

**\*\*\*ATTACHMENTS\*\*\***

R. O. \_\_\_\_\_ 14 – 15. By Chief Administrative Officer.  
July 7, 2014

Submitting the City of Sheboygan Annual Financial Report prepared by Schenck SC, for the year ending December 31, 2013.

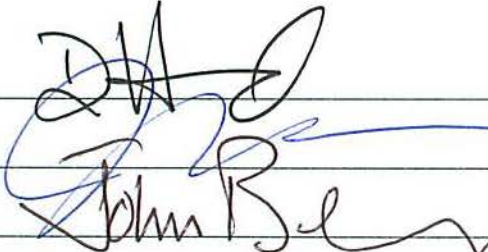
**VI**

2.14

R. C. No. 363 - 13 - 14. By FINANCE. April 14, 2014.

Your Committee to whom was referred R. O. No. 304-13-14 by the City Clerk submitting a Memo from Atty. McLean as requested by Alderpersons Bohren, Belanger and Heidemann regarding the garbage fee/levy limit issue; recommends that the document be placed on file.

*Finance of  
New CC*

  
\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_ Committee

I HEREBY CERTIFY that the foregoing Committee Report was duly accepted and adopted by the Common Council of the City of Sheboygan, Wisconsin, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Dated \_\_\_\_\_ 20\_\_\_\_, \_\_\_\_\_, City Clerk

Approved \_\_\_\_\_ 20\_\_\_\_, \_\_\_\_\_, Mayor

II

4.4

R. O. No. 304- 13 - 14. By CITY CLERK. March 17, 2014.

Submitting a Memo from Atty. McLean as requested by Alderpersons Bohren, Belanger and Heidemann regarding the garbage fee/levy limit issue.

*Finance  
Ac & File*

*Susan Richards*  
\_\_\_\_\_  
City Clerk

CITY OF SHEBOYGAN

DEPARTMENTAL CORRESPONDENCE

TO: Ald. Jim Bohren, Ald. John  
Belanger, Ald. Joe Heidemann

FROM: Stephen G. McLean  
City Attorney 

SUBJECT: Garbage Fee/Levy Limit Issue

DATE: March 13, 2014

By way of Res. No. 128-11-12 adopted February 6, 2012, the Common Council ratified and implemented a special charge for garbage and refuse disposal services provided by the City. The charge was established at \$7.16 per month per household commencing January 1, 2012 and was reduced to \$5.00 per month per household commencing January 1, 2013. This special charge is set to expire effective January 1, 2015.

Should the Common Council find that the \$5.00 per month per household fee, or some amount less than \$5.00 per month, is called for from a budgetary standpoint for 2015, it should take action to amend Res. 128-11-12 prior to the end of the calendar year. If the Council allowed the special charge to expire by its terms and then tried to reinstitute such a charge, it would be required under 2013 Wis. Act 20 to reduce the City's levy limit by a corresponding amount.

It is recommended that the Council act on this issue sooner, rather than later.

If the Council were to extend the special charge into 2015 now by amending Res. 128-11-12, any levy limit issue would be avoided.

If, during the budget process, it became clear that this amount of fee revenue was not needed in 2015, the Council could reduce the monthly amount of the charge without any ramifications to the City's levy limit.

Therefore, a viable strategy might be to act soon to extend the \$5.00 monthly garbage and refuse service charge to extend into 2015.

As things currently stand, the City is expecting no fee revenue from the garbage fee in 2015 because, by resolution, the fee is set to expire January 1, 2015. The closer 2015 approaches, the greater the argument becomes that an attempted extension of the fee is in fact a new fee, which would require a dollar for dollar reduction in the tax levy.

SGM:kah

III

4.2

R. O. No. 41 - 14 - 15. By LIBRARY DIRECTOR. May 19, 2014.

Submitting the Mead Public Library Annual Report for 2013.

*Finance*

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Library Director

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**MEAD**  
PUBLIC LIBRARY

**ANNUAL REPORT**  
for  
**2013**

# **2013 MEAD PUBLIC LIBRARY ANNUAL REPORT**

**GARRETT ERICKSON, LIBRARY DIRECTOR**

2013 was a year of change at the Mead Public Library. Sharon Winkle retired at the end of January, after serving as library director for 22 years. Karin Menzer, Youth Services manager, then served over four months as interim library director while the Board of Trustees conducted a search for a new director. I was offered the library director position in May and started in my new role on June 10.

I was immediately immersed in formulating a difficult budget with input from various library stakeholders. In February, the library was asked to accept a \$71,312 decrease in city appropriations compared to 2012. We also lost \$46,345 in reimbursements from Sheboygan and Ozaukee Counties due to decreased borrowing by residents of municipalities without libraries. Finally, we were asked to not use reserve funds to pay for ongoing operations, as had been done in the past. In the final version of the 2014 library budget, our expenditures were reduced by \$146,348 (4.6 percent) compared to the previous year.

To cut \$146,348, we made difficult choices: Reducing the maintenance staff by two full-time positions and the circulation staff by one FTE (full-time equivalent) position; not offering pay increases, cost of living increases or merit pay increases to employees; and requiring three furlough days for each library employee. These decisions were extremely difficult and I hope we do not have to repeat this course of action again.

In September, we formed the process improvement team to search for efficiency improvements and to standardize services and processes. I sponsored the group while asking Diane Kallas to serve as the facilitator. Diane's team had many areas to study, collect data, and in some cases, make recommendations to the management team. The process improvement team collects data, but the actual decision-making is still left to the managers. By the end of 2013, the team determined how long it took for materials returned by borrowers to be back on shelves available for checkout, and also how long it took new materials to move from "loading dock to shelf." The team was also instrumental in simplifying new library card registration so that a patron with appropriate ID receives a library card immediately instead of waiting for the card to be sent through the mail. In 2014, this group will study a variety of potential improvements including placing materials

that are “on hold” in a public area for “self-serve” pickup. This change would allow staff at Customer Service to spend more time with patrons needing assistance with accounts and also would make picking up a “hold” faster and more private.

From August through November, the Library Board approved three changes to the Table of Organization which will thoroughly transform the organization in 2014.

First, as part of the final 2014 budget approved in August, we reduced the number of staff members by three FTE and reassigned some responsibilities. For example, tasks formerly assigned to the maintenance department, such as opening and closing the building and making sure patrons leave the building at closing, now are performed by other staff members.

In October, the Library Board approved another change to the Table of Organization due to the retirement of Deputy Director Mark Zehfus at the end of the year. Rather than maintaining the position of Deputy Director, the position was changed to a Business Specialist with a focus on financial matters as well as limited human resource responsibility. Debbie DeAmico was hired as the new Business Specialist in December 2013.

Finally, the Library Board approved a third change to the Table of Organization in November, after Youth Services Manager Karin Menzer announced she would retire in early 2014. This third revision will have the most wide-ranging impact because five internal teams will be combined into three teams. All staff members who work with the public will now report to a new Public Services Manager position. Staff members who work in support positions, including processing and shelving materials, plus maintenance and Information Technology, will report to Diane Kallas in her new role as Support Services Manager. The changes are intended to break down barriers in communication among staff members, standardize the way we operate throughout the organization, and allow for cross-training and more flexibility in staffing. It also will “flatten” the organization so staff members can make more day-to-day decisions on their own. The Public Services Manager position was advertised nationally in order to find the strongest possible candidate.

Finally, in the fall of 2013, the Library Board began meeting to update the organization’s strategic plan. At its December meeting, the Library Board approved this new Mission Statement:

*“The Mead Public Library provides quality services, resources and lifelong learning opportunities to meet the needs and interests of its diverse community.”*

And this new Vision:

*“Enrich, Educate, Connect, Create, Inspire.”*

In early 2014, the Library Board intends to finalize the remainder of the Strategic Plan with a complete list of broad goals and measureable objectives. These goals and objectives are intended to move the library into the future while giving staff guidance on day-to-day priorities.

Moving forward, I believe that widening our programming through collaboration is the key

to strengthening our role in the community. In the past, public libraries tended to only offer classes related to literature, or in recent years, classes in technology. These programs were primarily taught by librarians and were in some way related to books. While this type of programming is still very important, not everyone in the community was interested in these topics. We are re-focusing the organization on the concept of lifelong learning, meaning any topic that our citizens are interested in. This means the role of the librarian will change from being an instructor to one of being a facilitator. I am excited to see the outcome of these changes in our organization, and in other public libraries as well. I am also excited to be part of a great team assembled here at the Mead Public Library!

## **ADULT SERVICES**

**DEBBRA VOSS, MANAGER**

2013 eclipsed previous years in the demands placed on staff to adjust to an ever-changing work environment. We said goodbye to Library Director Sharon Winkle at the beginning of February, worked with an interim director for most of the first half of the year, and then by mid-June began working with a new library director. The Adult Services Department staff once again pulled together to maintain the day-to-day operations and services of this department during this shift in upper management.

Programming continued to be an important service provided to customers. We did a trial of several genre specific book discussion groups to see if we needed to broaden the selection for our customers by including science fiction, romance, and horror. Similarly, we expanded programming to demonstrate new technologies and provide hands-on experience. This included programs on Twitter, LinkedIn, Pinterest, Facebook, and Skype. Programs on basic computer skills and downloading e-content continued on a regular basis. We offered over 150 programs, including some very interesting ones like "Found Space Shakespeare," "100K Poets for Change," "Women of Block 12," and a live-stream of "Dan Brown at Lincoln Center." Although the primary sources of funding were donations and grants, many of the book discussion groups, technology programs, and the film series would not have been possible without the dedicated support of so many wonderful and knowledgeable volunteers.

Outreach programming included the long-standing nursing home and home delivery programs, a collaboration with the Sheboygan County Affordable Care Act Task Force, several workshops and tours for the Sheboygan County Literacy Council's tutors, a tour for Lakeshore Technical College's English language learners, and instructional demonstrations and tours for several local school classes.

Reference continued to play a vital role. To better serve our library patrons, librarians have kept up with ever-changing trends of computer hardware and software and electronic resources and databases. We assist and educate library patrons who have a broad range of knowledge and experience. This may include teaching basic computer skills so that someone can fill out an online job application, assisting a college student with search

strategies and suggesting available resources for a research paper, or helping a patron locate vital information for starting a business.

The fifth Sheboygan Reads program featured Milwaukee native Carrie Bebris, author of the “Mr. and Mrs. Darcy” mystery series featuring Jane Austen’s characters. Events included a tea party with the author of “Tea with Jane Austen,” a dramatic performance titled “Jane Austen Speaks,” a regency handwriting workshop, a lesson in English Country Dancing, a presentation on British Naval History, and two programs with Carrie Bebris: a writing workshop and a presentation about her book. In addition, the library hosted a Jane Austen film festival and a book discussion group. The 2013 Sheboygan Reads attempted a greater number of programs and a less well-known author than in previous years. While the programs were excellent, going forward, we are likely to favor a visit by an author who is not genre-specific in the hope of appealing to a wider audience. However, the link to Jane Austen did allow the library to greatly expand its collection of Austen books and DVDs, to the benefit of our patrons for years to come. The Mead Public Library Foundation sponsored Sheboygan Reads.

Mead Library purchased Collection HQ in late 2013. This collection management program allows libraries to use sophisticated analytic tools to improve decisions regarding selecting and managing library collections. We are looking forward to using this new tool in 2014.

These activities and services provide only a snapshot of the day-to-day operation of the Adult Services Department. As in previous years, a special thanks to the Adult Services staff for their continued dedication in providing excellent reference, reader’s advisory assistance, and technology support to our library patrons.

This will be the last annual report for Adult Services as a department. The new Table of Organization instead creates a new team structure for Public Services and Support Services. As a result of this change, this will also be my last annual report as I take on new duties within the organization. To borrow Edward R. Murrow’s sign-off: “Good Night, and Good Luck.”

## **CIRCULATION AND TECHNICAL SERVICES**

**DIANE KALLAS, MANAGER**

In 2013 we said good-bye to our former library director, Sharon Winkle, and wished her well in her retirement. Many of us in these two work groups were here during Sharon’s entire tenure at Mead, and thank her for her leadership and support during those 22 years! She guided us through the building remodeling project and into the digital age—both major transformations for Mead.

We thanked Karin Menzer for providing leadership as the interim director until our new director, Garrett Erickson, arrived in June. Garrett brought with him a new vision for the

Library which will, once again, bring about some major transformations.

Though not much changed in Circulation and Technical Services in 2013, we did begin preparation for things to come in the next year. Garrett introduced us to Six Sigma and Lean, and asked us to form a team to study our workflows with an eye toward making recommendations for improving processes and ultimately, the entire customer service experience. As a result, the Circulation staff developed ideas for streamlining the library card registration process. The Technical Services group began studies on invoicing and processing of new materials.

A review of our 2013 statistics reveals over 700,000 items were checked out at Mead this past year, with approximately 62 percent checked out at the self-check units. A software upgrade enabled us to offer e-mailed checkout receipts to patrons, and the ability to see a calculation of accrued late fees online for overdue items not yet returned.

We were grateful for the assistance of our dedicated “pick list” volunteers as they joined our pages in locating items requested for pick-up. Over 100,000 trips to the shelves were made in search of these items.

The demand for Interlibrary Loan items remained high as Mead continued to offer patron-initiated requests online via the WISCAT link on our website. We received 4,818 items for our customers and sent out 6,158 items requested by patrons of Wisconsin libraries that are not members of the Eastern Shores Library System.

The volume of incoming new materials remained steady in 2013, as our Technical Services staff received and processed 25,627 items. A new workflow for ordering, combined with a new method of prioritizing items for processing, created a steadier, more diversified output of materials. We were fortunate to have a wonderful, experienced volunteer assigned to help us with processing!

As I anticipate my new role as manager of Support Services in 2014, I realize with some sadness that this is the last time I will report for the Circulation staff as their manager. They are an amazing group of people who value quality and strive to achieve customer satisfaction in all their work. Outstanding employees and wonderful friends, it's been a privilege and an honor to work with them!

## **INFORMATION TECHNOLOGY**

### **DALE GORT, INFORMATION TECHNOLOGY SPECIALIST**

In 2013, 13 new laptops were purchased to create a portable lab for use by the staff and for staff-assisted programs. They've been used for proctoring exams; for programs to introduce computers to patrons, downloading e-books and audiobooks, learning Skype and coding for microcontrollers; and to assist with Affordable Care Act enrollment sessions.

Our WiFi system, available free to library patrons, was upgraded with new access points

throughout the building. The access points now can be controlled at a server at Eastern Shores Library System headquarters. Software problems have prevented us from being able to monitor this ourselves. We still are not able to obtain certain statistics on WiFi use, but we hope that will be accomplished in early 2014.

A major upgrade in bandwidth for staff Internet use took place late in the year. Replacing a copper 3 MBPS (megabits per second using two T1 lines) with fiber at 20 MBPS has proved to be extremely beneficial for our continued demands for bandwidth.

I also participated in the set-up of collectionHQ to assist us in collection development and maintenance.

## **PUBLIC RELATIONS**

### **HELENE CAPIZZI, PUBLIC INFORMATION SPECIALIST**

Much stays the same, but some things change! Newsletters, signs, flyers, exhibits...most public information projects were similar to previous years.

But, as is true for nearly everyone who works in marketing and promotion today, we continue to move forward in taking advantage of opportunities to increase our use of digital media. While we have not eliminated any of our traditional "paper and ink" ways of communicating, we continue to expand our use of digital services. This helps us reach new groups of people and usually offers the advantage of lower cost.

Our e-newsletter, Facebook, and Twitter have all shown increases in the number of users. Beginning in the middle of 2013, I made a concerted effort to post on Facebook at least 10 times a week. The number of followers went from 500 on June 3, 2013 to 610 on December 31, 2013, an increase of over 20 percent in six months. Our most popular post so far occurred in early January 2014, when we posted a photo of the "retired" children's room kangaroo mascot. Dozens of people shared the post and joined in on guessing her name (which also caused an uptick in reference questions that week!). And over 4,950 people saw the post!

We did see a slight decrease in the number of visits to our website. Some of the decrease is likely due to decreased use of our public Internet computers (which use our website as the "start" screen). Another factor may be that our current website does not offer the best user experience to those on a mobile device, particularly a smartphone. About 10 percent of our website visits now originate from smartphones and another 12 percent from other mobile devices. But those numbers likely could be even higher if our website were more "mobile friendly," particularly as more public school students have easy access to iPads and Chromebooks. That is a project that we began in 2013 by migrating to a newer version of our website content management system, and will continue in 2014 by incorporating features that will give our mobile device users a better experience when using our website.

## **YOUTH SERVICES**

### **KARIN MENZER, MANAGER**

A dream came true in 2013 with the completion of the Mead Children's Activity Room. With funding from the Mead Public Library Foundation and the Bemis Family Foundation, the former Mead Reading Room has become a wonderful space for all kinds of hands-on activities for children. The transformation was completed in time for the fall programming schedule to include a variety of new programs such as Art4Fun and a LEGO Club. It also provides a place for crafts and projects following storytimes.

During 2013 Youth Services applied for and received two grants in support of two recently developed programs. The Kohler Foundation became the sponsors of the Art4Fun series. This series, led by art teacher Mary Tooley, invites children to learn about a world culture and complete an art project related to the culture. The "1000 Books Before Kindergarten" early literacy program received a \$250 grant from the Department of Public Instruction and also \$500 from the Sheboygan Optimist Club. The funds are used to purchase books and other small prizes to be given to participants as incentives for reading

The biggest event of the year was the Sheboygan Children's Book Festival in October. More than 1,000 people attended events at Mead Public Library during the weekend festival. Mead Public Library, along with the John Michael Kohler Arts Center and Bookworm Gardens, are the primary venues for the festival programs. The 2013 festival included a celebration of the 75th anniversary of the Caldecott Medal and featured five Caldecott awardees in its programming. Among the major sponsors for this event is the Mead Public Library Foundation.

Our other major endeavor is the annual summer library program. The 2013 program for children featured the theme "Dig into Reading," and 1,558 children did just that. Children who read for at least five hours received a book sponsored by the Friends of Mead Public Library. Younger children who had books read to them also received books sponsored by Thrivent Financial for Lutherans. In early June nearly 400 people attended the summer library program kick-off carnival. Summer Library Program outreach in the community was provided through a Department of Public Instruction grant which provided a VISTA volunteer who visited summer schools, daycares and community free lunch sites to register children for the summer library program.

The Acuity Cool Picks summer library program for teens had 611 members who turned in 2,184 book reports over the summer. ACUITY, the primary sponsor for this program since 2006, provided \$7,500 in funds (via the Mead Public Library Foundation). ACUITY also hosts a kick-off carnival at ACUITY headquarters which was attended by 183 teens in 2013. Attendance at other teen summer programs was at an all-time high with an attendance of 1,214 at movie, gaming and other programs.

Additional children's programs of note in 2013 included a series of storytimes in the Spanish language presented by volunteer Dana Morales on select Saturday mornings, the monthly LEGO Club which is extremely popular, and Star Wars Reads day attended by over 160 fans, including many in costume. In general the number of programs and the

attendance at programs was up, and 4,213 children and their families attended storytimes in 2013, up by 812 from 2012. Youth Services presented more than 200 other programs in 2013 with attendance of more than 7,000.

Sadly, our darling library hamster, Corduroy, died early in 2013. By the end of the year we had not one but two pets to amuse library visitors. Fancy Nancy, a brown and white hamster, was adopted during the summer but she soon had to share the limelight with a little white mouse who was found wandering the library parking lot. His story was a hit on Mead's Facebook page and we held a contest to name him. Stuart Little, after the book character in E. B. White's beloved children's book, won out.

This will be my final annual report as I am retiring early in 2014. It has been my great pleasure to work in Youth Services at this library for the last 30 years. The changes over the years are too many to recount, but these changes have allowed us to improve service in so many ways. One constant has always been the wonderful people I've worked with throughout the organization and especially in Youth Services. I've appreciated working beside you all! Now I'll look forward to standing on the customer side of the desk.

## **VOLUNTEER SERVICES**

**PAT MUELLER**

**Volunteers: Valued for their service**

For Gail Wallace being cheerful comes naturally. An asset most anywhere, anytime, and especially appreciated as a Mead Public Library volunteer, she has been volunteering at the library since 2012. On our behalf, Gail selects books and other materials for our nursing home customers. Once a month, on a Saturday, she also delivers the items to individuals and to nursing homes. Gail's positive attitude represents our volunteers at Mead Public Library.

Through the Volunteer Services Department, 30 people were recruited and provided an orientation/tour to begin their volunteer assignments at the library. Volunteer assignments include: verifying the order and straightening items in our collections, Maas Teen Center monitor, customer service volunteers, cleaning our public computers, clerical responsibilities, locating books/items from a reserved list, teaching our customers basic computer skills and e-book access, processing new books, and helping at special events sponsored by the library.

On an ongoing weekly basis we have 60 people who give us their time, talent, and hard work to volunteer. This number includes Mead volunteers and Friends members who provide service hours.

Volunteer applications from teenagers (14-17) are accepted year 'round. Teen volunteers verify, straighten, and dust our collections in the Youth Services areas. Additionally, teen

8.

volunteers clean our public computers and also help at events for young people.

As a community outreach we have established working relationships with Horizons4Girls, the Department of Vocational Rehabilitation, and New Curative to have a mutually beneficial arrangement for teens and adults to have a job coaching/volunteer experience at Mead Public Library.

Mead Public Library is a partner member of the Sheboygan Volunteer Center. This organization provides assistance with volunteer recruitment and peer-group continuing education opportunities pertinent to volunteering. Through the Volunteer Center, the library participated in "Day of Caring" which featured 420 people devoted to a day of volunteering in the community. At the library we had four volunteers who dusted our library shelves and accomplished outside litter clean-up from our building to City Hall. Also through the partnership of the Sheboygan Volunteer Center we have had numerous corporate volunteers at the library from the Kohler Co. and other businesses.

## **MEAD PUBLIC LIBRARY FOUNDATION**

**BERNIE MARKEVITCH, PRESIDENT**

The Mead Public Library Foundation's mission is: "To benefit the community by raising, managing, and distributing funds to enhance the services, collections, and facilities of the library and to increase public awareness of the library's needs and services."

Our Foundation is a tax-exempt organization that is dedicated to providing financial support to the Library. Generous contributions to the Foundation supplement, but do not replace, public funding. Contributions may be specifically designated and are not used for basic operating expenses of the Library.

The Foundation Board members continue to oversee the investment, management and distribution of its operating, investment, and income accounts. They strive to assure the Foundation investments benefit from active management of the monies for which the Foundation Board is responsible.

The Renaissance Society of the Mead Public Library Foundation has 316 memberships whose financial contributions support the Endowment fund. In 2013, nine household (16) new members joined the Renaissance Society. Renaissance Society members recognized as Patrons for cumulative gifts of \$25,000 and more are Ruth De Young Kohler, Dr. Jerome Maas, Dr. Roy G. Mersch, Barbara Schreiber, and Leone Schoen. Annually, Renaissance Society members are invited to the Foundation's Yuletide Gala. The event features fellowship, food, refreshments, and brief speeches to recognize its donors and the accomplishments of the organization. A new recognition display was installed on the first floor to honor Renaissance Society donors.

A restricted gift from the estate of Dr. Jerome Maas in 2004 established the Maas Endowment Fund. Dr. Maas requested earnings from the investment of his gift be used to

fund expansion of youth services at the Library. The balance of this fund at the end of 2013 was just over \$1.2 million. The Foundation Board committed \$14,000 from the Maas Income Fund for the renovation to complete the Children's Activity Center.

The balance of the Endowment Fund at the end of 2013 was \$1,360,800, including an additional \$6,735 that was received during the year. The Directors continue to ensure only the earnings from the investment of the monies are used to further the Foundation's mission. The Endowment Income Fund balance at the end of 2013 was \$50,841.

The Mead Public Library Foundation's Operating Account includes funds for basic operating expenses of the Foundation and funds restricted to designated purposes. The designated monetary gifts in 2013 totaled \$83,400, and this amount includes the annual Weill Charitable Fund donation of \$75,000 used as our Centennial Building project payment to the City of Sheboygan for the library's expansion during 1997. Another example of an Operating Account restricted donation was the Walter J. Heinrich Memorial restricted to buying books for the library, and supported with matching funds from Alliant Energy Foundation. The Mead Public Library Foundation's Operating Account had a year-end balance of \$60,936.

### **2013 Review of Accomplishments**

Thank you to the generous donors to the Mead Public Library Foundation who support the library's facility, programs, collections, and technology initiatives. The following are a few successful effort by the members of the Mead Public Library Foundation Board:

**"Brainfuse and Homework Help Center."** A \$10,000 grant to the Foundation supports this program that is centered in the Maas Teen Learning Center. "Brainfuse" is an online program with live tutors. Mead also provides the services of an adult coach to assist teens in learning to use this service. Brainfuse also offers teens, and also adults, test preparation, homework help, writing assistance, computer skills, resume writing, preparing for general education degree, and U.S. citizenship tests.

**Mead Children's Activity Room.** The Foundation allocated \$14,000 to remodel the former Mead Room to a space created especially for children to express their creativity. The newly remodeled Children's Activity Room is suitable for children creating art and projects worthy of Mom and Dad to post on the family's refrigerator door.

**"Sheboygan Reads."** The Mead Public Library Foundation is the financial sponsor of our "Sheboygan Reads" program. The funding of \$7,000 was used to purchase books written by the featured author and by Jane Austen, movie licenses, stipends, program expenses, and publicity costs.

**"Sheboygan Children's Book Festival."** The Foundation, as one of many sponsors, contributed \$5,000 to the event which informed, educated, and entertained an estimated 5,500 people through events at Mead Public Library, the John Michael Kohler Arts Center, Bookworm Gardens, and through authors visiting schools.

**"Acuity Cool Picks."** For the eighth year, the Acuity Charitable Foundation, Inc., through

the Mead Public Library Foundation, sponsored the "Acuity Cool Picks" Summer Reading program targeting young adult reading development and retention. Local teens checked out nearly 10,000 items from the library during the program.

Bernard Markevitch continued his third term as President of the Foundation Board of Directors. Garrett Erickson began his service during June as the new Library Director and serves as secretary of the Foundation Board of Directors.

Directors and officers of the Foundation Board for 2013 were Bernard Markevitch, president; Kathie Norman, vice-president; Konrad Testwuide, treasurer; Eldon Bohrofen, assistant treasurer; Garrett Erickson, secretary; Judy Biederwolf, Barbara Gruber, William Holbrook, Eleanor Jung, Barbara Knauf, Carol Kolzow, Pat Mahlendorf, Sheri Murphy, and Maeve Quinn.

The dedication, service, and contributions of all Directors on the Foundation Board as well as our donors who advocate for the future of the Mead Public Library is appreciated.

## **FRIENDS OF MEAD PUBLIC LIBRARY**

### **JUDY BIEDERWOLF, PRESIDENT**

Membership in the Friends of Mead Public Library (FMPL) is an impressive 215 men and women dedicated to providing volunteer service hours, financial support, and advocacy on behalf of the library. Members of the Friends volunteered 1,984 service hours during 2013. New members to the organization are always welcome.

During 2013, the Friends welcomed Joan King and Judy Van Calligan as new members of the organization's Board of Directors.

The FMPL annual meeting was held on April 13, 2013 with approximately 45 members present. The following board members were elected to two-year terms expiring in 2015: Judy Biederwolf, Dodie Kolb, Nancy Lewis, Mary Mitch, Sharon Quicker, and Sarah Stoll.

Jim Carey, Sheboygan author, was the featured speaker, and he talked about his novel, "Echoes from Home." A social time and refreshments followed the meeting. A flower centerpiece created by Donna Mae Ringel was awarded as a door prize.

#### **Friends 2013 Fund-raising and Donations**

Each week between six and 14 volunteers report to the library to unpack, categorize, and price books that have been discarded by the library and books that have been donated by the public. Beginning in March 2013, Friends members staff the BookStore (on the first floor of the library) at various times to assist customers with their purchases. Annually, two to three multi-day book sales are held in the Rocca Meeting room and open to the general public. In addition, some books are sold through an online service. The 2013 totals are: BookStore, \$3,146; book sales, \$4,395; online sale, \$250.

Members of FMPL maintain the library's Art-o-Mat machine, a vintage cigarette vending machine that dispenses original works of art and jewelry for \$5. Mead library is one of only three Art-o-Mat locations in Wisconsin.

The ninth annual "Dinner with Friends" was a sold-out success, likely due to the after-dinner entertainment offered by John McGivern, an award-winning comedic storyteller. The event was held at Grace Episcopal Church. Bernie Markevitch takes the lead in planning and preparing the meal while members of the Friends help with food preparation and serving. Thank you to Bernie. We couldn't do this without his contribution of time and talent. The \$2,500 profit from this year's event will help fund public programs at Mead Library during 2014.

Members of the Friends again catered the Mead Public Library Foundation's Yuletide Gala, and used the \$1,000 profit from this event to benefit Mead Library.

A donation of \$1,500 was presented to Mead Public Library to purchase "a book to keep" for each child who read five hours in the Reading Club or Read-to-Me Club. An additional donation of \$160 was spent on bus rides for participants in the Summer Library Program.

Again this year, the Friends Board of Directors approved a donation of \$5,000 to the library for adult and children's programming. An additional \$1,850 was donated to purchase books for book discussion groups at the library.

A check for \$1,500 was presented to Mead Library to pay for the required license to show films at the library. Film programs are offered for children, teens and adults with the FMPL hosting the movies for adults throughout the year. Dodie Kolb, Audrey Kruger, and Marion Wheaton coordinate the Friends film programs.

### **Special Events**

Donna Mae Ringel, Friends board member, coordinates a project during National Library Week in April to honor the staff at Mead Library. Each staff member receives a gift of chocolate from the Friends with a creative, fun message attached.

Members from the Friends volunteered at the Sheboygan Children's Book Festival which is held annually in October. Their volunteer assignments included reception at our information area, introducing authors before their presentations, and helping with authors' book sales.

The Friends also donate money for designated book purchases. Books were purchased for the library in honor of Pat Mahlendorf's service as president; in memory of Pat Hansen, former board member; in honor of Sharon Winkle, retiring library director; in honor of Delores Panzer, former board member; in memory of Dick Kunert, former library director; and in memory of Karen Mueller and Barbara Jung, for their service to the Friends. Bookplates to honor these individuals are placed in the library books.

In addition, as a tribute to Sarah Stoll, longtime board member and former treasurer, who died in 2013, the Friends purchased for the Landwehr Children's Library Center an "Imagination Station" in her memory.

On behalf of the Friends Board we must say a big thank you to all of our Friends members, and a special thank you to Helene Capizzi for all her work on our behalf as the liaison to the FMPL.

Pat Mueller, volunteer coordinator, was appointed by Library Director Garrett Erickson to be the Friends liaison effective January, 2014.

For information on volunteering at the library or to become a member of the Friends organization contact Pat Mueller, 459-3400, ext. 3411 or [pat.mueller@meadpl.org](mailto:pat.mueller@meadpl.org).

# MEAD PUBLIC LIBRARY - 2013 FINANCIAL REPORT

## GENERAL OPERATIONS 255 FUND

Fund Balance December 31, 2013 (Unaudited)

### 2012 GENERAL OPERATIONS FUND BALANCE

Unreserved Fund Balance/Audit Adjustment	90,677.00
Automation Reserve	164,098.43
Air Conditioning Unit Reserve	11,745.00
Donations	79,198.28
Personal Svcs Reserve	82,737.48
Future Capital	188,136.30
STARR Contingency Fund	29,598.00
Encumbrances	4,518.24
General Liability Insurance Reserve	25,000.00

Total 2012 Fund Balance

675,708.73

### 2013 REVENUES

City Tax Appropriation	2,377,053.00
Library Generated Revenue	86,542.91
Contributions	90,737.05
ESLS - Sheboygan County	566,424.00
ESLS - Ozaukee County	10,374.00
Adj. County Reimbursements	45,313.55
LSTA - Grants	965.00
ESLS - Contracts	51,152.00
Inter-Transfer General Fund	29,687.04
Interfund-Everhard/Forrer	12,500.00

Total 2013 Revenues

3,270,748.55

### TOTAL 2012 FUND BALANCE AND 2013 REVENUES

3,946,457.28

### 2013 EXPENSES

Personal Services	2,451,270.84
Contractual Services	291,638.06
Commodities	558,429.36
Other Expenses	19,504.71
Teen Center Building Project	18,494.66

★ Total 2013 Expenses

(3,339,337.63)

### 2013 GENERAL OPERATIONS FUND BALANCE

607,119.65

### FUND BALANCE SUMMARY

#### 2013 RESERVED ACCOUNTS

GASB 54 Reserve	383,627.73
Donations	102,012.24
General Liability Insurance Reserve	25,000.00
Total Reserved Accounts	510,639.97

510,639.97

#### 2013 UNRESERVED FUND BALANCE

96,479.68

### 2013 GENERAL OPERATIONS FUND BALANCE

607,119.65

# MEAD PUBLIC LIBRARY - 2013 FINANCIAL REPORT

## GENERAL OPERATIONS 255 FUND

Fund Balance December 31, 2013 (Unaudited)

### AUTOMATION PROJECT ACCOUNT 10081

#### 2012 Balance & 2013 Revenues

2012 Balance	164,098.43	
2013 Revenues	<u>12,500.00</u>	<u>176,598.43</u>

#### 2013 Automation Project Expenses

WIFI Controller Upgrades & Laptops	12,950.00	
Website Upgrade	<u>9,500.00</u>	<u>22,450.00</u>
<b>2013 AUTOMATION PROJECT FUND BALANCE</b>		<b>* <u><u>154,148.43</u></u></b>

### AIR CONDITIONING UNIT RESERVE

#### 2012 Balance & 2013 Revenues

2012 Balance	11,745.00	
2013 Revenues	<u>0.00</u>	<u>11,745.00</u>

#### 2013 Air Conditioning Unit Expenses

2013 Air Conditioning Unit Expenses	<u>0.00</u>	<u>0.00</u>
<b>AIR CONDITIONING UNIT RESERVE</b>		<b>* <u><u>11,745.00</u></u></b>

### DONATIONS TO 255 OPERATIONS ACCOUNTS

#### 2012 Balance & 2013 Revenues

2012 Balance	79,198.28	
2013 Revenues	<u>90,737.05</u>	<u>169,935.33</u>

#### 2013 Donation Expenses

Mead Public Library Activity Room	19,500.00	
Children's Festival, Tutoring Services, Cool Picks, Summer Library Program, Sheboygan Reads, Movie License, and Other Project Donations.	<u>48,423.09</u>	<u>67,923.09</u>

#### **2013 DONATIONS TO 255 OPERATIONS ACCOUNTS**

**102,012.24**

### PERSONAL SERVICES RESERVE (Pension Liability)

#### 2012 Balance & 2013 Revenues

2012 Balance	82,737.48	
2013 Revenues	<u>4,264.31</u>	<u>87,001.79</u>

#### 2013 Personal Services Expenses

2013 Personal Services Expense	<u>87,001.79</u>	<u>87,001.79</u>
<b>2013 PERSONAL SERVICES RESERVE</b>		<b>* <u><u>0.00</u></u></b>

# MEAD PUBLIC LIBRARY - 2013 FINANCIAL REPORT

## GENERAL OPERATIONS 255 FUND

Fund Balance December 31, 2013 (Unaudited)

### FUTURE CAPITAL FUND

#### 2012 Balance & 2013 Revenues

2012 Balance	188,136.30	
2013 Revenues	<u>0.00</u>	<u>188,136.30</u>

#### 2013 Future Capital Fund Expenses

2013 Future Capital Fund Expense	<u>0.00</u>	<u>0.00</u>
<b>2013 PERSONAL SERVICES RESERVE</b>		<b>* <u><u>188,136.30</u></u></b>

### STARR CONTINGENCY FUND

#### 2012 Balance & 2013 Revenues

2012 Balance	29,598.00	
2013 Revenues	<u>0.00</u>	<u>29,598.00</u>

#### 2013 Starr Contingency Fund

2013 Future Capital Fund Expense	<u>0.00</u>	<u>0.00</u>
<b>2013 STARR CONTINGENCY FUND</b>		<b>* <u><u>29,598.00</u></u></b>

### GENERAL LIABILITY INSURANCE RESERVE FUND 247700

#### 2012 Balance & 2013 Revenues

2012 Balance	25,000.00	
2013 Revenues	<u>0.00</u>	<u>25,000.00</u>

#### 2013 General Liability Insurance Reserve Fund Expenses

2013 General Liability Insurance Reserve Fund Expense	<u>0.00</u>	<u>0.00</u>
<b>2013 GENERAL LIABILITY INSURANCE RESERVE FUND 247700</b>		<b><u><u>25,000.00</u></u></b>

Note: \* Fund reserves transferred to GASB 54 reserve.

Note: ★ Includes 2013 project cost transferred from project operating reserves.

# MEAD PUBLIC LIBRARY - 2013 FINANCIAL REPORT

## EVERHARD/FORRER 850 FUND

Fund Balance December 31, 2013

### 2012 EVERHARD/FORRER FUND BALANCE SUMMARY

Invested in State Pool	986,388.64
Local Balance	18,789.74
Accounts Receivable	0.00
Accrued Interest	0.00
Accounts Payable	0.00
Deferred Expense	<u>0.00</u>

**Total 2012 Fund Balance** **1,005,178.38**

### 2013 REVENUES

Interest on Local Balance	0.00
Interest on Investments	977.23
Donations	<u>83,025.98</u>

**Total 2013 Revenues** **84,003.21**

**TOTAL 2012 FUND BALANCE AND 2013 REVENUES** **1,089,181.59**

### 2013 EXPENSES & TRANSFERS

Programs	10,185.64
Inservice/Training/Travel	1,829.00
Interfund Exp.-Everhard/Forrer	12,500.00

**TOTAL 2013 EXPENSES AND TRANSFERS** **(24,514.64)**

**2013 EVERHARD/FORRER FUND BALANCE** **1,064,666.95**

### FUND BALANCE SUMMARY

Invested in State Government Pool	987,365.87
Local Balance	<u>77,301.08</u>

**2013 EVERHARD/FORRER FUND BALANCE** **1,064,666.95**



## Annual 2013

### Circulation, Service, Collection Statistics

710 N 8th Street, Sheboygan, Wisconsin 53081-4563

Days open last year:	326	Hrs. open last year:	2955	Sundays Open last year:	28
Days open this year:	334	Hrs. open this year:	2973	Sundays open this year:	28
No. visits last year:	338,399	Hourly visits last year:	114.5		
No. visits this year:	316,764	Hourly visits this year:	108.5	Hourly visits this year:	-7.0%

	Adult		Young Adult		Juvenile		TOTAL	
	Last	This	Last	This	Last	This	Last	This
	Year	Year	Year	Year	Year	Year	Year	Year
Books-Fiction	124,257	118,022	25,260	19,340	118,272	118,551	267,789	255,913
Books - Nonfiction	125,938	115,412	2,976	2,458	80,566	74,695	209,480	192,565
Reference Books	10,433	10,385			265	88	10,698	10,473
Microfilm	6,635	3,836					6,635	3,836
Periodicals	51,798	41,954			2,463	1,579	54,261	43,533
Music/Educational (Tapes & CDs)	41,226	39,646			4,211	3,850	45,437	43,496
Audiobooks (Tapes & CDs)	22,877	20,692	368	272	3,113	2,898	26,358	23,862
Videocassettes/DVDs	194,762	188,984			49,638	47,319	244,400	236,303
Dorothy E Wemer Database Collection							102,307	78,623
Library Web Page							460,650	407,868
Computer Public Workstations	0	0	0	0	7,846	8,031	7,846	8,031
Internet Public Workstations	52,105	45,116	16,922	12,233	12,689	10,184	81,716	67,533
Electronic Use	10,240	9,769					10,240	9,769
E-Content	17,983	27,395					17,983	27,395
E-Readers	135	57					135	57
Laptops	3,612	2,497	617	489	2	0	4,231	2,986
Other	52	51			816	604	868	655
<b>TOTALS</b>	<b>661,053</b>	<b>623,816</b>	<b>46,143</b>	<b>34,792</b>	<b>279,881</b>	<b>267,799</b>	<b>1,550,034</b>	<b>1,412,898</b>
+ or -		-37,237		-11,351		-12,082		-137,136
%		-5.6%		-24.6%		-4.3%		-8.8%
Hourly Average	223.7	209.8	15.6	11.7	94.7	90.1	524.3	475.2
Hourly %		-6.2%		-25.1%		-4.9%		-9.4%

#### Registration

	City	All Others	Total
Last Year:	32,474	10,823	43,297
This Year:	31,766	10,519	42,285



**Annual 2013**  
**Circulation, Service, Collection Statistics**  
 710 N 8th Street, Sheboygan, Wisconsin 53081-4563

**Circulation**

	Adult		Young Adult		Juvenile		TOTAL	
	Last Year	This Year	Last Year	This Year	Last Year	This Year	Last Year	This Year
Books-Fiction	119,558	113,356	22,355	16,717	101,264	100,342	243,177	230,415
Books - Nonfiction	108,085	97,898	2,976	2,458	63,280	59,087	174,341	159,443
Reference Books								
Periodicals	20,670	16,787			1,903	1,327	22,573	18,114
Music/Educational (Tapes & CDs)	41,226	39,646			4,211	3,850	45,437	43,496
Audiobooks (Tapes & CDs)	22,877	20,692	368	272	3,113	2,898	26,358	23,862
Videocassettes/DVDs	194,762	188,984			49,638	47,319	244,400	236,303
E-Readers	135	57					135	57
Other	52	51			816	604	868	655
<b>TOTALS</b>	<b>507,365</b>	<b>477,471</b>	<b>25,699</b>	<b>19,447</b>	<b>224,225</b>	<b>215,427</b>	<b>757,289</b>	<b>712,345</b>
+ or -		-29,894		-6,252		-8,798		-44,944
%		-5.9%		-24.3%		-3.9%		-5.9%
Hourly Average	171.7	160.6	8.7	6.5	75.9	72.5	256.3	239.6
Hourly %		-6.5%		-24.8%		-4.5%		-6.5%

**% of Circulation by Patron Type**

	Adult	Young Adult	Juvenile	Staff	ILL	Establishments	Homebound	Deposit Collection
Last Year:	76.2	5.9	14.2	2.4	0.8	0.3	0.1	0.2
This Year:	77.3	5.2	13.9	2.4	0.9	0.2	0.1	0.2

**In-House Usage**

	Adult		Young Adult		Juvenile		TOTAL	
	Last Year	This Year	Last Year	This Year	Last Year	This Year	Last Year	This Year
Books-Fiction	4,699	4,666	2,905	2,623	17,008	18,209	24,612	25,498
Books - Nonfiction	17,853	17,514			17,286	15,608	35,139	33,122
Reference Books	10,433	10,385			265	88	10,698	10,473
Microfilm	5,635	3,836					5,635	3,836
Periodicals	31,128	25,167			560	252	31,688	25,419
Werner Database Collection							102,307	78,623
Library Web Page							460,650	407,868
Computer Public Workstations					7,846	7,826	7,846	7,826
Internet Public Workstations	52,105	45,116	16,922	12,233	12,689	10,184	81,716	67,533
Electronic Use	10,240	9,769					10,240	9,769
Laptops	3,612	2,497	617	489	2	0	4,231	2,986
Other								
<b>TOTALS</b>	<b>135,705</b>	<b>118,950</b>	<b>20,444</b>	<b>15,345</b>	<b>55,656</b>	<b>52,167</b>	<b>774,762</b>	<b>672,953</b>
+ or -		-16,755		-5,099		-3,489		-101,809
%		-12.3%		-24.9%		-6.3%		-13.1%
Hourly Average	45.9	40.0	6.9	5.2	18.8	17.5	262.2	226.4
Hourly %		-12.9%		-25.4%		-6.8%		-13.7%



# Annual 2013

## Circulation, Service, Collection Statistics

710 N 8th Street, Sheboygan, Wisconsin 53081-4563

**Service:**

	Adult		Young Adult		Juvenile		Circ	
	Last Year	This Year	Last Year	This Year	Last Year	This Year	Last Year	This Year
Reference	25,791	22,192	201	167	6,327	6,255	2,015	2,027
Other Requests	23,254	23,805	2,484	2,294	16,898	18,132	105,851	101,503
<b>TOTALS</b>	<b>49,045</b>	<b>45,997</b>	<b>2,685</b>	<b>2,461</b>	<b>23,225</b>	<b>24,387</b>	<b>107,866</b>	<b>103,530</b>
+ or -		-3,048		-224		1,162		-4,336
%		-6.2%		0.0%		5.0%		-4.0%
Hourly Average	16.6	15.5	0.0	0.8	7.9	8.2	36.5	34.8
Hourly %		-6.8%		0.0%		4.4%		-4.6%
Total Telecommunications	5,815	6,089	12	27	2,052	2,252	4,680	4,472
Tax Questions	149	196	0	0	0	0	858	1,146
Internet	3,330	4,721	0	6	620	695		

**TOTAL**

	Last Year	This Year
Reference	34,334	30,641
Other Requests	148,487	145,734
<b>TOTALS</b>	<b>182,821</b>	<b>176,375</b>
+ or -		-6,446
%		-3.5%
Hourly Average	61.0	59.3
Hourly %		-2.7%
Total Telecommunications	12,559	12,840
Tax Questions	1,007	1,342
Internet	3,950	5,422

	Adult		Young Adult		Juvenile		TOTAL	
	Last Year	This Year	Last Year	This Year	Last Year	This Year	Last Year	This Year
Story Hours					146	143	146	143
Story Hours Attendance					3,401	4,213	3,401	4,213
Classes	58	56	3	1	150	125	211	182
Classes Attendance	243	292	51	7	2,469	2,075	2,763	2,374
Browsing Classes/Groups	42	77			201	168	243	245
Browsing Classes/Groups Attendance	378	1,101			2,364	2,485	2,742	3,586
Tours	0	1	3	2	41	31	44	34
Tours Attendance	0	18	3	34	1,036	794	1,039	846
Programs	104	105	42	64	182	203	328	372
Programs Attendance	1,754	1,548	1,275	1,752	6,363	7,100	9,392	10,400
Deposit Collection Sites	19	17					19	17
Deposit Collection Items	1,120	1,144					1,120	1,144
Homebound Patrons	138	129					138	129
Homebound Items	720	647					720	647



**Annual 2013**  
**Circulation, Service, Collection Statistics**  
 710 N 8th Street, Sheboygan, Wisconsin 53081-4563

**Public Information**

Number of Projects last year:	<u>507</u>	Number produced last year:	<u>77,971</u>
Number fo projects this year:	<u>450</u>	Number produced this year:	<u>76,806</u>
Digital Marketing contacts last year:	<u>7,459</u>		
Digital Marketing contacts this year:	<u>10,087</u>		

**Information Technology**

**E-Mail**

	Adult		Circulation		Juvenile		Administration		Total	
	Last	This	Last	This	Last	This	Last	This	Last	This
	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year
Email	139	89	46	45	16	18	55	60	256	212

**E-Resource Center Services**

**E-Content**

	Books		Music		Audio Books		Videos		Total	
	Last	This	Last	This	Last	This	Last	This	Last	This
	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year
E-Content	/	22,597	/	15	/	4,767	/	16	/	27,395

	Members		E-Mails	
	Last	This	Last	This
	Year	Year	Year	Year
Dear Reader	9,575	9,039	191,500	180,780

	Pages Accessed	
	Last	This
	Year	Year
Pathfinder	10,087	12,082

**Interlibrary Loans Sent**

	Intersystem ILLs		Intrasystem ILL's		Total	
	Last	This	Last	This	Last	This
	Year	Year	Year	Year	Year	Year
Jan	6,207	6,158	101,053	92,623	107,260	98,781



**Annual 2013**  
**Circulation, Service, Collection Statistics**  
 710 N 8th Street, Sheboygan, Wisconsin 53081-4563

**MPL Web Site**

Web Site Page Views last year:	<u>460,650</u>	.....	Average per day last year:	<u>1,262.05</u>
Web Site Page Views this year:	<u>407,868</u>	.....	Average per day this year:	<u>1,114.39</u>

	Visits		Page Views		Unique Page Views		Home Page	
	Last	This	Last	This	Last	This	Last	This
	Year	Year	Year	Year	Year	Year	Year	Year
Jan	288,470	243,351	460,650	407,868	277,325	330,237	254,532	227,955

**Volunteer Hours**

	Last	This
	Year	Year
Jan	/ / / / / / / / / /	3343

**Mending**

Items Mended last year:	<u>4,719</u>
Items Mended this year:	<u>3,933</u>



## 2013 Annual

### Circulation, Service, Collection Statistics

710 N 8th Street, Sheboygan, Wisconsin 53081-4563

#### Annual 2013

#### Circulation, Service, Collection Statistics

#### Collections

Collections	Adult		Young Adult		Juvenile		Total	
	<i>Last Year*</i>	<i>This Year</i>	<i>Last Year</i>	<i>This Year</i>	<i>Last Year</i>	<i>This Year</i>	<i>Last Year</i>	<i>This Year</i>
	Books	184,515	178,356	11,401	11,644	90,563	90,012	286,479
CD ROMs	36	18	0	0	415	5	451	23
CDs/CD BKS	13,351	14,151	256	273	2,160	2,326	15,767	16,750
Audiocassettes	0	0	0	0	0	0	0	0
DVDs	16,778	18,101	0	0	3,550	3,752	20,328	21,853
Videocassettes	856	854	0	0	1,169	1,067	2,025	1,921
Miscellaneous	10	18	0	0	48	39	58	57
Magazines	10,796	9,036	0	0	1,024	991	11,820	10,027
Maps	1,451	1,451	0	0	0	0	1,451	1,451
Pamphlets	9,140	9,157	0	0	0	0	9,140	9,157
<b>Total</b>	<b>236,933</b>	<b>231,142</b>	<b>11,657</b>	<b>11,917</b>	<b>98,929</b>	<b>98,192</b>	<b>347,519</b>	<b>341,251</b>

\*Note:

	<i>Last Year</i>	<i>This Year</i>
<b>Total Items added:</b>	<b>25,231</b>	<b>25,627</b>
<b>Total Items deleted</b>	<b>32,285</b>	<b>29,121</b>

## **2013 Library Board of Trustees**

### **President**

Ms. Maeve Quinn

### **Vice President**

Mr. Henry M. Nelson

### **Finance Officer**

Mr. Dirk Zylman

### **Other Trustees**

Ms. Chris Campe (appointed April 2013)

Ald. Darryl Carlson

Mrs. Dolcye Johnson

Ms. Kathie Norman

Mr. Kevin Sampson

Mrs. Marge Segalle

Mr. Chad Stauber Soik\*

Ms. Martha Wortche

### **Ex Officio**

Mr. Garrett Erickson, Library Director and Secretary

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\* Term expired without reappointment April 2013

**I**

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Com. No. 2 - 14 - 15. June 2, 2014.

Submitting a communication from Alderperson Bohren regarding a report from the Senior Accountant/Purchasing Manager of the City of Fond du Lac about Ambulance/Fire personnel costing for each position in the Fire Department.

Presented to the Common Council by Alderperson James A. Bohren  
Bohren

*James*

## Richards, Susan

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**From:** Alderperson Jim Bohren  
**Sent:** Wednesday, May 28, 2014 5:13 PM  
**To:** Richards, Susan  
**Cc:** Romas, Mike; Amodeo, James; Alderperson Don Hammond; Alderperson John Belanger; Buss, Nancy  
**Subject:** FW: Ambulance/Fire Costing

Sheboygan City Clerk Sue Richards - Sue

Please include the attached e-mail from Eileen M. Baus, Senior Accountant/Purchasing Manager from the City of Fond du Lac WI as a document for the Monday June 2, 2014 Council meeting. Please refer it to the Finance Committee. Thank you.

### **Alderman Jim Bohren**

*Serving on the Sheboygan Common Council Since April, 2006.*

8th District - Wards 24, 25 & 26  
City of Sheboygan, Wisconsin  
920.452.1777  
[jim.bohren@ci.sheboygan.wi.us](mailto:jim.bohren@ci.sheboygan.wi.us)

### **2014 - 2015 Committee Assignments**

Public Works Committee  
Salaries & Grievances Committee  
Capital Improvements Commission  
Senior Activity Center Commission

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**From:** Baus, Eileen [ebauss@fdl.wi.gov]  
**Sent:** Wednesday, August 07, 2013 12:30 PM  
**To:** Alderperson Jim Bohren  
**Subject:** Ambulance/Fire Costing

The City of Fond du Lac does Ambulance/Fire personnel costing for each position in the Fire department. We do split percentages for all of their wages on each payroll. The breakdown is as follows.

Fire Chief	50% Ambulance / 50% Fire
Assistant Fire Chief-Operations	50% Ambulance / 50% Fire
Assistant Fire Chief-EMS	50% Ambulance / 50% Fire
Assistant Fire Chief-Training	50% Ambulance / 50% Fire
Administrative Assistant	50% Ambulance / 50% Fire
Records Clerk	50% Ambulance / 50% Fire
Paramedic Lieutenant	75% Ambulance / 25% Fire
Paramedic	75% Ambulance / 25% Fire
Division Chief-Fire Prevention	10% Ambulance / 90% Fire
Fire Captain	10% Ambulance / 90% Fire
Fire Lieutenant	10% Ambulance / 90% Fire
Engineer (Motor Pump Operator)	10% Ambulance / 90% Fire
Firefighter	10% Ambulance / 90% Fire

We feel that these personnel splits reflect the individuals duties between Ambulance and Fire. Most personnel on the Fire side are also Paramedic Certified. As the employees who are only EMS certified are retiring, they are being replaced with Paramedic/Firefighters. Please let me know if you have any further questions.

---

***Eileen M Baus***

Senior Accountant/Purchasing Manager

City of Fond du Lac

160 S Macy Street

Fond du Lac, WI 54935

920-322-3454 Phone

920-322-3402 Fax

[ebauss@fdl.wi.gov](mailto:ebauss@fdl.wi.gov)

III

4.1

Res. No. 23 - 14 - 15. By Alderperson Hammond. June 16, 2014.

A RESOLUTION to authorize a transfer of appropriations in the 2014 Budget.

RESOLVED: That the Finance Director be and is hereby authorized and directed to make the following transfers of appropriations in the 2014 Budget for the purposes of:

Establishing appropriation for engineering services to Mead Library chiller project:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
Mead Library Fund Unreserved Fund Balance 255-253000	Mead Library Fund Mechanical Equipment 25551150-641600	\$11,700

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
General Fund Unreserved Fund Balance 101-253000	General Fund Uncollectible Charges 10115100-590250	\$58,303

*Finance*

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FROM

TO

AMOUNT

Establishing appropriation for purchase of 1020 Erie Ave.:

General Fund	General Fund	
Unreserved Fund Balance	Land Acquisition	
101-253000	10161100-611100	\$48,300



---

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the  
Common Council of the City of Sheboygan, Wisconsin, on the \_\_\_\_\_ day of  
\_\_\_\_\_, 20\_\_\_\_.

Dated \_\_\_\_\_ 20\_\_\_\_. \_\_\_\_\_, City Clerk

Approved \_\_\_\_\_ 20\_\_\_\_. \_\_\_\_\_, Mayor

III

4.2

Res. No. 24 - 14 - 15. By Alderperson Hammond. June 16, 2014.

A RESOLUTION in support of a national marine sanctuary in Wisconsin's Mid-Lake Michigan Maritime Trails Region.

WHEREAS, Wisconsin's Great Lakes contain some of the Nation's most important natural, cultural, and recreational resources; and

WHEREAS, Governor Walker has recognized that tourism is a key component of economic development; and

WHEREAS, the Wisconsin Historical Society (WHS), in partnership with the Department of Administration's Wisconsin Coastal Management Program (WCMP), recommended that an 875 square-mile area within the 2,552 square-mile Mid-Lake Michigan region be considered for a national marine sanctuary in Wisconsin; and

WHEREAS, the "Mid-Lake region" contains 33 known shipwrecks and holds the best examples of many vessels that sailed Wisconsin waters, including 14 intact shipwreck sites; the two oldest shipwrecks discovered to date, both of which remain intact; and 12 wrecks listed on the National Register of Historic Places; and

WHEREAS, the WHS, the WCMP, the University of Wisconsin Sea Grant Institute, and the citizens of the State have invested a quarter of a century in documenting, preserving, and celebrating Wisconsin's rich maritime heritage; and

WHEREAS, the WHS administers the Wisconsin Maritime Trails Initiative, which promotes tourism along Wisconsin's lakes and rivers linking maritime-themed websites, interpretive signage, kiosks, shipwreck mooring buoys, parks, historic waterfronts, lighthouses, museums, historical vessels and boat tours and excursions; and

WHEREAS, the National Oceanic and Atmospheric Administration's (NOAA) National Marine Sanctuary Program was established in 1972 under the Marine Protection, Research and Sanctuaries Act, and today the program serves as the trustee for a system of 14 marine protected areas encompassing more than 150,000 square miles of ocean and Great Lakes waters; and

WHEREAS, national marine sanctuaries draw regional, national and international tourism, impact regional and local economies, and are featured and promoted in countless magazines, journals, books, and films; and

WHEREAS, national marine sanctuaries support a wide variety of educational programs to share the history of Great Lakes shipwrecks with the public and promote science, technology, engineering and mathematics (STEM); and

France

40.4



48

WHEREAS, national marine sanctuaries protect nationally significant resources, such as Wisconsin's Great Lakes shipwrecks; and support research and documentation to better understand, protect, and interpret the well-preserved shipwrecks; and


WHEREAS, a national marine sanctuary in Wisconsin's Mid-Lake Michigan shore would leverage the investment made by the State and mid-Lake Michigan harbor towns to enhance tourism as a key component of economic development in the State and this region; and

WHEREAS, no state or local matching funds or ongoing operational support are required in order to establish a national marine sanctuary; and

WHEREAS, local resources and infrastructure may be used in partnership with NOAA to complement and enhance a national marine sanctuary in the State; and

WHEREAS, NOAA reactivated the sanctuary nomination process, such that communities can submit nominations for an area to be considered as a national marine sanctuary.

NOW, THEREFORE, BE IT RESOLVED: That the Mayor and Common Council of the City of Sheboygan support the nomination to NOAA of a national marine sanctuary in this region; agree to partner with our neighboring communities located within the Mid-Lake Region; and request the Governor and our state representatives in the Senate and Assembly to support the nomination of a national marine sanctuary on the western shores of Lake Michigan.



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I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Dated \_\_\_\_\_ 20\_\_\_\_. \_\_\_\_\_, City Clerk

Approved \_\_\_\_\_ 20\_\_\_\_. \_\_\_\_\_, Mayor

**VI**

5.5

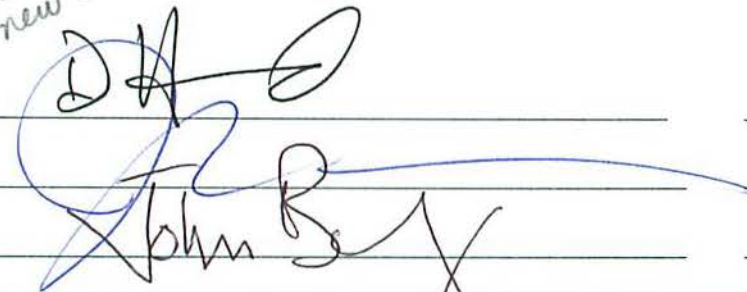
R. C. No. 350- 13 - 14. By FINANCE. April 14, 2014.

Your Committee to whom was referred the following:

1. R. C. No. 447-12-13 by Finance who met and discussed the following:
  - R. O. No. 74-12-13 by the City Clerk submitting a claim from United Auto Parks, LLC, for alleged damages to their vehicle when a City worker hit their parked car
  - R. O. No. 169-12-13 by the City Clerk submitting a Notice of Claim from Kaster Law on behalf of their client Sandra Behr
  - R. O. No. 224-12-13 by the City Clerk submitting a Notice of Injury regarding alleged injuries of Lorrie Kluck who slipped on an artificial accumulation of water at Kiwanis Park
  - R. O. No. 245-12-13 by the City Clerk submitting a claim from Clifford D. Ehrenreich for alleged injuries due to excessive force resulting from a misunderstanding with Police/End Zone personnel

recommends that the documents be referred to the Finance Committee of the new Common Council.

*Finance  
new C.C.*

  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_ Committee

I HEREBY CERTIFY that the foregoing Committee Report was duly accepted and adopted by the Common Council of the City of Sheboygan, Wisconsin, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Dated \_\_\_\_\_ 20\_\_\_\_, \_\_\_\_\_, City Clerk

Approved \_\_\_\_\_ 20\_\_\_\_, \_\_\_\_\_, Mayor

**VI**

6.9

R. C. No. 447 - 12 - 13. By FINANCE. April 3, 2013.

Your Committee met and discussed the following:

1. R. O. No. 74-12-13 by City Clerk submitting a claim from United Auto Parks, LLC, for alleged damages to their vehicle when a City worker hit their parked car.

2. R. O. No. 130-12-13 by City Clerk submitting a Notice of Injury of Annalee Kruger, pursuant to Wis. Stats. Sec. 893.80(1) regarding alleged injuries when a School Bus failed to yield the right of way when making a left turn, striking Ms. Kruger.

3. R. O. No. 169-12-13 by City Clerk submitting a Notice of Claim from Kaster Law on behalf of their client Sandra Behr.

4. R. O. No. 199-12-13 by City Clerk submitting a communication from American Family Insurance regarding their insured Cheryl Escher and alleged damages done to her parked vehicle when it was struck by a City vehicle.

5. R. O. No. 224-12-13 by City Clerk submitting a Notice of Injury regarding alleged injuries of Lorrie Kluck who slipped on an artificial accumulation of water located at Kiwanis Park.

6. R. O. No. 245-12-13 by City Clerk submitting a claim from Clifford D. Ehrenreich for alleged injuries due to excessive force resulting from a misunderstanding with Police/End Zone personnel.

7. R. O. No. 286-12-13 by City Clerk submitting a claim from Denise K. Roberts for alleged injuries sustained when she slipped on ice in front of the Police Department.

8. R. O. No. 301-12-13 by City Clerk submitting a Notice of Circumstances giving rise to claim for damages pursuant to Sec. 893.80, Wis. Stats. to the Redevelopment Authority and the City of Sheboygan.

RC 45-13-14  
6-17-13

RC 46-13-14  
6/17/13

RC 47-13-14  
6/17/13

*Finance of  
new COB*

*new (4/14/14)*

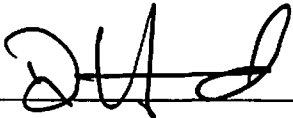
10

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12

9. R. C. No. 393-11-12 by Special Committee on Risk Management  
Committee to whom was referred various documents;

recommends that the documents be referred to the Finance Committee of the  
new Common Council.





\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Committee

I HEREBY CERTIFY that the foregoing Committee Report was duly  
accepted and adopted by the Common Council of the City of Sheboygan,  
Wisconsin, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Dated \_\_\_\_\_ 20\_\_\_\_, \_\_\_\_\_, City Clerk

Approved \_\_\_\_\_ 20\_\_\_\_, \_\_\_\_\_, Mayor

II

3.4

R. O. No. 74 - 12 - 13. By CITY CLERK. July 2, 2012.

Submitting a claim from United Auto Parks, LLC, for alleged damages to their vehicle when a City worker hit their parked car.

*Finance  
new C.C.*

*Susan Richards*  
\_\_\_\_\_  
City Clerk

19

III

1

1911

DATE RECEIVED 6/20/2012

*Long*

RECEIVED BY Rebekah Tamarco

CLAIM NO. 14-00228480 7-12

CITY OF SHEBOYGAN NOTICE OF DAMAGE OR INJURY

INSTRUCTIONS: TYPE OR PRINT IN BLACK INK

- 1. Notice of death, injury to persons or to property must be filed not later than 120 days after the occurrence.
- 2. Attach and sign additional supportive sheets, if necessary.
- 3. This notice form must be signed and filed with the Office of the City Clerk.

**4. TWO ESTIMATES MUST BE ATTACHED IF YOU ARE CLAIMING DAMAGE TO A VEHICLE.**

- 1. Name of Claimant: UNITED AUTO PARTS LLC
- 2. Home address of Claimant: N/A
- 3. Home phone number: N/A
- 4. Business address and phone number of Claimant: N/A

5. When did damage or injury occur? (date, time of day) 3/15/2012 10:37AM

6. Where did damage or injury occur? (give full description) Hit while parked Accident

7. How did damage or injury occur? (give full description) our Insured Vehicle was parked and was hit by Sheboygan city worker

8. If the basis of liability is alleged to be an act or omission of a City officer or employee, complete the following:

(a) Name of such officer or employee, if known: C12-05065 (Sheboygan Police)

(b) Claimant's statement of the basis of such liability: N/A

9. If the basis of liability is alleged to be a dangerous condition of public property, complete the following:

(a) Public property alleged to be dangerous: N/A

(b) Claimant's statement of basis for such liability: N/A

10. Give a description of the injury, property damage or loss, so far as is known at this time. (If there were no injuries, state "NO INJURIES").

No Injuries

11. Name and address of any other person injured:

No

12. Damage estimate: (You are not bound by the amounts provided here.)

Auto: \$ 204.13

Property: \$ \_\_\_\_\_

Personal injury: \$ \_\_\_\_\_

Other: (Specify below deductible) \$ 500.00

TOTAL \$ 704.13

Damaged vehicle (if applicable)

Make: CHEVY Model: SONIC Year: 2012 Mileage: N/A

Names and addresses of witnesses, doctors and hospitals:

No

FOR ALL ACCIDENT NOTICES, COMPLETE THE FOLLOWING DIAGRAM IN DETAIL. BE SURE TO INCLUDE NAMES OF ALL STREETS, HOUSE NUMBERS, LOCATION OF VEHICLES, INDICATING WHICH IS CITY VEHICLE (IF APPLICABLE), WHICH IS CLAIMANT VEHICLE, LOCATION OF INDIVIDUALS, ETC.

NOTE: If diagrams below do not fit the situation, attach proper diagram and sign.

City of Sheyboygan  
driver: Brian Sandberg  
1609 Parknoll Ln  
Port Washington  
WI 53074

SIGNATURE OF CLAIMANT \_\_\_\_\_ DATE \_\_\_\_\_

BY SIGNING THIS I ACKNOWLEDGE I HAVE READ AND UNDERSTAND THE INSTRUCTIONS

DATE RECEIVED 6/20/2012

RECEIVED BY Rebeka Tawaleg

CLAIM NO. 1400828480

CLAIM

Claimant's Name:	<u>United Auto Parts LLC</u>	Auto	\$ <u>204.13</u>
Claimant's Address:	<u>N/A</u>	Property	\$ _____
	<u>N/A</u>	Personal Injury	\$ _____
Claimant's Phone No.	<u>N/A</u>	Other (Specify below)	\$ <u>500.00 deduct</u>
		<b>TOTAL</b>	\$ <u>704.13</u>

PLEASE INCLUDE COPIES OF ALL BILLS, INVOICES, ESTIMATES, ETC.

WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM.  
(WISCONSIN STATUTES 943.395)

The undersigned hereby makes a claim against the City of Sheboygan arising out of the circumstances described in the Notice of Damage or Injury. The claim is for relief in the form of money damages in the total amount of \$ 704.13.

SIGNED Rebeka S Tawaleg DATE: 6/20/2012

ADDRESS: The Hanover Insurance Claims Only  
P.O. BOX 15149 Worcester MA 01615-0145

BY SIGNING THIS I ACKNOWLEDGE I HAVE READ AND UNDERSTAND THE INSTRUCTIONS.





Handwritten text at the top of the page, possibly a date or reference number, which is mostly illegible due to fading.

1-2-4-5-9-



The Hanover Insurance Company  
Citizens Insurance Company of America

Subrogation Unit  
PO Box 15149  
Worcester MA 01615-0149  
Telephone: 800-628-0250 Ext: 5817  
Fax Number: 508-926-5660

May 11, 2012

218

CITY OF SHEBOYGAN  
2026 NEW JERSEY AVE  
SHEBOYGAN WI 53081

Re: Our Insured: UNITED AUTO PARTS LLC  
Claim Number: 14-00828480 001  
Date of Loss: 03/15/2012  
Your Insured: City of Sheboygan  
Your File Number: self insured

Dear Sir or Madam:

Our investigation indicated the above incident was caused by the negligence of your insured.

Enclosed are subrogation papers documenting our request for reimbursement of the following outlined payments:

<b>Our Payment:</b>	204.13
<b>Deductible:</b>	500.00
<b>Total Claim:</b>	704.13

*Mar 15, 2012*

Please forward your payment in the amount of \$704.13.

*RSTANACEA@Hanover.com*

Thank you for your cooperation in this matter.

Sincerely,

*Rebeka Tanacea*

Rebeka Tanacea  
Recovery Specialist  
Allmerica Financial Benefit Insurance Company  
5817

*RSTANACEA@hanover.com*

Enclosures: **Appraisal/Estimate**

RECEIVED MAY 24 2012

CC: ATTY'S OFFICE, JIM AMODEO, LAURIE SUHRKE, ~~DAVE BIRDBL~~

*Ryan Sojanca*  
Page 1 of 6

**Fraud Warning Statement for all States (except as individually listed below):**

Any person who knowingly presents a false, incomplete, misleading or fraudulent claim, conceals any material fact to deceive an insurance company, knowingly presents false information in an application for insurance, or assists to commit a fraud, may be subject to criminal and civil penalties.

**Fraud Warning Statement for the State of Arkansas only:**

Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

**Fraud Warning Statement for the State of Colorado only:**

It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance, and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado division of insurance within the department of regulatory agencies.

**Fraud Warning Statement for the District of Columbia only:**

Warning: It is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits if false information materially related to a claim was provided by the applicant.

**Fraud Warning Statement for the State of Florida only:**

Any person who knowingly and with intent to injure, defraud or deceive any insurer, files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony of the third degree.

**Fraud Warning Statement for the State of Indiana only:**

A person who knowingly and with intent to defraud an insurer files a statement of claim containing any false, incomplete, or misleading information commits a felony.

**Fraud Warning Statement for the State of Kentucky only:**

Any person who knowingly and with intent to defraud any insurance company or other person files a statement of claim containing any materially false information or conceals, for the purpose of misleading information concerning any fact material thereto commits a fraudulent insurance act, which is a crime.

**Fraud Warning Statement for State of Maine only:**

It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties may include imprisonment, fines or a denial of insurance benefits.

**Fraud Warning Statement for State of Maryland only:**

Any person who knowingly and willfully presents a false or fraudulent claim for payment of a loss or benefit or who knowingly and willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

**Fraud Warning Statement for State of New Hampshire only:**

Any person who with a purpose to injure, defraud or deceive any insurance company, files a statement of claim containing false, incomplete or misleading information is subject to prosecution and punishment for insurance fraud, as provided in RSA 638:20.

**Fraud Warning Statement for State of New Jersey only:**

Any person who knowingly files a statement of claim containing any false or misleading information is subject to criminal and civil penalties.

**Fraud Warning Statement for State of North Carolina and Tennessee only:**

It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines and denial of insurance benefits.

**Fraud Warning Statement for the State of Ohio only:**

Any person who, with intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.

**Fraud Warning Statement for State of Virginia only:**

It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines and denial of insurance benefits.

04/16/2012 AT 01:51 PM  
103229

14-00-828480-1-1  
27NH4190

THE HANOVER INSURANCE GROUP  
CENTRAL CLAIM CENTER  
808 HIGHLANDER WAY  
HOWELL, MI 48843  
(800)628-0250X3287

ESTIMATE OF RECORD

WRITTEN BY: JENNIFER ROBERTSON 04/16/2012 01:51 PM  
ADJUSTER: HILARY COPELAND (800)628-0250X6731

INSURED: UNITED AUTO PARTS LLC, CLAIM #14-00-828480-1-1  
OWNER: UNITED AUTO PARTS LLC, POLICY #AW13168958  
ADDRESS: 36 THIRD STREET DATE OF LOSS: 03/15/2012 AT 10:37 AM  
FOND DU LAC, WI 54935 TYPE OF LOSS: COLLISION  
BUSINESS: (920)923-7111 POINT OF IMPACT: 7. LEFT REAR

INSPECT PR NON\_DRIVE\_IN  
LOCATION:

REPAIR ROBERT RUSCH BUSINESS: (920)452-8681  
FACILITY: 1129 INDIANA AVE DAYS TO REPAIR  
SHEBOYGAN, WI 53081 LICENSE #

2012 CHEV SONIC LS 4-1.8L-FI 4D H/B RED INT:  
VIN: 1G1JA6SH8C4113935 LIC: UNK WI PROD DATE: ODOMETER: UNK  
AIR CONDITIONING REAR DEFOGGER TILT WHEEL  
TELESCOPIC WHEEL INTERMITTENT WIPERS KEYLESS ENTRY  
REAR WINDOW WIPER ALARM MESSAGE CENTER  
TINTED GLASS DUAL MIRRORS TRACTION CONTROL  
STABILITY CONTROL REAR SPOILER CLEAR COAT PAINT  
POWER STEERING POWER BRAKES POWER LOCKS  
AM RADIO FM RADIO STEREO  
SEARCH/SEEK EQUALIZER AUXILIARY AUDIO CONNECTIO  
ANTI-LOCK BRAKES (4) DRIVER AIR BAG PASSENGER AIR BAG  
HEAD/CURTAIN AIR BAGS FRONT SIDE IMPACT AIR BAG REAR SIDE IMPACT AIR BAGS  
COMMUNICATIONS SYSTEM CLOTH SEATS BUCKET SEATS  
AUTOMATIC TRANSMISSION ALUMINUM/ALLOY WHEELS

NO.	OP.	DESCRIPTION	QTY	EXT.	PRICE	LABOR	PAINT
1#		NO SUPPLEMENTS WITHOUT PRIOR APPROVAL FROM JEN ROBERTSON	1				
2#							
3		PILLARS, ROCKER & FLOOR					
4*	BLND LT	UNISIDE ASSY (STL) (SAIL PANEL)	*		S		0.8*
5		REAR DOOR					
6	BLND LT	OUTER PANEL (STL)					1.1
7	R&I LT	BELT W'STRIP W/O CHROME				0.2	
8	R&I LT	RUN W'STRIP				0.2	
9	R&I LT	HANDLE, OUTSIDE				0.4	
10		QUARTER PANEL					

04/16/2012 AT 01:51 PM  
103229

14-00-828480-1-1  
27NH4190

ESTIMATE OF RECORD  
2012 CHEV SONIC LS 4-1.8L-FI 4D H/B RED INT:

NO.	OP.	DESCRIPTION	QTY	EXT.	PRICE	LABOR	PAINT
11	R&I	LT UPPER QTR TRIM				0.2	
12*	RPR	LT QUARTER PANEL				3.0*	2.6*
13		REAR LAMPS					
14	R&I	LT TAIL LAMP ASSY				0.4	
15		REAR BUMPER					
16*	R&I	R&I BUMPER COVER (DROP LEFT SIDE)	*	*		0.5*	
17#		CORROSION PROTECTION	1	10.00			
SUBTOTALS ==>				10.00		4.9	4.5

ESTIMATE NOTES:  
FOR PAYMENT INQUIRIES PLEASE CONTACT ADJUSTER HILARY COPELAND X 6731

PARTS				10.00
BODY LABOR	4.9 HRS	@ \$ 54.00/HR		264.60
PAINT LABOR	4.5 HRS	@ \$ 54.00/HR		243.00
PAINT SUPPLIES	4.5 HRS	@ \$ 34.00/HR		153.00
SUBTOTAL				\$ 670.60
SALES TAX		\$ 670.60 @ 5.0000%		33.53
TOTAL COST OF REPAIRS				\$ 704.13
ADJUSTMENTS:				
DEDUCTIBLE				500.00
TOTAL ADJUSTMENTS				\$ 500.00
NET COST OF REPAIRS				\$ 204.13

MOTOR VEHICLE REPAIR PRACTICES ARE REGULATED BY CHAPTER ATCP 132, WIS. ADM. CODE, ADMINISTERED BY THE BUREAU OF CONSUMER PROTECTION, WISCONSIN DEPT. OF AGRICULTURE, TRADE AND CONSUMER PROTECTION, P.O. BOX 8911, MADISON, WISCONSIN 53708-8911.

04/16/2012 AT 01:51 PM  
103229

14-00-828480-1-1  
27NH4190

ESTIMATE OF RECORD  
2012 CHEV SONIC LS 4-1.8L-FI 4D H/B RED INT:

ESTIMATE BASED ON MOTOR CRASH ESTIMATING GUIDE. UNLESS OTHERWISE NOTED ALL ITEMS ARE DERIVED FROM THE GUIDE DR1CJ12, CCC DATA DATE 04/02/2012, AND THE PARTS SELECTED ARE OEM-PARTS MANUFACTURED BY THE VEHICLES ORIGINAL EQUIPMENT MANUFACTURER. OEM PARTS ARE AVAILABLE AT OE/VEHICLE DEALERSHIPS. OPT OEM (OPTIONAL OEM) OR ALT OEM (ALTERNATIVE OEM) PARTS ARE OEM PARTS THAT MAY BE PROVIDED BY OR THROUGH ALTERNATE SOURCES OTHER THAN THE OEM VEHICLE DEALERSHIPS. OPT OEM OR ALT OEM PARTS MAY REFLECT SOME SPECIFIC, SPECIAL, OR UNIQUE PRICING OR DISCOUNT. OPT OEM OR ALT OEM PARTS MAY INCLUDE "BLEMISHED" PARTS PROVIDED BY OEM'S THROUGH OEM VEHICLE DEALERSHIPS. ASTERISK (\*) OR DOUBLE ASTERISK (\*\*) INDICATES THAT THE PARTS AND/OR LABOR INFORMATION PROVIDED BY MOTOR MAY HAVE BEEN MODIFIED OR MAY HAVE COME FROM AN ALTERNATE DATA SOURCE. TILDE SIGN (~) ITEMS INDICATE MOTOR NOT-INCLUDED LABOR OPERATIONS. THE SYMBOL (<>) INDICATES THE REFINISH OPERATION WILL NOT BE PERFORMED AS A SEPARATE PROCEDURE FROM THE OTHER PANELS IN THE ESTIMATE. NON-ORIGINAL EQUIPMENT MANUFACTURER AFTERMARKET PARTS ARE DESCRIBED AS AM, QUAL REPL PARTS OR COMP REPL PARTS WHICH STANDS FOR COMPETITIVE REPLACEMENT PARTS. USED PARTS ARE DESCRIBED AS LKQ, QUAL RECY PARTS, RCY, OR USED. RECONDITIONED PARTS ARE DESCRIBED AS RECOND. RECORDED PARTS ARE DESCRIBED AS RECOR. NAGS PART NUMBERS AND BENCHMARK PRICES ARE PROVIDED BY NATIONAL AUTO GLASS SPECIFICATIONS. LABOR OPERATION TIMES LISTED ON THE LINE WITH THE NAGS INFORMATION ARE MOTOR SUGGESTED LABOR OPERATION TIMES. NAGS LABOR OPERATION TIMES ARE NOT INCLUDED. POUND SIGN (#) ITEMS INDICATE MANUAL ENTRIES. SOME 2012 VEHICLES CONTAIN MINOR CHANGES FROM THE PREVIOUS YEAR. FOR THOSE VEHICLES, PRIOR TO RECEIVING UPDATED DATA FROM THE VEHICLE MANUFACTURER, LABOR AND PARTS DATA FROM THE PREVIOUS YEAR MAY BE USED. THE PATHWAYS ESTIMATOR HAS A COMPLETE LIST OF APPLICABLE VEHICLES. PART NUMBERS AND PRICES SHOULD BE CONFIRMED WITH THE LOCAL DEALERSHIP. THE FOLLOWING IS A LIST OF ADDITIONAL ABBREVIATIONS OR SYMBOLS THAT MAY BE USED TO DESCRIBE WORK TO BE DONE OR PARTS TO BE REPAIRED OR REPLACED. SYMBOLS FOLLOWING PART PRICE: M=MOTOR MECHANICAL COMPONENT. S=MOTOR STRUCTURAL COMPONENT. T=MISCELLANEOUS TAXED CHARGE CATEGORY. X=MISCELLANEOUS NON-TAXED CHARGE CATEGORY. SYMBOLS FOLLOWING LABOR: D=DIAGNOSTIC LABOR CATEGORY. E=ELECTRICAL LABOR CATEGORY. F=FRAME LABOR CATEGORY. G=GLASS LABOR CATEGORY. M=MECHANICAL LABOR CATEGORY. S=STRUCTURAL LABOR CATEGORY. (NUMBERS) 1 THROUGH 4=USER DEFINED LABOR CATEGORIES. OTHER SYMBOLS AND ABBREVIATIONS: ADJ.=ADJACENT. ALGN.=ALIGN. ALU=ALUMINUM. A/M=AFTERMARKET PART. BLND=BLEND. BOR=BORON STEEL. CAPA=CERTIFIED AUTOMOTIVE PARTS ASSOCIATION. COMP REPL=COMPETITIVE REPLACEMENT (PART). D&R=DISCONNECT AND RECONNECT. HSS=HIGH STRENGTH STEEL. HYD=HYDROFORMED STEEL. INCL.=INCLUDED. LKQ=LIKE KIND AND QUALITY. LT=LEFT. MAG=MAGNESIUM. NON-ADJ.=NON ADJACENT. NSF=NSF INTERNATIONAL CERTIFIED PART. O/H=OVERHAUL. QTY=QUANTITY. QUAL RECY=QUALITY RECYCLED (PART). QUAL REPL=QUALITY REPLACEMENT(PART). REFN=REFINISH. REPL=REPLACE. R&I=REMOVE AND INSTALL. R&R=REMOVE AND REPLACE. RPR=REPAIR. RT=RIGHT. SAS=SANDWICHED STEEL. SECT=SECTION. SUBL=SUBLET. UHS=ULTRA HIGH STRENGTH STEEL. N=NOTE(S) ASSOCIATED WITH THE ESTIMATE LINE.

04/16/2012 AT 01:51 PM  
103229

14-00-828480-1-1  
27NH4190

ESTIMATE OF RECORD  
2012 CHEV SONIC LS 4-1.8L-FI 4D H/B RED INT:

CCC PATHWAYS - A PRODUCT OF CCC INFORMATION SERVICES INC. THE FOLLOWING IS A LIST OF ABBREVIATIONS THAT MAY BE USED IN CCC PATHWAYS THAT ARE NOT PART OF THE MOTOR CRASH ESTIMATING GUIDE: BAR=BUREAU OF AUTOMOTIVE REPAIR. EPA=ENVIRONMENTAL PROTECTION AGENCY. NHTSA=NATIONAL HIGHWAY TRANSPORTATION AND SAFETY ADMINISTRATION. PDR=PAINTLESS DENT REPAIR. VIN=VEHICLE IDENTIFICATION NUMBER.

04/16/2012 AT 01:51 PM  
103229

14-00-828480-1-1  
27NH4190

ESTIMATE OF RECORD  
2012 CHEV SONIC LS 4-1.8L-FI 4D H/B RED INT:

ALTERNATE PARTS USAGE

AFTERMARKET PARTS

AFTERMARKET SELECTION METHOD: AUTOMATICALLY LIST

NO. OF TIMES USER WAS NOTIFIED THAT AN AFTERMARKET PART WAS AVAILABLE: 0

NO. OF AFTERMARKET PARTS THAT APPEAR IN THE FINAL ESTIMATE: 0

OPTIONAL OEM PARTS

OPTIONAL OEM SELECTION METHOD: AUTOMATICALLY LIST

NO. OF TIMES USER WAS NOTIFIED THAT AN OPTIONAL OEM PART WAS AVAILABLE: 0

NO. OF OPTIONAL OEM PARTS THAT APPEAR IN THE FINAL ESTIMATE: 0

RECONDITIONED PARTS

RECONDITIONED SELECTION METHOD: AUTOMATICALLY LIST

NO. OF TIMES USER WAS NOTIFIED THAT A RECONDITIONED PART WAS AVAILABLE: 0

NO. OF RECONDITIONED PARTS THAT APPEAR IN THE FINAL ESTIMATE: 0

RECYCLED PARTS

NO. OF TIMES USER WAS NOTIFIED THAT A RECYCLED PART WAS AVAILABLE: 0

NO. OF RECYCLED PARTS THAT APPEAR IN THE FINAL ESTIMATE: 0

II

Other Matters

9.7

R. O. No. 169 - 12 - 13. By CITY CLERK. October 15, 2012.

Submitting a Notice of Claim from Kaster Law on behalf of their client Sandra Behr.

*Financed*

*new C.C.*

*Susan Richards*  
\_\_\_\_\_  
City Clerk

P.O.

III

James P. ...



Claim # 14-12

OCT 12 '12 4:49:47

*L.S. Schneider*

735 W. Wisconsin Avenue  
12<sup>th</sup> Floor  
Milwaukee, WI 53233  
P: 414-277-9696  
F: 414-224-1411  
kaster@kaster-law.com

October 10, 2012

**Via Certified Mail**


City of Sheboygan  
c/o City of Sheboygan Clerk  
828 Center Ave., Suite 100  
Sheboygan, WI 53081

**Re: Notice of Claim Under Wisconsin Statute §§ 893.80 and 893.82**

Dear Clerk:

Enclosed please find a Notice of Claim being filed on behalf of my client, Sandra Behr. I thank you for your consideration.

Sincere Regards,

  
Lucas Kaster  
Attorney at Law

Enclosures

CC: ATTY'S OFFICE, JIM AMODEO, CHIEF DOMOGALSKI, LAURIE SUHRKE

**NOTICE OF CLAIM UNDER 893.80 AND 893.82, WIS. STATS.**

**TO: Attorney General J.B. Van Hollen  
114 East State Capitol  
Madison, WI 53702-7857**

**Sheboygan Police Department  
1315 N 23rd St., # 101  
Sheboygan, WI 53081**

**City of Sheboygan  
c/o City of Sheboygan Clerk  
828 Center Ave., Suite 100  
Sheboygan, WI 53081**

**Hang Lor  
Sheboygan Police Department  
1315 N 23rd St., # 101  
Sheboygan, WI 53081**

PLEASE TAKE NOTICE that, pursuant to §§ 893.80 and 893.82, Wis. Stats., Sandra Behr, by her attorneys, KASTER LAW, 735 W. Wisconsin Ave., Twelfth Floor, Milwaukee, WI 53233, (414) 326-3270, hereby assert claims against the City of Sheboygan, Sheboygan Police Department, and Sheboygan Police Officer Hang Lor, in his individual and official capacity (hereinafter "City of Sheboygan et al.") for excessive use of force, negligence and batter in violation of Wisconsin law and the rights guaranteed by the Fourth Amendment of the U.S. Constitution and 42 U.S.C. §1983.

On or around June 14, 2012, Officer Hang Lor responded to a call near 1101 Erie Ave, Sheboygan, Wisconsin, 53081. The alleged incident occurred between Sandra Behr, her husband Ronald Behr, and the Behr's neighbors. At the time, Mrs. Behr was 68 years old and Mr. Behr was 63 years old. Mr. Behr was also confined to a wheelchair.

When Officer Lor arrived at the scene, he first spoke to the neighbors. At that time, Mr. and Mrs. Behr were on the sidewalk in their front yard. After finishing the

discussion with the Behr's neighbors, Officer Lor walked directly toward Mrs. Behr, who was causing no disruption but instead remained waiting for Officer Lor on the sidewalk in the front of her house and in full public view, knocked the cup of soda out of her hand, grabbed her arm, and threw her to the ground. Officer Lor's excessive force left Mrs. Behr with injuries to her face, mouth, arms and legs. There was no reason for Officer to believe Mrs. Behr posed any danger.

As a result of the circumstances set forth above, Mrs. Behr asserts and, unless adequately compensated by the City and Officer Lor, intends to litigate the following claims, among others:

1. By throwing Mrs. Behr to the ground without justification, Officer Lor, and thereby the Sheboygan Police department and the City, are liable for Battery, Excessive Use of Force in Arrest and negligence under Wisconsin law.
2. Officer Lor denied Mrs. Behr's right to be free from unreasonable searches and seizures in violation of the Fourteenth Amendment of the United States Constitution and 42 U.S.C. § 1983.

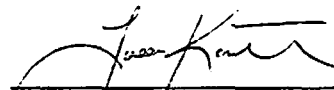
As a result of the substantial damages and injury caused by the wrongful conduct set forth above, Mr. and Mrs. Behr seek the following relief:

1. For Mrs. Behr's physical injuries, emotional distress, adverse psychological effects, and humiliation and embarrassment, not less than \$50,000;
2. For loss of society and companionship suffered by Mr. Behr, not less than \$25,000;
3. For the intentional and malicious violation of Mrs. Behr's constitutional rights by Officer Lor or conduct by him that was wantonly committed in reckless or callous disregard of those rights, punitive damages in an amount not less than \$100,000;
4. Reasonable attorney fees, as provided by law, in an amount to be determined at the time of compensation.


The City is liable for the unlawful conduct and relief set forth above, directly, vicariously, and/or as indemnitor under Wis. Stat. § 895.46, to the extent that Officer Lor acted within the scope of his employment while carrying out his duties as a police officer or employee of the City.

Dated at Milwaukee, Wisconsin this 10<sup>th</sup> day of October 2012

KASTER LAW

  
\_\_\_\_\_  
Lucas Kaster  
735 W. Wisconsin Ave.  
Twelfth Floor  
Milwaukee, WI 53233  
414-326-3279

Subscribed and sworn to before me  
this 10<sup>th</sup> day of October, 2012.

  
\_\_\_\_\_  
Notary Public/State of Wisconsin  
My Commission Expires: 6/19/16

II

4.9

R. O. No. 224 - 12 - 13. By CITY CLERK. December 17, 2012.

Submitting a Notice of Injury regarding alleged injuries of Lorrie Kluck who slipped on an artificial accumulation of water located at Kiwanis Park.

~~Inmate~~  
new C.C.

Susan Richards  
City Clerk

P. 4

III

Handwritten text, possibly a signature or name, located in the lower left quadrant.

#23-12  
LS Schrader

**NOTICE OF INJURY**

To: Sue Richards, City Clerk  
City of Sheboygan  
828 Center Avenue, Suite 100  
Sheboygan, WI 53081-4442

Stephen G. McLean, City Attorney  
City of Sheboygan  
828 Center Avenue, Suite 304  
Sheboygan, WI 53081-4442

City of Sheboygan  
Department of Public Works  
2026 New Jersey Avenue  
Sheboygan, WI 53081-4714

Ryan Zinkel, Registered Agent  
Sheboygan Jaycees  
607 8<sup>th</sup> Street, 7<sup>th</sup> Floor  
Sheboygan, WI 53081-4556

SERVED Dec 7 2012  
3:30 AM  PM  
L JOHNS SERVICE  
PER LS

TO THE ABOVE-NAMED PARTIES,

PLEASE TAKE NOTE:

1. Lorrie M. Kluck is an adult and resides at N1378 Highway 28, Adell, Wisconsin 53001.
2. Dennis Kluck is the husband of Lorrie M. Kluck and resides with her at the above address.
3. Lorrie M. Kluck and Dennis Kluck were injured due to the negligence of the above-named parties.
4. Drew Kluck and Devin Kluck are the minor children of Lori M. Kluck.
5. Drew Kluck and Devin Kluck were injured due to the negligence of the above-named parties.

CC: ATTY'S OFFICE, JIM AMODEO, DAVE BIEBEL, DAVE KUCKUK, CHIEF HERMANN, LAURI SUHRKE

6. The circumstances of the injuries are as follows: On August 4, 2012, at approximately 4:00 p.m., at the Kiwanis Park located at 726 North 17th Street, Sheboygan, Wisconsin, Lorrie M. Kluck slipped on an artificial accumulation of water, causing her to fall backward, striking her head on a steel door.

7. The above-named parties were negligent in failing to maintain a safe place in violation of the Wisconsin Safe Place Statute; in failing to properly inspect, maintain and manage said premises; and in failing to warn of the dangerous condition of said premises.

8. As a direct and proximate result of the negligence of the above-named parties, Lorrie M. Kluck suffered a concussion and strain and sprain of the musculoligamentous structures about the entire body, mental anxiety and distress, and other personal injuries, including past and future pain and suffering and disability; incurred past and future medical expenses; and incurred wage loss and loss of earning capacity.

9. As a direct and proximate result of the negligence of the above-named parties, Dennis Kluck suffered the loss of the aid, society, comfort and companionship of his wife and will continue to do so as a result of the injuries.

10. As a direct and proximate result of the negligence of the above-named parties, Drew Kluck and Devin Kluck suffered the loss of the aid, society, comfort and companionship of their mother and will continue to do so as a result of the injuries.

11. At all times material, the above-named parties owned, controlled, inspected and maintained the aforesaid premises.

12. The above-named parties had actual notice of the aforesaid incident and injuries and thoroughly investigated same.

13. This document is a Notice of Injury served on the above-parties in compliance with Wisconsin law. This document is not a claim for damages. No claim for damages is made at this time.

Dated this 17<sup>th</sup> day of December, 2012.

THE PREVIAN LAW FIRM, S.C.  
Attorneys for Plaintiff

  
By: DAVID J. McCormick  
State Bar No.: 1008865  
djm@previant.com

P.O. Address:  
Post Office Box 12993  
Milwaukee, WI 53212  
(414) 271-4500

s:\docs\klucklor\85973\m0553101.docx

II

3.6

R. O. No. 245- 12 - 13. By CITY CLERK. January 21, 2013.

Submitting a claim from Clifford D. Ehrenreich for alleged injuries due to excessive force resulting from a misunderstanding with Police/End Zone personnel.

~~forward~~  
new C.C.

Susan Richards  
City Clerk



24

2.8

Handwritten text, possibly a signature or name, located in the lower-left quadrant.

DATE RECEIVED 1-14-13

RECEIVED BY LS Schroeder

CLAIM NO. 26-12

CITY OF SHEBOYGAN NOTICE OF DAMAGE OR INJURY

P.3

INSTRUCTIONS: TYPE OR PRINT IN BLACK INK

- 1. Notice of death, injury to persons or to property must be filed not later than 120 days after the occurrence.
- 2. Attach and sign additional supportive sheets, if necessary.
- 3. This notice form must be signed and filed with the Office of the City Clerk.
- 4. **TWO ESTIMATES MUST BE ATTACHED IF YOU ARE CLAIMING DAMAGE TO A VEHICLE.**

TO CITY OF SHEBOYGAN

- 1. Name of Claimant: CLIFFORD D. EHRENREICH
- 2. Home address of Claimant: P.O. Box 731, SHEBOYGAN, WI 53082
- 3. Home phone number: 920.452.2504
- 4. Business address and phone number of Claimant: (SEE ABOVE)

5. When did damage or injury occur? (date, time of day) 9.15.12 / 9.16.12 (10P.M. TO 2A.M.)

6. Where did damage or injury occur? (give full description) AT THE ENDZONE, 904 INDIANA AVE., SHEBOYGAN, WI (SIDEWALK AREA)

7. How did damage or injury occur? (give full description) DUE TO EXCESSIVE FORCE RESULTING FROM MISUNDERSTANDING WITH POLICE / ENDZONE PERSONNEL, [PLEASE SEE ATTACHED SHEETS P.1 & P.2]

8. If the basis of liability is alleged to be an act or omission of a City officer or employee, complete the following:

(a) Name of such officer or employee, if known: SHEBOYGAN POLICE OFFICER(S) / OTHERS

(b) Claimant's statement of the basis of such liability: DUE TO PHOTOGRAPHIC MEDICAL EVIDENCE / INJURIES, [PLEASE SEE ATTACHED SHEETS]

9. If the basis of liability is alleged to be a dangerous condition of public property, complete the following:

(a) Public property alleged to be dangerous: THE ENDZONE / SIDEWALK AREA.

(b) Claimant's statement of basis for such liability: PLEASE SEE ATTACHED SHEETS, [P.1, P.2, MORE]

10. Give a description of the injury, property damage or loss, so far as is known at this time. (If there were no injuries, state "NO INJURIES").

HEAD, ARMS, LEGS, <sup>(BACK, SHOULDER)</sup> INJURIES, CONUSIONS, HEMOTOMA BROKEN WRIST (SCAPHOID) AND STITCHES. [PLEASE SEE ATTACHED SHEETS, P.1, P.2, MORE.] P.4

11. Name and address of any other person injured: N/A.

12. Damage estimate: (You are not bound by the amounts provided here.)

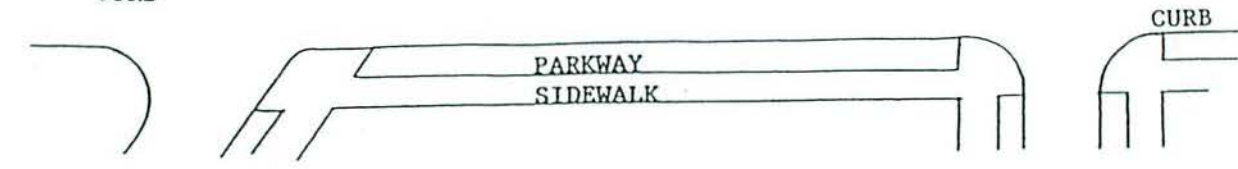
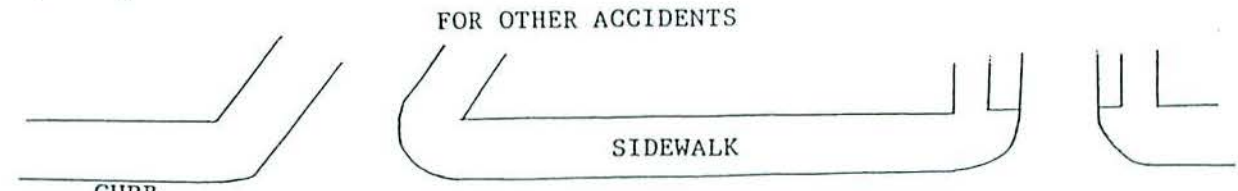
Auto: \$ \_\_\_\_\_  
Property: \$ \_\_\_\_\_ (AMOUNTS ACCRUING)  
Personal injury: \$ \_\_\_\_\_ x - PENDING  
Other: (Specify below) \$ \_\_\_\_\_  
Total x

Damaged vehicle (if applicable)  
Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ Mileage: \_\_\_\_\_

Names and addresses of witnesses, doctors and hospitals: \_\_\_\_\_

FOR ALL ACCIDENT NOTICES, COMPLETE THE FOLLOWING DIAGRAM IN DETAIL. BE SURE TO INCLUDE NAMES OF ALL STREETS, HOUSE NUMBERS, LOCATION OF VEHICLES, INDICATING WHICH IS CITY VEHICLE (IF APPLICABLE), WHICH IS CLAIMANT'S VEHICLE, LOCATION OF INDIVIDUALS, ETC.

NOTE: If diagrams below do not fit the situation, attach hereto a proper diagram signed by the Claimant.



SIGNATURE OF CLAIMANT: Cristal Encinas

Date: 1.10.13

DATE RECEIVED 1-14-13

RECEIVED BY LS Schroeder

CLAIM NO. 26-12

P.5

CLAIM

Claimant's Name: CLIFF D. EHRENBRECH Auto \$ \_\_\_\_\_

Claimant's Address: P.O. Box 731 Property \$ \_\_\_\_\_  
SHEBOYGAN, WI

Claimant's Phone No. 920.452.2504 Personal Injury \$ \_\_\_\_\_  
<OR> 920.698.1381 [PENDING] Other (Specify below) \$ \_\_\_\_\_

PLEASE INCLUDE COPIES OF ALL BILLS, INVOICES, ESTIMATES, ETC.

WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM.  
(WISCONSIN STATUTES 943.395)

The undersigned hereby makes a claim against the City of Sheboygan arising out of the circumstances described in the Notice of Damage or Injury. The claim is for relief in the form of money damages in the total amount of \$ \_\_\_\_\_ \* PENDING.

\*= ALL DAMAGES ASSOCIATED WITH THE INJURIES WHICH ALSO INCLUDE THOSE ASSOCIATED WITH THE GATHERING OF EVIDENCE, COPIES, EXCULPATORY, MEDICAL, LEGAL, OTHER, CLAIM FOR RELIEF IS STILL ACCRUING, PENDING,

SIGNED: Cliff D. Ehrenbrech DATE: 1.10.13

ADDRESS: P.O. Box 731, SHEBOYGAN, WI 53082



**TO: CITY CLERK SHEBOYGAN (P.2)**  
**STATE OF WISCONSIN**  
**NOTICE OF INJURY AND CLAIM**  
Pursuant to Wis. Stat. Section 893.82

This notice must be served upon the Attorney General by certified mail within 120 days of the event giving rise to the claim for such injury, damage or death at 114 East, State Capitol, Madison, Wisconsin 53707-7857.

Claimant's Name <b>CLIFF D. EHRENREICH</b>	
Address <b>P.O. BOX 731, SHEBOYGAN, WI 53082</b>	Phone <b>920-452-2504</b>
Time and Date of Occurrence <b>9.15.12 / 9.16.12</b> [BETWEEN 10P.M. TO 2A.M.]	Location <b>IN FRONT OF ENDZONE [SIDEWALK AREA] 904 INDIANA AVE., SHEBOYGAN, WI</b>
Statement of Circumstances Giving Rise to the Claim for Such Injury, Damage or Death and Names of Persons Involved, Including Name(s) of State Officer(s), Agent(s) or Employee(s).  <p>ON THE ABOVE INDICATED TIME, DATE AND PLACE, I WAS PUSHED &amp; ASSAULTED SEVERAL TIMES. THIS OCCURED AS A RESULT OF A MISUNDERSTANDING AND RESULTING ACTION ON THE PART OF THE BAR OWNER OF THE ESTABLISHMENT AND THE SHEBOYGAN POLICE DEPARTMENT. <sup>(PART) OTHERS</sup> THE OFFICERS, MENTIONED IN THE POLICE REPORT, PRESENT AT THE TIME OF INCIDENT WERE BRANDON KEOHE, M. STELTER, AND RYAN WALLOCH. AS A RESULT OF THIS, I HAD SUSTAINED A BROKEN WRIST (SCAPHOID), SEVERE HEAD LACERATIONS (AT LEAST 7 STITCHES REQ'D.), HEMATOMA (BRAIN CLOT), AND MULTIPLE CONTUSIONS <sup>DOWN TO SKULL</sup> OVER ARMS, LEGS, AND HEAD. THESE INJURIES RESULTED IN SURGERY. AT THE TIME OF THIS, THERE IS <sup>BLOOD</sup> (BACK, SHOULDER, OTHERS ALSO) * [OVER - P. 2] -&gt;</p>	

I certify that the above-described injury, damage or death actually occurred, that I have read the above foregoing notice of injury and claim, and that the same is true to my own knowledge except as to those matters stated upon information and belief and as to those matters, I believe the same to be true.

Date: **1.10.13**

*Cliff D. Ehrenreich*  
Signature of Claimant

Subscribed and sworn to before me

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Notary Public, State of Wisconsin

My Commission: \_\_\_\_\_

PHOTOGRAPHIC AND MEDICAL DOCUMENTATION AND OTHER EVIDENCE

AT THE TIME OF THIS WRITING I HAVE NOT ATTAINED FULL USE OF THE HAND. I HAVE INCURRED EXPENSES AND TOTALLY LOST MY INCOME AT THIS TIME. I'VE SUFFERED IMMENSE PERSONAL INJURY AND POSSIBLY MAY NEVER REGAIN FULL EMPLOYMENT AGAIN. REPORTS FILED BY POLICE CONTAIN SOME ERRONEOUS INFORMATION WHICH WILL LIKELY ALSO AFFECT MY FUTURE NEGATIVELY. UNDER <sup>ACTION</sup> 1983, I'M FILING THIS NOTICE OF CLAIM AS A RESULT TO:

SHEBOYGAN CITY CLERK  
Room 100  
828 CENTER AVE,  
SHEBOYGAN, WI 53081

THANK YOU FOR YOUR ATTENTION TO THIS MATTER,

SINCERELY,  
*[Signature]*  
CURR D, EHRENREICH

PHOTOGRAPHIC AND MEDICAL DOCUMENTATION AND OTHER EVIDENCE  
 AT THE TIME OF THIS WRITING I ~~STILL~~ <sup>STILL</sup> HAVE NOT  
 ATTAINED FULL USE OF THE HAND. I HAVE INCURRED <sup>HUGE</sup> EXPENSES  
 AND TOTALLY LOST MY INCOME AT THIS TIME. I'VE SUFFERED  
 IMMENSE PERSONAL INJURY AND POSSIBLY MAY NEVER  
 REGAIN FULL EMPLOYMENT AGAIN. REPORTS FILED BY POLICE  
 CONTAIN SOME ERRONEOUS INFORMATION WHICH WILL LIKELY  
 ALSO AFFECT MY FUTURE NEGATIVELY. UNDER <sup>ACTION</sup> 1983, I'M  
 FILING THIS NOTICE OF CLAIM AS A RESULT TO:

SHEBOYGAN CITY CLERK  
 ROOM 100  
 828 CENTER AVE,  
 SHEBOYGAN, WI 53081

THANK YOU FOR YOUR ATTENTION TO THIS MATTER,

SINCERELY,



CURT D. EHRENRICH

6497

APS Cassette No. / Twin Check

Sign up at Walgreens.com/email for special photo deals and coupons!

1000

with a Print  
us photo shoots

Ehrenreich, Carol 514285  
(920)452-2504

1HR - 2 Sets of 35mm 4x6 Glossy 24 exp  
1HR

09/17/12 02:26 PM Store #6570  
ARDITH

PICKUP TIME: 09/17/12 03:44 PM

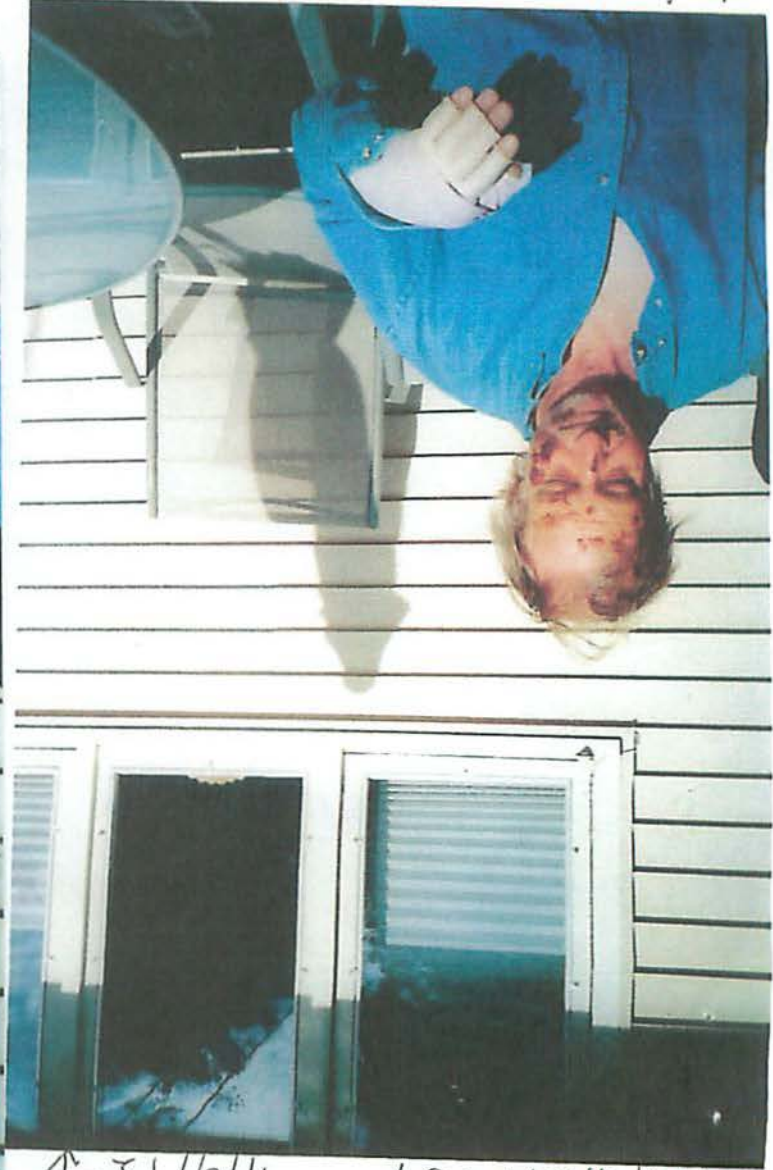
4 9 0 0 1 5 1 4 2 8 5 0

ONE HOUR

\$13.99  
48

is a memory keeper for

Photo 9/19/12 After appointment with Dr. DeRosa,  
Wearnsday 9/19/12  
After appointment with Dr. DeRosa, wearnsday 9/19/12  
After appointment with Dr. DeRosa, wearnsday 9/19/12



Film #514739 9/19/12



Photo  
date: 9/17/12  
Monday

Illinois date,  
9/16/12 Sunday  
8:30 am

Leg abrasions.



forehead - stitched laceration, abrasions,  
contusions, left scaphoid wrist  
fracture in soft cast, blood soaked  
shirt, blood matted hair, egg bump, etc  
left brain hematoma

9/16/12 Sunday 8:30 am pg#1  
blood soaked shirt, blood  
matted hair, 7 stitches to  
forehead laceration, scaphoid  
left wrist fracture, etc,



Cliff's blood  
exterior  
sidewalk at  
The End Zone  
Sports Bar.

Incident on  
9/15/12 around  
11 pm - 11:30 pm  
assault by  
Sheboygan  
Police Office

File #  
#514244

9/16/12 9am Photo of Cliff's parallel parked car.

#2



Photo date  
9/16/12  
9am  
Sunday

Cliff's blood on sidewalk next to exterior wall  
of End Zone where incident occurred on  
9/15/12 about midnight or 11:30pm approximately.  
(Saturday)



same day pickup Create assorted and pick them up - all in the same day.\*

• Collage Prints • Photo Booths • Posters • Photo Cards

Sign up at Walgreens.com/email for special photo deals and coupons!

Worth a Print  
plus photo shoots ~

Ehrenreich, Carol  
(920)452-2504

1109  
514739

1HR - 2 Sets of 35mm 4x6 Glossy 27 exp  
1HR

09/29/12 06:53 PM Store #6570  
AMANDA

PICKUP TIME: 09/29/12 02:24 PM

4 9 0 0 1 5 1 4 7 3 9 0

48

ONE HOUR

\$1399

Get a memory out of every moment

Photo date: 9/16/12 9am  
Sunday

The End Zone Sports Bar  
Entrance  
Site of Cliffs' assault by officer 9/15/12.

(pg#3)



(Cliff's Blood)



Photo date  
9/16/12 Sunday  
Entrance to  
The End Zone  
Sports Bar  
904 Indiana Ave.



Film 516526 Photo date 10/23/12

Sports Medicine - occupational therapy

Aurora Sheboygan Memorial Hospital

on 10/15/12 Wrist stitches removed at Dr. DeRoos appointment,



10/15/12 occupational therapy after stitches removed.

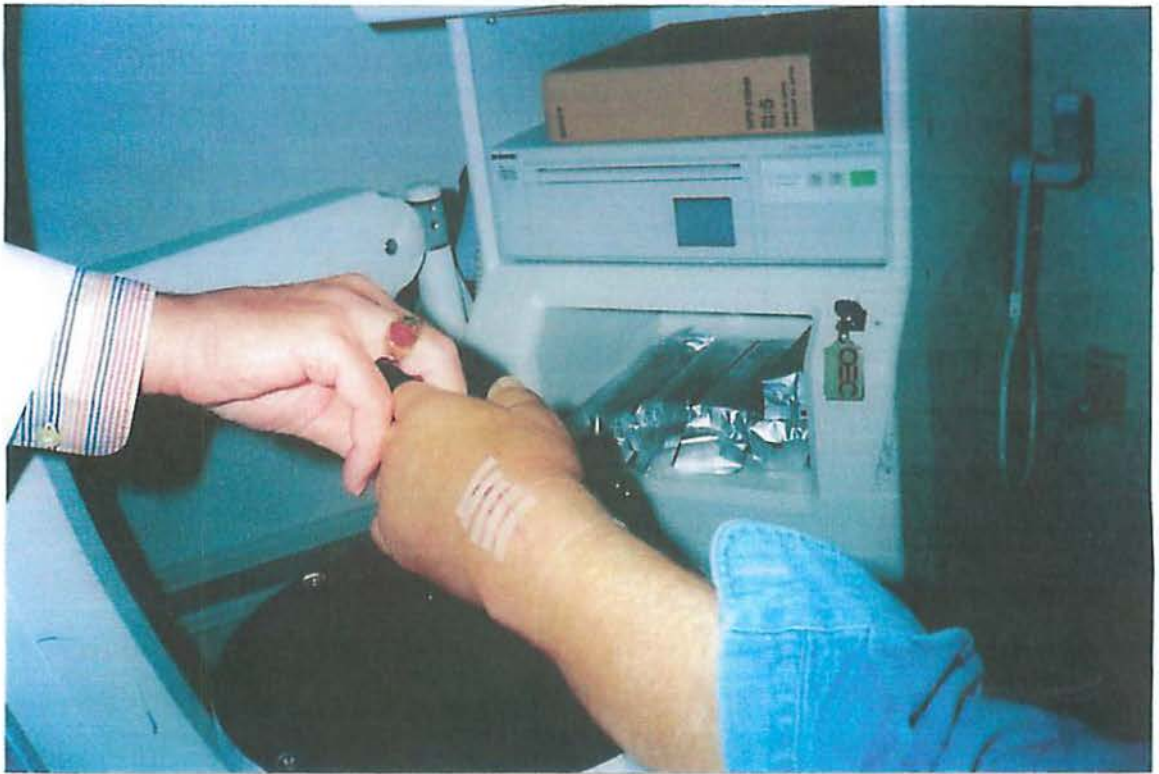


10/25/12 occupational therapy - 2 times a week.  
continued through December -  
end of year (pending Dr. appointment)

film 216-26  
photos Follow up Nov. 5 with Dr. DeRoos  
Xrays, new glove, swollen hand.



Dr DeRoos Xraying Cliff's hand; check pin and bones.



Film 5126526 New @love  
Nov. 2012



Left hand swollen.

Photo date Nov. 2012  
New soft cast



From ...  
NOV. 2012

Swollen left hand



Home Therapy

Photo date: 9/19/12 Wednesday Film 514739

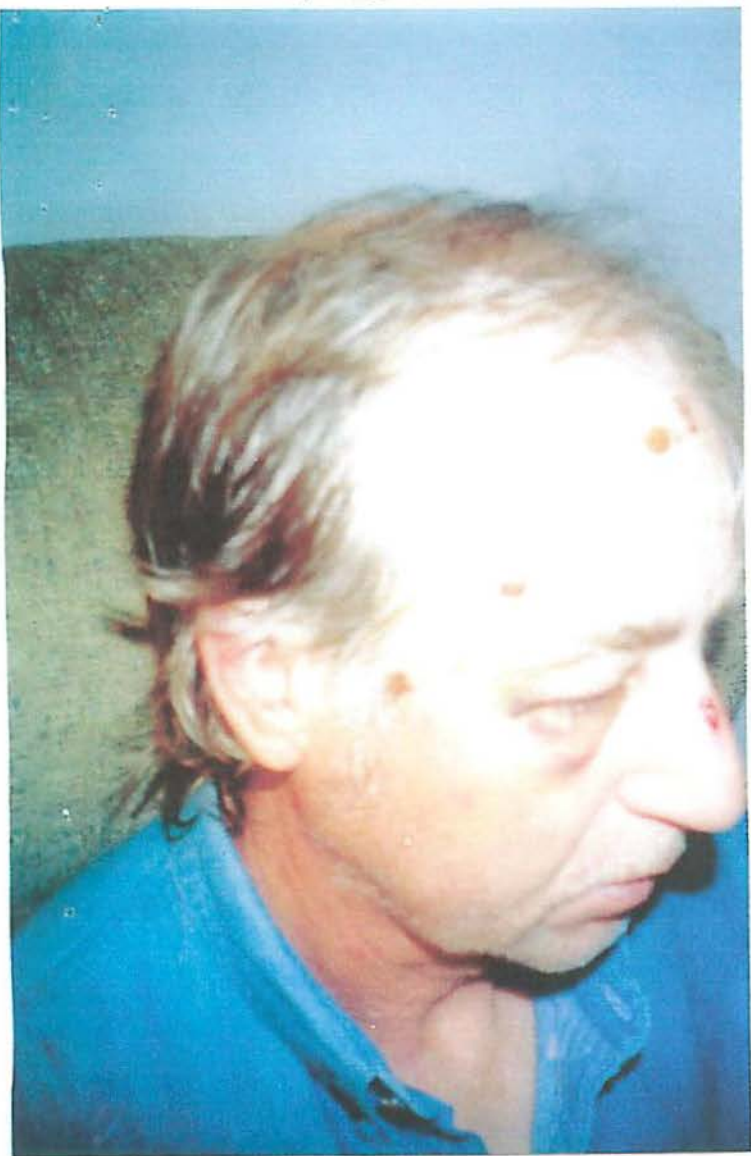


Photo date 11/5/12



II

5.3

R. O. No. 53 - 14 - 15. By CITY CLERK. June 2, 2014.

Submitting a claim from AFNI Subrogation Department regarding the Notice from State Farm Insurance on behalf of Murray R. Patz.

Finance  
&  
Water Ut.

*Susan Richards*  
\_\_\_\_\_  
City Clerk

RE: Our File# 001118868  
Claim#: 49-393M-091  
Insured: MURRAY R PATZ  
Date of Loss: 01-11-2014  
Total Damages: \$5,500.00



**Subrogation Department**  
1310 Martin Luther King Drive  
P.O. Box 3068  
Bloomington, IL 61702-3068  
Phone 866-889-1608 | Fax 309-820-2626

April 21, 2014

Dear DEPARTMENT OF PUBLIC WORKS:

*Claim # 15-13  
Notice of Claim 1-21-14*

We have had no response from our previous attempts to contact you on behalf of STATE FARM INSURANCE regarding a loss, which occurred on 01-11-2014. The facts of the incident indicate that you are liable for payments that STATE FARM INSURANCE made to its policyholder as a result of the loss. We believe that we are entitled to recover some or all of this money from you. In handling this claim with you we will take the Comparative Negligence Laws of your state into consideration. The damages are \$5,500.00.

If you believe you had Insurance coverage at the time of the loss, notify us by mailing back the attached page immediately. A reply envelope is enclosed for your convenience, or you may fax the information to us at 309-820-2626.

If you did not have insurance coverage at the time of the loss, please contact our office to discuss further options. AFNI accepts payments made by Visa, MasterCard, check, money order, Western Union Quick Collect or check by phone. Please enclose the attached page with your payment.

We are in a position to help you find the means to pay this balance, call us toll-free at 866-889-1608 Monday through Friday 7am - 9pm and Saturday 8am - 12pm CT.

Sincerely,

Subrogation Specialist.



Detach along perforation and return bottom portion along with payment in the enclosed envelope. For proper credit, please include your Afni account # listed below on your check.



Make check payable to Afni, Inc. Credit card payment options are on the back of notice.  
Please include your Afni account# listed below on your check

AFO92-0419-467412135-00536-536

DEPT 556 6033224514046  
PO BOX 4115  
CONCORD CA 94524

**Make check payable to: Afni, Inc**

RE: Our File# 001118868  
Afni Toll Free#: 866-889-1608  
Claim#: 49-393M-091  
Insured: MURRAY R PATZ  
Date of Loss: 01-11-2014  
Total Damages: \$5,500.00



ADDRESS SERVICE REQUESTED

#BWNFTZF #AFO6033224514046#

3 04001118868 110632 00000550000

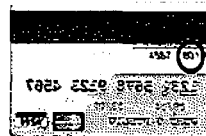


DEPARTMENT OF PUBLIC WORKS  
3333 LAKESHORE DR  
SHEBOYGAN WI 53081-6961





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BLOOMINGTON IL 61702-3068





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1310 Martin Luther King Drive  
P.O. Box 3068  
Bloomington, IL 61702-3068  
Phone 866-889-1608 | Fax 309-820-2626

RE: Our File# 001118868  
Claim#: 49-393M-091  
Insured: MURRAY R PATZ  
Date of Loss: 01-11-2014  
Total Damages: \$5,500.00

DEPARTMENT OF PUBLIC WORKS

Insurance carrier: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Policy#: \_\_\_\_\_

Agent: \_\_\_\_\_

Claim #: \_\_\_\_\_

Adjuster Name/Phone: \_\_\_\_\_

**Change of Address:**

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

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PO BOX 3068  
BLOOMINGTON IL 61702-3068

III

5.2

R. O. No. 52-14-15. By CITY CLERK. May 5, 2014.

Submitting a Claim and Demand for Damages for Damages regarding Jaime Olivas.

*Finance*

*Susan Richards*  
\_\_\_\_\_  
City Clerk

II

R. O. No.        - 14 - 15. By CITY CLERK. June 2, 2014.

Submitting a Claim and Demand for Damages regarding Jaime Olivas.

*Finance*

*Lucan Richards*  
\_\_\_\_\_  
City Clerk

Claim # 2b-17  
Rec'd 5-28-14  
LS Schroeder

PERSONAL SERVICE UPON CITY CLERK

MAY 28 '14 PM 4:02

CLAIM AND DEMAND FOR DAMAGES

( ) Personal ( ) Substitute  
( ) Posted (x) Corporate

TO: Ms. Sue Richards  
City Clerk  
City of Sheboygan  
828 Center Avenue  
Suite 304  
Sheboygan, WI 53081

Mr. Gary Niemann  
c/o City of Sheboygan Department of Public Works  
2026 New Jersey Avenue  
Sheboygan, WI 53081

Process Server: Jason Jirsche  
Time: 2:35pm Date: 5/29/14  
Address of serve: 828 Center Ave /  
Sheboygan, WI 53081  
Person Served: Sue Richards

Claim and demand, pursuant to Section 893.80(1)(b), Wisconsin Statutes is hereby made as follows:

1. That Lisa Olivas is an adult residing at 2216A Kroos Court, Sheboygan, WI 53081.
2. That Aean Olivas is an adult residing at 1237 Trimmerger Court, Sheboygan, WI 53081.
3. That Lisa Olivas is the special administrator for the Estate of Jaime Olivas and is the mother of decedent Jaime Olivas.
4. That Aean Olivas is the father of decedent Jaime Olivas.
5. That prior to November 29, 2011 David Biebel authorized the City of Sheboygan to mount a leaf collection system on the front of a City of Sheboygan municipal vehicle so as to obstruct the driver's visibility.
6. That on the 29th day of November, 2011 at approximately 8:15 a.m., the decedent, Jaime Olivas was walking to school at Tower Academy on North 6<sup>th</sup> Street, in the City of Sheboygan, Wisconsin.
7. That the speed limit on N. 6th Street was 25 miles per hour.
8. That the City of Sheboygan knew that a school known as the Tower Academy occupied the building.
9. That Gary Niemann negligently operated a City of Sheboygan municipal vehicle with a leaf collection system installed so as to obstruct the driver's visibility. Mr. Niemann struck the decedent Jaime Olivas causing him to sustain personal injuries resulting in his death.

10. That the City of Sheboygan is negligent under the doctrine of respondent superior, based on the action of its agents, servants and employees, as well as in their training and supervision.

11. That the City of Sheboygan is negligent for installing a leaf collection system on the front of the vehicle so as to obstruct the driver's vision.

12. That Gary Niemann is negligent in the operation of the municipal vehicle by failing to keep a proper lookout.

13. That the City of Sheboygan is negligent in failing to install school zone signs and a 15 mph speed limit sign.

14. That had the City of Sheboygan installed a 15 mile per hour speed limit sign the municipal vehicle would not have struck and killed decedent Jaime Olivas.

15. That as a direct and proximate result of the City of Sheboygan's negligence, Jaime Olivas was caused to suffer severe personal injuries and severe pain and suffering resulting in his death.

16. That based on the foregoing, the Estate of Jaime Olivas makes the following claim, to-wit:

A. \$250,000.00 for the personal injuries, loss of society and companionship and the wrongful death of Jaime Olivas.

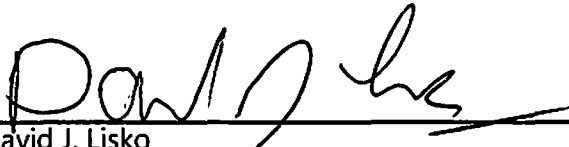
Dated this 27<sup>th</sup> day of May, 2014.

**MAILING ADDRESS:**

The Law Offices of David J. Lisko, S.C.  
W177 N9866 Rivercrest Drive, Suite 104  
Germantown, WI 53022  
(262) 785-9400

**LAW OFFICES OF DAVID J. LISKO S.C**

Attorneys for Jaime Olivas (Deceased)  
Estate of Jaime Olivas

  
\_\_\_\_\_  
David J. Lisko  
State Bar No. 1005056



# **COLLISION RECONSTRUCTION REPORT**

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**FEBRUARY 20, 2012**

**MUNICIPAL VEHICLE V. PEDESTRIAN**

**JAIME OLIVAS**

**NOVEMBER 29, 2011**

**NORTH 6<sup>TH</sup> STREET AT NEW YORK AVENUE**

**CITY OF SHEBOYGAN, COUNTY OF SHEBOYGAN, STATE OF WISCONSIN**

## PURPOSE

The purpose of this analysis was to evaluate the available evidence from the collision which occurred on North 6<sup>th</sup> Street at New York Avenue in the City of Sheboygan, County of Sheboygan, and State of Wisconsin on November 29, 2011, between a City of Sheboygan, municipal vehicle and a pedestrian (Jaime Olivas). We were asked to determine what role any causative factors played in this incident.

During my analysis, findings were based on the materials listed in this report. Any new information which may come to light would need to be evaluated as to its effect on the findings of the investigation thus far. As with any collision reconstruction, some factors can be determined to a reasonable degree of collision reconstruction certainty, while others may never be known.

The opinions outlined in this report are to be considered germane to this incident only unless explicitly stated otherwise. Many collisions contain similar characteristics, yet few are identical.

## INVESTIGATION

To assist us in our analysis of this collision, we were provided with the following:

- ☞ Police photographs of the collision scene and medical examination of Jaime Olivas
  - 432 digital photographs in total
- ☞ Collision Analysis & Reconstruction Report from Wisconsin State Patrol Trooper Jeremy VerGowe
- ☞ Witness statements
- ☞ Electronic measurements obtained by the Wisconsin State Patrol of the collision scene evidence
- ☞ Copy of an article published in the Sheboygan Press

In reconstructing this collision, we performed the following tasks:

- ☞ Documented our inspection of the scene with electronic measurements and photographs
- ☞ Addressed design considerations with Engineer, James Casassa
- ☞ Developed a 3D model of the vehicle for analysis purposes
- ☞ Addressed visibility considerations, time and distance and speed.

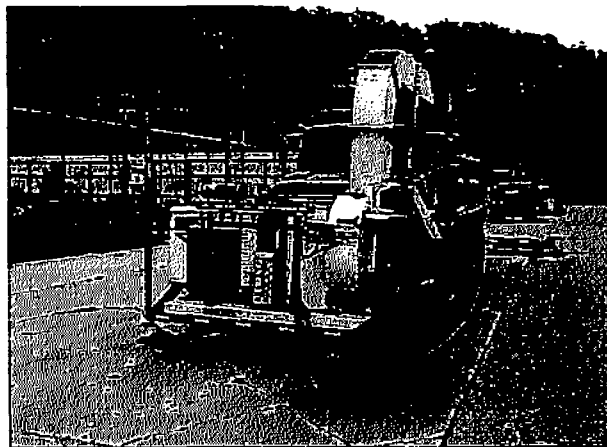
## COLLISION SITE & VEHICLE INSPECTION



**Image 1 - Aerial image looking east at the collision site.**

On July 19, 2012 we travelled to the area where this collision occurred in an effort to inspect the scene and glean information pertinent to this analysis. The weather was uncooperative at that time; however, we were allowed to inspect the vehicle involved in this incident. The inspection occurred at the City of Sheboygan's municipal facility, where we were granted access to photograph and measure the vehicle, by the City of Sheboygan's Buildings and Grounds Superintendent, Mark Pawasarat.

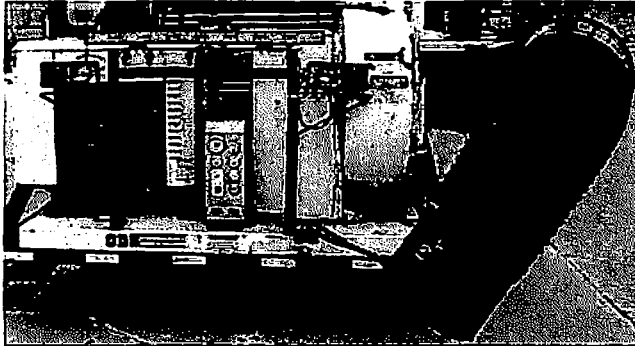
The vehicle in question is a 1995 Ford LTS9000 commercially used truck equipped with a dump box and forward mounted generator/leaf collection unit. The dump box and the leaf collection unit were connected by a steel chute which was mounted at the front left corner of the truck, extending upward and over the cab of the vehicle. Several steel support brackets were attached to the chute for support and control of the leaf collector (Image 2).



**Image 2 - Leaf collector and Ford dump truck**

The leaf collector was manufactured by the Old Dominion Brush Company (ODB). The unit was comprised of five primary components. These were the engine, control box, impeller, suction hose, and return chute. The suction hose can be controlled remotely by the vehicle operator who uses a

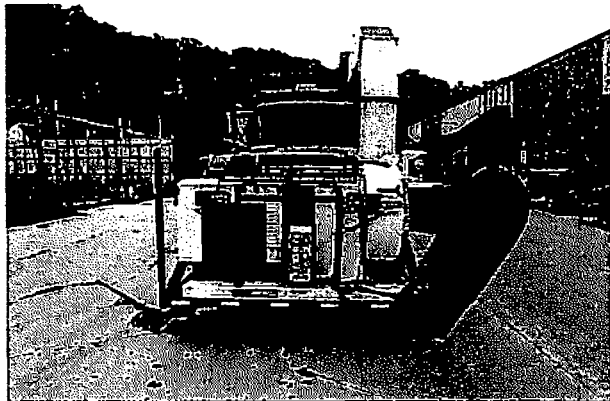
joystick which controls a boom attached to the suction hose in order to raise, lower and otherwise move the tube from side to side.



**Image 3 – ODB Leaf collector; model number: SKS 700**

The model number for the leaf collection system is SKS 700 (Image 3). The unit was supported by brackets (similar to a plow support) which are attached to the vehicle's undercarriage. The clearance from the base of the leaf collector's support to the ground was between 6 and 8 inches.

Seated in the cab of the truck I took note of the visibility through the windows and around the leaf collection unit. I was surprised to find that visibility was restricted to the center and right side of the windshield. There were gaps between the various components of the leaf collection system, but due to the busy appearance of the objects in close proximity to the window, visibility was very poor and in fact, in a dynamic situation it may have been rendered completely moot. The obstructions also included the vehicle's "A"- pillar, and left outside mirror. I estimated the total visibility obstruction to be approximately 30-40% of the total field of view from the operator's seat.



**Image 4 – View of the front of the leaf collector in its mounted position on the vehicle.**

Measurements were taken by both total station and photogrammetry to document the obstructions, the vehicle's dimensions and ultimately to assist with a forensic visibility analysis.

We returned to the collision site on September 26, 2012 to complete our scene inspection. At that time we conducted forensic mapping and captured 579 photographs in order to document sight lines and environmental factors which could have contributed to this incident.



Image 5 – Northwest corner of the intersection of North 6<sup>th</sup> Street and New York Avenue

The location where the collision occurred is classified as urban with a heavy volume of pedestrian traffic. The collision site is on a mostly level, concrete and asphalt paved road surface at the north side of the intersection between North 6<sup>th</sup> Street and New York Avenue (Image 1). This incident site is located in front of three civic facilities (John Michael Kohler Arts Center, St. Clement's Catholic Church and Tower Academy). Approximately 160 feet south is the Sheboygan County Courthouse Annex Proper. The intersection where the incident occurred is marked with painted crosswalks, but the entire area is surprisingly void of pedestrian traffic warning signs.

Tower Academy, a school located on the east side of North 6<sup>th</sup> Street, has no nearby signage which alerts drivers to the approaching school zone, neither is there any reduced speed zone signs in the area. With regard to other scenes I have investigated in similar metropolitan areas, this area can be best summarized as unique.

Of particular interest to our at-scene investigation was the color and contrasting features of the background. The northwest corner of the intersection is dark in appearance, with a lot of foliage creating a significant amount of shade (Image 5). This corner is home to the John Michael Kohler Arts Center. In viewing this corner and considering the color of the clothing which was worn by Mr. Olivas when he was struck by the municipal vehicle. His black colored jacket and dark blue jeans would have caused him to pose little contrast to his surroundings.

## REVIEW OF POLICE REPORTS

The police reports generated in this matter were reviewed in their entirety. According to the findings of his report, Trooper VerGowe concluded that the visual obstructions posed by the leaf collector were a causative factor in this incident.

Trooper VerGowe documented the physical evidence from the scene by using a total station. These measurements were provided to me by Trooper VerGowe and a diagram was developed using those measurements and those which I collected at the scene.

Trooper VerGowe had spoken with five witnesses about the collision. These were Police Officer Dwain Jordan, Joseph Leonhard, Kelly Tenpas, Madelyn Tenpas, and Gary Niemann (the operator of the leaf collection vehicle). Of the witnesses, only one actually saw the collision, Officer Jordan.

Officer Jordan indicated that Mr. Olivas was crossing the street on a diagonal path from the sidewalk at the northwest corner, toward the school doors at a "casual pace" when he was struck. According to Mr. Jordan it did not appear as if Mr. Olivas was aware of the impending collision, stating that his hood was up and he may have been wearing ear-bud style head phones at the time.

Officer Jordan stated that Mr. Olivas was struck while he was in the northbound lane. In fact, the majority (if not all) of the physical evidence was found within the northbound lane, thus supporting his statement.

Mr. Niemann's account is somewhat troublesome. He clearly states that he never saw Mr. Olivas and furthermore that he had thought one of the chains come loose at the time of the collision and slowed with intent to stop to inspect his vehicle. It was only then that he saw the body of Mr. Olivas in his vehicle's mirrors.

## ENGINEERING REPORT

In an effort to gather materials for an engineering analysis as to the design aspects of the leaf collection unit and considerations for its mounting, I contacted ODB and requested a copy of the schematics for the particular unit. After approximately 3 months, ODB responded and sent the materials to me.

These materials, along with the photographs and measurements I obtained were forwarded to Mechanical Engineer James Casassa. I briefed Mr. Casassa on the circumstances of this incident and requested he conduct an analysis and report on the design concerns for this unit.

In a report synthesizing his conclusions (See Appendix A), Mr. Casassa determined that the forward mounting of the leaf-collection system posed a safety hazard as it "materially obstructs the driver's forward view." He further states in his report, "Good design practice includes eliminating or guarding against safety hazards created by a product." Mr. Casassa points out alternative designs of this same product system (as displayed in the ODB owner's manual) eliminate the forward mounting in favor of behind cab mounting or in the form of a towed unit.

Mr. Casassa addressed the safety guidelines as they pertain to vehicles operated on the highway as well. He modified an image which I had presented to him, by super-imposing a line across the windshield in order to demonstrate the maximum width of a windshield defect typically characterized as beyond safe (0.25 inches). This drawing is shown in his report with comparison the leaf collection chute.

## TIME & DISTANCE ANALYSIS

With specific regard to the time and distance matters for this case, I considered the statement of Officer Jordan. He described Mr. Olivas' walking as "casual" prior to the collision. Most studies on human walking speeds are conducted in a controlled setting. By this standard, a pedestrian walks between 3 and 4 mph; however, in this case, we are dealing with an individual who was not in a hurry or giving intent thought to his movements from point "A" to point "B".

Because of this, I sampled 50 high school aged students and observed them as they walked, unknowingly, over a given distance as they headed for school. The result of this was that average walking speeds of 2-3 mph (or 2.9 to 4.4 fps).

After analyzing the evidence from the diagramed measurements, I determined that Mr. Olivas had walked approximately 42.4 feet (approximately 34.7 feet north of the crosswalk) when he was struck. The time necessary to walk this distance would have therefore been between 9.6 to 14.6 seconds.

If we consider that the truck was travelling at a speed of 25 mph leading up to this collision, this would place the leading edge of the leaf collector approximately 351.8 to 535.09 feet south of the point of impact when Mr. Olivas stepped into the roadway.

With the facts and analyses laid out to this point, one final point with regard to time and distance needs to be addressed: "Would this collision have occurred (all things being considered) if the municipal vehicle had been travelling at a speed of 15 mph?" This posted speed limit is typical of school zones throughout the State of Wisconsin. To analyze this, we must look at the two scenarios addressed in the preceding narrative.

When travelling at a speed of 15 mph, an object is moving at approximately 21.99 fps. We already know that the time needed for Mr. Olivas to walk the distance he covered to impact was between

9.6 and 14.6 seconds. Applying this time to the velocity of a vehicle travelling at a speed of 15 mph, we find that the municipal vehicle would have travelled a distance of 211.10 feet and 321.05 feet, respectively. In other words, the municipal vehicle would have been 140.7 feet and 214.04 feet from the location Mr. Olivas was in the roadway when he was struck.

Calculating the time necessary for the municipal vehicle to travel those distances we can determine that the municipal vehicle would have been between 6.39 seconds and 9.73 seconds from the position Mr. Olivas was when he was struck. In comparison, Mr. Olivas (had he maintained his path of travel) was approximately 15.9 feet from completely clearing the northbound travel lane, and 29.9 feet from clearing the road altogether. Given the walking times specified, Mr. Olivas would have needed between 3.61 and 5.48 seconds to walk to the point where he was out of the travel lane, and a total of 6.79 and 10.31 seconds to clear the roadway.

We must also consider that Mr. Olivas would have been farther to the north when the municipal vehicle would have passed Mr. Olivas. This being the case, we can determine that Mr. Olivas would have been 13.0 feet north of the point on the roadway he stood at when struck. This would add an additional time of 0.59 seconds of travel time to the municipal vehicle, therefore becoming a total travel time for the vehicle of 6.98 and 10.32 seconds.

It becomes clear to this point that had the municipal vehicle been travelling at a speed of 15 mph, this collision would not only have been averted, but he very well could have exited the roadway before the municipal vehicle passed him.

## VISIBILITY ANALYSIS

A component of collision reconstruction often not properly addressed is that of visibility. Visibility issues in collision reconstruction require the need for a careful analysis with comparison to the natural and artificial lighting which existed at the time of the incident, as well as conducting such analysis on a date and time which can reasonably duplicate the conditions at the time of the incident. The goal of a visibility analysis is not only to assess what a person could or could not have seen, but to provide solutions for improving visibility under those conditions.

When working in terms of an analysis of visibility (the visible spectrum of light), we use a system of units set aside to measure the effective energy which produces visual stimuli. Those units are lumens, foot-candles and lux.

A lumen is a measure of energy similar to a watt (i.e. a lumen-second is comparable to watt-seconds, etc.). We measure the power of a light source as the number of lumens per square foot. This is known as foot-candles. One foot-candle is equal to one lumen per square-foot. Another, perhaps easier definition of a foot-candle, would be, the amount of light emitted by one candle, in one foot. The metric equivalent of a foot-candle would be the number of lumens per square-meter. One lumen per square meter is equal to one lux (Harris Sr. & Harris II, 2012).

The light that we see reflected from a diffuse surface gives a sensation of brightness. The proper photometric term for this is luminance. In the scientific community, luminance is defined as light energy which can be measured by the use of a light meter (Olson, Dewar, & Farber, 2010).

The eye is highly complex and is designed in such a way that it has seven chief components, each with their own distinct the tear layer, the cornea, the iris, the pupil, the lens, the retina and the fovea. The tears clean the corneal surface, fill in minor corneal imperfections and begin the process of refracting light. The cornea and lens work in conjunction to bring incoming light to a focus on the retina. Although the cornea does about 70% of this function, the lens' primary purpose is to focus on near and distant objects (Olson, Dewar, & Farber, 2010).

There are two techniques used by the eye to control the amount of light reaching the retina. The first is the function of the pupil. The pupil typically operates at diameters between 2mm (during high light levels) and 8mm (during lowest light levels. Although there is a 4:1 increase in pupil diameter during this range means a 16:1 variation in the amount of light delivered to the receptor array (Harris Sr. & Harris II, 2012).

The second technique is that of the receptors themselves. The retina contains two different receptors; they are cones and rods. The cones have the lone responsibility of color vision. The rods are at their most efficient operation during low light levels, operating in conditions where cones supply no useful information. At high light levels the rods become saturated and do not provide any useful information. In low light, the rods help us to distinguish objects as a product of the contrast created by their reflected levels of light (Harris Sr. & Harris II, 2012).

Light adaptation is that time interval necessary to move from one light to another before full performance is regained. Moving from dark into light is typically a much faster process than moving from light into dark (Harris Sr. & Harris II, 2012). The importance of this is that once

adjusted to darkness, the introduction of bright lights cause a period of adaptation to occur which can affect an operator's ability to discern an object in their path.

The central fovea is a region approximately 3 degrees in angular size. This area of the eye is responsible for performing high resolution vision during daylight. The cones are at their highest density in the central fovea. Moving away from the central fovea, the size of the cones increase and their interconnectivity, whereas the rods become more populated as we move away from the central fovea.

Another change in receptor properties is found in their function. Moving away from the central fovea and into our peripheral vision, there is an increased sensitivity to motion. This triggers our response to look in the direction of the motion and then focus on the stimuli with our central fovea (Harris Sr. & Harris II, 2012).

According to studies by the University of Michigan Research Institute, Ohio State University, the University of California, the Institute for Research in Vision and many others, those variables which are most important in determining the level of difficulty involved in the detection of a visual stimulus are angular size, contrast, time available for observation, adaptation luminance level and retinal position within the visual field of view (Harris Sr. & Harris II, 2012).

Visual search is another area requiring careful analysis. Studies have shown that the eye makes rapid movements when scanning followed by a stationary period of approximate 0.20 to 0.30 seconds before either focusing on a stimulus or continuing the visual scan. Detection of a stimulus is accomplished during the stationary period. This must be considered when drawing conclusions as to what a person should have seen.

If an object is not being looked at, given all of the other things a vehicle operator must pay attention to in order to operate a vehicle, then it will not be detected. If two vehicles, for example, are approaching each other, determining what the drivers saw or should have seen assumes that either or both operators were looking in that direction in the first place.

In this case, lighting is not a point of contention because the collision occurred during daylight hours. Different times of day play an important role in advantages which are had by the participants. For example, during hours of darkness, pedestrians tend to have a greater advantage over operators because they can see the light projected by headlamps further than the headlight

light energy can illuminate. Additionally, from the aspect of audio cues, sound can be heard at greater distances because of the lack of other ambient noises.

During hours of daylight, however, the advantage changes and is in favor of the vehicle operator. Operators are typically focused on their travel path for a distance of several hundred feet ahead of their vehicle, where as a pedestrian is typically focused on their immediate area. Audio cues for pedestrians are often masked by the ambient noises of the environment. Because of the distances each is focused on, operators have a greater chance to control the situation by keeping a constant view of the pedestrian and they are in control of their speed. The pedestrian has options available to maneuver, but because they cannot travel as fast, or change directions as fast, as a moving vehicle. Because of this, they can easily be trapped by an approaching vehicle.

In this case, I conducted a sight-line analysis, making determinations as to the obstructions and contrasting elements of the environment. The set up process for conducting a visibility analysis is as important as the results. An investigator should document the location of all sight-lines and measure the distances of those sight-lines to relevant areas. The relevant areas may include, but are not limited to pedestrian travel paths, nearby intersections, witness locations, and other related places (Olson, Dewar, & Farber, 2010).

Mr. Olivas was wearing a black colored coat and blue jeans as he walked to school. His path of travel had him walking eastbound on the north sidewalk of New York Avenue. As he approached the crosswalk, Mr. Olivas passed by the foliage and shaded area at the northwest corner. His dark colored coat and blue jeans diminished the level of contrast he had with regard to his background.

As discussed earlier, our eyes contain receptors which function differently under varying lighting conditions. When encountering shadows, the eyes sometimes need to adjust to maximize the contrast reception. Often times, those receptors, which allow us to distinguish contrasting detail in darker shadowed areas, which are surrounded by bright and sunlit areas, are oversaturated. This is a possible contributing factor as well, as Mr. Niemann claims he never saw Mr. Olivas approaching the intersection.

It is clear that Mr. Olivas was present and moving in opposition to his background; however, given the dark color of his clothing and the shadowed background on that particular corner, he was potentially camouflaged until he stepped into the street. At that point, we must consider another cause.

As Mr. Niemann looked out the windshield, he would have seen the leaf collector's return chute as a dominant fixture in his field of view. The chute would have filled approximately 10 degrees of his vision. Recalling the 3 degree angular size which represents the central fovea, the 10 degree expansion created by the return chute fully encompasses focused vision and 7 degrees (3.5 degrees on each side) of the peripheral vision as well.

Further exasperating the problem associated with this wide angle is the transposition of the visual obstruction to the operator of the leaf collection vehicle on the environment the further the vehicle is away from a given target. For example, at a distance of 351.8 feet (as is suggested in the Time & Distance Analysis) the width of the forward blind-spot is 65 feet wide. If we consider the distance of 535.09 feet, then the width of the forward blind-spot is extended to 98 feet.

As a note, these determined distances assume no other obstruction than the feeder chute extending up and over the vehicle's windshield. Any additional obstruction, as we know to be present in this case, will serve to widen the blind-spot. I developed a visual representation to illustrate the blind spots discussed (see Appendix B).

## SUMMARY & CONCLUSIONS

Pedestrian collisions, such as this, are extremely violent encounters. It is for this very reason that strict guidelines are put in place for motor vehicle safety. Appendix C illustrates the likely manner of contact between Mr. Olivas and the municipal vehicle. The purpose of this illustration is to provide insight into the reality that is a pedestrian collision, using the available data we have to analyze in this incident.

The facts of this incident are clear. The predominant contributing factor in this collision is visibility; more specifically, the visibility obstruction created by the leaf collection unit which was mounted to the front of the City of Sheboygan's vehicle. According to the State of Wisconsin's traffic law governing the Standards for Vehicle Equipment:

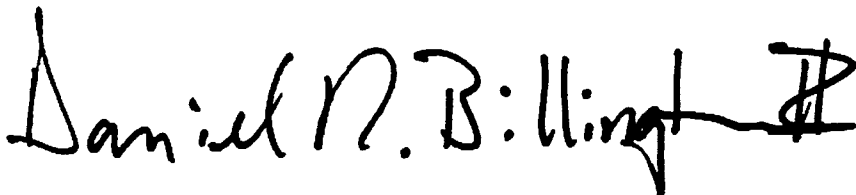
- Trans. 305.34(6)** Nothing may be placed or suspended in or on the vehicle or windshield so as to obstruct the driver's clear vision through the windshield. There may not be any posters, stickers or other non-transparent material, other than a certificate or sticker issued by order of a governmental agency, located on the windshield or located between the driver and the windshield. This subsection does not prohibit the following:
- (a) Attachment of an inside rearview mirror in accordance with s. Trans 305.26.
  - (b) Windshields tinted by the manufacturer of the glazing and installed as part of the original manufacturing process.
  - (c) Application of window tinting film or other nontransparent material to the inside of the windshield if it is attached only to that portion of the windshield which is both

outside the critical area and above the horizontal line delineated by the mark "A" or "A." If no such mark was affixed to the windshield by its manufacturer, no window tinting film may be attached to the windshield.

Supporting my conclusions is the report from Mr. Casassa. The design of the leaf collection unit was such that mounted to the front of the municipal vehicle, it created an obstruction which not only violated Wisconsin law, but posed a hindrance to the operator's field of view. The design and placement of the leaf collector's return chute posed a clear and obvious danger to the public.

The environment posed a contribution as well. First, the shadowed conditions at the northwest corner pose a problem for adequate contrast for clear identification of dark clothed pedestrians. Second is the absence of indication that there is a school at this location. The lack of signage to alert the motoring public to the presence of children and a reduced speed, for what should be classified as a school zone, is unique. This failure to treat this area as a school zone is somewhat confusing, and as is the case, the general motoring public would have no indication of a need to operate with heightened caution and awareness. Had this area been treated as such, this collision would not have occurred.

Respectfully,

A handwritten signature in black ink that reads "Daniel R. Billington II". The signature is written in a cursive style with a large, stylized initial "D" and a prominent "II" at the end.

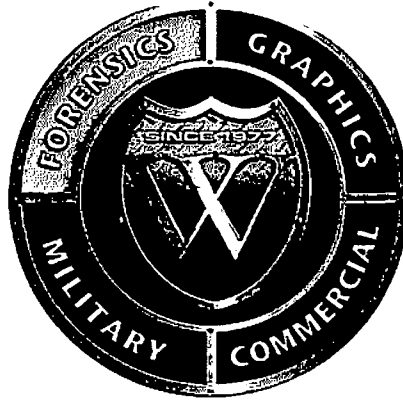
Daniel R. Billington II, ACTAR #1913

Senior Collision Reconstructionist - M-CRASH Group, LLC

## WORKS CITED OR REVIEWED

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# Appendix A



# **WOLF**

## **LETTER REPORT**

Prepared for:

M-Crash Group  
**Attn: Mr. Dan Billington**  
PO Box 35  
Eagle, WI 53119

**By: James Casassa, P.E.**  
**On: January 28, 2013**

**Your Reference: Jaime Olivas v. City of Sheboygan et al**  
**Wolf Project No.: 13-0006-4401**

*Wolf Technical Services, Inc. • 9855 Crosspoint Blvd. Suite 126 • Indianapolis, IN 46256*  
*(800) 783-9653 • (317) 842-6075 • FAX (317) 842-6974*



wolftechnical.com

# WOLF

9855 Crosspoint Boulevard ▾ Suite 128 ▾ Indianapolis, Indiana 46256-3336 ▾ 800.783.9653 ▾ 317.842.6075 ▾ F: 317.842.6974

specializing in:  
**FORENSIC AND AEROSPACE ENGINEERING**

**January 28, 2013**

M-Crash Group  
P.O. Box 35  
Eagle, Wisconsin 53119

Attn: Dan Billington

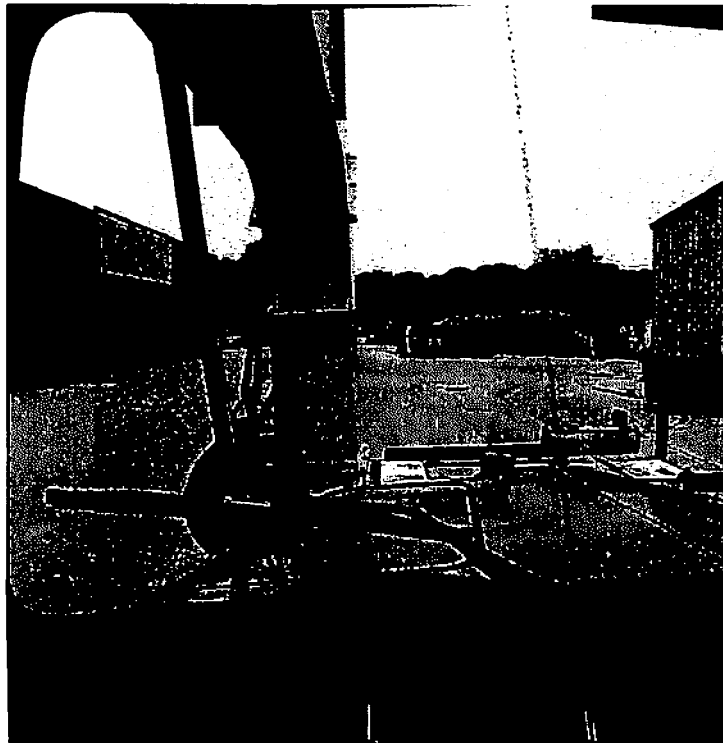
**RE: Jaime Olivas v. City of Sheboygan et al  
Wolf Project No.: 13-0006-4401**

On January 7, 2013, Wolf Technical Services, Inc. was asked to consult regarding the design of a leaf collector attached to the front of a dump truck operated by the City of Sheboygan. The leaf collector was manufactured and sold by the ODB Company. You provided Wolf with photographs of the unit installed on a Ford L9000 tandem axle dump truck, measurements of the truck and leaf collector, and a copy of an owner's manual for an ODB leaf collector.

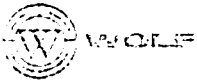
The leaf collector rides on a platform that is attached to the front of the truck. The impeller of the vacuum/blower is driven by an engine that is part of the leaf collector. The inlet or suction side of the vacuum/blower is connected to a flexible hose whose position can be controlled by the driver. The outlet or discharge side of the vacuum/blower consists of a rigid, metal duct assembly which carries leaves from the leaf collector to the dump bed of the truck. The discharge duct is square in cross section and is located at the left end of the leaf collector in front of the driver.

The photograph on the following page shows the view from the driver's location in the cab of the truck and the extent to which the discharge duct obstructs the driver's forward view. The Federal regulations pertaining to the operation of commercial vehicles place limits on the extent to which the driver's view can be obstructed by stickers, decals, mounted objects, or defects such as cracks or chips in the windshield. Many states also have regulations defining allowable vision obstructions. A vertical line depicting a crack one-quarter inch wide extending the entire height of the windshield has been added to the photograph to graphically show how much more of the driver's sight line is obstructed by the discharge duct.

more than *30 years*  
of engineering excellence



The positioning of the discharge duct on the City of Sheboygan truck is a safety hazard because it materially obstructs the driver's forward view. Good design practice includes eliminating or guarding against safety hazards created by a product. There are alternative designs which eliminate this hazard created by obstructing the driver's view. The illustration on the ODB owner's manual shows one possibility. In that illustration, the leaf collector is mounted on the truck frame between the cab and bed or leaf box. Another option is a leaf collector on a trailer which is towed behind the truck.



January 28, 2013

**ADDITIONAL WORK**

The information contained in this report and the conclusions reached are based on information available at the time this report was prepared. We reserve the right to amend and/or modify this report if any new and/or significant data that could impact this investigation becomes available. We recommend that if any additional statements, depositions, photographs, evidence or other information documenting this incident become available, that they be supplied to Wolf for our review so that we may render any further opinions in any future report, deposition, or testimony.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'James Casassa'.

James Casassa, P.E.

Reviewed by,

A handwritten signature in black ink, appearing to read 'William E. Dickinson'.

William E. Dickinson, P.E.



wolftechnical.com

# WOLF

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**January 28, 2013**

M-Crash Group  
P.O. Box 35  
Eagle, Wisconsin 53119

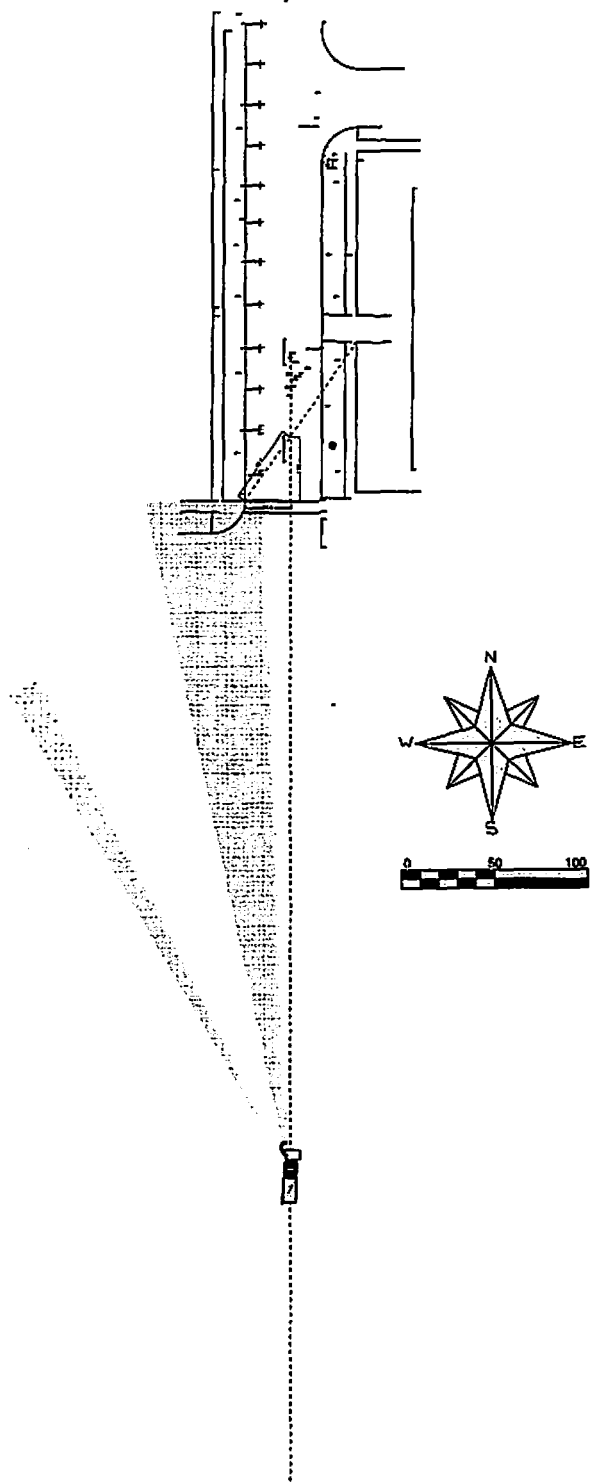
Attn: Dan Billington

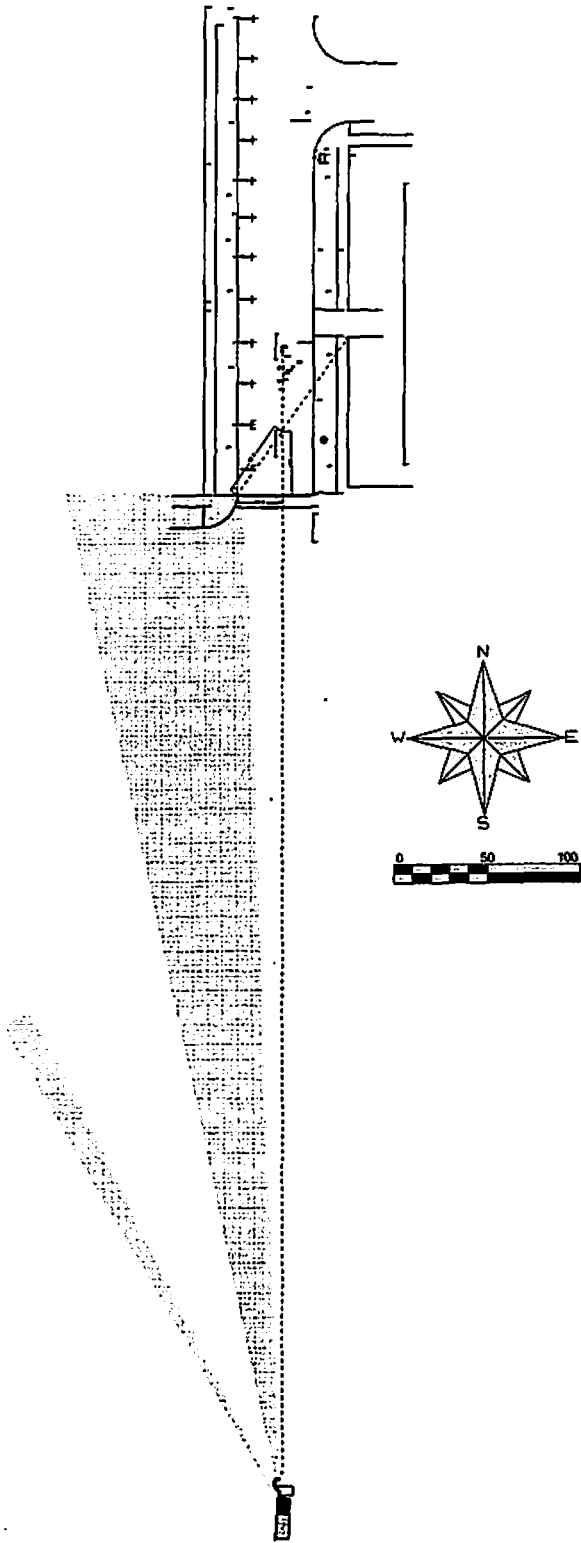
**RE: Jaime Olivas v. City of Sheboygan et al  
Wolf Project No.: 13-0006-4401**

Neither the Corporation, its consultants, contractors, officers, directors nor any of the corporate staff involved in this investigation have any financial or related interest with respect to any of the persons or organizations indicated in this report. Our letters and reports are for the exclusive use of the client to whom they are addressed. The client further agrees that Wolf Technical Services, Inc., its consultants, contractors, officers, directors and staff shall be held harmless from any claims, suits or other proceedings, losses, costs or damages, including reasonable attorneys' fees arising out of any negligent, willful or wanton use of the letters, reports, and other work product submitted in this case. Our letters and reports apply to the samples tested and are not necessarily indicative of the qualities of apparently identical or similar products. The conclusions and results reached in this investigation are based in part upon data supplied to us, and we are not responsible for the authenticity or accuracy of such data.

more than *30 years*  
of engineering excellence

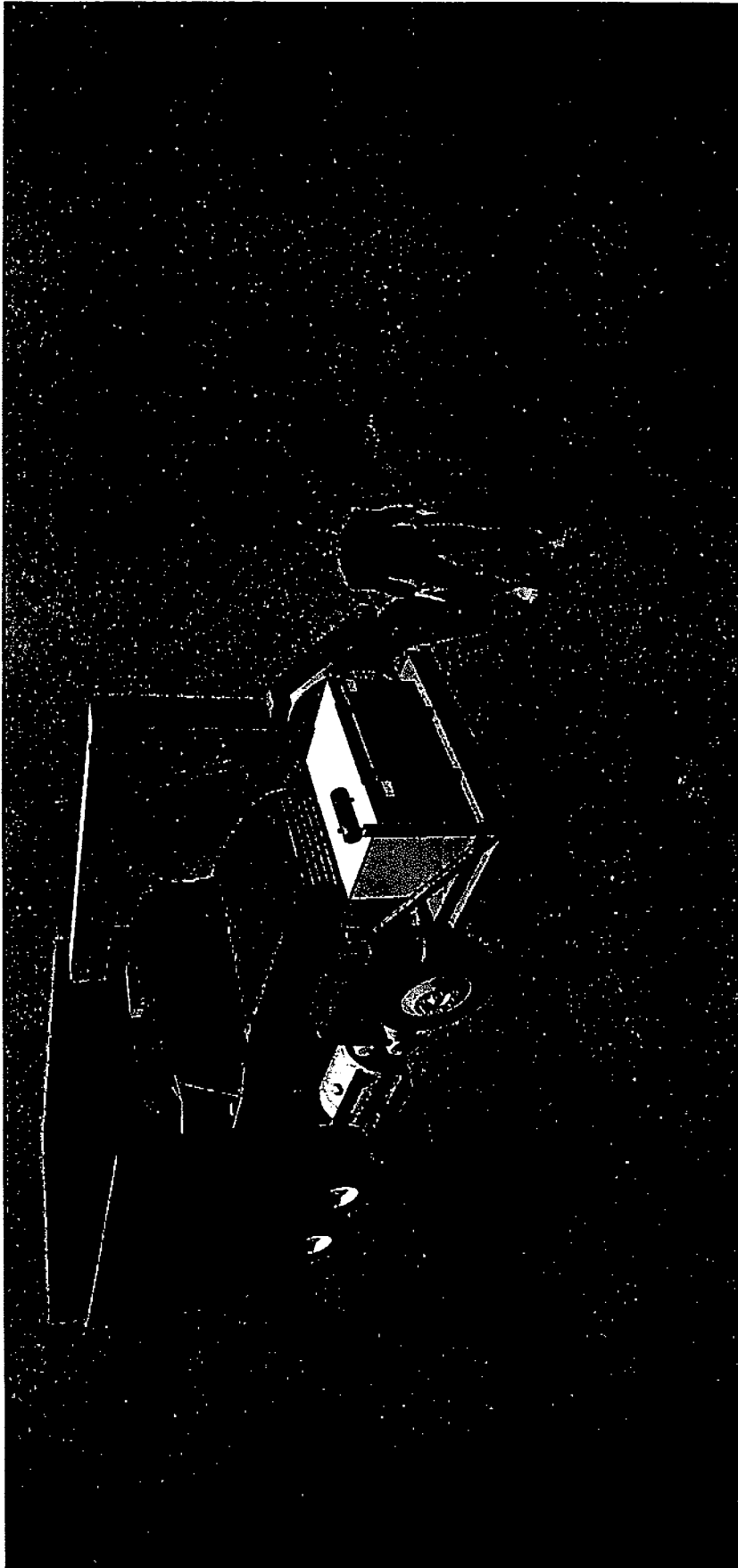
# Appendix B



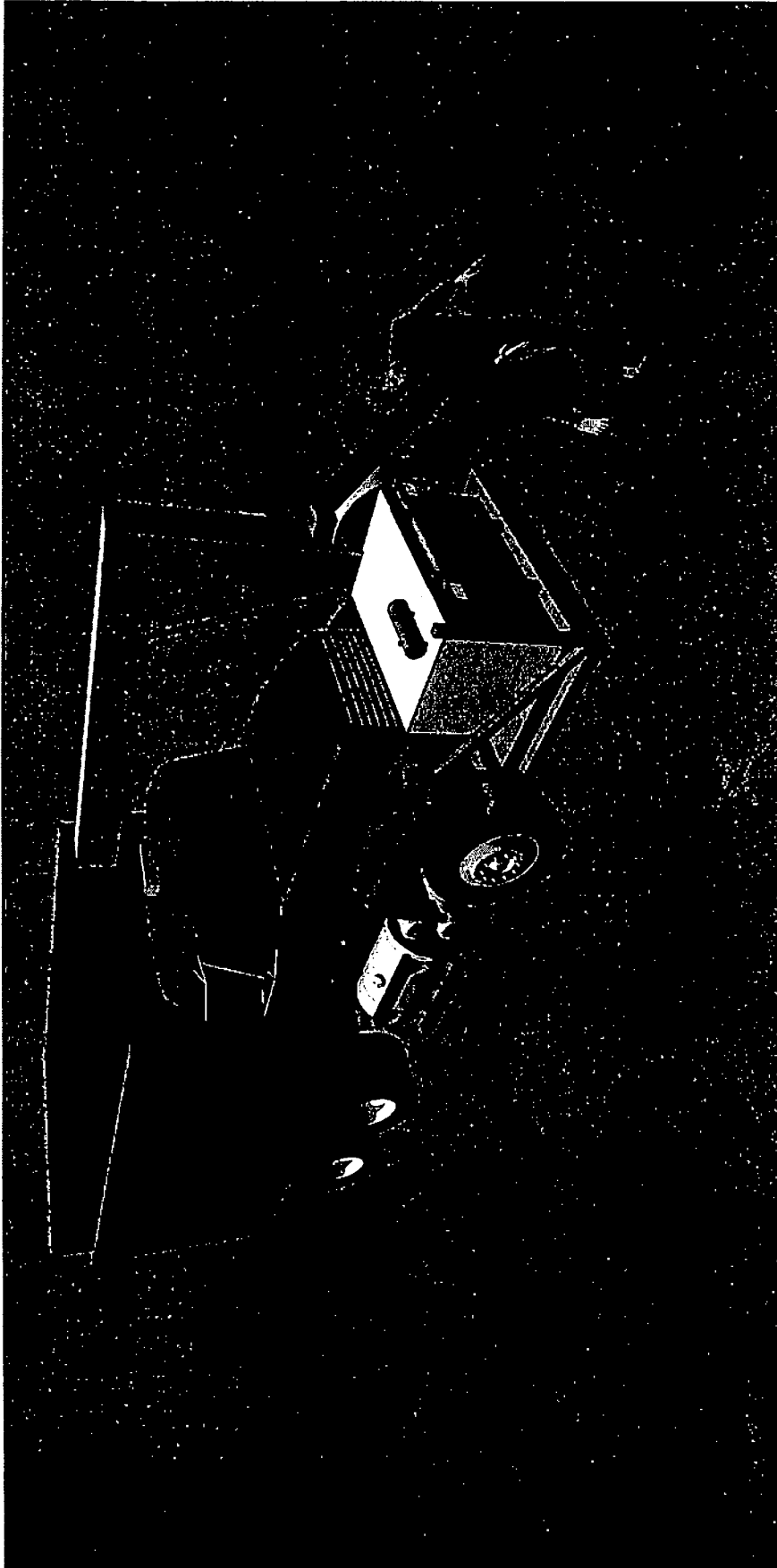


# Appendix C

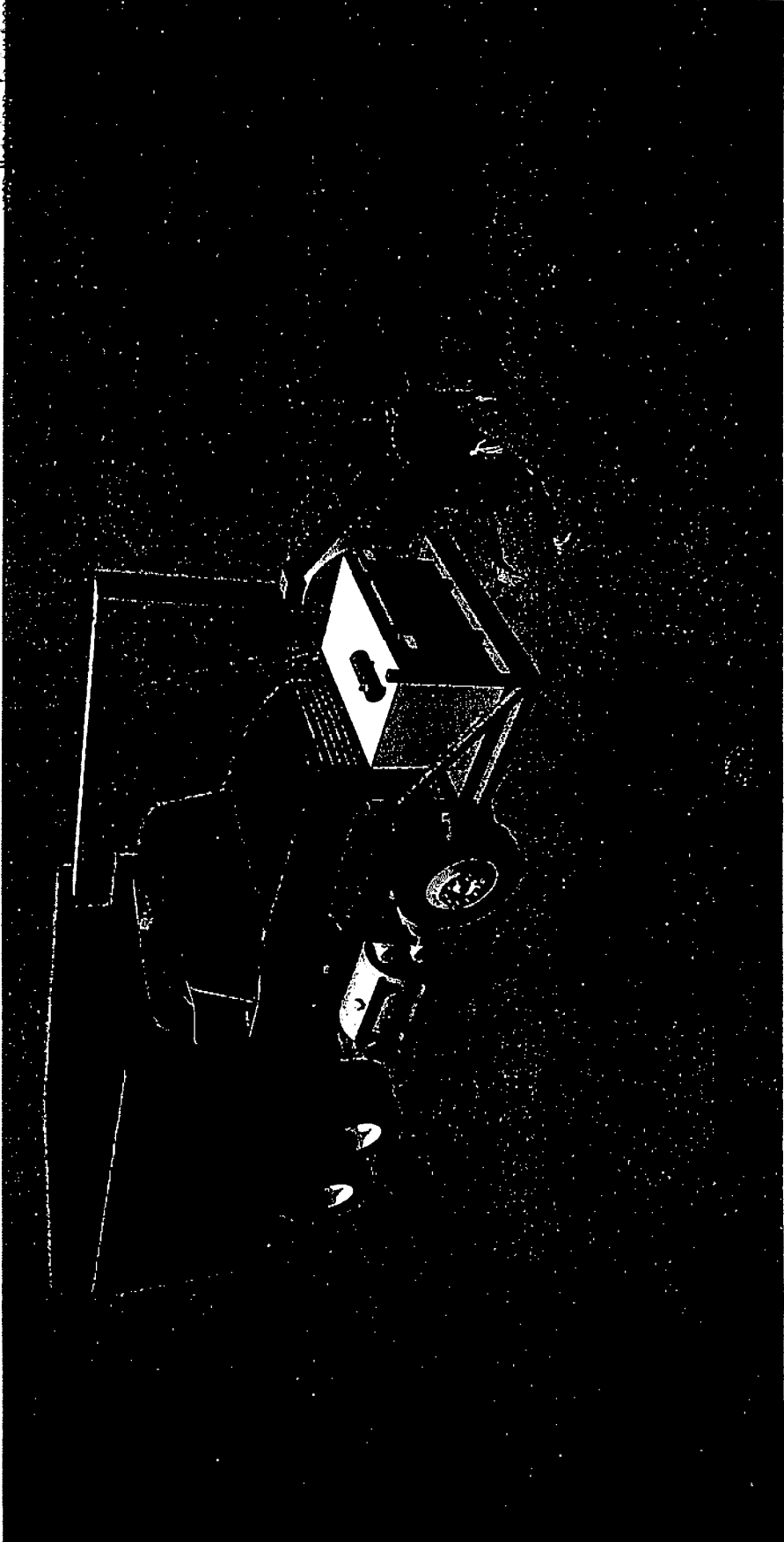
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Snap Mode: Snap To Surface



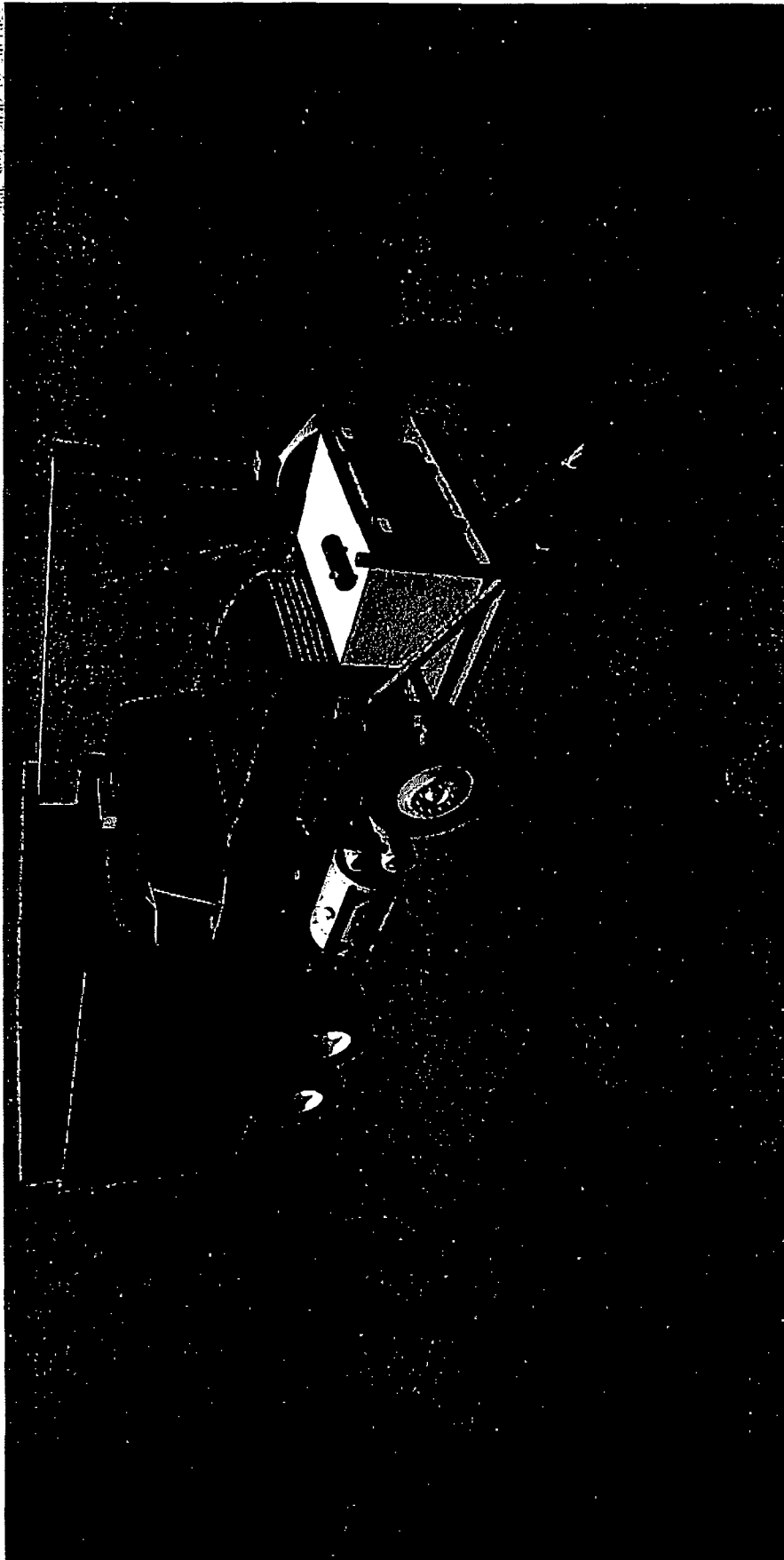
Active Layer: default  
Map: W100 - Map To Surface



Active Layer: default



Active Layer: default  
state: WorkSpace: To Surface



II

5.1

R. O. No. 51 - 14 - 15. By CITY CLERK. June 2, 2014.

Submitting a claim from Farmers Insurance on behalf of Bryan Knez for alleged damages to his vehicle.

*Finance*

*Susan Richards*  
\_\_\_\_\_  
City Clerk

MAY 28 '14 AM 11:15



**FARMERS<sup>SM</sup>**  
**INSURANCE**

Toll Free: (800) 435-7764  
Send all correspondence to:  
Email: [claimsdocuments@hpcs.com](mailto:claimsdocuments@hpcs.com)  
National Document Center  
P.O. Box 268992  
Oklahoma City, OK 73126-8992  
Fax: (877) 217-1389

05/20/2014

City Clerk- Linda Schreoder  
828 Center Ave # 100  
Sheboygan, WI 53081

Re: Our Insured:	Bryan Knez
Our Claim #:	099 SUB 3000437146-1
Date of Loss:	02/28/2014
Your Insured:	Brandon Keyhoe
Your Claim #:	
Deductible Amount:	\$500.00
Loss of Use Amount:	\$0.00
Rental Amount:	\$0.00
Total Amount Owed:	\$857.96

Dear City Clerk- Linda Schreoder:

Our investigation has established that the above loss was caused by your negligence or someone employed by you. It has been determined that you are responsible for all or part of the material damage, bodily injury, property damage, medical, and/or related expense payments paid on our insured's behalf. The current amount we have paid on our insured's behalf may increase or decrease due to additional bodily injury, property damage, medical and/or other related expense payments. The amount for which we are seeking reimbursement is \$857.96.

You have the right to dispute any or all of our claim. If you do not dispute it within seven (7) days of receiving this letter, Mid-Century Insurance Company will assume that it is valid. You have a right to receive copies of documents verifying our right to claim reimbursement from you of the amount we have paid on behalf of our insured. If you would like copies of these documents please let me know.

Be advised that no partial payment, which is less than the full amount, will be considered in any way an acceptance of benefits, a novation or an accord and satisfaction of this claim without the express written release of our claim executed by an individual who identifies himself/herself as a member of our subrogation department. Therefore, our legal rights to enforce collection on the remaining amount of the claim shall not be waived or estopped due to a partial payment by you.

If you need additional support for our claim or require further information, please call me at 302-416-8740 with your FAX number so that the requested information can be sent to you.

Please send payment to:

National Document Center  
PO Box 268992  
Oklahoma City, Ok 73126

Sincerely,

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

Melissa Barone  
Auto Subrogation Representative  
Mid-Century Insurance Company  
302-416-8740  
melissa.barone@farmersinsurance.com

DATE RECEIVED 5-28-14

RECEIVED BY JS Schroeder

CLAIM NO. 6-14

CITY OF SHEBOYGAN NOTICE OF DAMAGE OR INJURY

MAY 28 '14 AM 11:15

INSTRUCTIONS: TYPE OR PRINT IN BLACK INK

- 1. Notice of death, injury to persons or to property must be filed not later than 120 days after the occurrence.
- 2. Attach and sign additional supportive sheets, if necessary.
- 3. This notice form must be signed and filed with the Office of the City Clerk.

**4. TWO ESTIMATES MUST BE ATTACHED IF YOU ARE CLAIMING DAMAGE TO A VEHICLE.**

- 1. Name of Claimant: Mid-Century Insurance Company A/S/O Bryan Knez
- 2. Home address of Claimant: 703 N 10<sup>th</sup> St
- 3. Home phone number: 715-05-2240
- 4. Business address and phone number of Claimant: PO Box 268994 Oklahoma City, OK 73126

- 5. When did damage or injury occur? (date, time of day) 02/28/2014 @ 11:00 PM
- 6. Where did damage or injury occur? (give full description) 1315 N 23<sup>rd</sup> St., Sheyboygan, WI

7. How did damage or injury occur? (give full description) The driver of your vehicle struck my insured's parked vehicle.

8. If the basis of liability is alleged to be an act or omission of a City officer or employee, complete the following:

- (a) Name of such officer or employee, if known: Brandon Keyhoe
- (b) Claimant's statement of the basis of such liability: \_\_\_\_\_

9. If the basis of liability is alleged to be a dangerous condition of public property, complete the following:

- (a) Public property alleged to be dangerous: \_\_\_\_\_
- (b) Claimant's statement of basis for such liability: \_\_\_\_\_

10. Give a description of the injury, property damage or loss, so far as is known at this time. (If there were no injuries, state "NO INJURIES").

11. Name and address of any other person injured: \_\_\_\_\_

12. Damage estimate: (You are not bound by the amounts provided here.)

Auto: \$ 857.96 \_\_\_\_\_

Property: \$ \_\_\_\_\_

Personal injury: \$ \_\_\_\_\_

Other: (Specify below) \$ \_\_\_\_\_

**TOTAL** \$ 857.96 \_\_\_\_\_

Damaged vehicle (if applicable)

Make: Dodge Model: Ram Year: 2009 Mileage: 65235

Names and addresses of witnesses, doctors and hospitals: \_\_\_\_\_

FOR ALL ACCIDENT NOTICES, COMPLETE THE FOLLOWING DIAGRAM IN DETAIL. BE SURE TO INCLUDE NAMES OF ALL STREETS, HOUSE NUMBERS, LOCATION OF VEHICLES, INDICATING WHICH IS CITY VEHICLE (IF APPLICABLE), WHICH IS CLAIMANT VEHICLE, LOCATION OF INDIVIDUALS, ETC.

NOTE: If diagrams below do not fit the situation, attach proper diagram and sign.

SIGNATURE OF CLAIMANT  Also Bryan K... DATE 5/20/14  
BY SIGNING THIS I ACKNOWLEDGE I HAVE READ AND UNDERSTAND THE INSTRUCTIONS

DATE RECEIVED \_\_\_\_\_

RECEIVED BY \_\_\_\_\_

CLAIM NO. \_\_\_\_\_

5/28/14

CLAIM 6-14

LS Schroeder

MAY 28 '14 AM 11:15

Claimant's Name: _____	Auto	\$ 857.96
Claimant's Address: PO Box 268992 _____	Property	\$ _____
Oklahoma City, OK 73126 _____	Personal Injury	\$ _____
Claimant's Phone No. 302-416-8740 _____	Other (Specify below)	\$ _____
	<b>TOTAL</b>	<b>\$ 857.96</b>

PLEASE INCLUDE COPIES OF ALL BILLS, INVOICES, ESTIMATES, ETC.

WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM.  
(WISCONSIN STATUTES 943.395)

The undersigned hereby makes a claim against the City of Sheboygan arising out of the circumstances described in the Notice of Damage or Injury. The claim is for relief in the form of money damages in the total amount of \$ 857.96.

SIGNED *[Signature]* Also Bryan Knez DATE: 5/28/14

ADDRESS: PO Box 268994  
Oklahoma City OK 73126

**BY SIGNING THIS I ACKNOWLEDGE I HAVE READ AND UNDERSTAND THE INSTRUCTIONS.**

MAIL TO: CLERK'S OFFICE  
828 CENTER AVE #100  
SHEBOYGAN WI 53081

## Payments

Unit Number	Element Type	Date Paid	Payment Class	Requested Amount Total	Check Status	Selected	Expense Account	Reserve Type	Created	Updated	Total Payments
3000437146-1-2	MD		Material Damage	\$357.96	Printed/Validated		Indemnity		5/1/2014 04:46:38 PM	5/2/2014 12:13:36 PM	

**Mid-Century Insurance Company**  
 FOR SUPPLEMENT, PLEASE VISIT - WWW.THESHOPOFCHOICE.COM/FARMERS  
**EMS Estimate**

<b>Estimate Identification</b>	
Estimate ID: 7E01B569-42C8-425C-9666-43CAAEEC18E9	Revision Date: 5/1/2014 3:47:54 PM
Claim Number: 3000437146-1-2	Revision Author: Billingsley, Mary

<b>Owner Information</b>		
Owner: BRYAN KNEZ	Phone 1:	Phone 2:

<b>Repair Facility</b>	<b>Insurance Company</b>
Name: Sheboygan Chev/Buick/GMC/Cad 3400 SOUTH BUSINESS DRIVE SHEBOYGAN, WI 53081- (920) 459-6855 FAX: (920) 459-6286	Name: Mid-Century Insurance Company Billingsley, Mary mary.billingsley@hpcs.com (913) 827-5191

<b>Vehicle Information</b>	
Vehicle: 09 Dodge Ram 150/1500	License #: JT4342
VIN: 1D3HV13TX9S795292	License State: WI
Body Color: DETONATOR YELLOW	Mileage: 65235

Options: Anti-Lock Brakes, Air Conditioning, Automatic Dimming Mirror, Auto Headlamp Control, Auto Locking Hubs (4WD), Bucket Seats, Cruise Control, Chromed Alloy Wheels, Chrome Grille, Center Console, Dual Airbags, Heated Power Mirrors, Power Drivers Seat, Electronic Transfer Case, Floor Mats, Fog Lights, Full Size Spare Tire, Garage Door Opener, Head Airbags, Halogen Headlights, Heavy Duty Suspension, AM/FM In-dash CD Changer, Intermittent Wipers, Illuminated Visor Mirror, Keyless Entry System, Limited Slip Differential, Lighted Entry System, Larger Capacity Fuel Tnk, Leather Steering Wheel, Security Alarm System, MP3 Player, Overhead Console, Power Brakes, Pwr Driver Lumbar Supp, Power Door Locks, Privacy Glass, Power Steering, Pwr Sliding Rear Window, Power Sunroof, Power Windows, Power Adjustable Pedals, Remote Starter, Rear Stop Bumper, Rear View Camera, Stability Cntrl Suspensn, Split Folding Rear Seat, Sirius Satellite Radio, Strg Wheel Radio Control, Tachometer, Trip Computer, Traction Control System, Theft Deterrent System, Tinted Glass, Camper/Towing Package, Trailer Hitch, Tilt Steering Wheel, Upgraded/Addl Speakers, Velour/Cloth Seats

**Estimate Line Detail**

Lno	Oper	Line Description	Part			Labor		Misc/Sub	
			Description	Type	Qty	Price	Hours		Type
1	Add Lbr	Front Bumper Cover R&I	ADDTL LABOR	Other	1		0.5	BDY	
2	Repair	Cover,Front Bumper	REPAIR	Other	1		2.0 *	BDY	
3	Refin	Cover,Front Bumper	Refinish	Other	1		3.8	REF	
4	Rem/Rep	Bulb,Front Fog Lamp LT	ECONOMY PART	AttMkt	1	21.00 *			BDY
5	Repair	Fender,Front LT	REPAIR	Other	1		0.5 *	BDY	
6	Refin	Fender,Front LT	Refinish	Other	1		2.5 *	REF	
7	Rem/Ins	Nameplate,Fender LT	R&I ASSEMBLY	Other	1		0.2	BDY	
8	Refin	Cover Car Exterior	Refinish	Other	1	5.00 *			BDY
9	Sublet	Hazardous Waste			1	3.00 *			REF \$3.00
10	Refin	Corrosion.Protection	Refinish	Other	1	3.50 *	0.1 *	BDY	
11	Refin	Flex Additive	Refinish	Other	1	6.00 *			BDY
12	Repair	RETAPE NAMEPLATE		Other	1		0.2 *	BDY	

**Estimate Totals**

Labor Tax Rate:	5%	Parts:	\$38.50
Parts Tax Rate:	5%	Labor:	\$548.80
Shop Materials:	\$0.00	Miscellaneous Total:	\$3.00
Towing:	\$0.00	Paint Materials @ \$36.00/hr:	\$226.80
Storage:	\$0.00	Towing,Storage,Supplies:	\$0.00
Paint Material Adjustment:	\$0.00		
Tax Tiers Used:	No	Summary Total:	\$817.10
		+Tax:	\$40.88
		+Appearance Allowance:	\$0.00
		-Deductible:	\$500.00
		-Related Prior Damage:	\$0.00
			=====
		Net Total Amount:	\$357.96

**Labor Summary**

Body:	3.5 hrs @ \$56.00/hr	\$198.00
Refinish:	6.3 hrs @ \$56.00/hr	\$352.80

**Part Sources**

**Additional Information**

Any person who knowingly presents a false or fraudulent insurance claim for the payment of a loss may be guilty of a crime and may be

subject to fines and confinement in state prison.

\*\*\*\*\*

THIS ESTIMATE HAS BEEN PREPARED BASED ON THE USE OF A MOTOR VEHICLE CRASH PART NOT MADE BY THE ORIGINAL EQUIPMENT MANUFACTURER. THE USE OF A MOTOR VEHICLE CRASH PART NOT MADE BY THE ORIGINAL EQUIPMENT MANUFACTURER MAY INVALIDATE ANY REMAINING WARRANTIES OF THE ORIGINAL EQUIPMENT MANUFACTURER ON THAT MOTOR VEHICLE PART. THE PERSON WHO PREPARED THIS ESTIMATE WILL PROVIDE A COPY OF THE PART WARRANTY FOR CRASH PARTS NOT MADE BY THE ORIGINAL EQUIPMENT MANUFACTURER FOR COMPARISON PURPOSES.

\*\*\*\*\*

NO PAYMENT FOR A SUPPLEMENT WILL BE APPROVED OR ISSUED UNLESS THE REPAIRS WERE AUTHORIZED PRIOR TO COMPLETING THE SUPPLEMENTAL REPAIRS. TO EXPEDITE THE HANDLING OF ANY SUPPLEMENTAL DAMAGES, PLEASE ACCESS [HTTP://WWW.THESHOPOFCHOICE.COM/FARMERS](http://www.theshopofchoice.com/farmers). IF YOU NEED TECHNICAL ASSISTANCE REGISTERING OR UPLOADING ATTACHMENTS, CONTACT NUGEN IT CUSTOMER SUPPORT AT (913) 754 - 5250 BETWEEN 7 AM AND 7 PM CENTRAL TIME. POTENTIALLY, A REINSPECTION MAY BE NECESSARY.

\*\*\*\*\*

#### QUALITY REPLACEMENT PARTS WARRANTY

OUR REPAIR ESTIMATE MAY SPECIFY THE USE OF QUALITY REPLACEMENT PARTS, QUALITY REPLACEMENT PARTS ARE PARTS NOT MANUFACTURED BY OR FOR THE ORIGINAL EQUIPEMENT MANUFACTURER. WE WILL STAND BEHIND THE QUALITY REPLACEMENT PARTS THAT ARE SPECIFIED ON THIS ESTIMATE AND USED IN THE REPAIR OF YOUR VEHICLE, FOR AS LONG AS YOU OWN/LEASE THE VEHICLE. WE WARRANT THESE PARTS ARE OF LIKE KIND, QUALITY, SAFETY, FIT AND PERFORMANCE TO PARTS MANUFACTURED BY OR FOR THE ORIGINAL EQUIPMENT MANUFACTURER. THIS WARRANTY EXCLUSIVELY COVERS LOSS OR DAMAGE THAT IS RELATED TO DEFECTS IN THE QUALITY REPLACEMENT PART. THIS WARRANTY DOES NOT COVER DAMAGE THAT IS RELATED TO DEFECTS IN THE QUALITY REPLACEMENT PART. THIS WARRANTY DOES NOT COVER DAMAGE OR PART FAILURE DUE TO IMPROPER INSTALLATION, MISUSE, NEGLIGENCE, ABUSE, IMPROPER MAINTENANCE, ABNORMAL OPERATION, OR NORMAL WEAR & TEAR.

SHOULD A SUPPLIER OF A PART SPECIFIED IN OUR REPAIR ESTIMATE, OR THE REPAIR FACILITY THAT PERFORMS THE REPAIR ON YOUR VEHICLE, BE UNABLE TO RESOLVE A LEGITIMATE COMPLAINT ABOUT THE QUALITY REPLACEMENT PART USED IN THE REPAIR, WE WILL MAKE EVERY EFFORT TO SEE THAT THE PROBLEM IS CORRECTED. THIS WARRANTY AND ANY REPRESENTATIONS MADE HEREIN ARE NON-TRANSFERABLE AND EXTEND ONLY TO THE PARTY OWNING/LEASING THE VEHICLE AT THE TIME OF THE REPAIR.

FOR ASSISTANCE, PLEASE CONTACT THE NEAREST HELPPPOINT CLAIM SERVICES OFFICE.

\*\*\*\*\*

The labor and tax rates used were determined by the vehicle inspection location unless the repair facility was known at the time of the inspection or another location was specified before the estimate was prepared.

\*\*\*\*\*

IF THE ABOVE ESTIMATE INCLUDES A NAPA PART PRICE, THE REPAIR FACILITY MUST COMPLETE A ONE-TIME SET UP WITH THEIR LOCAL NAPA RETAILER IN ORDER TO RECEIVE THE SPECIAL " FARMERS PREFERRED PARTS PROGRAM" PRICING. TO ACCOMPLISH SET UP, CONTACT YOUR LOCAL NAPA RETAILER AND ASK THEM TO INSERT BILLING CODE NUMBER 9066 INTO YOUR CUSTOMER BILLING PROFILE. THE 9066 CODE WILL ENABLE YOUR REPAIR FACILITY TO RECEIVE SPECIAL PRICING ON ALL NAPA PARTS AND/OR SUPPLIES PURCHASED. IF YOU DO NOT ALREADY HAVE A LOCAL NAPA RETAILER ACCOUNT, PLEASE CALL 1-800-LET-NAPA FOR YOUR NEAREST NAPA LOCATION.

\*\*\*\*\*

THIS IS NOT AN AUTHORIZATION TO REPAIR.

TO ENSURE REPAIRS WILL BE COMPLETED BASED ON THIS ESTIMATE, PLEASE PROVIDE A COPY TO THE REPAIR FACILITY PRIOR TO AUTHORIZING REPAIRS. FAILURE TO DO SO MAY RESULT IN YOU BECOMING RESPONSIBLE FOR PAYING UNAPPROVED EXPENSES.