



Finance/Personnel Committee

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Minutes

Tuesday, December 12, 2023

7:30 PM

Council Chambers and Virtual

1. Call to Order

The meeting was called to order at 7:30 PM by Mayor James Boyd

Attendee Name	Title	Status	Arrived
Devin Perock	Aldersperson	Present	
Pamela Gantz	Aldersperson	Excused	
James Boyd	Mayor	Present	
Amy Chandik Kunderinger	Aldersperson	Present	
John Quigley	Aldersperson	Present	

Also present was: City Administrator Lawrence Delo, City Attorney Anthony Wachewicz, Human Resources Director Shannon Metzler (Remote), Fire Chief Al Matzke, Finance Director-Treasurer Pamela Manley, Development Services Director Dan Lindstrom.

2. Approval of the minutes from November 14, 2023 Regular Meeting of the Finance Personnel Committee.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Devin Perock, Aldersperson
AYES:	Devin Perock, James Boyd, Amy Chandik Kunderinger, John Quigley
EXCUSED:	Pamela Gantz

3. Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Finance and Personnel Committee. §6-3(f) DPMC

None

4. Fire Department Overtime and LifeQuest Billing Reports for November, 2023.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Devin Perock, Aldersperson
SECONDER:	John Quigley, Aldersperson
AYES:	Devin Perock, James Boyd, Amy Chandik Kunderinger, John Quigley
EXCUSED:	Pamela Gantz

5. Consideration and Possible Action on the November 2023 Police Overtime Report.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Amy Chandik Kunderinger, Aldersperson
AYES:	Devin Perock, James Boyd, Amy Chandik Kunderinger, John Quigley
EXCUSED:	Pamela Gantz

6. Consideration and Possible Action to reclassify a Public Health Nurse to Deputy Health Officer.*

Human Resources Director Shannon Metzler was remote and wanted to give an update on the reclassification of a Public Health Nurse to a Deputy Health Officer. There are 5

employees in the Health Department currently and as we recently went through a recruitment process for a Health Director, the State Regional Director had recommended a more common structure that they've seen in other Health Departments, which is creating a Deputy Health Officer position. We are recommending reclassifying one of the Public Health Nurse positions to the Deputy Health Officer position.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Amy Chandik Kunding, Alderperson
AYES:	Devin Perock, James Boyd, Amy Chandik Kunding, John Quigley
EXCUSED:	Pamela Gantz

7. Consideration and Possible Action on proposed redevelopment agreement terms with Gavic Holdings, LLC for the redevelopment of 301 and 305 Main Ave. *

Dan Lindstrom, Development Services Director was present to talk.

Gavic Holdings is currently the property owner at 301 Main Ave (Credo). They have purchased the adjoining building (Pasquale's) and is in the redevelopment planning stages for redevelopment of that corner. They want to make it an entertainment bookend in this area. This does require a potential movement of a business from one building to another in order to make room for a different business and changes to those buildings. Gavic Holdings is looking to redevelop those blocks and is looking for some funding assistance. 301 & 305 Main Ave is proposed to be combined. They will ultimately have a common entrance, bathroom, and some common facilities. The calculated assistance/request is for \$50,000. The current assessed value of that building is \$683,000, with renovations, the new value will be at just over \$1 million. They will be adding 2nd floor uses, lease space (Office or residential) and outdoor space. Guaranteed increment revenue amount of \$5,725. This will be a great space for outdoor dining and entertainment. They are hoping to use the adjoining alleyway for outdoor space as well. Alderperson Quigley had a question. With the creation of more outdoor space, he asked if the City should be worried about less parking spots available. Lindstrom replied saying that customers can utilize on street parking or the private parking lot, there shouldn't be a concern.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Amy Chandik Kunding, Alderperson
AYES:	Devin Perock, James Boyd, Amy Chandik Kunding, John Quigley
EXCUSED:	Pamela Gantz

8. Consideration and Possible Action on proposed redevelopment agreement terms with Gavic Holdings, LLC for the redevelopment of 417 Main Ave. *

Director of Development Services Dan Lindstrom was present to talk. As part of the new retail uses at 301/305 Main Ave, the new development will be going in where the current Credo space is. Credo bought the old Martin Photography building and is preparing the redevelopment plans for that building. The building we are talking about is the old Martin Photography building. They are possibly looking to have 2nd floor office space instead of residential and 1st floor will be a restaurant. At a minimum, the current assessed value is \$144,000 with potential building renovations, a new value of the building would be about \$450,000. Guaranteed minimum increment revenue of \$4,766.

City Administrator Delo asked if the estimates were based off a contractor giving them an estimate. Director Lindstrom said that the estimates are based off budget proposals from their contractors to get some ballpark figures.

Alderpersion Kundingger wants to know about the timeline on these projects. Director Lindstrom said that Gavic is itching to get started. This will be a 2024 project.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	John Quigley, Alderpersion
AYES:	Devin Perock, James Boyd, Amy Chandik Kundingger, John Quigley
EXCUSED:	Pamela Gantz

9. Consideration and Possible Action on the City of De Pere Investments and Cash Detail Report for October, 2023.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Devin Perock, Alderpersion
AYES:	Devin Perock, James Boyd, Amy Chandik Kundingger, John Quigley
EXCUSED:	Pamela Gantz

10. Future agenda items.

None

11. Adjournment

There was a motion to adjourn by Mayor Boyd, seconded by Alderpersion Perock. 7:50 adjournment.

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

***Items with an asterisk require City Council approval.**

Agenda Sent To:

Alderpersion

City Administrator

Mayor

Department Heads

TV, Newspapers & Radio Stations

Kress Family Library

De Pere Chamber of Commerce

Respectfully submitted,
Amy Darnick