification of having read this policy.

The Treasurer shall monitor the financial condition of all institutions conducting business with the City. The Treasurer shall obtain an annual peer rating of all City depositories from Sheshunoff Information Services, Inc. Institutions that do not maintain an investment grade rating will not be eligible for City deposits.

The City lead bank must be located in Green Bay and maintain an A rating from Sheshunoff. The lead bank must be capable of providing all banking services required by the City. Banking services will be reviewed every five years and renegotiated or bid out through a RFP process.

## **AUTHORIZED INVESTMENT INSTRUMENTS**

The Treasurer is allowed to invest in any vehicle permitted by State Statute 66.0603 (1g) with final maturity restrictions consistent with the investment horizons defined on page 12 of this policy. The universe of investment instruments available to the Treasurer are:

1. Time deposits in any credit union, bank, savings bank, trust company or savings and loan association which is authorized to transact business in the State of Wisconsin.
2. Bonds or securities issued or guaranteed as to principal and interest by the federal government, discount notes or notes of the Federal Home Loan Bank, the Federal National Mortgage Association, the Federal Home Loan Mortgage Corporation, the Federal Farm Credit Bank, and the Student Loan Marketing Association.
3. Bonds or securities of any county, city, drainage district, technical college district, village, town or school district of the State of Wisconsin.
4. Bonds issued by a special purpose district in the State of Wisconsin created for the intent of financing an exposition center.
5. Any security which matures or which may be tendered for purchase at the option of the holder within three years of the date on which it is acquired and if that security has a rating which is the highest or second highest rating category assigned by Standard & Poor's Corporation, Moody's investors service or other similar nationally recognized rating agency or if that security is senior to, or on a parity with, a security of the same issuer which has such a rating.

6. Securities of an open-end management investment company or investment trust, if the investment company or investment trust does not charge a sales load, if the investment company or investment trust is registered under the investment company act of 1940, 15 USC 80a-1 to 80a-64, and if the portfolio of the investment company or investment trust is limited to the following:

a. Bonds and securities issued by the federal government or a commission, board or other instrumentality of the federal government.

b. Bonds that are guaranteed as to principal and interest by the federal government or a commission, board or other instrumentality of the federal government.

c. Repurchase agreements that are fully collateralized by the bonds or securities under subd.6.a. or b.

The Treasurer shall obtain a prospectus, investment policy/philosophy, and independent rating of any money market fund prior to investment.

7. Bonds or securities issued under the authority of the municipality, whether the bonds or securities create a general municipality liability or a liability of the property owners of the municipality for special improvements.

8. The State of Wisconsin Local Government Investment Pool. The Treasurer must have a copy of the State of Wisconsin Investment Board investment policy on file prior to investment. Additionally, the Treasurer shall obtain a monthly portfolio analysis of the State investment holdings and the return on the LGIP shall be reported to the Council once a month.

9. Repurchase Agreements collateralized by the securities itemized above in paragraphs 6(a) or (b).

## **SAFEKEEPING AND CUSTODY**

All security purchases and repurchase agreements shall be executed on a delivery-vs-payment basis. The trust department at the lead bank for the City shall serve as the City custodian. Upon receipt of securities, the custodian will forward payment to the counter-party and furnish the Treasurer with a safekeeping receipt.

The custodian will provide the Treasurer with a monthly account statement listing all securities in safekeeping and the marked-to-market valuation of each position. A Custodial Asset Management Agreement must be signed by both parties and a copy kept in the office procedure manual.

## **MASTER REPURCHASE AGREEMENTS** **CUSTODIAL UNDERTAKING AGREEMENTS**

The Treasurer shall use the standard Public Securities Association Master Repurchase Agreement as the contract language for all repurchase agreements. Collateral must be delivered to the City custodian and funds forwarded on a delivery-vs-payment basis. Acceptable collateral for use in a repurchase agreement in the State of Wisconsin is identified in the Authorized Investment Instruments section of this policy. The collateral level shall be 102% of the market value of principal and accrued interest. The right of collateral substitution is granted. A copy of the PSA Master Repurchase Agreement shall be kept in the office investment procedures manual.

Some open-ended repurchase agreement products require the use of a specified bank to act as the third party custodian. The Treasurer may invest in such products when a Custodial Undertaking in Connection with Repurchase Agreement is executed with the custodial bank. The custodial agreement must deliver the collateral to the City of Green Bay in the case of default. The City Attorney shall review all custodial agreements prior to the investment of funds by the Treasurer.

## **INVESTMENT STRATEGY**

The City investment strategy is passive. Securities are purchased with the intent to hold to maturity, however, the Treasurer may sell any security prior to maturity to capture capital gains, provide for general operating liquidity or to take advantage of market opportunities.

## **INVESTMENT HORIZON**

By laddering the portfolio to match accounts payable and payroll disbursements and by maintaining a prudent percent of the portfolio in overnight maturities for unexpected draws, the Treasurer can ensure sufficient liquidity to meet the cash flow needs of the City. Unless matched to a specific cash flow need, the Treasurer shall not purchase securities that mature in more than three years from the date of purchase. Reserve funds may be invested in securities up to five years in maturity if the security coincides with the expected expenditure of the funds. The portfolio weighted average maturity shall remain between six and twelve months and the following maturity limits shall apply to each instrument.

| <i><b>Instrument</b></i>            | <i><b>Maturity</b></i> |
|-------------------------------------|------------------------|
| Repurchase Agreement Collateral     | 10 years               |
| Treasuries and Agencies             | 3/5 years*             |
| Commercial Paper                    | 270 days               |
| Commercial Notes                    | 3 years                |
| Certificates of Deposit             | 3 years                |
| * Five-year limit for reserve funds |                        |

## **DIVERSIFICATION**

To reduce investment risk, the City portfolio shall be diversified by security type, maturity, and institution. The following is the minimum and maximum allowable asset allocation.

| <i><b>Instrument</b></i>   | <i><b>Portfolio Limit</b></i> |
|----------------------------|-------------------------------|
| Treasurys and Agencies     | 25 - 100%                     |
| Commercial Paper and Notes | 0 - 30%                       |
| CD's                       | 0 - 50%                       |
| Asset Backed               | 0 - 30%                       |
| Mortgage Backed            | 0 - 30%                       |
| LGIP                       | 0 - 30%                       |
| Money Market Investments   | 0 - 25%                       |

## **CREDIT QUALITY**

The minimum credit quality of investment instruments for the City of Green Bay are as follows:

| <b><i>Instrument</i></b>                          | <b><i>Rating</i></b>                 |
|---------------------------------------------------|--------------------------------------|
| Repurchase Agreement Previously defined on page 8 |                                      |
| Commercial Paper                                  | A by S&P or P by Moody's             |
| Commercial Notes                                  | AA by S&P or AA by Moody's           |
| Certificates of Deposit                           | Peer group rating of C by Sheshunoff |
| Money Market                                      | AAA by S&P or AAA by Moody's         |

## **ISSUER EXPOSURE**

The maximum exposure to any issuer shall be in the aggregate as follows:

| <b><i>Instrument</i></b>               | <b><i>Limit</i></b> |
|----------------------------------------|---------------------|
| US T-Bill                              | None                |
| US T-Note (per issue)                  | \$ 5 million        |
| US AGENCY (per issue)                  | \$ 5 million        |
| A or P short term ratings (per issuer) | \$ 5 million        |
| AAA Corporate Rating                   | \$ 5 million        |
| C Sheshunoff Rating                    | \$ 1 million        |
| B Sheshunoff Rating                    | \$ 5 million        |
| A Sheshunoff Rating                    | \$15million         |
| LGIP                                   | \$25 million        |
| Money Market (per issuer)              | \$ 5 million        |

## **PERFORMANCE STANDARDS**

The return on the portfolio should be consistent with passive investment strategies and cash management investment horizons. The yield benchmark shall be the six month Treasury Bill. Performance will be evaluated every month and reported to the Common Council.

## **REPORTING**

The Treasurer shall furnish the Council with a monthly portfolio report. The report shall list investments by security type, graph maturity distribution, and compare performance relative to the established benchmark.

## **EARNINGS ALLOCATION**

Earnings are to be allocated monthly on a pro-rata basis to respective funds based upon beginning of the month balances.

## **INTERNAL CONTROL AND REVIEW**

The Treasurer is responsible for the implementation, control and review of this policy. An external auditor shall review investment practices annually to determine compliance with this policy.

## **INVESTMENT POLICY ADOPTION**

This Investment Policy shall be adopted by the Common Council of the City of Green Bay. The Finance Committee shall review it annually and the Common Council shall approve any modifications.

Adopted by Council on 10/1/2002.

## GLOSSARY

**AGENCIES:** Federal Agency Securities.

**ASKED:** The price at which securities are offered.

**BANKERS' ACCEPTANCE (BA):** A draft or bill of exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.

**BID:** The price offered by a buyer of securities. (When you are selling securities, you ask for a bid.) See Offer.

**BROKER:** A broker brings buyers and sellers together for a commission.

**CERTIFICATE OF DEPOSIT (CD):** A time deposit with a specific maturity evidenced by a certificate. Large-denomination CD's are typically negotiable.

**COLLATERAL:** Securities, evidence of deposit or other property which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

**COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAR):** The official annual report for the City of Green Bay. It includes five combined statements for each individual fund and account group prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material, and a detailed Statistical Section.

**COUPON:** (a) The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value. (b) A certificate attached to a bond evidencing interest due on a payment date.

**DEALER:** A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

**DEBENTURE:** A bond secured only by the general credit of the issuer.

**DELIVERY VERSUS PAYMENT:** There are two methods of delivery of

securities: delivery versus payment and delivery versus receipt. Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.

**DISCOUNT:** The difference between the cost price of a security and its maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.

**DISCOUNT SECURITIES:** Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, e.g., U.S. Treasury Bills.

**DIVERSIFICATION:** Dividing investment funds among a variety of securities offering independent returns.

**FEDERAL CREDIT AGENCIES:** Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, e.g., S&L's, small business firms, students, farmers, farm cooperatives, and exporters.

**FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC):** A federal agency that insures bank deposits, currently up to \$100,000 per deposit.

**FEDERAL FUNDS RATE:** The rate of interest at which Fed funds are traded. This rate is currently pegged by the Federal Reserve through open-market operations.

**FEDERAL HOME LOAN BANKS (FHLB):** The institutions that regulate and lend to savings and loan associations. The Federal Home Loan Banks play a role analogous to that played by the Federal Reserve Banks vis-a-vis member commercial banks.

**FEDERAL NATIONAL MORTGAGE ASSOCIATION (FNMA):** FNMA, like GNMA was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development (HUD). It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned

corporation. The corporation's purchases include a variety of adjustable mortgages and second loans, in addition to fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

**FEDERAL OPEN MARKET COMMITTEE (FOMC):** Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The President of the New York Federal Reserve Bank is a permanent member, while the other Presidents serve on a rotating basis. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of Government Securities in the open market as a means of influencing the volume of bank credit and money.

**FEDERAL RESERVE SYSTEM:** The central bank of the United States created by Congress and consisting of a seven member Board of Governors in Washington, D.C., 12 regional banks and about 5,700 commercial banks that are members of the system.

**GOVERNMENT NATIONAL MORTGAGE ASSOCIATION (GNMA or Ginnie Mae):** Securities influencing the volume of bank credit guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations, and other institutions. Security holder is protected by full faith and credit of the U.S. Government. Ginnie Mae securities are backed by the FHA, VA or FMHM mortgages. The term "pass through" is often used to describe Ginnie Maes.

**LIQUIDITY:** A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

**LOCAL GOVERNMENT INVESTMENT POOL (LGIP):** The aggregate of all funds from political subdivisions that are placed in the custody of the State Treasurer for investment and reinvestment.

**MARKET VALUE:** The price at which a security is trading and could presumably be purchased or sold.

**MASTER REPURCHASE AGREEMENT:** A written contract covering all

future transactions between the parties to repurchase/reverse repurchase agreements that establishes each party's rights in the transactions. A master agreement will often specify, among other things, the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller-borrower.

**MATURITY:** the date upon which the principal or stated value of an investment becomes due and payable.

**MONEY MARKET:** The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

**OFFER:** The price asked by a seller of securities. (When you are buying securities, you ask for an offer.) See Asked and Bid.

**OPEN MARKET OPERATIONS:** Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool.

**PORTFOLIO:** Collection of securities held by an investor.

**PRIMARY DEALER:** A group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC)-registered securities broker-dealers, banks, and a few unregulated firms.

**PRUDENT PERSON RULE:** An investment standard. In some states the law requires that a fiduciary, such as a trustee, may invest money only in a list of securities selected by the custody state--the so-called legal list. In other states the trustee may invest in a security if it is one which would be bought by a prudent person of discretion and intelligence who is seeking a reasonable income and preservation of capital.

**QUALIFIED PUBLIC DEPOSITORIES:** A financial institution which does not claim exemption from the payment of any sales or compensating use

or ad valorem taxes under the laws of this state, which has segregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which has been approved by the Public Deposit Protection Commission to hold public deposits.

**RATE OF RETURN:** The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond the current income return.

**REPURCHASE AGREEMENT(RP OR REPO):** A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and the terms of the agreement are structured to compensate him for this. Dealers use RP extensively to finance their positions. Exception: When the Fed is said to be doing RP, it is lending money, that is, increasing bank reserves.

**SAFEKEEPING:** A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

**SECONDARY MARKET:** A market made for the purchase and sale of outstanding issues following the initial distribution.

**SECURITIES & EXCHANGE COMMISSION:** Agency created by Congress to protect investors in securities transactions by administering securities legislation.

**SEC RULE 15C3- 1:** See Uniform Net Capital Rule.

**TREASURY BILLS:** A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months, or one year.

**TREASURY BOND:** A long-term interest bearing U.S. Treasury security having an initial maturity of more than ten years.

**TREASURY NOTES:** An intermediate-term interest bearing U. S. Treasury security having initial maturity of one to ten years.

**UNIFORM NET CAPITAL RULE:** Securities and Exchange Commission

requirement that member firms as well as nonmember broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to one; also called net capital rule and net capital ratio. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

**YIELD:** The rate of annual income return on an investment, expressed as a percentage. (a) **INCOME YIELD** is obtained by dividing the current dollar income by the current market price for the security. (b) **NET YIELD or YIELD TO MATURITY** is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.