



Finance/Personnel Committee

Regular Meeting

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Minutes

Tuesday, July 11, 2017

7:30 PM

De Pere City Hall Council Chambers

1. Call to Order. The meeting was called to order at 7:30 PM by Mayor Michael J. Walsh.

Attendee Name	Title	Status	Arrived
Scott Crevier	Alderman	Present	
Ryan Jennings	Alderman	Present	
Larry Lueck	Alderman	Present	
Casey Nelson	Alderman	Present	
Michael J. Walsh	Mayor	Present	

Also Present: City Administrator Lawrence Delo, City Attorney Judith Schmidt-Lehman, Fire Chief Alan Matzke, Economic Development and Planning Director Kimberly Flom, Police Chief Derek Beiderwieden, Finance Director Joe Zegers and Alderman Dean Raasch.

2. Approval of the Minutes of the June 13, 2017, Regular Meeting of the Finance/Personnel Committee.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Alderman
SECONDER:	Ryan Jennings, Alderman
AYES:	Crevier, Jennings, Lueck, Nelson, Walsh

3. Police Overtime Report for June 2017.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Alderman
SECONDER:	Casey Nelson, Alderman
AYES:	Crevier, Jennings, Lueck, Nelson, Walsh

4. Fire Department Overtime and LifeQuest Services Billing Reports for June 2017.

Alderman Crevier commented that ambulance runs for the last two months have been around 180, and higher than any other month noted in the reports provided. Chief Matzke advised that ambulance runs have increased this year and he expects this to continue.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Alderman
SECONDER:	Michael J. Walsh, Mayor
AYES:	Crevier, Jennings, Lueck, Nelson, Walsh

5. Request to Extend Option to Purchase Parcel WD-1136-3 Between the City of De Pere and WashWorld of De Pere LLC.

Alderman Crevier asked if there was any other interest in this property, to which Economic Development and Planning Director Flom advised that property cannot be marketed for sale while it is under an Option.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Larry Lueck, Alderperson
AYES:	Crevier, Jennings, Lueck, Nelson, Walsh

6. Recommendation to hire sparc, inc. for the De Pere Strategic Visioning & Branding Initiative in an amount not to exceed \$100,000.

Alderperson Crevier asked Economic Development and Planning Director Flom to explain Phase III of the Proposal, and she clarified the formatting of the insight blurbs in sparc, inc.'s Proposal and how they relate to each of the phases. A discussion followed regarding the work of the Consultant, the work the City will undertake once the Consultant's work has concluded and the implementation strategy that will be developed as part of this project. Alderperson Jennings asked about funds that will be budgeted in the future to implement this initiative, and Economic Development and Planning Director Flom explained that certain funds have already been delegated in the capital budget and funds will be flagged in the future to continue the momentum of the implementation process and to make the most use of the visioning & branding project.

Alderperson Lueck asked if any local companies submitted Proposals, and Economic and Planning Director Flom advised that of the 28 Proposals submitted: 7 were Wisconsin based, with 2 or 3 being local; 7 were from the Midwest; and the remaining 14 were from all over the country. While the local firms were not selected for this project given its diversity and team-approach requirements, very positive talent was shown from local firms, and it is possible that those firms may have an opportunity provide some assistance with the implementation phase.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Larry Lueck, Alderperson
AYES:	Crevier, Jennings, Lueck, Nelson, Walsh

7. Approval of Preliminary 2017 Borrowing.

Alderperson Crevier asked about the acronym SCBA, which Finance Director Zegers advised is self-contained breathing apparatus. Alderperson Crevier also confirmed that the amounts listed in the chart for Street Construction, would represent only the City's portion. Administrator Delo advised Committee Members that the listing encompasses the maximum amount that would potentially be borrowed, and that some of the smaller dollar amount items will likely be removed from the final Resolution.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Alderperson
SECONDER:	Ryan Jennings, Alderperson
AYES:	Crevier, Jennings, Lueck, Nelson, Walsh

8. Discuss Proposal of Alderperson Nelson to Create an Ordinance Prohibiting Discrimination in Housing, Employment and Public Accommodations.

Alderperson Nelson shared that he believed it was a good time to initiate this discussion at the same time the City is working on the branding initiative and to showcase that De Pere is a welcoming community. In Wisconsin, Appleton, Milwaukee County and Madison have similar policies in effect. Appleton's ordinance is most similar to the

proposal for discussion, with the Mayor handling grievances. Alderperson Nelson met with the Appleton Mayor who indicated that the ordinance has been positive for their community and image. The proposal is a means to set forth the expectation of treating everyone equally.

Mayor Walsh expressed his support of the proposal and that it is a step in the right direction for the community. The Mayor asked City Attorney Schmidt-Lehman to explain whether further action is expected on this item, and she explained that since a draft ordinance was not submitted, she would expect the Committee to direct her office to draft a proposed ordinance to bring back to the Committee for review and approval. She further shared that the Committee may want to consider grievances being handled by a City staff person, rather than an elected official, and also shared her analysis of Appleton's ordinance in comparison to the more formal ordinances in place in Madison and Milwaukee County. A discussion followed regarding the appropriate staff person to handle grievances, most appropriately the City Administrator, and Attorney Schmidt-Lehman's direction to draft a proposed ordinance.

Alderperson Lueck confirmed that the draft will come back to this Committee for review and also requested that the City Attorney inform all of the alderpersons of this item prior to submission of the draft ordinance.

As this item was for discussion purposes, no further action was taken.

RESULT:	DISCUSSED
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9. Discussion Regarding Status of 2018 Budget Development.

Administrator Delo advised he will commence providing status updates to the Finance Committee on 2018 budget preparations. This week's Friday Memo will contain the revised, final version of the guidelines, and the Finance Department is assembling packets to be distributed to departments this Friday. August 11 is the deadline for department submissions, and individual meetings will be held during August 22-September 7 with each Department Head, the Mayor, City Administrator and the Finance Director. The final Executive Budget will be sent to Council on September 20, and the Study Session is scheduled for October 2. The final budget will be released, and a public hearing held, on November 21st for adoption. Administrator Delo indicated that the process is just getting underway, but he welcomed Committee members to submit any items for consideration to the Mayor, the Finance Director, City Administrator or appropriate department head and advised that it is not necessary to wait until the study session to do so.

This item was for discussion purposes only; no action was taken.

RESULT:	DISCUSSED
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10. Public Comment and announcements.

None.

11. Future agenda items.

None.

12. Adjournment.

Upon Motion of Mayor Walsh, seconded by Alderperson Crevier, the Finance/Personnel Committee unanimously adjourned at 7:53 PM.

Respectfully submitted,
Angela Zills