

Amber Noworatzky

From: Nick Reimer
Sent: Monday, June 6, 2022 12:11 PM
To: 'Wiegert, Rachel'; Amber Noworatzky
Subject: RE: External: Re: K9 Preservation Letter
Attachments: 202206061006.pdf; 2023 CHEVROLET TAHOE 4WD PPV.pdf

Hello Rachel,

I have attached the signed copy for the distribution form. If you need the original I can send it to you. I will try to get the rest approved (special distribution) at a Public Safety Committee Meeting, and then the full council will vote on it the following Monday. The attached quote is for one Tahoe, but we will be getting one for each of the two K9 Units. We are still waiting for the outfitting quote which should be at least \$16,000 per vehicle according to the Sheriff's Department.

Thanks,
 Nick

Nick Reimer | Chief of Police
 City of Manitowoc | Manitowoc Police Department
 910 Jay St. | Manitowoc WI 54220
 P: (920) 686.6573 | F: (920) 686.6588



"We are committed to providing excellent police service and an unrelenting pursuit of justice, while maintaining order and securing a safe environment for everyone."

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From: Wiegert, Rachel <rwiegert@lakeshorecommunityfoundation.org>
Sent: Friday, May 20, 2022 1:29 PM
To: Nick Reimer <nreimer@manitowoc.org>
Subject: Re: External: Re: K9 Preservation Letter

Sounds good, Nick!

Rachel E. Wiegert | CEO

915 Memorial Drive | Manitowoc, WI 54220

Sheboygan - 920.458.1920

Manitowoc - 920.682.5222

rwiegert@LakeshoreCommunityFoundation.org



LAKESHORE COMMUNITY
Foundation

On Fri, May 20, 2022 at 9:53 AM Nick Reimer <nreimer@manitowoc.org> wrote:

Hello Rachel,

Thanks, I will be working on this and will get it on an agenda within the next month or two. I have the documentation for the squads, but I have to get an updated one from the vendor for the equipment.

Nick

Nick Reimer | Chief of Police

City of Manitowoc | Manitowoc Police Department

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From: Wiegert, Rachel <rwiegert@lakeshorecommunityfoundation.org>
Sent: Friday, May 20, 2022 9:49 AM
To: Nick Reimer <nreimer@manitowoc.org>
Subject: Re: External: Re: K9 Preservation Letter

Hi Nick,

You are right, don't pull the money yet. We can turn your check within 3-4 days when you submit the actual paperwork for the money. Remember, per the fund agreement, we will need documentation to validate the expenses.

As soon as practical, I would seek Common Council approval to withdraw the funds so we are ready to roll with it when you actually need the cash. Remember, you have \$48,900.00 that is available for distribution. The remaining balance that you will request is considered a "special" distribution and will require a 75% majority vote of the Common Council.

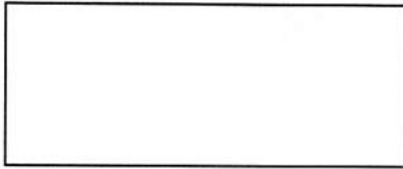
I am leaving for Sheboygan now and will be in meetings all day upon my return to Manitowoc but will respond to any questions in between meetings.

Have a great weekend, Nick!

Rachel

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Rachel E. Wiegert | CEO
915 Memorial Drive | Manitowoc, WI 54220
Sheboygan - 920.458.1920
Manitowoc - 920.682.5222
rwiegert@LakeshoreCommunityFoundation.org



On Fri, May 20, 2022 at 9:28 AM Nick Reimer <nreimer@manitowoc.org> wrote:

Hello Rachel,

We did order the two K9 Squads yesterday for a total price of about \$90,000. We had to order them the same day bidding opened up because it closes as soon as they are sold out which took less than a day. The price of outfitting will be at least an additional \$15,000. I don't want to pull the money out of the account too soon, but what are your thoughts on when I should do that? Maybe I should just get it all approved and then when the time comes I will withdraw the funds?

Thanks,

Nick

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From: Wiegert, Rachel <rwiegert@lakeshorecommunityfoundation.org>
Sent: Wednesday, February 9, 2022 2:08 PM
To: Nick Reimer <nreimer@manitowoc.org>
Subject: External: Re: K9 Preservation Letter

Hi Nick,

First off, yes, Tom Aschenbrenner would like to participate in the funding for replacement of K9 Major so please let me know when you need the funds and how much is needed to purchase the new K9.

The process to request funds from the City of Manitowoc K-9 Preservation Fund ("Fund") is outlined below and based on the guidance in the Fund agreement. A copy of it is attached.

1. Per the Fund agreement (page 2, "3 Purpose"), the City of Manitowoc "shall provide, to the Foundation, documentation to validate such expenses before the Foundation processes the requested distributions". The attached cost estimate is sufficient to substantiate the requested funds until the actual invoices are available.
2. The Fund is an "endowed" fund, which means all contributions into the fund (also known as the "principal") are generally preserved, and as such, the Foundation determines the annual amount available for distribution from the earnings on the Fund. Since the Fund was established in November 2015, the following amounts are available for distribution:

Year	Amount Available for Distribution
2015	\$0.00
2016	\$0.00
2017	\$4,200.00
2018	\$5,100.00
2019	\$3,100.00
2020	\$8,200.00
2021	\$12,800.00
2022	\$15,500.00
	\$48,900.00

The total amount of \$48,900.00 is listed on the attached "Agency Distribution Authorization Form". Justin, Shawn and Mackenzie are authorized to sign for this distribution, and two signatures are required. This form can be signed, dated, and returned whenever you would like the funds to be distributed to the City of Manitowoc.

3. The remaining amount needed to replace the K9 squads, based on the \$100,000.00 estimate, is \$51,100.00. Since this amount exceeds the total of the amounts available for distribution since inception of the Fund, this portion of the \$100,000.00 total request requires Common Council approval and documentation of that approval must be provided to the Foundation. (See page 4, "6 Spendable Amount (continued)" of the Fund agreement: "Distributions that vary from the terms of this Agreement may be made if such distributions are recommended by 75% majority vote of Agency's officially seated Common Council . . .")

The remaining amount needed to replace the K9 squads, once it is determined, can be sent to me, and I will send to you a "Special Agency Distribution Authorization Form". Justin, Shawn and Mackenzie are authorized to sign for this distribution, and two signatures are required. Additionally, we will need a copy of the Common Council's minutes approving the "special" distribution.

In summary:

- You provide a list of the expenses to substantiate a withdrawal from the Fund.
- We send you a form listing the amount that is available for distribution. Once this form is signed and returned to the Foundation, we issue a check to the City of Manitowoc.
- If the requested amount exceeds the amount that is available for distribution, a "special" distribution may be issued subject to a 75% majority vote of Common Council approving the "special"

distribution. We send you a form listing the "special" distribution amount. Once this form is signed and returned to the Foundation along with a copy of Council's minutes approving the "special" distribution, we issue a check to the City of Manitowoc.

For your information, the earnings on the Fund are sufficient to support the "special" distribution while still preserving the principal of the Fund. (As of 12/31/2021: principal = \$311,962.21; market value = \$469,030.02.)

Please let me know if you have any questions. If you would like me to be present at the Common Council meeting to answer any questions, I am happy to attend.

Rachel

Attachments (2)



Rachel E. Wiegert | CEO

915 Memorial Drive | Manitowoc, WI 54220

Sheboygan - 920.458.1920

Manitowoc - 920.682.5222

rwiegert@LakeshoreCommunityFoundation.org

On Thu, Feb 3, 2022 at 5:00 PM Nick Reimer <nreimer@manitowoc.org> wrote:

Hello Rachel,

Both of our K9 squads are in need of replacement as well as much of the equipment needs to be updated. It takes about 30 weeks to get a squad in after we order it. I will need to make a request to withdraw up to \$100,000 total for the 2 squads and equipment replacement. Once the squad and equipment are in, we will then need to pay for them. So I would like to secure okay to withdraw the funds now, so we know the money will be there in 30 weeks or so when the squads are in.

I have attached a list of the items and estimated cost of each. Right now, I am just looking to go before the board to get the okay, and once we have the actual bills I can supply them to know the exact amount that we will need (if approved of course).

Please let me know what we need to do to make this happen. This will be the first request to withdraw any funds so I am new at this. Later this year we will be replacing K9 Major and I will reach out to you/Tom A. when the time comes for that. My understanding is that he wanted to be a part of the purchasing of the new K9. Major will retire at latest this May.

Thanks!

Nick

Nick Reimer | Chief of Police

City of Manitowoc | Manitowoc Police Department

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