



Finance/Personnel Committee

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Agenda

Tuesday, September 9, 2014

7:30 PM

De Pere City Hall Council Chambers

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a Regular Meeting of the **Finance/Personnel Committee** of the City of De Pere will be held on **September 9, 2014 at 7:30 PM** in the **De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI 54115.**

This meeting can be viewed LIVE at www.depere.tv. This meeting is also rebroadcast on TW Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at www.depere.tv.

Call to order.

1. Roll call.
2. Approval of the minutes of the August 12, 2014 regular meeting of the Finance/Personnel Committee.
3. Approval of Police Overtime Report August 2014
4. Fire Department Overtime Report for the month of August.
5. Consideration of Reserve Class B License Economic Development Grant Application submitted by GSO, LLC (d/b/a Julie's Café/ Brickhouse.)*
6. Review Agricultural Property Lease Bids for west side business park. *
7. Consideration of Police Participation in OWI Task Force and Grant
8. Public comment and announcements.
9. Future agenda items.
10. Adjournment.

Notice is hereby given that a majority of the members of the Common Council of the City of De Pere may attend this meeting to gather information about a subject(s) over which they have decision-making responsibility.

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk-Treasurer's office at 339-4050 by Noon, the previous day so that arrangements can be made.

Agenda Sent To:

Alderspersons
City Administrator
Mayor
Department Heads
TV, Newspapers & Radio Stations
Kress Family Library
De Pere Chamber of Commerce

City of De Pere, Wisconsin



Request For Finance/Personnel Committee Action

MEETING DATE: September 9, 2014

DEPARTMENT: City Attorney

FROM: Jeni Dupont

SUBJECT: Approval of the minutes of the August 12, 2014 regular meeting of the Finance/Personnel Committee.

ATTACHMENTS:

- August 12, 2014 DRAFT Minutes (DOC)



Finance/Personnel Committee

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Draft Minutes

Tuesday, August 12, 2014

7:30 PM

De Pere City Hall Council Chambers

Call to order.

Mayor Michael J. Walsh called the regular meeting of the Finance/Personnel Committee to order at 7:30 PM on August 12, 2014 at De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI.

Attendee Name	Title	Status	Arrived
Scott Crevier	Aldersperson	Present	
Michael Donovan	Aldersperson	Present	
Larry Lueck	Aldersperson	Present	
Lisa Rafferty	Aldersperson	Present	
Michael J. Walsh	Mayor	Present	

Also present: City Administrator Lawrence Delo, Police Chief Derek Beiderwieden, Interim Fire Chief Jeff Roemer, Finance Director Joe Zegers and Public Works Director Scott Thoresen.

2. Approval of the minutes of the July 8, 2014 regular meeting of the Finance/Personnel Committee.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael Donovan, Aldersperson
SECONDER:	Scott Crevier, Aldersperson
AYES:	Crevier, Donovan, Lueck, Rafferty, Walsh

3. Overtime Report of Police Department for July 2014

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Larry Lueck, Aldersperson
AYES:	Crevier, Donovan, Lueck, Rafferty, Walsh

4. Fire Department Overtime Report for the month of July.
Discussion followed motion regarding the increase in staffing replacement.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Aldersperson
SECONDER:	Lisa Rafferty, Aldersperson
AYES:	Crevier, Donovan, Lueck, Rafferty, Walsh

5. Consider Facade Improvement Grants for the following:

- A. Review and approval of receipts for facade grant at 610 George St (NIP IT LLC).

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Scott Crevier, Aldersperson
AYES:	Crevier, Donovan, Lueck, Rafferty, Walsh

- B. Review and approval of receipts for facade grant at 313 Main Ave (313 Main in De Pere LLC).

Attachment: August 12, 2014 DRAFT Minutes (2585 : Approval of the minutes of the August 12, 2014 meeting)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Alderperson
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Crevier, Donovan, Lueck, Rafferty, Walsh

- C. Review and approval of receipts for facade grant at 486 Main Ave (Smooth Money of Iowa LLC).

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Lisa Rafferty, Alderperson
SECONDER:	Michael J. Walsh, Mayor
AYES:	Crevier, Donovan, Lueck, Rafferty, Walsh

6. Consideration of De Pere Christian Outreach Donation to Police Department*
Discussion followed motion regarding funds still needed to complete the defense and arrest tactics training room project.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Alderperson
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Crevier, Donovan, Lueck, Rafferty, Walsh

7. WPS Foundation Public Safety Grant Request

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Larry Lueck, Michael J. Walsh
AYES:	Crevier, Donovan, Lueck, Rafferty, Walsh

8. Discussion regarding proposed 2014 borrowing.
Finance Director Zegers provided an overview of the proposed borrowing, stating there will be no TID borrowing and the dates/timeline of the bonding will soon be determined. Discussion followed. Item was for informational purposes only; no action was taken.
9. Review of Proposed 2015 - 2021 Capital Improvements Projects List
City Administrator Delo provided an overview of the Capital Improvements Program planning document which lists all proposed capital improvement projects for 2015-2021. Discussion followed. Item was for informational purposes only; no action was taken.
10. Discussion regarding status of 2015 Budget development.
City Administrator Delo provided an update on the progress of the 2015 budget. One study session is scheduled for this year and will be held on October 8, 2014. Item was for informational purposes only; no action was taken.
11. Public comment and announcements.

None.
12. Future agenda items.

None.

13. Adjournment.

Upon motion by Mayor Walsh, seconded by Alderperson Crevier, the Finance/Personnel Committee unanimously adjourned at 7:50 p.m.

Respectfully submitted,
Jennifer Dupont

City of De Pere, Wisconsin**Request For Finance/Personnel Committee Action**

MEETING DATE: September 9, 2014

DEPARTMENT: Police

FROM: Derek Beiderwieden

SUBJECT: Approval of Police Overtime Report August 2014

Please see attached current overtime report for August 2014 and previous two years.

If there are any questions, please contact me at your convenience.

ATTACHMENTS:

- August 2014 PD OT Report (PDF)
- 2012 PD OT Summary (PDF)
- 2013 PD OT Report Summary (PDF)

**DE PERE POLICE DEPARTMENT
OVERTIME BY REASON
2014**

REASON	JAN*	FEB**	MAR***	APR+	MAY++	JUN ^	JUL #	AUG ##	SEPT^^	OCT^^^	NOV*+	DEC*++	TOTAL
OFFICER SICK RELIEF	35.25	82.50	83.25	53.25	62.25	52.50	63.75	54.75					487.50
OFFICER WORKED ON HOLIDAY	4.00	4.00	8.00	41.25	18.50	54.25	60.50	16.00					206.50
OFFICER FOR COURT	36.00	12.00	15.00	9.00	18.50	21.00	27.00	18.75					157.25
OFFICER TRAINING		13.00	32.25	90.50	19.75	59.75	42.25	12.50					270.00
OFFICER RELIEF FOR FUNERAL							29.25						29.25
OFFICER ATTEND MEETING	40.50		6.00	9.75	11.25			17.25					84.75
STAFFING LEVEL	27.75	16.50	35.50	51.75	142.00	221.25	341.50	199.50					1035.75
INVESTIGATION	34.75	22.25	8.25	37.50	64.75	18.75	85.25	56.00					327.50
HONOR GUARD FOR FUNERAL													0.00
SCHOOL LIAISON REIMBURSED	24.00	49.50	21.75	34.50	24.75	32.25		18.75					205.50
COMMUNITY RELATIONS													0.00
SPECIAL ASSIGNMENT													0.00
SPECIAL ASSIGNMENT REIMBURSED		15.00			34.00	255.25	6.75						311.00
MISCELLANEOUS	14.00	25.25	28.50	5.50	26.50	62.75	25.75	17.25					205.50
MISCELLANEOUS REIMBURSED	107.25	102.00	119.25	107.00	93.00	141.75	203.25	96.00					969.50
Gross OFFICER OVERTIME	323.50	342.00	357.75	440.00	515.25	919.50	885.25	506.75	0.00	0.00	0.00	0.00	4290.00
SUBTOTAL REIMBURSED OVERTIME	(131.25)	(166.50)	(141.00)	(141.50)	(151.75)	(429.25)	(210.00)	(114.75)	0.00	0.00	0.00	0.00	(1486.00)
NET OFFICER OVERTIME	192.25	175.50	216.75	298.50	363.50	490.25	675.25	392.00	0.00	0.00	0.00	0.00	2804.00
SECRETARY OVERTIME													0.00
Community Service Officer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Total Overtime Budget: \$133,357.00

Expenditures through 09/02/2014 \$58,006.08

Percent of Total Budget: 43.50%

NOTES:

* Period 1/4/2014 - 1/31/2014

+Period 3/29/2014 - 4/25/2014

#Period 6/21/2014 - 08/01/2014

^^Period

Period 2/1/2014 - 2/28/2014

++Period 4/26/2014 - 5/23/2014

##Period 8/2/2014 - 8/29/2014

*+Period

Period 03/01/2014 - 03/28/2014

^Period 5/24/2014 - 6/20/2014

^^Period

*+*Period

**DE PERE POLICE DEPARTMENT
OVERTIME BY REASON
2012**

REASON	JAN*	FEB**	MAR***	APR+	MAY++	JUN ^	JUL #	AUG ##	SEPT^^	OCT^^^	NOV*+	DEC*+*	TOTAL
OFFICER SICK RELIEF	111.00	69.00	49.50	59.25	89.25	36.00	87.00	57.75	70.50	46.50	81.00	55.50	812.25
OFFICER WORKED ON HOLIDAY	169.75	10.00	12.00	32.50	4.00	81.00	63.75	26.50	121.00	12.00	58.00		590.50
OFFICER FOR COURT	15.00	18.00	6.00	20.25	7.50	14.00	9.00	15.00	25.50	6.00	10.50	9.50	156.25
OFFICER TRAINING	31.00	13.00	40.25	120.50	50.00	50.00	8.00	107.00	13.75	70.25	73.75	29.00	606.50
OFFICER RELIEF FOR FUNERAL							13.50						13.50
OFFICER ATTEND MEETING		8.25						15.00				1.25	24.50
STAFFING LEVEL	133.50	79.50	23.25	53.25	136.75	162.00	189.00	243.00	192.75	183.75	252.00	73.50	1722.25
INVESTIGATION	142.25	68.75	38.25	56.50	77.50	36.75	61.50	135.00	90.00	61.00	42.75	60.75	871.00
HONOR GUARD FOR FUNERAL													0.00
SCHOOL LIAISON REIMBURSED	31.50	43.00	56.25	27.00	31.25	25.50		33.00	48.75	78.00	28.50	27.00	429.75
COMMUNITY RELATIONS													0.00
SPECIAL ASSIGNMENT													0.00
SPECIAL ASSIGNMENT REIMBURSED		11.25		10.50	11.25	301.00	49.75	7.50	9.00	33.50	69.00	11.75	514.50
MISCELLANEOUS	5.75	16.50	4.00	11.50	9.50	4.25	7.50	7.00	7.00	4.50	11.25	20.75	109.50
MISCELLANEOUS REIMBURSED	72.75	95.50	63.25	127.50	77.25	143.75	93.00	110.25	113.25	58.50	60.00	108.25	1123.25
Gross OFFICER OVERTIME	712.50	432.75	292.75	518.75	494.25	854.25	582.00	757.00	691.50	554.00	686.75	397.25	6973.75
SUBTOTAL REIMBURSED OVERTIME	(104.25)	(149.75)	(119.50)	(165.00)	(119.75)	(470.25)	(142.75)	(150.75)	(171.00)	(170.00)	(157.50)	(147.00)	(2067.50)
NET OFFICER OVERTIME	608.25	283.00	173.25	353.75	374.50	384.00	439.25	606.25	520.50	384.00	529.25	250.25	4906.25
Community Service Officer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Total Overtime Budget: \$130,000.00
Expenditures through 01/03/2013 \$137,720.00
Percent of Total Budget: 105.94%

NOTES:

* Period 12/24/2011 - 2/3/2012
**Period 2/4/2012 - 3/2/2012
***Period 3/3/2012 - 3/30/2012

+Period 3/31/2012 - 4/27/2012
++Period 4/28/2012 - 5/25/2012
^Period 5/26/2012 - 6/22/2012

#Period 6/23/2012 - 8/3/2012
##Period 8/04/2012 - 8/31/2012
^^Period 9/1/2012 - 9/28/2012

^^Period 9/29/2012 - 10/26/2012
*+Period 10/27/2012 - 11/23/2012
*+*Period 11/24/2012 - 12/21/2012

S:MONTHLY/Overtime by reason.xlsx

**DE PERE POLICE DEPARTMENT
OVERTIME BY REASON
2013**

REASON	JAN*	FEB**	MAR***	APR+	MAY++	JUN ^	JUL #	AUG ##	SEPT^^	OCT^^^	NOV*+	DEC**	TOTAL
OFFICER SICK RELIEF	102.00	75.00	69.75	106.50	178.00	26.25	90.00	25.50	77.25	53.25	22.50	65.25	891.25
OFFICER WORKED ON HOLIDAY	178.00	12.00	34.25	13.50	10.50	65.00	65.00	4.00	118.50	12.00	4.00	244.00	760.75
OFFICER FOR COURT	15.00	15.00	21.00	3.00	15.00	12.00	28.50	10.50	45.50	18.00	12.00	18.00	213.50
OFFICER TRAINING	10.00	62.50	36.00	75.75	221.00	63.25	111.50	3.00	77.50	175.25	156.75	14.75	1007.25
OFFICER RELIEF FOR FUNERAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			27.75		27.75
OFFICER ATTEND MEETING	1.50	6.25	0.00	0.00	0.00	7.50	16.50	3.00	15.00	22.50	15.00	14.00	101.25
STAFFING LEVEL	166.50	57.75	157.50	118.50	210.00	186.00	400.75	375.25	215.75	136.50	106.50	195.75	2326.75
INVESTIGATION	50.25	54.00	51.75	27.75	123.50	59.75	87.00	51.75	105.25	41.75	54.25	58.00	765.00
HONOR GUARD FOR FUNERAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00						0.00
SCHOOL LIAISON REIMBURSED	26.25	74.25	40.50	22.50	47.00	25.50	0.00	18.75	58.50	48.00	18.00	33.00	412.25
COMMUNITY RELATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00						0.00
SPECIAL ASSIGNMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00						0.00
SPECIAL ASSIGNMENT REIMBURSED	0.00	15.25	0.00	10.50	9.00	299.75	6.00	20.25	15.75	11.50		69.50	457.50
MISCELLANEOUS	41.25	23.00	87.00	21.75	16.00	29.25	31.75	39.75	30.75	25.50	25.25	36.75	408.00
MISCELLANEOUS REIMBURSED	156.00	98.25	113.25	117.25	183.75	168.00	68.25	67.50	55.50	94.50	72.75	105.75	1300.75
Gross OFFICER OVERTIME	746.75	493.25	611.00	517.00	1013.75	942.25	905.25	619.25	815.25	638.75	514.75	854.75	8672.00
SUBTOTAL REIMBURSED OVERTIME	(182.25)	(187.75)	(153.75)	(150.25)	(239.75)	(493.25)	(74.25)	(106.50)	(129.75)	(154.00)	(90.75)	(208.25)	(2170.50)
NET OFFICER OVERTIME	564.50	305.50	457.25	366.75	774.00	449.00	831.00	512.75	685.50	484.75	424.00	646.50	6501.50
Community Service Officer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Total Overtime Budget: **\$130,000.00**
Expenditures through 09/27/2013 **\$167,529.00**
Percent of Total Budget: **128.87%**

NOTES:

* Period 12/22/2012 - 02/01/2013
**Period 2/2/2013 - 3/1/2013
***Period 3/2/2013 - 3/29/2013

+Period 3/30/2013 - 4/26/2013
++Period 4/27/2013 - 5/24/2013
^Period 5/25/2013 - 6/21/2013

#Period 6/22/2013 - 8/2/2013
##Period 8/3/2013 - 8/30/2013
^^Period 8/31/2013 - 9/27/2013

^^^Period 9/28/2013 - 10/25/2013
*+Period 10/26/2013 - 11/22/2013
**+Period 11/23/2013 - 1/3/2014

City of De Pere, Wisconsin



Request For Finance/Personnel Committee Action

MEETING DATE: September 9, 2014
DEPARTMENT: Fire Department
FROM: Diane Yashinsky
SUBJECT: Fire Department Overtime Report for the month of August.

ATTACHMENTS:

- august(PDF)

DE PERE FIRE RESCUE
OVERTIME BREAKDOWN BY REASON
FOR THE YEAR OF 2013

REASON	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	TOTA
STBYS/DUTY CREW	54	55.25	27	33	24.25	36	51	90	139.5	153	105.75	144.5	913.2
EMS TRAINING	292.25	81	93	69.75	9	9.75	10.25	8.75	131.75	79.5	67.5	64.5	917
FIRE TRAINING	20.5	42.25	78	20.25	30	4.5	9	0	22	7.5	26.5	19	279.5
RESCUE CALLS	7.5	7	5	9.5	38.5	14.75	4.75	19.5	3.5	23	6.25	14	153.2
FIRE CALLS	2.25	3.75	9.75	1	41.25	12.5	7.75	0.75	0	0.75	0	3.25	83
OFFICER MTGS.	9	9	9	21	18	8.25	18	24	18	5.5	12	4.5	156.2
STAFFING REP.	0	40.5	57	566.75	117	317	86.25	47.25	83.75	147.75	108	36	1607.2
MAINTENANCE	0	0	0	0	10.5	0	8.5	0	0	169.5	51.75	2.5	242.7
PUB. ED.	0	0	0	0	0	0	0	1.25	0	73.75	6	0	81
SPECIAL EVENTS	0	0	0	0	0	25	0	27	0	0	0	0	52
# FIRE RUNS	28	31	18	13	42	32	26	28	27	30	25	40	340
# of EMS RUNS	146	153	160	132	139	143	123	170	142	147	152	152	1759
TOTAL HRS.	385.5	238.75	278.75	721.25	288.5	402.75	195.5	191.5	398.5	660.25	383.75	288.25	4485.2

OVERTIME BREAKDOWN BY REASON
FOR THE YEAR OF 2014

REASON	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	TOTA
DUTY CREW	73.5	147	98.75	48	112.5	85.25	59.75	39					663.7
EMS TRAINING	70.5	83	81	53.5	35.5	3	12	18.5					357
FIRE TRAINING	11	5.5	6	48.75	0	8	2.25	0					81.5
RESCUE CALLS	15.5	17	3.5	8.5	15.5	0	11.25	1					72.25
FIRE CALLS	0	0	0	0	0	0	5.25	0					5.25
OFFICER MTGS.	15	16.5	18	26.25	21	11.25	15	20.25					143.2
STAFFING REP.	0	41.25	3	0	6.75	51	288	45.75					435.7
MAINTENANCE	0	3.5	0	0	31	23	0	24					81.5
PUB. ED.	0	0	5.25	0	0	3	0	0					8.25
SPECIAL EVENTS	0	20	0	21	36	119.5	0	21					217.5
# FIRE RUNS	30	31	22	25	30	25	27	27					217
# of EMS RUNS	147	145	136	139	160	174	142	161					1204
DISPATCH ERRORS	6	1	3	3	9	1	4	1					28
TOTAL HRS.	185.5	333.75	215.5	206	258.25	304	393.5	169.5	0	0	0	0	2066

Special Events included in Overtime - Demo Derby and Rodeo at Brown County Fair

Total Overtime Budget \$97,012 Expenditures through August 15 \$39,801 41.03%

Attachment: august (2583 : Fire Department Overtime Report for the month of August.)

Incident Type Report (Summary)
From 01/01/14 To 08/31/14
Report Printed On: 09/02/2014

Incident Type	Count	% of Incidents	Est. Property Loss	Est. Content Loss	Total Est. Loss	% of Losses
1 Fire						
Fire, other (100)	3	0.26%	\$200.00	\$3,000.00	\$3,200.00	4.07%
Building fire (111)	11	0.96%	\$58,500.00	\$12,500.00	\$71,000.00	90.26%
Fires in structure other than in a building (112)	1	0.09%	\$0.00	\$0.00	\$0.00	0.00%
Cooking fire, confined to container (113)	4	0.35%	\$100.00	\$0.00	\$100.00	0.13%
Mobile property (vehicle) fire, other (130)	1	0.09%	\$800.00	\$0.00	\$800.00	1.02%
Passenger vehicle fire (131)	2	0.17%	\$1,500.00	\$300.00	\$1,800.00	2.29%
Brush or brush-and-grass mixture fire (142)	1	0.09%	\$0.00	\$0.00	\$0.00	0.00%
Outside rubbish, trash or waste fire (151)	2	0.17%	\$10.00	\$0.00	\$10.00	0.01%
Garbage dump or sanitary landfill fire (152)	1	0.09%	\$0.00	\$0.00	\$0.00	0.00%
Dumpster or other outside trash receptacle fire (154)	2	0.17%	\$1,500.00	\$0.00	\$1,500.00	1.91%
Outside equipment fire (162)	1	0.09%	\$100.00	\$100.00	\$200.00	0.25%
	29	2.53%	\$62,710.00	\$15,900.00	\$78,610.00	99.94%
2 Overpressure Rupture, Explosion, Overheat(no fire)						
Overpressure rupture, explosion, overheat other (200)	1	0.09%	\$0.00	\$0.00	\$0.00	0.00%
Excessive heat, scorch burns with no ignition (251)	2	0.17%	\$0.00	\$0.00	\$0.00	0.00%
	3	0.26%	\$0.00	\$0.00	\$0.00	0.00%
3 Rescue & Emergency Medical Service Incident						
Rescue, EMS incident, other (300)	76	6.61%	\$0.00	\$0.00	\$0.00	0.00%
Medical assist, assist EMS crew (311)	3	0.26%	\$0.00	\$0.00	\$0.00	0.00%
Emergency medical service, other (320)	43	3.74%	\$0.00	\$0.00	\$0.00	0.00%
EMS call, excluding vehicle accident with injury (321)	728	63.36%	\$0.00	\$0.00	\$0.00	0.00%
Motor vehicle accident with injuries (322)	28	2.44%	\$0.00	\$0.00	\$0.00	0.00%
Motor vehicle/pedestrian accident (MV Ped) (323)	5	0.44%	\$0.00	\$0.00	\$0.00	0.00%
Motor vehicle accident with no injuries. (324)	4	0.35%	\$0.00	\$0.00	\$0.00	0.00%
Search for person on land (341)	1	0.09%	\$0.00	\$0.00	\$0.00	0.00%
Extrication of victim(s) from vehicle (352)	1	0.09%	\$0.00	\$0.00	\$0.00	0.00%
Removal of victim(s) from stalled elevator (353)	1	0.09%	\$0.00	\$0.00	\$0.00	0.00%
High-angle rescue (356)	1	0.09%	\$0.00	\$0.00	\$0.00	0.00%
Ice rescue (362)	1	0.09%	\$0.00	\$0.00	\$0.00	0.00%
	892	77.65%	\$0.00	\$0.00	\$0.00	0.00%
4 Hazardous Condition (No Fire)						
Combustible/flammable gas/liquid condition, other (410)	1	0.09%	\$0.00	\$0.00	\$0.00	0.00%
Gasoline or other flammable liquid spill (411)	3	0.26%	\$0.00	\$0.00	\$0.00	0.00%
Gas leak (natural gas or LPG) (412)	5	0.44%	\$0.00	\$0.00	\$0.00	0.00%
Carbon monoxide incident (424)	14	1.22%	\$50.00	\$0.00	\$50.00	0.06%
Electrical wiring/equipment problem, other (440)	3	0.26%	\$0.00	\$0.00	\$0.00	0.00%
Overheated motor (442)	3	0.26%	\$0.00	\$0.00	\$0.00	0.00%
Power line down (444)	5	0.44%	\$0.00	\$0.00	\$0.00	0.00%
Vehicle accident, general cleanup (463)	1	0.09%	\$0.00	\$0.00	\$0.00	0.00%
	35	3.06%	\$50.00	\$0.00	\$50.00	0.06%
5 Service Call						
Service Call, other (500)	5	0.44%	\$0.00	\$0.00	\$0.00	0.00%
Person in distress, other (510)	2	0.17%	\$0.00	\$0.00	\$0.00	0.00%
Lock-out (511)	5	0.44%	\$0.00	\$0.00	\$0.00	0.00%
Water problem, other (520)	6	0.52%	\$0.00	\$0.00	\$0.00	0.00%
Water or steam leak (522)	3	0.26%	\$0.00	\$0.00	\$0.00	0.00%
Smoke or odor removal (531)	2	0.17%	\$0.00	\$0.00	\$0.00	0.00%
Animal rescue (542)	1	0.09%	\$0.00	\$0.00	\$0.00	0.00%
Public service assistance, other (550)	1	0.09%	\$0.00	\$0.00	\$0.00	0.00%
Assist police or other governmental agency (551)	2	0.17%	\$0.00	\$0.00	\$0.00	0.00%
Public service (553)	2	0.17%	\$0.00	\$0.00	\$0.00	0.00%
Assist invalid (554)	24	2.09%	\$0.00	\$0.00	\$0.00	0.00%
	53	4.61%	\$0.00	\$0.00	\$0.00	0.00%
6 Good Intent Call						
Good intent call, other (600)	3	0.26%	\$0.00	\$0.00	\$0.00	0.00%
Dispatched and cancelled en route (611)	26	2.26%	\$0.00	\$0.00	\$0.00	0.00%
Wrong location (621)	18	1.57%	\$0.00	\$0.00	\$0.00	0.00%
No incident found on arrival at dispatch address (622)	3	0.26%	\$0.00	\$0.00	\$0.00	0.00%
Steam, other gas mistaken for smoke, other (650)	2	0.17%	\$0.00	\$0.00	\$0.00	0.00%
Smoke scare, odor of smoke (651)	1	0.09%	\$0.00	\$0.00	\$0.00	0.00%
HazMat release investigation w/no HazMat (671)	1	0.09%	\$0.00	\$0.00	\$0.00	0.00%
	54	4.70%	\$0.00	\$0.00	\$0.00	0.00%
7 False Alarm & False Call						
False alarm or false call, other (700)	15	1.31%	\$0.00	\$0.00	\$0.00	0.00%

Attachment: august (2583 : Fire Department Overtime Report for the month of August.)

Malicious, mischievous false call, other (710)	2	0.17%	\$0.00	\$0.00	\$0.00	0.00%
Local alarm system, malicious false alarm (715)	1	0.09%	\$0.00	\$0.00	\$0.00	0.00%
Extinguishing system activation due to malfunction (732)	2	0.17%	\$0.00	\$0.00	\$0.00	0.00%
Smoke detector activation due to malfunction (733)	4	0.35%	\$0.00	\$0.00	\$0.00	0.00%
Heat detector activation due to malfunction (734)	1	0.09%	\$0.00	\$0.00	\$0.00	0.00%
Alarm system sounded due to malfunction (735)	8	0.70%	\$0.00	\$0.00	\$0.00	0.00%
CO detector activation due to malfunction (736)	17	1.48%	\$0.00	\$0.00	\$0.00	0.00%
Unintentional transmission of alarm, other (740)	5	0.44%	\$0.00	\$0.00	\$0.00	0.00%
Smoke detector activation, no fire - unintentional (743)	9	0.78%	\$0.00	\$0.00	\$0.00	0.00%
Detector activation, no fire - unintentional (744)	3	0.26%	\$0.00	\$0.00	\$0.00	0.00%
Alarm system activation, no fire - unintentional (745)	11	0.96%	\$0.00	\$0.00	\$0.00	0.00%
Carbon monoxide detector activation, no CO (746)	2	0.17%	\$0.00	\$0.00	\$0.00	0.00%
	80	6.97%	\$0.00	\$0.00	\$0.00	0.00%
9 Special Incident Type						
Special type of incident, other (900)	2	0.17%	\$0.00	\$0.00	\$0.00	0.00%
Citizen complaint (911)	1	0.09%	\$0.00	\$0.00	\$0.00	0.00%
	3	0.26%	\$0.00	\$0.00	\$0.00	0.00%
Total Incident Count:	1149			Total Est. Loss:	\$78,660.00	

Search Criteria

Dates From 01/01/2014 To 08/31/2014 (mm/dd/yyyy)
Service De Pere Fire Rescue
Staff All
Apparatus All
Station All
Alarm Type All
Zone/District All

DE PERE FIRE RESCUE
MUTUAL AID REPORT
AUGUST, 2014

MUTUAL AID GIVEN

<u>RUN #</u>	<u>AGENCY</u>	<u>TYPE OF CALL</u>
1259	ASHWAUBENON	EMS
1272	COUNTY RESCUE	EMS
1273	ASHWAUBENON	FIRE
1288	GREEN BAY	FIRE
1349	GREEN BAY	EMS

MUTUAL AID RECEIVED

<u>RUN #</u>	<u>AGENCY</u>	<u>TYPE OF CALL</u>
1318	ASHWAUBENON	EMS
1374	ASHWAUBENON	EMS

AUGUST, 2014

*OVERTIME CAUSED BY SICK LEAVE

DATE	HOURS OF SICK LEAVE	OVERTIME PAID
7-Aug	4	6

*Overtime generated when staffing levels fall below minimum as a result of sick leave.

DE PERE AMBULANCE VS. EMS BILLING

	DE PERE SEPT. '12	EMS BILLING SEPT. '13	DE PERE OCT. '12	EMS BILLING OCT. '13	DE PERE NOV. '12	EMS BILLING NOV. '13	DE PERE DEC. '12	EMS BILLING DEC. '13
CHARGES	101,994	92,267	103,599	91,014	84,739	70,395	104,816	102,557
PAYMENTS	36,054	0	40,424	19,889	80,362	47,269	58,582	75,414
ADJUSTMENTS	15,987	26,098	23,906	29,586	46,990	24,018	30,474	31,739
WRITE OFFS	5,461	0	3,279	160	1,797	5	3,476	33
	JAN. '13	JAN. '14	FEB. '13	FEB. '14	MAR. '13	MAR. '14	APR. '13	APR. '14
CHARGES	94,084	88,627	106,987	75,043	117,304	100,284	89,582	87,748
PAYMENTS	63,285	77,461	57,432	50,484	84,596	44,840	88,305	53,295
ADJUSTMENTS	30,496	31,499	26,136	23,106	45,632	32,787	50,304	29,914
WRITE OFFS	8,441	373	2,568	0	3,278	11	616	9
	MAY '13	MAY '14	JUNE '13	JUNE '14	JULY '13	JULY '14	AUG. '13	AUG. '14
CHARGES	92,696	108,198	81,726	54,770	0	143,280	0	
PAYMENTS	47,440	52,628	52,844	53,816	37,237	42,347	0	
ADJUSTMENTS	19,605	35,437	30,071	16,149	24,703	34,597	0	
WRITE OFFS	5,983	4	2,371	280	6,130	0	0	

Payments to EMS	
Jan. 2014	5,422
Feb. 2014	3,534
March 2014	3,139
April 2014	3,731
May 2014	3,684
June 2014	3,767
July	\$2,964
Total Paid	\$26,241

	DP Collections 2013	EMS Collections 2014
Jan.	63,285	77,461
Feb.	57,432	50,484
Mar.	84,596	44,840
April	88,305	53,295
May	47,440	52,628
June	52,844	53,816
July	37,237	42,347
TOTAL	\$431,139	\$374,870

	DP Charges 2013	EMS Charges 2014
Jan.	94,084	88,627
Feb.	106,987	75,043
Mar.	101,015	100,284
Apr.	89,582	87,748
May	92,696	108,198
June	81,726	54,770
July	***	143,280
TOTAL	\$566,089	\$657,951

***Effective July 1, 2013 De Pere no longer did their own billing for EMS services.

Attachment: august (2583 : Fire Department Overtime Report for the month of August.)

City of De Pere, Wisconsin**Request For Finance/Personnel Committee Action**

MEETING DATE: September 9, 2014

DEPARTMENT: City Clerk-Treasurer

FROM: Shana Defnet

SUBJECT: Consideration of Reserve Class B License Economic Development Grant Application submitted by GSO, LLC (d/b/a Julie's Café/Brickhouse.)*

ATTACHMENTS:

- Julie's Cafe/Brickhouse Application (PDF)

CITY OF DE PERE

**RESERVE CLASS B LICENSE
ECONOMIC DEVELOPMENT
GRANT APPLICATION**

INSTRUCTIONS: The City of De Pere offers an Economic Development grant of up to \$10,000 for Reserve "Class B" liquor licenses. Please fully complete the questionnaire below, using additional sheets of paper as necessary. **The City of De Pere must determine that your new business will provide an economic benefit to the City of De Pere in order to consider awarding you this grant.** Therefore, you should provide any and all information you can provide to support your request.

Name of Licensee:

GSO LLC

Name of Licensed Establishment:

Julie's Cafe / Brickhouse

Date of Grant Application:**Date Reserve Class "B" License Granted:**

ECONOMIC IMPACT INFORMATION

1. Please provide specific information on how you will use the grant funds to create jobs and foster the economic development of the City of De Pere, including listing the number of jobs you will create now and an estimate of the number of jobs you to hope to create in the future.

See Attached

2. Please provide specific information as to all building improvements made or anticipated to be made to the licensed premises, including the cost of the improvements. Please include cost estimates for the improvement work.

See Attached

3. How much of the investment identified in #2 above would you have put into the property if the Reserve Class B license was not issued to you? Please fully explain your reasons why.

See Attached

4. Please provide a copy of your business plan. Also, list below your growth projections over the next five (5) years.

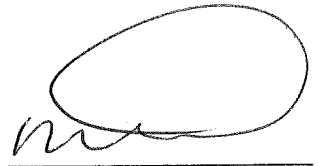
See Attached

5. Please list any other information you believe may be important to the City of De Pere in making its grant determination.

See Attached

Signed: _____

Date: _____

 
8/8/14

Please note: This Application, once completed will be referred to the Finance/Personnel Committee for their review. The Committee's recommendation will then be forwarded to the Common Council.

H:\jdupont\FORMS\2012\Class B Liquor License Econ Develop Grant App-revised 6-26-12.docx

1. We will be opening two restaurants and a banquet hall. The first restaurant is Julie's Café. We will be hiring approximately 28 employees for the front and back of the house this restaurant. The other side will be Brickhouse Craft Burgers and Brews. We anticipate hiring 20 employees for this restaurant. We will be hiring 10 employees for the banquet hall with room to grow and add more as we book more events.
2.

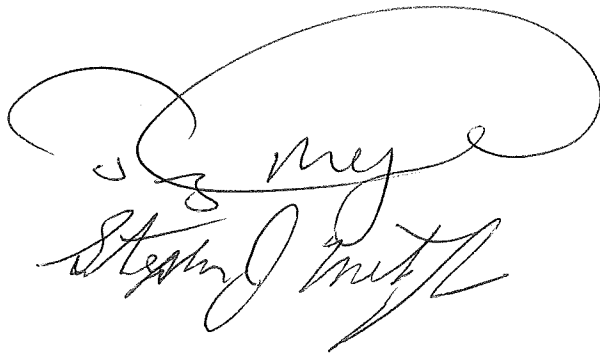
\$4,000.00	Heating and Cooling
\$5,000.00	Windows and Doors
\$5,000.00	Parking Lot
\$7,000.00	Brick and Tuck Point
\$20,000.00	Remodeling Inside
\$7,000.00	Landscaping
\$5,000.00	Cement Work
\$53,000.00	Total
3. We would not be doing any of it. The business plan relies on the ability to have a liquor license. The Brickhouse and banquets rooms could not operate without a liquor license.
4. See Attached
5. We are very proud to take over and revive such an historic building in De Pere. Also, the number one request of our customers was to come back to De Pere, so we are very excited to be back in the De Pere community.

Property: 500 Grant St. De Pere, WI 54115 (Formerly Sports Corner)

This property is in the heart of De Pere with St. Norbert Collage nearby. There is ample parking for this facility which is a big plus for the De Pere area.

We would like to split this property into 3 different revenue streams.

1. Julie's Café and Catering would occupy the lower eastern half of the building. This would allow us to seat 150 people. This will be similar in size to our Main St. location. Julie's Café and Catering is a well-established local brand and we have a following in De Pere from our previous location in De Pere. The number one request we have is that we come back to De Pere. We do large amount of TV and radio advertising that would benefit this location with little extra cost.
2. We would take the upper and lower western half of the building and open a full service restaurant that serves alcohol. This side will seat 200 people, 100 lower and a 100 upper with the capabilities to use the upper for private events. We are currently developing a menu based on fresh and local ingredients that are prepared daily. This food will be accompanied by a full liquor license which would include a variety of draft local beers. This will not be a bar, rather a restaurant that serves alcohol and beer. It will be a casual atmosphere that is targeting the 25-45 age group.
3. The upper eastern part of the building will be used as a banquet facility. If it were to become a banquet facility it would seat 200+ with a full service bar. This will be a great compliment to our current catering business. We have the know-how and experience to accommodate large groups of people.

A handwritten signature in black ink, appearing to read "Stephen J. Metz". The signature is written in a cursive, flowing style with a large loop at the top.

City of De Pere, Wisconsin**Request For Finance/Personnel Committee Action**

MEETING DATE: September 9, 2014

DEPARTMENT: Planning

FROM: Ken Pabich

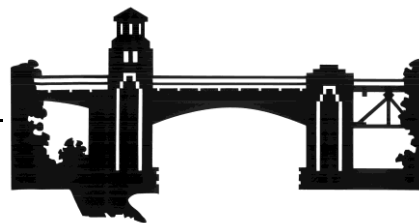
SUBJECT: Review Agricultural Property Lease Bids for west side business park. *

ATTACHMENTS:

- AG_Sept_14 (PDF)
- City_Bid_West Side_2014_App (PDF)
- Bid (PDF)

CITY OF DE PERE

335 South Broadway
De Pere, WI 54115
Fax No.: 920/339-4049
Web: <http://www.de-pere.org>



September 9, 2014

To: Finance Committee

From: Ken Pabich, Director of Planning and Economic Development

RE: West Industrial Park Ag Lease

Our existing agricultural lease expires in November 2014. Since the current lease was extended twice, staff put out the property out for bid (please see the attached bid request form). As part of the process, we did receive some calls on the bid; however in the end, we only had one bid submitted which is with our current lessee. The bid was for \$68.25 cents per acre for a five year term which also includes a price adjustment each year using the consumer price index (CPI).

Recommendation

Staff would recommend that the Finance Committee accept the bid with Mr Vandevoot. Mr Vandevoot has been excellent in working with the City and he has worked directly with the City to address issues in the Business Park. The ability to work together to address issues is critical as the City continues to market the properties for future development.

Attachment: AG_Sept_14 (2588 : West Side Ag Lease)

CITY OF DE PERE

335 South Broadway
De Pere, WI 54115
Fax No.: 920/339-4049
Web: <http://www.de-pere.org>



August 14, 2014

To: Interested Parties

RE: Crop and Grassland available for Lease in the City of De Pere

The City of De Pere is seeking bids for land that is owned in the City limits that is available for crop production and grass harvesting. The attached map shows that the City has the following available:

1. 93 acres along American Blvd.
2. 19 acres of grassland available off Matthew Drive and American Blvd.
3. Please note that with the City ponds, there is potential for significant crop damage by wildlife.

General Terms

The selected bidder will be required to enter into an agreement with the City of De Pere. The terms of the agreement will include the following at a minimum:

1. Description of the leased properties.
2. Lease Term. The lease terms will be for a 5-year period with an option to extend the lease 2 additional years. The lease term shall start on January 1, 2015.
3. Early termination. If the City sells land for development that portion of the land will be removed from the agreement. The City will reimburse the Lessee the reasonable value of the crops damaged or unable to be harvested as a result of termination, not to exceed any rents paid by Lessee.
4. Obligation of Lessee. The Lessee shall use said property for general farming purposes and shall care for the same according to standard industry practices.
5. Sublease. The land shall not be subleased.
6. Rent. The rent will be based on the bid amount plus it shall include a yearly increase based upon the prior year rent multiplied by the years Consumers Price Index – Urban Consumer. Rent shall be paid in two equal payments on January 1st and July 1st.
7. Hold Harmless and Certificate of Insurance. The Lessee will hold the City harmless of any claims, actions or liability. In addition, the Lessee is required to provide a certificate of general liability insurance in the amount of not less than one million dollars.

Bid Terms

The bid form is due back to the City on August 28th by 4:30 p.m. The form must be completed properly otherwise the City has the right to reject the bid.

If you have any questions on the property or the bid process please contact Ken Pabich at 33-4043 or at kpabich@mail.de-pere.org.

CITY OF DE PERE

335 South Broadway
De Pere, WI 54115
Fax No.: 920/339-4049
Web: <http://www.de-pere.org>



2014 City of De Pere Farm Lease Bid Form

AG LAND BID

Please note that with the City ponds, there is potential for significant crop damage by wildlife.

Price Per Acre Bid: _____ x 93 acres _____ for first 12 months of Lease

GRASS LAND BID

Since the grassland is on-platted lots, the City is looking to have the grass harvested off the property with no rental fee. However, please note the City will not provide an early termination relief.

PICK ONLY ONE:

- ☐ As part of our bid, we want to include the 19 acres for grass harvesting.
- ☐ As part of our bid, we **do not want** to include the 19 acres for grass harvesting. I understand that the City will provide this land to other interested parties.

Name: _____

Legal Name used for Agreement: _____

Address: _____

Phone: _____ Cell: _____

Signature: _____

BIDS ARE DUE BY AUGUST 28th at 4:30 P.M.

Send Bid Form to:

Ken Pabich, Director of Planning
City of De Pere
335 S Broadway
De Pere, WI 54115

Attachment: City_Bid_West Side_2014_App (2588 : West Side Ag Lease)



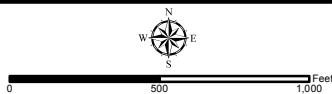
Attachment: City_Bid_West Side_2014_App (2588 : West Side Ag Lease)

2015 Farm Lease Bid Map 93 Acres

Legend

Tax Parcels

Lease Areas



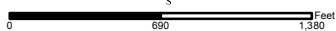
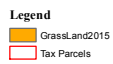
City of De Pere



Attachment: City Bid_West Side_2014_App (2588 : West Side Ag Lease)

2015 Grass Land Bid Map

±19 Acres

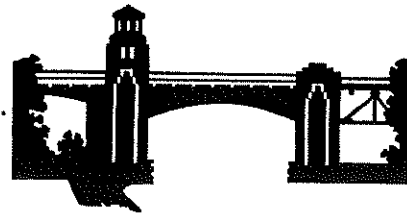


City of De Pere



CITY OF DE PERE

335 South Broadway
De Pere, WI 54115
Fax No.: 920/339-4049
Web: <http://www.de-pere.org>



2014 City of De Pere Farm Lease Bid Form

AG LAND BID

Please note that with the City ponds, there is potential for significant crop damage by wildlife.

Price Per Acre Bid: \$68.25 x 93 acres \$6347.25 for first 12 months of Lease
TOTAL

GRASS LAND BID

Since the grassland is on-platted lots, the City is looking to have the grass harvested off the property with no rental fee. However, please note the City will not provide an early termination relief.

PICK ONLY ONE:

- ☐ As part of our bid, we want to include the 19 acres for grass harvesting.
- ☒ As part of our bid, we do not want to include the 19 acres for grass harvesting. I understand that the City will provide this land to other interested parties.

Name:

L+N FARMS

Legal Name used for Agreement:

NICK VANDE VOORT

Address:

W 2818 ANGLING RD SEYMOUR WI 54665

Phone:

Cell: 366-4216

Signature:

Nick Vande Voort

BIDS ARE DUE BY AUGUST 28th at 4:30 P.M.

City of De Pere, Wisconsin**Request For Finance/Personnel Committee Action**

MEETING DATE: September 9, 2014

DEPARTMENT: Police

FROM: Derek Beiderwieden

SUBJECT: Consideration of Police Participation in OWI Task Force and Grant

The De Pere Police Department is again requesting permission to participate in the fourth Brown County OWI Task Force with overtime funding provided by the Wisconsin Department of Transportation, Bureau of Traffic Safety (BOTS). Other participating agencies will include the Brown County Sheriff's Department, Green Bay Police Department, Ashwaubenon Public Safety, Hobart/Lawrence Police Department, State Patrol and BOTS.

The goal of the task force is to combine components of enforcement, education and awareness.

- **Enforcement:** The enforcement effort saturates areas within the County with officers from several agencies, and aggressively targets intoxicated drivers. Officers will identify, stop and arrest those suspected of drunken driving in the enforcement zone areas. Enforcement zones will be equally distributed in the jurisdictions of participating agencies. The Brown County Sheriff has authorized this task force and confers deputization upon those officers participating thereby eliminating jurisdiction issues.
- **Education:** Education will include billboard displays and media releases to educate the public of the enforcement effort and the dangers of drunken driving.
- **Awareness:** OWI enforcement zones will be signed to alert drivers that they are in an area saturated with officers specifically targeting drunken drivers. It will alert drivers that drunken drivers will not be tolerated (educational/preventative), and alert those that are intoxicated they will be arrested. The hours of operation will coincide with peak times of drunken driving activity.

The Task Force is funded by a grant through BOTS, and managed by the Green Bay Police Department. The grant funds the overtime associated with the activity at the rate set by the police departments. There is a 25% in-kind contribution from participating agencies that can include travel time, vehicle use, fuel, administrative costs, attending meetings etc.

The De Pere Police Department will commit two officers and two vehicles for each deployment of the Task Force. There will be between 8-12 Task Force officers and vehicles for each deployment. The city receives between 4 and 6 deployments ensuring an equal distribution of resources for those participating in the Task Force.

Municipalities and the County receive several benefits through participation in the Task Force. Personnel and resources are available to each community to combat drunken driving that no individual agency is able to achieve on its own. In the three years this program has been used, the task force has made over 500 OWI arrests. It supports safer streets in De Pere and other areas in the county for all to travel on by warning motorists of the risks, and arresting those failing to drive sober. To show this, the number of fatalities, especially alcohol related fatalities, is significantly down versus years the task force didn't operate. There is "one voice" in Brown County that drunken driving will not be tolerated in any community and promotes a positive, collaborative, and focused message and effort among law enforcement agencies in the county.

Please accept our request for continued participation in the OWI Task Force. If you should have any questions, please contact me at 339-4075 at your convenience. Thank you.