Finance/Personnel Committee

335 South Broadway
De Pere, WI 54115
www.deperewi.gov

Regular Meeting

Minutes

Tuesday, April 8, 2025 **7:30 PM** **335 S. Broadway, De Pere, WI 54115**

I. Call to Order

1. Roll Call

Present: James Boyd, Pamela Gantz, John Quigley, Devin Perock, Amy Kundinger
Absent:
Excused:
Alderperson Gantz is remote

Also present:
Dan Lindstrom
Pamela Manley
Jack Mlnarik
Tom Blohowiak
Shannon Metzler
Scott Thoresen
Kristen Vincent
Amy Darnick

2. Approval of the Minutes of the March 11, 2025 Regular Meeting of the Finance/Personnel Committee.

RESULT:	**Passed**
MOVER:	James Boyd
SECONDER:	Devin Perock
AYES:	James Boyd, Pamela Gantz, John Quigley, Devin Perock, Amy Kundinger
NAYS:	None

3. Public Comment on 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. Consideration and Possible Action to Approve replacement of the Community Center water heater in the amount of $8,672.01 from Unassigned Reserves.*

RESULT:	**Passed**
MOVER:	John Quigley
SECONDER:	Devin Perock
AYES:	James Boyd, Pamela Gantz, John Quigley, Devin Perock, Amy Kundinger
NAYS:	None

5. Consideration and Possible Action on authorization to fund Emergency repairs for the Fire Station 1 sewer back-up.*

Maintenance Supervisor Tom Blohowiak was present to speak on this agenda item.
A couple of weeks ago we had a water backup at the truck garage at Fire station 1. Got Roto-Rooter to come in and try to clean the line. The line was blocked tight. Checked another line in the basement, and ended breaking up some concrete. We found a lot of things damaged in cast iron pipe, a lot of build up. They are recommending lining it.
Asking for funds to cover the initial troubleshooting, concrete floor, plumbing to put it all back together, lining the pipe from the basement up to the truck garage. Roughly $23,000 from unassigned reserves. This drain is for the truck garage. There may be an additional fund request in the future for the pipe that goes through the entire basement. Just trying to get the water flowing right now. Some cast iron was off.

City Manager Flom clarified that in the memo out to the committee it said $18,000, but the estimate is now $23,000.

Alderperson Gantz asked how old the lines are and do we anticipate any other issues going forward. Supervisor Blohowiak said that the building was built in 1971. Cast iron is when the building was built. Last year we lined a section toward the police dept and City Hall. We have had a lot of backup in the last couple of years. Hopefully the lining helps. There is about 300 feet that hasn't been lined yet.

RESULT:	**Passed**
MOVER:	James Boyd
SECONDER:	Pamela Gantz
AYES:	James Boyd, Pamela Gantz, John Quigley, Devin Perock, Amy Kundinger
NAYS:	None

6. Consideration and Possible Action to use State FAP funding to purchase boat engines for Fire Department.*

Iterm chief Jack Mlnarik was present to speak on this agenda item.

This is the boat from California that they brought back. They have been doing repairs, with the engines being the last thing to repair. This state funding is normally $9,000, but this year they received $156,000. This is a great time to use this money to work on these repairs so they don't have to use the $60,000 out of capital next year.

The boat after all of these upgrades will be worth roughly $300,000 with only putting around $40,000 of the City's money into it. One they get the engines and have the boats all set, they will have a boat on the lower part of the dam and the upper side.

RESULT:	**Passed**
MOVER:	Pamela Gantz
SECONDER:	John Quigley
AYES:	James Boyd, Pamela Gantz, John Quigley, Devin Perock, Amy Kundinger
NAYS:	None

7. Consideration and Possible Action on Approval of Tentative Agreement for changes to Collective Bargaining Agreement with De Pere Police Benevolent Association (1/1/2024-12/31/2026).*

Human Resources Director Shannon Metzler is present to speak on this agenda item.

We talked in February about having an agreement with the Fire Union for 2022 & 2023, but that we'd be going to Interest arbitration with Police & Fire for 2024 and beyond. We've been trying to get agreed-upon wage increases for 2024, 2025 & 2026. Filed for interest arbitration last Fall, and were supposed to have a hearing in April. We have been working on preparing for the hearing since January. We were able to reach an agreement with Police & Fire for 2024-2026 contracts. On the Fire side we are just agreeing to the wage increases. Going through interest arbitration is a long process. They take one or the other offer and not meld them together. You take a risk bringing the contract forward with arbitration, so it is always better to agree outside of that.

RESULT:	**Passed**
MOVER:	James Boyd
SECONDER:	Amy Kundinger
AYES:	James Boyd, Pamela Gantz, John Quigley, Devin Perock, Amy Kundinger
NAYS:	None

8. Consideration and Possible Action on Approval of Tentative Agreement for changes to Collective Bargaining Agreement with De Pere Professional Firefighter's Association IAFF Local #141 (1/1/2024-12/31/2026).*

Human Resources Director Shannon Metzler is present to speak on this agenda item.

We talked in February about having an agreement with the Fire Union for 2022 & 2023, but that we'd be going to Interest arbitration with Police & Fire for 2024 and beyond. We've been trying to get agreed-upon wage increases for 2024, 2025 & 2026. Filed for interest arbitration last Fall, and were supposed to have a hearing in April. We have been working on preparing for the hearing since January. We were able to reach an agreement with Police & Fire for 2024-2026 contracts. On the Fire side we are just agreeing to the wage increases. Going through interest arbitration is a long process. They take one or the other offer and not meld them together. You take a risk bringing the contract forward with arbitration, so it is always better to agree outside of that.

RESULT:	**Passed**
MOVER:	Pamela Gantz
SECONDER:	John Quigley
AYES:	James Boyd, Pamela Gantz, John Quigley, Devin Perock, Amy Kundinger
NAYS:	None

9. Cash and Investments Report for February 28, 2025.

RESULT:	**Passed**
MOVER:	James Boyd
SECONDER:	Amy Kundinger
AYES:	James Boyd, Pamela Gantz, John Quigley, Devin Perock, Amy Kundinger
NAYS:	None

10. Consideration and Possible Action on Award of contract to Avineon, Inc. for GIS Consulting Services.*

GIS Manager Kristen Vincent is present to speak on this item.

GIS infrastructure is in need of some updates and enhancements. The City's GIS Desktop software is fazing out. We have to change how we model the City's facility data. In need of streamlining some of our operations. We have a target dealing of March 2026 to complete all of this before the software reaches its end of life. Since we knew this was coming, we put it in the 2025 budget. In February 2025, we put out an RFP for GIS services. Received 10 bids back. Landed on Avineon as the provider we'd like to go with and staff recommends. We would also be $25,000 under what we budgeted for.

Alderperson Quigley asked how long we've had this current system.
Manager Vincent said we've had this software for at least a decade. She believes it will set the City up for the long run.

RESULT:	**Passed**
MOVER:	James Boyd
SECONDER:	Amy Kundinger
AYES:	James Boyd, Pamela Gantz, John Quigley, Devin Perock, Amy Kundinger
NAYS:	None

11. Consideration and Possible Action on the Termination of TID No. 16 in the City of De Pere.*

Development Services Director Dan Lindstrom was present to speak on this agenda item.

In February, there was a request with the overage of TID 6 to pay some outstanding debt we had at the City. One of those was TID 16, administrative expenses that have been incurred over time. We relinquished our CDI grant back to the State. Created overlay TID 18. TID 16 now sits as an unusable TID. Staff recommends terminating TID 16 so we don't have the $150 administrative expense every year.

RESULT:	**Passed**
MOVER:	James Boyd
SECONDER:	Amy Kundinger
AYES:	James Boyd, Pamela Gantz, John Quigley, Devin Perock, Amy Kundinger
NAYS:	None

12. Consideration and Possible Action on the extension of TID No. 8 in the City of De Pere for One-Year for the purpose of funding the City of De Pere Affordable Housing Programs.*

Development Services Director Dan Lindstrom was present for this item as well.

TID 8 is off of Lawrence Drive. It has been overlaid by TID 15. The TID law requires that in the last 5 years of the TID life, you are required to conduct an audit. We completed the 2023 audit. You are required to terminate the TID once you identify that you have the appropriate funds to terminate the TID. We are able to terminate a year sooner than we would normally be able to, possibly even two years. We would like to keep it open one more year to help seed fund the Affordable Housing Program again. We would then terminate the TID the following year so we can have that return back to the tax rolls. Staff is recommending the Affordable Housing extension to help seed fund that program.

Mayor Boyd asked if Director Lindstrom could identify a usage for any of that. Lindstrom said that Rock the Block will happen again in 2026, housing stock improvement program, upper story activation program, and a pool for Affordable Housing purposes.

Alderperson Gantz wanted to say thanks for helping extend the affordable housing program. Looking forward to more affordable housing.

RESULT:	**Passed**
MOVER:	Pamela Gantz
SECONDER:	James Boyd
AYES:	James Boyd, Pamela Gantz, John Quigley, Devin Perock, Amy Kundinger
NAYS:	None

13. Consideration and Possible Action on the Termination of TID No. 8 in the City of De Pere.*

Development Services Director Dan Lindstrom was present to speak on this agenda item.
The state acknowledges that the City submitting the termination resolution to them, there is a requirement that you have to submit the final audit within the 12 months. The state does recognize that our audit will not be complete before that. We can lag the resolution back a few months to give us more time for when the final audit will be complete or we can state that we won't complete it in time, and will complete it when we can. We were in the same boat as TID 6. We have options. It has to happen after the affordable housing resolution.

The understanding is that the resolution may come later.

RESULT:	**Passed**
MOVER:	James Boyd
SECONDER:	Devin Perock
AYES:	James Boyd, Pamela Gantz, John Quigley, Devin Perock, Amy Kundinger
NAYS:	None

14. Status Update on Downtown Redevelopment Projects.

Development Services Director Dan Lindstrom was present to give a verbal presentation/update.

6 different things going on downtown.

1. Main Ave reconstruction is a large one that is happening for the City. In 2026, the alley behind the 300 block is in the preliminary planning stages. Street reconstruction in 2028.

2. 360 Main Ave- parking lot. Staff recommending an RFP for private development in the future.

3. Irwin school- We had an update with developer. There are potential buyers for the site. Buyers fell through. We will be meeting with the developer and developer rep to see what our next steps are. We can pull the lever to get the land back.

4. Front street- Tilestone and Saltbox being relocated this week. Front street will be sitting available. Submitted a sight assessment grant through the WEDC. If awarded, that would allow the city to complete phase 2 environment assessment and pay for the demolition of the building. Our goal is to sit down with the developer and look at plans for the future.

5. Shopko development- City staff met with the developers about the Hotel, and the first initial building. The goal is to break ground at the end of spring/early summer, for openings in 2026. We also have a parking ramp that is on that same timeline. Preliminary design plans are in the works right now. Hoping to see plans at the Finance meeting in May and then hold a Community meeting about esthetics. Right now we are working on functionality. Finalize the theory of operations for the parking ramp and the downtown parking. Bringing our downtown parking up to speed. Trying to find an appropriate means or team to house under a single entity.

6. Downtown Master plan udpate- All of the downtown businesses have their own plan for downtown, but we'd like to create one vision. Working through an RFP. Coming summer, Master plan consulting.

15. Future agenda items.

None

16. Adjournment.

Mayor Boyd made a motion to adjourn. Alderperson Perock seconded it. Upon vote, the motion carried unanimously. The meeting was adjourned at 8:10 PM.

Respectfully submitted,
Amy Darnick