

NOTICE OF PUBLIC MEETING

Pursuant to Wisconsin Statutes Section 19.84, notice is hereby given to the public that a regular meeting of the **FINANCE/PERSONNEL COMMITTEE** will be held **APRIL 9, 2013 AT 7:30 P.M.** in the **CITY HALL COUNCIL CHAMBERS, SECOND FLOOR OF DE PERE CITY HALL, 335 SOUTH BROADWAY STREET, DE PERE, WISCONSIN.**

This meeting is rebroadcast on Time Warner Cable Channel 4 and Channel 99 U-verse throughout the week.

***Agenda item requires City Council action.**

AGENDA FOR SAID MEETING

1. Roll call.
2. Approval of the minutes of the March 12, 2013 regular meeting of the Finance/Personnel Committee.
3. Overtime report of the Fire Department for the month of March.
4. Overtime report of the Police Department for the month of March.
5. Overtime report of the Engineering Department for the month of March.
6. Review Offer to Purchase for Parcel WD-74 and part of WD-D0230. *
7. Consider out of state travel request for Public Works Director to attend a conference in Chicago Illinois.
8. Consider request for assistance for Amâl delegation. *
9. Adoption of the latest version of the Emergency Operations Plan (EOP). * (Plan to be distributed at the meeting.)
10. Consideration of 2013/2014 Dental Insurance Funding Recommendation. *
11. Public comment and announcements.
12. Future agenda items.
13. Consideration of hiring a consulting firm to conduct a classification and compensation study. *

PLEASE TAKE NOTICE, that pursuant to Section 19.85(1)(e), Wis. Stats., the Council may convene in closed session for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

The Council may then reconvene in open session to take action on any matter discussed in closed session or for such other purposes as are allowed by law.

14. Consideration of Mutual Release of Naming Rights Agreement. *

PLEASE TAKE NOTICE, that pursuant to Section 19.85(1)(g), Wis. Stats., the Council may convene in closed session for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

The Council may then reconvene in open session to take action on any matter discussed in closed session or for such other purposes as are allowed by law.

15. Adjournment.

Lawrence Delo
City Administrator

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 who, because of disability, requires special accommodation should contact the City Administrator's Office at 339-4044 by 4:30 p.m., April 8, 2013 so that arrangements can be made.

Agenda Sent To:

Alderspersons

Mayor

City Administrator

Department Heads

Brown County Library, De Pere Branch

De Pere Journal

Green Bay Press-Gazette

De Pere Chamber of Commerce

TV & Radio

Jim Hokanson, Jake Ventures, 2016 Point Road, Green Bay, WI 54313

**FINANCE/PERSONNEL COMMITTEE
CITY OF DE PERE, WISCONSIN – March 12, 2013**

The Finance/Personnel Committee of the City of De Pere, Wisconsin, met in regular session at the Council Chambers in City Hall, on Tuesday, March 12, 2013.

Mayor Michael Walsh called the meeting to order at 7:30 p.m. Roll call was taken and the following members were present: Alderpersons Kathleen Van Vonderen, Michael Donovan, Daniel Robinson and Larry Lueck. Also present: City Attorney Judith Schmidt-Lehman, Fire Chief Robert Kiser, Police Chief Derek Beiderwieden, Finance Director Joe Zegers and Building Inspector Dave Hongisto.

Aldersperson Robinson moved, seconded by Aldersperson Donovan, to approve the minutes of the February 12, 2013 regular meeting. Upon vote, the minutes were approved unanimously.

3. Overtime report of the Fire Department for the month of February 2013. Aldersperson Van Vonderen moved, seconded by Aldersperson Donovan to approve the overtime report. Chief Kiser explained the overtime for EMS training was due to paramedic CME training and Fire training was due to MABAS training. Upon discussion and vote, motion was approved unanimously.

4. Overtime report of the Police Department for the month of February 2013. Aldersperson Robinson moved, seconded by Aldersperson Lueck, to approve the overtime report. Chief Beiderwieden noted the department is still down three officers and he anticipates filling one in April, another in May and the third in June or July. Upon discussion and vote, motion was approved unanimously.

5. Overtime report of the Engineering Department for the month of February 2013. Mayor Walsh moved, seconded by Aldersperson Lueck, to approve the overtime report. Upon vote, motion was approved unanimously.

6. Review proposed interest rate amendment to Forte Composite Industrial Revenue Bonds. City Attorney Schmidt-Lehman provided an overview of the proposed interest rate amendment. Aldersperson Van Vonderen moved, seconded by Aldersperson Donovan to open the meeting. Upon vote, motion carried unanimously.

Christopher Frigo, 2449 Skyline Oaks Drive, De Pere, owner of Forte Composites, 2201 American Boulevard, De Pere, provided further information regarding the interest rate amendment and responded to committee member questions.

Aldersperson Donovan moved, seconded by Aldersperson Van Vonderen to return to regular order. Upon vote, motion was carried unanimously. Mayor Walsh moved, seconded by Aldersperson Van Vonderen to approve the interest rate amendment. Upon vote, motion was approved unanimously.

7. Consider Memorandum of Understanding between the City of De Pere and Brown County Health Department for interim Public Health Sanitarian services. Aldersperson Lueck moved, seconded by Aldersperson Robinson to approve the Memorandum of Understanding. Upon vote, motion was approved unanimously.

DRAFT

8. Consider Wisconsin Public Service power to tornado siren on Scheuring Road. Alderperson Donovan moved, seconded by Mayor Walsh to approve the power installation. Discussion followed. Upon discussion and vote, motion was approved unanimously.

9. Consider request to fill Secretary position vacancy. Alderperson Robinson moved, seconded by Alderperson Lueck to approve the filling the position vacancy. Upon vote, motion was approved unanimously.

10. Public Comment or other Announcements. City Attorney Schmidt-Lehman announced the start time of the March 14, 2013 special Common Council meeting was changed to 6:30 p.m.

11. Future Agenda Items. None.

Upon motion by Mayor Walsh, seconded by Alderperson Van Vonderen, the Finance/Personnel Committee unanimously adjourned at 7:56 p.m.

Respectfully submitted,

Jennifer Dupont
Recording Secretary

DE PERE FIRE RESCUE
OVERTIME BREAKDOWN BY REASON
FOR THE YEAR OF 2012

REASON	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	TOTAL
STANDBYS	75.25	84	57.75	66	99.5	27	20	45	76.5	54	15	57.25	677.25
EMS TRAINING	52.5	96	69	92.75	28	2.5	16.5	21.5	75.75	59.5	77.75	66.75	658.5
FIRE TRAINING	3	16	67.5	55	55.75	0	10.75	13	51.5	26.25	29.25	3	331
RESCUE CALLS	24.75	18.5	3.5	9	15.75	7	25.75	5.5	17.25	18	0	11	156
FIRE CALLS	32	24	0	11.25	3	14.25	27.75	25.25	3	34.75	0	0	175.25
OFFICER MTGS.	3	16	11.5	14	9	4	0	4.5	16	9.5	9.75	13.5	110.75
STAFFING REP.	75.75	3.75	50.25	4.5	42.75	0	108	132	90	265.5	112.5	115	1000
MAINTENANCE	11.5	27	8	0	38.25	5.25	0	0	15	0	0	0	105
PUB. ED.	0	0	2.5	13.5	0	0	0	0	6.75	45.25	0	0	68
# FIRE RUNS	20	21	24	35	28	29	43	29	29	42	27	25	352
# of EMS RUNS	147	130	127	152	161	127	143	143	159	169	116	163	1737
TOTAL HRS.	277.75	285.25	270	266	292	60	208.75	246.75	351.75	512.75	244.25	266.5	3281.75

OVERTIME BREAKDOWN BY REASON
FOR THE YEAR OF 2013

REASON	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	TOTAL
STANDBYS	54	55.25	27										136.25
EMS TRAINING	292.25	81	93										466.25
FIRE TRAINING	20.5	42.25	78										140.75
RESCUE CALLS	7.5	7	5										19.5
FIRE CALLS	2.25	3.75	9.75										15.75
OFFICER MTGS.	9	9	9										27
STAFFING REP.	0	40.5	57										97.5
MAINTENANCE	0	0	0										0
PUB. ED.	0	0	0										0
# FIRE RUNS	29	32	18										79
# of EMS RUNS	145	151	160										456
TOTAL HRS.	385.5	238.75	278.75	0	0	0	0	0	0	0	0	0	903

ANNUAL PERCENTAGE OF OVERTIME USED THROUGH 3/22/2013 15.93% \$15,057 used, balance left \$79,513

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

AREA	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	TOTAL
LEDGEVIEW	6.4	7.4	3.4										17.2
LAWRENCE	7.2	7.4	2.9										17.5
ASHWAUBENON	2	1.11	0.5										3.61
CTY RESCUE	0	0	0										0
OTHER	0	0	0										0
TOTAL HRS.	15.6	15.91	6.8	0	0	0.0	0	0	0	0	0	0	38.31

DE PERE FIRE/RESCUE MONTHLY LOG 2013

<u>RUN</u>	<u>DATE</u>	<u>TIME</u>	<u>AREA</u>	<u>TYPE</u>	<u>UNITS</u>	<u>ALS</u>	<u>BLS</u>	<u>DEST</u>	<u>MAG</u>	<u>MAR</u>	<u>STBY</u>
342	3/1/2013	05:25	CD	M	A111		X	V			0
343	3/1/2013	08:55	CD	M	A111	X		B			0
344	3/1/2013	09:15	LE	M	A121	X		A			2
345	3/1/2013	19:19	LE	M	A111	X		V			0
346	3/1/2013	21:00	AS	M	A121	X		V	3		0
347	3/2/2013	11:03	CD	M	A121		X	N			0
348	3/2/2013	12:33	CD	M	A111	X		B			0
349	3/2/2013	17:10	CD	F	E111						0
350	3/2/2013	18:12	CD	F	E121						0
351	3/2/2013	19:24	LE	M	A111	X		V			0
352	3/3/2013	07:27	CD	M	A121	X		A			0
353	3/3/2013	08:48	CD	M	A111		X	N			0
354	3/3/2013	16:16	LA	M	A121		X	V			0
355	3/3/2013	20:34	CD	M	A111	X		V			0
356	3/4/2013	08:15	CD	F	E111						0
357	3/4/2013	08:31	LA	M	A121	X		B			0
358	3/4/2013	10:39	LE	M	A111	X		A			0
359	3/4/2013	12:36	LE	M	A111	X		V			0
360	3/4/2013	17:21	LE	M	A111	X		V			0
361	3/4/2013	22:35	LA	M	A121		X	M			0
362	3/5/2013	01:17	CD	M	A121		X	V			0
363	3/5/2013	04:04	CD	M	A111	X		V			0
364	3/5/2013	10:15	CD	M	A111		X	V			0
365	3/5/2013	11:51	CD	M	A111	X		A			0
366	3/5/2013	18:05	CD	F	NONE						
367	3/6/2013	02:22	CD	M	A121		X	N			0
368	3/6/2013	06:40	CD	M	A121	X		M			0
369	3/6/2013	12:04	CD	M	A121		X	V			0
370	3/6/2013	19:29	CD	M	A111	X		B			0
371	3/7/2013	05:05	CD	M	A111		X	B			0
372	3/7/2013	07:30	CD	M	A121	X		A			0
373	3/7/2013	07:36	CD	M	A111		X	N			1
374	3/7/2013	08:16	CD	F	E111,E121,C102, L111						0
375	3/7/2013	09:03	CD	F	E111,C101,A111						0
375	3/7/2013	09:03	CD	M	A121		X	B			0
376	3/7/2013	13:17	CD	M	A111		X	V			0
377	3/7/2013	13:21	CD	F	E111,E121,C102						0

<u>RUN</u>	<u>DATE</u>	<u>TIME</u>	<u>AREA</u>	<u>TYPE</u>	<u>UNITS</u>	<u>ALS</u>	<u>BLS</u>	<u>DEST</u>	<u>MAG</u>	<u>MAR</u>	<u>STBY</u>
378	3/7/2013	16:11	CD	M	A111		X	B			0
379	3/7/2013	19:14	CD	M	A111	X		V			0
380	3/7/2013	19:46	CD	M	A121	X		B			0
381	3/8/2013	02:21	CD	M	A121		X	N			0
382	3/8/2013	09:01	LE	M	A111	X		M			0
383	3/8/2013	11:31	CD	M	A111	X		M			0
384	3/8/2013	12:04	CD	M	A121	X		V			0
385	3/8/2013	13:19	LE	M	A111		X	B			0
386	3/8/2013	18:07	CD	F	E111,E121						0
387	3/8/2013	21:15	CD	M	A121		X	N			0
388	3/8/2013	23:33	CD	M	A111	X		V			0
389	3/9/2013	11:43	CD	M	A111,A121	X		B			1
390	3/9/2013	13:02	AS	M	A121	X		V	3		0
391	3/9/2013	17:49	CD	M	A121		X	N			0
392	3/9/2013	21:53	LE	M	A111		X	V			0
393	3/9/2013	22:13	CD	M	A121		X	N			0
394	3/10/2013	15:18	CD	M	A121		X	B			0
395	3/10/2013	16:25	CD	M	A111,A121	X		V			1
396	3/10/2013	16:59	CD	M	A121,E111		X	M			0
397	3/10/2013	19:14	CD	M	A121	X		M			0
398	3/11/2013	06:56	LA	M	A121		X	M			0
399	3/11/2013	09:21	CD	M	A121		X	V			0
400	3/11/2013	10:09	CD	M	A121	X		V			0
401	3/11/2013	21:29	LE	M	A111	X		B			0
402	3/12/2013	03:35	CD	M	A121	X		B			0
403	3/12/2013	09:58	LE	M	A122	X		B			0
404	3/12/2013	12:15	LA	M	A121	X		B			0
405	3/12/2013	12:55	CD	M	E121		X	N			0
406	3/12/2013	14:49	LA	M	A121	X		A			0
407	3/12/2013	16:15	CD	M	A121	X		B			0
408	3/12/2013	21:00	CD	M	A121		X	A			0
409	3/13/2013	03:30	CD	M	A111		X	B			0
410	3/13/2013	13:22	CD	M	A121	X		V			0
411	3/13/2013	14:49	LA	M	A121	X		V			0
412	3/13/2013	16:24	CD	M	A121		X	V			0
413	3/13/2013	23:36	CD	M	A121		X	B			0
414	3/14/2013	15:02	LA	M	A121	X		M			0
415	3/14/2013	16:39	CD	M	A121		X	B			0
416	3/14/2013	18:39	CD	M	A121		X	V			0
417	3/14/2013	19:06	CD	M	A111	X		V			0

<u>RUN</u>	<u>DATE</u>	<u>TIME</u>	<u>AREA</u>	<u>TYPE</u>	<u>UNITS</u>	<u>ALS</u>	<u>BLS</u>	<u>DEST</u>	<u>MAG</u>	<u>MAR</u>	<u>STBY</u>
418	3/15/2013	00:44	CD	M	A121	X		V			0
419	3/15/2013	01:00	CD	M	A111		X	V			0
420	3/15/2013	07:29	CD	M	A121	X		V			0
421	3/15/2013	08:55	CD	M	A121		X	V			0
422	3/15/2013	10:02	LA	M	A121	X		M			0
423	3/15/2013	16:07	CD	M	A121		X	A			0
424	3/15/2013	17:55	CD	M	A121	X		B			0
425	3/15/2013	17:56	CD	M	A111		X	M			0
426	3/15/2013	18:39	CD	M	A121		X	N			0
427	3/15/2013	19:28	CD	M	A111	X		A			0
428	3/15/2013	21:14	CD	M	A121		X	V			0
429	3/15/2013	21:58	CD	M	A121	X		B			0
430	3/16/2013	12:29	CD	M	A111	X		B			0
431	3/16/2013	20:54	CD	M	A121		X	N			0
432	3/16/2013	23:26	CD	M	A111		X	N			0
433	3/17/2013	07:13	LA	M	A121		X	B			0
434	3/17/2013	10:14	LA	M	A121	X		V			0
434	3/17/2013	10:14	LA	F	E111,A111						0
435	3/17/2013	12:50	CD	M	A121		X	A			0
436	3/17/2013	13:56	LE	M	A111		X	B			0
437	3/17/2013	14:50	LE	M	A121,E111	X		A			0
438	3/17/2013	18:07	CD	M	A121		X	N			0
438	3/17/2013	18:07	CD	F	E111						0
438	3/17/2013	18:07	CD	M	A111		X	V			0
438	3/17/2013	18:07	CD	M	A121		X	N			0
439	3/18/2013	00:00	CD	M	A121		X	V			0
440	3/18/2013	03:01	CD	M	A121	X		B			0
441	3/18/2013	13:19	LE	M	A111	X		B			0
442	3/18/2013	15:23	CD	M	A121		X	V			0
442	3/18/2013	15:23	CD	M	A121		X	V			0
442	3/18/2013	15:23	CD	M	A111		X	V			0
442	3/18/2013	15:23	CD	F	E111,C101						0
443	3/18/2013	15:45	CD	M	A122		X	M			0
444	3/19/2013	10:59	LA	M	A121		X	V			0
445	3/19/2013	11:16	CD	M	A111		X	V			0
446	3/19/2013	11:20	CD	M	E111		X	N		3	0
447	3/19/2013	11:21	CD	M	E111		X	N		2	0
448	3/19/2013	12:09	CD	M	A121		X	A			0
449	3/19/2013	16:26	CD	M	A121	X		V			0
450	3/19/2013	16:51	LE	M	A111	X		V			1

<u>RUN</u>	<u>DATE</u>	<u>TIME</u>	<u>AREA</u>	<u>TYPE</u>	<u>UNITS</u>	<u>ALS</u>	<u>BLS</u>	<u>DEST</u>	<u>MAG</u>	<u>MAR</u>	<u>STBY</u>
451	3/19/2013	22:01	CD	M	A121	X		V			0
452	3/20/2013	04:41	CD	M	A121	X		A			0
453	3/20/2013	06:12	MO	F	L111,C101				4		0
454	3/20/2013	09:04	CD	M	A121	X		B			
455	3/20/2013	09:12	MO	F	L111,C101						1
456	3/20/2013	09:25	CD	M	A111		X	N			0
457	3/20/2013	11:17	CD	M	A121		X	N			0
458	3/21/2013	00:19	LA	M	A121		X	V			0
459	3/21/2013	01:14	LE	M	A111	X		N			0
460	3/21/2013	04:47	CD	M	A121		X	N			0
461	3/21/2013	10:30	CD	M	A111	X		B			0
462	3/21/2013	10:32	CD	M	A121	X		V			1
463	3/22/2013	10:47	CD	M	A121		X	V			0
464	3/22/2013	23:13	LA	M	A121	X		B			0
465	3/22/2013	23:49	CD	M	A111		X	V			0
466	3/22/2013	01:45	CD	M	A121		X	N			0
467	3/23/2013	11:16	CD	M	A111,A121	X		V			0
468	3/23/2013	16:29	CD	M	A111		X	V			0
469	3/23/2013	16:36	CD	M	A121		X	V			0
470	3/23/2013	19:28	AS	M	A121	X		M			0
471	3/24/2013	02:08	CD	M	A121	X		M			0
472	3/24/2013	07:31	CD	M	A111	X		B			0
473	3/24/2013	09:02	CD	M	A111	X		V			0
474	3/24/2013	13:13	LA	M	A121		X	B			0
475	3/24/2013	14:12	CD	M	A121		X	B			0
476	3/25/2013	08:54	CD	M	A121,A111	X		V			0
477	3/25/2013	09:14	CD	M	A111		X	N			0
478	3/25/2013	09:50	CD	M	A111,E121	X		V			0
479	3/25/2013	10:25	CD	M	A121,E121		X	B			0
480	3/25/2013	13:31	CD	M	A121	X		V			0
481	3/25/2013	15:50	CD	M	A111		X	N			0
482	3/26/2013	07:51	LE	M	A111	X		V			0
483	3/26/2013	07:49	CD	M	A121	X		M			0
484	3/26/2013	11:22	AS	M	A121		X	N			0
485	3/26/2013	11:27	AS	M	A111	X		B			0
486	3/26/2013	15:04	CD	M	A121	X		A			0
487	3/26/2013	17:47	CD	M	A121	X		B			0
488	3/26/2013	23:41	LE	M	A111	X		N			0
489	3/27/2013	09:44	LE	M	A111,E111		X	V			0
490	3/27/2013	14:31	CD	M	A121	X		B			0

<u>RUN</u>	<u>DATE</u>	<u>TIME</u>	<u>AREA</u>	<u>TYPE</u>	<u>UNITS</u>	<u>ALS</u>	<u>BLS</u>	<u>DEST</u>	<u>MAG</u>	<u>MAR</u>	<u>STBY</u>
491	3/27/2013	16:17	CD	M	A121	X		V			0
492	3/27/2013	18:22	CD	M	A111		X	B			0
493	3/28/2013	09:49	CD	M	A121,E121	X		V			0
494	3/28/2013	11:40	LA	M	A121	X		M			0
495	3/28/2013	14:54	CD	M	A111		X	B			0
496	3/28/2013	17:31	CD	F	E121						0
497	3/28/2013	20:32	CD	M	A121,A111	X		V			1
498	3/29/2013	03:53	LE	M	A111		X	V			0
499	3/29/2013	04:15	CD	M	A121		X	V			0
500	3/29/2013	06:58	CD	M	A121		X	B			0
501	3/29/2013	09:12	CD	M	A111	X		V			0
502	3/29/2013	20:44	CD	F	E111,E121						0
503	3/29/2013	21:19	LA	M	A121	X		B			0
504	3/30/2013	18:23	CD	F	E111						0
505	3/31/2013	00:50	AS	M	A121		X	V	3		0
506	3/31/2013	03:34	CD	M	A121	X		A			0
507	3/31/2013	05:18	CD	M	A111	X		V			0
508	3/31/2013	10:15	CD	F	E111						0
509	3/31/2013	22:12	CD	M	A121		X	V			0
510	3/31/2013	22:32	CD	M	A111	X		M			0
511	3/31/2013	23:50	CD	F	E111,E121						0
					178	82	78	160	4	2	

DE PERE FIRE/RESCUE				
OVERTIME REPORT				
MONTH OF MARCH, 2013				
PERSONNEL	DATE	ACTUAL HOURS	O.T. HOURS	REASON
CODY	25-Feb	1.50	2.25	CHART REVIEW
PANSIER	25-Feb	1.00	1.50	FIRE TRAINING
GATZ	26-Feb	3.00	4.50	PARAMEDIC CME
PUETZ	27-Feb	1.50	2.25	FIRE TRAINING
RIEDI	27-Feb	1.00	1.50	FIRE TRAINING
HENDRICKS, TD.	14-Feb	1.50	2.25	EMS TRAINING
THOMSON	1-Mar	1.50	2.25	FIRE TRAINING
BALCER	1-Mar	1.00	3.00	EMS STANDBY
HERMANS, D.	1-Mar	1.25	3.00	EMS STANDBY
PANSIER	4-Mar	3.00	4.50	PARAMEDIC CME
WEYERS	4-Mar	3.00	4.50	PARAMEDIC CME
CODY	4-Mar	3.00	4.50	PARAMEDIC CME
ANNEN	5-Mar	1.50	2.25	OFFICERS MEETING
BALCER	5-Mar	1.50	2.25	OFFICERS MEETING
HENDRICKS, TD.	5-Mar	1.50	2.25	OFFICERS MEETING
MATZKE	5-Mar	1.50	2.25	OFFICERS MEETING
BALCER	5-Mar	3.00	4.50	FIRE TRAINING
DE WEERT	5-Mar	3.00	4.50	FIRE TRAINING
HENDRICKS, TD.	5-Mar	3.00	4.50	FIRE TRAINING
HERMANS, B.	5-Mar	3.00	4.50	FIRE TRAINING
ANNEN	5-Mar	3.33	5.00	FIRE TRAINING
CHESLOCK	6-Mar	0.67	1.00	WORK OVER EMS
GATZ	6-Mar	0.67	1.00	WORK OVER EMS
SINKLER	6-Mar	1.00	1.50	WORK OVER EMS
HENDRICKS, TM.	6-Mar	3.00	4.50	EMS TRAINING
WESSLEY	7-Mar	1.00	3.00	EMS STANDBY
HENDRICKS, TM.	8-Mar	3.00	4.50	EMS TRAINING
WITT	8-Mar	2.00	3.00	STAFFING REPLACEMENT
PANSIER	8-Mar	12.00	18.00	STAFFING REPLACEMENT
BALCER	9-Mar	1.00	3.00	EMS STANDBY
WESSLEY	10-Mar	1.50	3.00	EMS STANDBY
SINKLER	11-Mar	1.00	1.50	WORK OVER EMS
ANNEN	11-Mar	3.00	4.50	FIRE TRAINING
ANNEN	11-Mar	3.00	4.50	PARAMEDIC CME
HENDRICKS, TM.	11-Mar	9.00	13.50	FIRE TRAINING
DEVILEY	11-Mar	3.00	4.50	PARAMEDIC CME
JANSEN	11-Mar	3.00	4.50	PARAMEDIC CME
BROWN	11-Mar	3.00	4.50	PARAMEDIC CME
BALCER	11-Mar	3.00	4.50	PARAMEDIC CME
GATZ	11-Mar	3.00	4.50	PARAMEDIC CME
HENDRICKS, TD.	12-Mar	3.00	4.50	PARAMEDIC CME
NELSON	12-Mar	3.00	4.50	PARAMEDIC CME
PUETZ	12-Mar	3.00	4.50	PARAMEDIC CME
SINKLER	12-Mar	3.00	4.50	PARAMEDIC CME
THOMSON	12-Mar	3.00	4.50	PARAMEDIC CME
HENDRICKS, TM.	13-Mar	3.00	4.50	PARAMEDIC CME

BALCER	14-Mar	2.50	3.75	FIRE TRAINING
HENDRICKS, TM.	18-Mar	3.00	4.50	EMS TRAINING
WESSLEY	19-Mar	1.00	3.00	EMS STANDBY
WITT	20-Mar	1.00	1.50	WORK OVER FIRE
GATZ	20-Mar	1.00	1.50	WORK OVER FIRE
WEYERS	20-Mar	1.50	2.25	WORK OVER FIRE
HERMANS, B.	20-Mar	1.50	3.00	EMS STANDBY
BROWN	20-Mar	5.00	7.50	FIRE TRAINING
CODY	20-Mar	1.00	1.50	WORK OVER FIRE
WEYERS	20-Mar	2.00	3.00	EMS TRAINING
HERMANS, B.	21-Mar	1.00	3.00	EMS STANDBY
ANNEN	21-Mar	2.83	4.25	FIRE TRAINING
ANNEN	25-Mar	3.33	5.00	FIRE TRAINING
ANNEN	27-Mar	3.00	4.50	FIRE TRAINING
BALCER	28-Mar	1.75	3.00	EMS STANDBY
BALCER	28-Mar	3.00	4.50	FIRE TRAINING
ANNEN	29-Mar	2.00	3.00	WORK FIRE
RIEDI	31-Mar	12.00	18.00	STAFFING REPLACEMENT
HERMANS, D.	31-Mar	12.00	18.00	STAFFING REPLACEMENT
		177.33	278.75	

Number of Standbys

9

DE PERE FIRE RESCUE REPORT

FOR THE MONTH OF MARCH 2013

RUN LOCATION	CITY OF DE PERE		TOWN OF LEDGEVIEW		TOWN OF LAWRENCE		VILLAGE OF ASHWAUBENON		MUTUAL AID RESPONSES		TOTALS	
	MONTH	YTD	MONTH	YTD	MONTH	YTD			MONTH	YTD	MONTH	YTD
TOTAL RUNS	117	331	20	56	17	55	3	6	3	8	160	456
RUNS TRANSPORTED	95	260	18	48	17	46	2	5	3	6	135	365
ALS RUNS	53	161	15	37	10	24	2	4	2	4	82	230
%ALS OF RUNS TRANS.	56%	62%	83%	77%	0%	52%	100%	80%	67%	67%	61%	63%
%ALS/ALL RUNS	45%	49%	75%	66%	59%	44%	67%	67%	67%	50%	51%	50%

RUN DESTINATION

AURORA
BELLIN
ST. MARYS
ST. VINCENT
NO TRANSPORT
TOTAL

MONTH	YTD
15	59
40	108
16	33
64	164
25	92
160	456

TOTALS ARE CORRECT

MUTUAL AID GIVEN

RUN # AGENCY TYPE

346	ASHWAUBENON	FULLSQD.
390	ASHWAUBENON	FULLSQD.
505	ASHWAUBENON	FULLSQD.

MUTUAL AID RECEIVED

RUN # AGENCY TYPE

446	ASHWAUBENON	FULLSQD.
447	GREEN BAY	FULLSQD.

DE PERE FIRE RESCUE MONTHLY REPORT

MARCH, 2013

	CITY OF DE PERE	TOWN OF LAWRENCE	TOWN OF LEDGEVIEW	VILLAGE OF ASHWAUBENO	MUTUAL AID	TOTAL RESPONSES
FIRE INCIDENTS (other)	7	1	0	0	0	8
ACTUAL FIRE INCIDENTS	2	0	0	0	2	4
EXTRICATION	0	0	0	0	0	0
RESCUE CALLS	117	17	20	3	3	160
PUBLIC SERVICE	6	0	0	0	0	6
TOTALS	132	18	20	3	5	178

ESTIMATED TOTAL FIRE LOSS FOR MONTH \$500

NUMBER OF FF'S ON DUTY	PER DAY
8 FF'S ON DUTY	12
7 FF'S ON DUTY	10
6 FF'S ON DUTY	9

NUMBER OF PARAMEDICS ON DUTY	PER DAY
3 PARAMEDICS ON DUTY	1
4 PARAMEDICS ON DUTY	4
5 PARAMEDICS ON DUTY	21
6 PARAMEDICS ON DUTY	5

RESPONSE BY UNITS	
ENGINE 111	18
ENGINE 121	11
ENGINE 122	0
LADDER 111	3
AMBULANCE 111	65
AMBULANCE 121	97
AMBULANCE 122	2
CHIEF 101	4
CHIEF 102	2
UTILITY 111	0
BOAT	0
TOTAL	202

MARCH, 2013

*OVERTIME CAUSED BY SICK LEAVE

DATE	HOURS OF SICK LEAVE	OVERTIME PAID
3/8	14	21
3/31	24	36
TOTAL		57

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

MARCH, 2013

STANDBYS CALLED IN

CALL NO.	NO. ON DUTY	STANDBYS CALLED	GOT	REASON
344	6	3	2	Both ambulances out
373	8	2	1	Both ambulances out
380	8	2	0	Both ambulances out
384	6	4	0	Both ambulances out
389	7	1	1	Cardiac arrest
393	7	1	0	Both ambulances out
395	8	4	1	Suicide attempt, gun shot
417	8	2	0	Both ambulances out
419	7	3	0	Both ambulances out
434	7	4	0	Motor vehicle accident
442	8	2	0	Motor vehicle accident
443	8	4	0	Both ambulances out
446	7	4	0	Both ambulances out
450	7	3	1	Both ambulances out
455	8	3	1	Structure fire
456	8	4	0	Structure fire
462	7	3	1	Both ambulances out
469	6	4	0	Both ambulances out
483	7	3	0	Both ambulances out
485	7	3	0	Both ambulances out
497	6	4	1	Vegetation Fire
499	6	4	0	Both ambulances out
502	6	4	0	Structure fire
510	6	4	0	Both ambulances out

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

REASON	JAN*	FEB**	MAR***	APR+	MAY++	JUN^	JUL #	AUG ##	SEPT^A	OCT^A^A	NOV*+	DEC*+*	TOTAL
OFFICER SICK RELIEF	102.00	75.00	69.75										246.75
OFFICER WORKED ON HOLIDAY	178.00	12.00	34.25										224.25
OFFICER FOR COURT	15.00	15.00	21.00										51.00
OFFICER TRAINING	10.00	62.50	36.00										108.50
OFFICER RELIEF FOR FUNERAL													0.00
OFFICER ATTEND MEETING	1.50	6.25											7.75
STAFFING LEVEL	166.50	57.75	157.50										381.75
INVESTIGATION	50.25	54.00	51.75										156.00
HONOR GUARD FOR FUNERAL													0.00
SCHOOL LIAISON REIMBURSED	26.25	74.25	40.50										141.00
COMMUNITY RELATIONS													0.00
SPECIAL ASSIGNMENT													0.00
SPECIAL ASSIGNMENT REIMBURSED		15.25											15.25
MISCELLANEOUS	41.25	23.00	87.00										151.25
MISCELLANEOUS REIMBURSED	156.00	98.25	113.25										367.50
Gross OFFICER OVERTIME	746.75	493.25	611.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1651.00
SUBTOTAL REIMBURSED OVERTIME	(182.25)	(187.75)	(153.75)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(523.75)
NET OFFICER OVERTIME	564.50	305.50	457.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1327.25
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 3/1/2013	\$2,864.00												
Percent of Total Budget:	2.20%												

NOTES:

* Period 12/12/2012 - 02/01/2013

+Period

**Period 2/12/2013 - 3/1/2013

++Period

***Period 3/12/2013 - 3/29/2013

^Period

#Period

##Period

^mPeriod

^mPeriod

*+Period

^mPeriod

**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)	(118.75)	(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 3/31/2012 - 4/27/2012 #Period 6/23/2012 - 8/3/2012 ^Period 9/29/2012 - 10/26/2012
 **Period 2/4/2012 - 3/2/2012 ++Period 4/28/2012 - 5/25/2012 ##Period 8/04/2012 - 8/31/2012 ++Period 10/27/2012 - 11/23/2012
 ***Period 3/3/2012 - 3/30/2012 ^Period 5/26/2012 - 6/22/2012 ^vPeriod 9/1/2012 - 9/28/2012 **Period 11/24/2012 - 12/21/2012

**DE PERE POLICE DEPARTMENT
OVERTIME BY REASON
2011**

REASON	JAN*	FEB**	MAR***	APR+	MAY++	JUN ^	JUL #	AUG ##	SEPT^v	OCT^v^v	NOV*+	DEC*+	TOTAL
OFFICER SICK RELIEF	24.00	72.00	269.50	24.00	54.75	72.75	17.25	67.00	58.50	51.75	9.75	163.50	884.75
OFFICER WORKED ON HOLIDAY	154.50	12.00	15.00	35.50	5.00	92.50	72.00	10.75	123.00	4.00	56.75	4.00	585.00
OFFICER FOR COURT	12.75	9.00	21.00	15.75	43.50	4.75	31.50	12.75	6.00	31.50	15.00	9.00	212.50
OFFICER TRAINING	13.50	88.50	178.00	47.75	97.25	99.00	12.25	104.50	222.00	163.75	64.25	26.75	1117.50
OFFICER RELIEF FOR FUNERAL			5.25										5.25
OFFICER ATTEND MEETING		1.50	1.50	17.50	15.00			6.00					41.50
STAFFING LEVEL	146.25	133.00	168.00	45.00	35.50	66.25	228.25	155.25	144.75	374.50	161.00	57.00	1714.75
INVESTIGATION	79.50	61.50	137.75	57.25	41.75	67.75	66.75	104.00	79.75	73.50	50.75	105.75	926.00
HONOR GUARD FOR FUNERAL					16.00		3.00						19.00
SCHOOL LIAISON REIMBURSED	14.25	19.50	84.00	31.50	45.00	29.75	1.50	42.25	49.50	55.75	26.25	15.00	414.25
COMMUNITY RELATIONS									4.50				4.50
SPECIAL ASSIGNMENT													0.00
SPECIAL ASSIGNMENT REIMBURSED		11.25	4.50	9.00	8.00	292.50	3.00	9.00	15.00	28.50	15.00	7.50	403.25
MISCELLANEOUS	12.25	24.75	87.75	1.50	1.75	5.75	2.75	2.75	16.00	13.75	14.25	4.50	187.75
MISCELLANEOUS REIMBURSED		12.00	61.75	25.75	29.50	50.50	24.75	28.25	37.50	21.00	29.50	30.75	351.25
Gross OFFICER OVERTIME	457.00	445.00	1034.00	310.50	393.00	781.50	463.00	542.50	756.50	818.00	442.50	423.75	6867.25
SUBTOTAL REIMBURSED OVERTIME	(14.25)	(42.75)	(150.25)	(66.25)	(92.50)	(372.75)	(29.25)	(78.50)	(102.00)	(105.25)	(70.75)	(63.25)	(1183.75)
NET OFFICER OVERTIME	442.75	402.25	883.75	244.25	310.50	408.75	433.75	463.00	654.50	712.75	371.75	370.50	5698.50
SECRETARY OVERTIME					3.00								3.00

Total Overtime Budget: \$137,762.00
Expenditures through 11/25/2011 \$116,766.17
Percent of Total Budget: 84.76%

NOTES:

* Period 12/25/2010 - 1/21/2011 +Period 4/2/2011 - 4/29/2011 mPeriod 10/1/2011 - 10/28/2011
 **Period 1/22/2011 - 2/18/2011 ++Period 4/30/2011 - 5/27/2011 *Period 10/29/2011 - 11/25/2011
 ***Period 2/19/2011 - 4/1/2011 vPeriod 5/28/2011 - 6/24/2011 wPeriod 9/3/2011 - 9/30/2011 **Period 11/26/2011 - 12/23/2011

2009 ENGINEERING DEPARTMENT OVERTIME

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
FULL-TIME	9.00	18.50	68.00	61.00	58.00	57.00	76.00	79.00	37.00	55.00	11.00	0.00	529.50
PART-TIME	0.00	0.00	0.00	0.00	0.00	2.50	7.50	2.00	0.00	0.00	0.00	0.00	12.00

2010 ENGINEERING DEPARTMENT OVERTIME

[illegible]

2011 ENGINEERING DEPARTMENT OVERTIME

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
FULL-TIME	16.50	6.00	45.50	16.00	80.25	99.00	127.00	127.75	40.50	4.50	2.00	0.00	565.00
PART-TIME	0.00	0.00	0.00	0.00	0.00	0.00	9.50	16.00	0.00	0.00	0.00	0.00	25.50
REIMBURSABLE OT			3.50	4.00	35.00	4.00	0.00	4.50	20.50	3.00	0.00	0.00	74.50

2012 ENGINEERING DEPARTMENT OVERTIME

[illegible]

2013 ENGINEERING DEPARTMENT OVERTIME

[illegible]

**DE PERE ENGINEERING DEPARTMENT
MONTHLY OVERTIME REPORT
March 2013**

EMPLOYEE	DATE	OT HOURS	REASON
Lax, Scott	3/10/2013	3	Locates
Total Lax		3	
Krzewina, Bob			
Total Krzewina			
Simons, Dan			
Total Simons			
Stansfield, Tom			
Total Stansfield			
SUB-TOTAL ENG		3	
Part-time Eng.			
Sub-total Part-time			
Grand Total O.T. For March (hrs)		3	
Year-to-Date % of Budget		7.28%	

CITY OF DE PERE

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



April 9, 2013

To: Finance Committee

From: Ken Pabich, Director of Planning and Economic Development

RE: Offer to Purchase Property - Parcel WD-74 and part of WD-D0230

Jake Ventures LLC has placed an offer to purchase WD-74 and WD-D0230 which is located on Glory Road (see Exhibit A and B). The intended use for the site is for small office or commercial related uses.

In working with the City assessor, the value of the site is \$.70 per square foot which based on the approximate layout would be a total value of \$45,780 (see Exhibit C). The offer to purchase is for \$.61 per square foot or approximately \$40,000. The reduction in the offer is based on some of the known development issues with the site which have been disclosed by the City.

The contingencies on the offer are as follows:

1. The City provides information on the elevation of the existing concrete base and fill.
2. The City provides any known information on the environmental conditions of the site.
3. The City creates the lot as described which includes WD-74 and part of WD-D0230.
4. The City approves rezoning the site from I-3 to B-2, since the intended use for the site is for office and commercial use.
5. The City provides the title work on the property.

For the contingencies, staff is recommending the following:

1. City can provide information on elevations for site and can be provided.
2. City can provide know environmental information on site.
3. City can create a CSM for the lot to be sold.
4. City can begin the process to rezone the property. The Plan Commission would review in April and it would be reviewed by the City Council in June.
5. City can provide title work on the property which is done at the time of closing.

The closing would be dependent on the completion of the agreement and approval by the City Council. This timeline has been explained to the purchaser.

Recommendation

Staff would recommend the Finance Committee accept the offer for the property and authorize staff to develop the appropriate documents for the project.

March 19, 2013

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

Dear Mr Pabich;

Based on our discussions, I want to offer to purchase WD-74 and also a portion of WD-D0230. The total site is estimated to be 65,400 sq ft and it would be finalized once a survey is done on the site to determine the exact square footage. It is my understanding that the City Assessor has placed a value on the site of \$.70 per sq ft which would be a total asking price of \$45,780. We would like to offer \$40,000 or \$.61 per sq ft.

This offer is based on some of the know issues with the site that will need to addressed as part of the development. These items are:

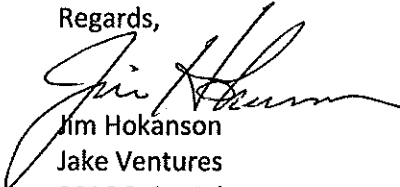
1. The stormwater ditch will be converted to an inlet and leveled off. As our offer, we will take care of this work and expense.
2. Due to the existing concrete on the site, there may need to be extra cost incurred for making the hookup to the sewer lateral. As our offer, we will take care of this work and expense.
3. The site had too much fill brought onto the site and will need to be leveled off. In addition, the fill cannot be used for our foundation, so additional cost will be incurred to dig below the fill. As our offer, we will take care of the fill and the extra cost related to moving the material and the extra cost related to the foundation.

I have enclosed a check for \$1000 in earnest money. As part of the offer, we have following contingencies:

1. The City provides information on the elevation of the existing concrete base and fill.
2. The City provides any known information on the environmental conditions of the site.
3. The City creates the lot as described which includes WD-74 and part of WD-D0230.
4. The City approves rezoning the site from I-3 to B-2, since the intended use for the site is for office and commercial use.
5. The City provides the title work on the property.

It is our understanding that the rezoning could be presented to the Plan Commission in April with the rezoning hearing at first meeting in June. I would request that we could close on the property after the City Council approves the rezoning.

Regards,



Jim Hokanson
Jake Ventures
2016 Point Rd
Green Bay, WI 54313



Ken Pabich

From: Lee De Groot <LeeD@accurateassessor.com>
Sent: Monday, March 18, 2013 3:08 PM
To: Ken Pabich
Subject: Value for WD-74

Hi Ken~

I have determined that the value of the property is \$.70 per square foot. This is based on a recent sale at WD-68-2 that sold for \$1.00 per square foot. I also have a listing at 1515 Glory Rd. that is at \$.56 a square foot. I believe that the value lies in between these 2 values. I gave a 5% discount based on the shape of the property.

Please let me know if you need anything else.

Have a great day.

Lee De Groot
Owner

Accurate Appraisal, LLC
Phone: 800-770-3927 ext. 202
Fax: 920-749-8099
Email: leed@accurateassessor.com
Website: www.accurateassessor.com

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City of De Pere

Public Works Department

Memo

To: Honorable Mayor Walsh
Finance/Personnel Committee
From: Scott J. Thoresen, Director of Public Works
Date: April 2, 2013
Subject: Out of State Travel Request

The national conference for the American Public Works Association is being held this year in Chicago, IL from Saturday August 24th through Thursday August 29th.

I am requesting approval to attend this conference. The program seminars, training sessions, and exhibitors will provide numerous opportunities to learn of the latest equipment, methods, and materials available to continue to provide cost effective service in the public works department.

The 2013 Public Works Administration program budget has sufficient funds under the "seminars and conferences" line account to cover the cost of this conference.

Cc: Lawrence Delo, City Administrator

**De Pere Fire Rescue**

Memo

To: Personnel and Finance Committee
From: Assistant Chief Jim Stupka 
Date: March 26, 2013
Re: Request for assistance for Åmål delegation

De Pere Sister Cities is requesting additional support for a delegation of officials from our sister city of Åmål, Sweden. The City of Åmål is providing all travel expenses for the group. The delegation will consist of the Mayor, the head of the tourism department, the assistant for integration and development, a school teacher, and a student. This group is due to arrive on May 30, 2013 and will depart on June 4, 2013. While they are here there will be regular interaction with city staff and the community, they are also going to make a presentation on sustainable efforts in Sweden.

When our group of two students and two teachers attended the sustainability conference in Åmål and were ultimately trapped by a volcano eruption in Iceland. The representatives in Åmål were most accommodating and exceptionally generous.

The only support Sister Cities requested during this past budget cycle was for the international dues and some miscellaneous expenses, cutting our annual budget request to about half. The visit was not discussed until after the budget had been finalized. We are requesting an additional \$1500 to assist in providing housing for the group while in the City of De Pere.

Please feel free to contact me with any questions or concerns at 339-4090.

To: Honorable Mayor and Members of the Finance Committee
From: Joe Zegers, Finance Director
Date: April 3, 2013
Subject: Request for Assistance for Amal Delegation

As a reminder and in addition to the prior memo from Assistant Chief Jim Stupka, the City did not budget any amount for contingency in the 2013 budget. Our budgeted fund balance at the end of December 2013 is estimated to be \$5,088,072. Approval of this request will decrease this to \$5,086,572. I will provide this memo to you throughout the year should there be additional unbudgeted requests for tracking purposes of our general fund balance.

**De Pere Fire Rescue**

Memo

To: Personnel and Finance Committee
From: Assistant Chief Jim Stupka
Date: April 1, 2013
Re: Adoption of the latest version of the Emergency Operations Plan (EOP)

All city departments propose that the current emergency operations plan (EOP) be updated to reflect changes that have occurred since the plan was adopted in 2006. A separated document will be attached and is proposed as the most recent version for the EOP. The changes include renumbering to the current State of Wisconsin state statutes. Changes also include updated check sheets and revisions to resource listings and frequency listings. Several additional changes were made in order to assure continuity of operations during a disaster event.

It was suggested in the past that these documents be presented to this committee instead of directly to the full council in order to give the council members additional time to review the documents as proposed.

Please feel free to contact me with any questions or concerns at 339-4090.

MemoCity of De Pere

To: Members of the Finance/Personnel Committee
From: Shannon Metzler, Human Resources Director
RE: Consideration of 2013/2014 Dental Insurance Premiums
Date: April 3, 2013

We have completed the renewal analysis for the City of De Pere employee dental plan. I have met with our insurance consultant, McClone Insurance Group regarding the renewal and we are recommending a 2% increase in rates.

The dental plan is self-funded like our health plan with our premiums directly paying for our claims. For your information, the City contributes a fixed \$30 per month per employee for dental insurance. Any cost or increase over \$30 per month will not be absorbed by the City, but by the employee.

Listed below is the recommended premium:

	2013/2014 Premium	Employee Portion Per Payroll
Single Plan	\$35.22	\$2.41
Family Plan	\$104.99	\$35.58

We recommend approving the above dental renewal rates for the June 1, 2013 through May 31, 2014 insurance period.

If you have any questions in advance of your meeting, please contact me at 339-4045.

Thank you.