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City of New Berlin
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STATE OF WISCONSIN, COUNTY OF WAUKESHA

PETITION FOR REMOVAL FROM OFFICE

TO: The Common Council of the City of New Berlin, Wisconsin

FROM: Qualified Electors and Residents of the City of New Berlin

DATE: September 11, 2026

SUBJECT: Demand for Proceedings to Remove Mayor Dave Ament Pursuant to Wis. Stat. §§ 17.12, 17.16

TO THE HONORABLE MEMBERS OF THE COMMON COUNCIL:

NOW COMES THE UNDERSIGNED PETITIONERS, qualified electors and residents of the City of New Berlin, Wisconsin, and respectfully submit this formal Petition demanding the immediate suspension and removal of **Mayor Dave Ament** for official misconduct, constitutional infractions, and severe breaches of the municipal Code of Conduct.

STATEMENT OF CHARGES AND CAUSE

CHARGE I: MISCONDUCT IN PUBLIC OFFICE & ULTRA VIRES ACTS

(Wis. Stat. §§ 946.12, 19.81, 19.96; City Ord. §§ 235-26, 275-35, 275-41, 275-42, 275-44, 275-70)

- **Count 1 (Open Meetings Law Violation / Misconduct in Public Office):** As an elected official and chief executive of the municipality, Respondent Mayor Dave Ament owes a mandatory, non-discretionary duty to conduct city business in strict compliance with Wisconsin's Open Meetings Law. On July 25, 2025, Respondent Mayor Ament unlawfully participated in a "hub-and-spoke" walking quorum (Exhibit A) by engaging in private deliberations with Director Kessler and District Alderman Harenda to vet core project merits, including police call volumes and resident status. By utilizing Director Kessler as a central hub to shuttle information and build consensus outside of a noticed public meeting, Respondent Mayor Ament actively facilitated a walking quorum designed to reach a predetermined outcome behind closed doors. This secret coordination effectively rendered the subsequent December 8, 2025 public hearing—which lasted a mere seven minutes—a meaningless formality. Respondent Mayor Ament's intentional

participation in private deliberations to circumvent public scrutiny constitutes a direct violation of **Wis. Stat. § 19.96** and satisfies the elements of official misconduct under Wis. Stat. **§ 946.12(3)**, which penalizes a public officer who intentionally performs an act in excess of lawful authority or forbidden by law in an official capacity.

- **Count 2 (Ultra Vires – Circumvention of Planned-Unit-Development (PUD) Approvals):** Respondent willfully misused discretionary power to grant preferential exemptions from the City Code to a faith-based entity, bypassing mandatory Common Council oversight. Under City Ord. §§ 275-41(B)(1)(f) and 275-42(C)(2), residential occupancy for church operations and residential treatment facilities is restricted to Institutional (I-1) Districts, requiring a Planned-Unit-Development (PUD) classification and public hearing. The Respondent improperly classified the project as a use-by-right in an M-1 Industrial Zone without legal authority or valid application of accessory-use rules under § 275-42(A)(1).

- **Count 3 (Ultra Vires – Unauthorized Granting of Variances):** Respondent improperly authorized lot and dimensional variances for Tax Key Nos. 1260.998.001 (a prohibited flag/panhandle lot) and 1260.998.002 (a landlocked lot lacking public street frontage), bypassing the Board of Appeals. This violates City Ord. § 235-26(E) (prohibiting flag lots) and § 275-44(F)(2) (requiring public street frontage). Additionally, the approved 27-foot wide impervious roadway on a 33-foot corridor violates setback limits under § 275-42(A)(4)(a) and wetland setback requirements under § 275-35-2(5)(a).

- **Count 4 (Ultra Vires – Denial of Public Notice and Constitutional Rights):** Respondent intentionally concealed governmental business from the public by misinterpreting zoning definitions (§ 275-70) and arbitrarily refusing to convene public information meetings. By declaring that residents have no right to input or redress regarding this development (Exhibit B), the Respondent violated the open government mandate of **Wis. Stat. § 19.81**, committed misconduct in office under **Wis. Stat. § 946.12(3)**, and infringed upon the constitutional right of citizens to petition the government.

CHARGE II: CONSTITUTIONAL INFRACTIONS

(U.S. Const. amends. I, XIV; Wis. Const. art. I, § 18)

By granting regulatory exemptions based on religious affiliation, the Respondent violated:

1. The **Establishment Clause** of the First Amendment to the United States Constitution;

2. The **Equal Protection Clause** of the Fourteenth Amendment to the United States

Constitution; and

3. **Article I, Section 18** of the Wisconsin Constitution, which prohibits giving legal preference to religious establishments or modes of worship.

   "...nor shall any control of, or interference with, the rights of conscience be permitted, or any preference be given by law to any religious establishments or modes of worship..."

CHARGE III: CODE OF CONDUCT VIOLATIONS

(City of New Berlin Policy: Code of Conduct)

The Respondent endorsed discriminatory and disparaging materials targeting community members and city staff, directly violating the City Code of Conduct policies signed into effect on May 22, 2025 (Exhibit C):

- **Section 12:** Unprofessional conduct toward City employees or the public.
- **Section 21:** Threatening, harassing, or coercing City employees or the public.
- **Section 22:** Using abusive language toward City employees or the public.
- **Section 23:** Making malicious, false, or harmful statements.

PRAYER FOR RELIEF

WHEREFORE the petitioners respectfully request that the Common Council of the City of New Berlin:

- Accept and formally file this petition;
- Serve written notice of these charges upon Mayor Dave Ament; and
- Conduct a public hearing pursuant to Wis. Stat. §§ 17.12, 17.16 to determine cause and vote to remove Mayor Dave Ament from office.

TABLE OF AUTHORITIES & VERBATIM LEGAL TEXT

I. CONSTITUTIONAL PROVISIONS

- **United States Constitution**

    - **U.S. Const. amend. I** "Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the Government for a redress of grievances."

    - **U.S. Const. amend. XIV, § 1** "All persons born or naturalized in the United States, and subject to the jurisdiction thereof, are citizens of the United States and of the State wherein they reside. No State shall make or enforce any law which shall abridge the privileges or immunities of citizens of the United States; nor shall any State deprive any person of life, liberty, or property, without due process of law; nor deny to any person within its jurisdiction the equal protection of the laws."

- **Wisconsin Constitution**

    - **Wis. Const. art. I, § 18** "The right of every person to worship Almighty God according to the dictates of conscience shall never be infringed; nor shall any person be compelled to attend, erect or support any place of worship, or to maintain any ministry, without consent; nor shall any control of, or interference with, the rights of conscience be permitted, or any preference be given by law to any religious establishments or modes of worship; nor shall any money be drawn from the treasury for the benefit of religious societies, or religious or theological seminaries."

II. WISCONSIN STATE STATUTES

- **Wis. Stat. § 19.81(1)** "In recognition of the fact that a representative government of the American type is dependent upon an informed electorate, it is declared to be the policy of this state that the public is entitled to the fullest and most complete information regarding the affairs of government as is compatible with the conduct of governmental business."

- **Wis. Stat. § 19.96** "Any member of a governmental body who knowingly attends a meeting of such body held in violation of this subchapter, or who, in his or her official capacity, otherwise violates this subchapter by some act or omission shall forfeit without reimbursement not less than $25 nor more than $300 for each such violation. No member of a governmental body is liable under this subchapter on account of his or her attendance at a meeting held in violation of this subchapter if he or she makes or votes in favor of a motion to prevent the violation from occurring, or if, before the violation occurs, his or her votes on all relevant motions were inconsistent with all those circumstances which cause the violation."

- **Wis. Stat. § 946.12(3)** "Whether by act of commission or omission, in the officer's or employee's capacity as such officer or employee exercises a discretionary power in a manner inconsistent with the duties of the officer's or employee's office or employment or the rights of others and with intent to obtain a dishonest advantage for the officer or employee or another."

III. CITY OF NEW BERLIN MUNICIPAL CODE

- **City of New Berlin Municipal Code § 235-26(E)** "Flag or panhandle lots are prohibited in the City of New Berlin."

- **City of New Berlin Municipal Code § 275-35-2(5)(a)** "All impervious surfaces shall be set back a minimum of ten feet."

- **City of New Berlin Municipal Code § 275-41(B)(1)(f)** "Nursing homes, true assisted-care elderly facilities, and community-based residential facilities (CBRF) may be constructed as conditional uses in an Rm-1 Zoning District; however, such uses are provided for as principal uses in the I-1 Institutional District."

- **City of New Berlin Municipal Code § 275-42(A)(1)** "Accessory uses are allowed in any district as may be specified in the appropriate district regulations or in this section."

- **City of New Berlin Municipal Code § 275-42(A)(4)(a)** "All accessory uses, except where otherwise specified, shall be set back a minimum of five feet from all property lines. Setbacks are measured from the overhang to the lot line."

- **City of New Berlin Municipal Code § 275-42(A)(4)(a)[3]** "Only fences, drainage swales, utilities, and landscaping may be allowed within the accessory setback area."

- **City of New Berlin Municipal Code § 275-42(C)(2)** "Residential quarters for the caretaker or clergy may be provided in the I-1 District."

- **City of New Berlin Municipal Code § 275-44(F)(2)** "Vacant buildable lots of record can be used as a building site, provided that the use is allowed in the zoning district and the lot has frontage on and access to a public street."

- **City of New Berlin Municipal Code § 275-70**

    - "USE, PRINCIPAL — The main use of land or buildings as distinguished from a subordinate or accessory use. A principal use is specifically authorized as a use-by-right in a particular zoning district and may be operated after securing the

necessary building permit, zoning permit or use approval when in compliance with all other regulations of this chapter."

- "USE, ACCESSORY — A use that is subordinate to the principal use that is located on the same lot."

- "USE, CONDITIONAL — A use that is of a special nature that makes it impractical to predetermine the use as a principal use in a district. Conditional uses must meet the requirements of Section 275-27 and any other additional regulations as specified in this chapter."

RESPECTFULLY SUBMITTED on this 14 day of September, 2026.

I hereby certify that I am a qualified elector of the City of New Berlin, Wisconsin, and that the foregoing charges and the facts stated therein are true to the best of my knowledge and belief.

NAME: Mackenzie Olehn-Smith **SIGNATURE:** Mackenzie Olehn-Smith

PETITION SIGNATURES / STATEMENT OF PETITIONERS The undersigned

PETITION SIGNATURES / STATEMENT OF PETITIONERS The undersigned qualified electors residing in the City of New Berlin, Wisconsin, hereby petition the Common Council to hold a public hearing pursuant to §§ 17.12, 17.16 regarding the removal of **MAYOR DAVE AMENT**. By signing below, each undersigned elector certifies that they have read and agree with the written charges for removal set forth.

Print Full Name	Signature	Date	Street Address	City/State/Zip
Michael Smith		9/11/26	4880 S. Courtland Ct.	New Berlin, WI 53151
R. TYLER BRENNER		9/12/2026	15101 W. SMALL	NEW BERLIN, WI 53151
Hannah Brenner		9/12/2026	15101 W Small	New Berlin, WI 53151
GREGORY GEBERT		9/12/26	14995 W SMALL	NEW BERLIN WI 53151
KRISTINE GEBERT		9/12/26	14955 W SMALL	NEW BERLIN WI 53151
Alex Sujecki		9/12/26	4962 S Small Rd	New Berlin WI 53151
Olivia Kurth		9/12/26	4085 S. Abell Ave.	New Berlin, WI, 53151
GEORGE BALISTRERI		9/12/26	15145 W. HARK DR	53151

STATEMENT OF CIRCULATOR I, Mackenzie Plehn-Smith, certify: I reside at 4880 S Courtland Ct, New Berlin, WI 53151. I am a qualified elector of the City of New Berlin, Wisconsin, and qualified circulator under Wis. Stat. § 8.40. I personally circulated this petition sheet and obtained the signatures thereon. I know that the signers are electors or qualified electors of the jurisdiction indicated. I know their respective residences given. I know that each signer signed on the date stated opposite their name. I know that the signers signed with full knowledge of the contents of the petition. I am aware that falsifying the certification is punishable under § 12.13(3)(a).

Signature: [signature] **Date:** 9/12/26

NOTARY AUTHORIZATION / ACKNOWLEDGMENT

Theresa M. Balistreri
Notary Public
State of Wisconsin

STATE OF WISCONSIN)
) SS.
COUNTY OF WAUKESHA)

Subscribed and sworn to (or affirmed) before me this 12th day of September, 2026, by Mackenzie Plehn-Smith *(Name of Circulator)*, who proved to me on the basis of satisfactory evidence to be the person who appeared before me.

Notary Public Signature: Theresa M. Balistreri **My Commission Expires:** 12/29/28

PETITION SIGNATURES / STATEMENT OF PETITIONERS

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Print Full Name	Signature	Date	Street Address	City/State/Zip
Cody J Fitzwilliams		9/11/2026	18470 West Michaels Rd.	New Berlin, WI 53146
GARY GORAN		9-11-26	16601 WEST HEATHERLY DR	NEW BERLIN WI 53151
Elizabeth Goran	E. Goran	9-11-26	16601 West Heatherly Dr.	New Berlin WI 53151
Christine Drew	Christine Drew	9-11-26	16940 W Mary Ross Dr	New Berlin WI 53151
DAVID DREW		9-11-26	16940 W MARY Ross Dr.	NEW BERLIN WI 53151
Tyler Gunther		9-11-26	15225 W Small RD	New Berlin WI 53151
Louis Fennig		9/11/26	5090 S Small Rd	New Berlin WI 53151
Mary Fennig	Mary Fennig	9/11/26	5090 S. Small	New Berlin WI 53151

STATEMENT OF CIRCULATOR

I, Mackenzie Plehn-Smith, certify: I reside at 4680 S Courtland Ct, New Berlin, WI 53151. I am a qualified elector of the City of New Berlin, Wisconsin, and qualified circulator under Wis. Stat. § 8.40. I personally circulated this petition sheet and obtained the signatures thereon. I know that the signers are electors or qualified electors of the jurisdiction indicated. I know their respective residences given. I know that each signer signed on the date stated opposite their name. I know that the signers signed with full knowledge of the contents of the petition. I am aware that falsifying the certification is punishable under § 12.13(3)(a).

Signature: Mackenzie Plehn-Smith **Date:** 9/12/26

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Notary Public Signature: Theresa M Balistreri **My Commission Expires:** 12/29/28

Ex. A

Get Outlook for iOS

From: John Ford <jford@threeleafdevelopment.com>
Sent: Monday, July 28, 2025 10:41 AM
To: Kessler, Greg <gkessler@newberlin.org>
Cc: Patrick Vanderburgh <Patrick.Vanderburgh@milmission.org>
Subject: RE: 5295 S Moorland - New Journey - Meeting Dates

Hi Greg –

Additional information to your two questions:

1. Police Calls – over the past two years, the New Journey program had a total of 8 calls that were all medical related. During this same two years, there were **NO** calls related to police need for the New Journey program.
2. Program Participants – ALL program members are private and voluntary. There have not been any court ordered participants that were required to participate in New Journey. The participants are voluntary and signup to participate in this "recovery" program to get better and make a difference.

I have copied Milwaukee Rescue Mission CEO Pat Vanderburgh on this email as well in case there is any additional information on these two questions AND/OR New Berlin has any additional questions.

Does the Mayor and Alderman Harenda want to meet in person to further discuss? What are next steps?

We look forward to your response and moving this forward.

Thank you.

John Ford | Chief Development Officer
jford@threeleafdevelopment.com
OFFICE 414-775-0TLP(0857) CELL 414-399-0165
504 W. Juneau Avenue
Milwaukee, WI 53203

From: Kessler, Greg <gkessler@newberlin.org>
Sent: Friday, July 25, 2025 11:14 AM
To: John Ford <jford@threeleafdevelopment.com>
Subject: RE: 5295 S Moorland - New Journey - Meeting Dates

Good Morning John:

I was able to sit down with the mayor and district Alderman this morning. While I believe they have a good understanding of the New Journey Plan of Operation they did have two additional questions:

1. I have asked this before, but they would like a breakdown of the number of Milwaukee police calls over the same timeframe that you gave the EMS calls to me.
2. Are the individuals housed in the recovery program private/voluntary/doctor admittees or are they court ordered or a combination of both.

Once you respond I will relay this information to both.

Regards,
Greg

From: John Ford <jford@threeleafdevelopment.com>
Sent: Thursday, July 24, 2025 4:32 PM
To: Kessler, Greg <gkessler@newberlin.org>
Subject: RE: 5295 S Moorland - New Journey - Meeting Dates

Hi Greg –

Are we able to get this meeting scheduled for next week? Since I sent the dates / times below a week ago, I've had some additional meetings come up. However, we obviously will do whatever we can to make ourselves available for what works for the Mayor + Alderman Harenda.

Please provide a few dates / times next week and I'll confirm.

Thank you.

John Ford | Chief Development Officer
jford@threeleafdevelopment.com
OFFICE 414-775-0TLP(0857) CELL 414-399-0165
504 W. Juneau Avenue
Milwaukee, WI 53203

From: John Ford
Sent: Tuesday, July 22, 2025 8:23 AM
To: Kessler, Greg <gkessler@newberlin.org>
Subject: RE: 5295 S Moorland - New Journey - Meeting Dates

Hi Greg –

Following up to see if you were able to take a look at calendars? Would like to get this scheduled.

Appreciate it!

John Ford | Chief Development Officer
jford@threeleafdevelopment.com
OFFICE 414-775-0TLP(0857) CELL 414-399-0165
504 W. Juneau Avenue
Milwaukee, WI 53203

From: John Ford
Sent: Thursday, July 17, 2025 10:28 PM
To: Kessler, Greg <gkessler@newberlin.org>
Subject: RE: 5295 S Moorland - New Journey - Meeting Dates

Hi Greg –

I checked with the team and here are a few dates / times that work for us currently:

- Thursday (7/24) – 3PM
- Monday (7/28) – afternoon
- Tuesday (7/29) – 8AM-11AM
- Friday (8/1) – 2-4PM

Once you confirm, do you want to send out a calendar invitation and then I can forward to members on our side?

Appreciate it!

John Ford | Chief Development Officer
jford@threeleafdevelopment.com
OFFICE 414-775-0TLP(0857) CELL 414-399-0165
504 W. Juneau Avenue
Milwaukee, WI 53203

From: Kessler, Greg <gkessler@newberlin.org>
Sent: Thursday, July 17, 2025 11:22 AM
To: John Ford <jford@threeleafdevelopment.com>
Subject: Re: 5295 S Moorland - New Journey - Meeting Dates

Good Morning John:

Can you give me some dates late next week or the following week where we can get together and update the mayor and the alderman of the district? I have not spoken with the alderman yet. And I'm not sure the mayor or his availability but once you give me some dates and times I will follow up.

Greg

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From: John Ford <jford@threeleafdevelopment.com>
Sent: Tuesday, July 15, 2025 10:52:32 AM
To: Kessler, Greg <gkessler@newberlin.org>
Subject: 5295 S Moorland - New Journey - Meeting Dates

Hi Greg –

I thought the meeting + discussion last week re: New Journey interest in our site at 5295 S Moorland was engaging and productive.

As discussed, please send me available dates + time options over the next couple weeks for an additional follow up meeting to discuss similar that would involve Mayor Arment and Alderperson Ken Harenda. I will then confirm with members on our side and let you know what works best.

Thank you!

John Ford | Chief Development Officer
jford@threeleafdevelopment.com
OFFICE 414-775-0TLP(0857) CELL 414-399-0165
504 W. Juneau Avenue
Milwaukee, WI 53203

Ex. B

From: Ament, Dave <dament@newberlinwi.gov>
Sent: Tuesday, December 30, 2025 4:33:26 PM
To: Council <Council@newberlin.org>
Subject: PIM for New Journey Development

Alderpersons
I have spoken to several of you in response to requests that I have received to hold a public information meeting regarding the New Journey development which is proposed to be constructed at the intersection of Moorland Rd and I 43 in an M-1 manufacturing district. As I have advised you a healthcare facility which is listed as an approved accessory use for a community scale church is a permitted within this district. This project is being run under the auspices of the Milwaukee Rescue Mission which is a faith-based organization that will have a chapel onsite. Attached is the memo that has been posted on the City's website providing details about this project and why it was approved. At this stage, the only action remaining to be taken is the consideration of a one lot CSM to combine the existing two lots into one. The consideration of such applications is based on the requirements of Ch 236 of the WI statutes and Ch 235 of the city code. If the CSM meets the requirements of the state statutes and the city code it must be approved. In light of this we see no reason to hold a public information meeting which is typically done to receive public input in anticipation of making a discretionary determination. In this case there is no such discretionary determination and therefore holding such a meeting would give the public the false impression that this project could be terminated when it cannot. I have spoken with staff and the City Attorney and the City Attorney strongly recommends that we follow our codes and state law regarding land divisions, as well as federal law including the Fair Housing Act, the Americans with Disabilities Act and Religious Land Use and Institutionalized Persons Act (RLUIPA) and that no PIM be held for the purposes of considering this land division. Based on this advice I will not be convening a public information meeting on this project. If you have any questions, please feel free to contact me.
Dave

Ex. C

City of New Berlin Policy	Policy Title: Code of Conduct			City of New Berlin
Issue Date: 11/06/2014	**Review Date:** 05/01/2025	**Next Review Date:** 12/1/2026	**Policy Source:** Human Resources	**Scope:** All City Employees

General

The purpose of this policy is to clarify guidelines for employee conduct at work.

Policy

All City employees are expected to meet a standard of conduct appropriate to the reputation of the City. While at work employees are responsible for being aware of and abiding by existing rules and regulations. It is also the responsibility of employees to perform their job duties to the best of their abilities and to the standards set forth in their job descriptions, or as otherwise established. The behavior of employees while not at work or representing the City is for the individual to regulate. However, when illegal or inappropriate activity is engaged in that relates to an employee's job duties or raises doubts as to the employee's ability to carry out their duties, the activity will be reviewed and appropriate action may be taken up to and including termination.

Though it is not possible to list all forms of behavior that are unacceptable in the workplace, the following are examples of behaviors that would be considered a violation of the employee rules of conduct and are in alignment with the detailed provisions in the City's Employee Handbook. Such behavior may result in disciplinary action, up to and including termination of employment. This list is not intended to be exhaustive:

1. Insubordination, and/or failure or refusal to carry out directions, assignments, or instructions;
2. Falsification, unauthorized modification, or alteration of any City or City related documents or records, including applications for employment, whether by omission or commission;
3. Damage, unauthorized use/possession, or removal of City property or another person's private property;
4. Possession, use, or sale of any illegal drugs, drug paraphernalia, intoxicants, narcotics, or any other controlled substance on or off City premises;
5. Theft, to include but not limited to company property, employee property, services, cash or funds, or time;
6. Possession, sale, or use of alcoholic beverages during assigned work hours while attending City activities, or while on any City premises;
7. Reporting to work impaired by illegal drugs, alcohol beverages, or intoxicants, and/or impaired by the unauthorized consumption or improper use of prescription drugs or other legal substances;
8. Illegal or prohibited possession of firearms or other weapons during assigned work hours, while attending City activities, or while on City premises;

9. Smoking where prohibited by local ordinance or City rules;
10. Failure, refusal, or negligence in the performance of assigned duties;
11. Accepting tips or gifts in the course of work;
12. Unprofessional conduct or behavior toward City employees or the public;
13. Violation of federal, state, and/or local law/ordinances which are job-related and/or render the employee unavailable for work due to incarceration;
14. Unauthorized solicitation(s) for any non-City sponsored/approved purpose during assigned work hours or while on City premises;
15. Unexcused or excessive absenteeism or tardiness including failure to follow appropriate reporting procedures;
16. Engaging in unauthorized personal business during work hours or on City premises;
17. Making use of City equipment/materials and/or work time for the purpose of solicitation, promotion, election, or defeat of any referendum, candidate for public office, legislation, or political action or activity;
18. Sleeping or loitering during working hours;
19. Using City equipment, materials, or facilities for personal purposes and/or personal gain;
20. Failure to comply with health and safety requirements and regulations;
21. Threatening, harassing, intimidating, or coercing City employees or the public;
22. Injuring, assaulting, or using abusive language toward City employees or the public;
23. Making malicious, false, or harmful statements about City employees, or the public;
24. Unauthorized accessing, disclosing, sharing, or copying of confidential information or records;
25. Engaging in activity that detracts from the City's image or reputation and/or is in the new media;
26. Failure or refusal to comply with City policies or procedures;

This policy was reviewed and approved by Mayor David Ament on the 22nd day of May, 2025 as evidenced by his signature hereon. Three signed originals of this policy have been generated. One original is maintained in the Mayor's Office, the second original is maintained in the Human Resources Department and the third original is maintained in the City Clerk's Office. An electronic copy will be made available on the Employee Intranet. The policy may only be modified with the written approval of the Mayor.

David A. Ament, Mayor