



Finance/Personnel Committee

335 South Broadway
De Pere, WI 54115

<https://www.deperewi.gov/>

Regular Meeting

Minutes

Tuesday, November 8, 2022

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 Kunding	Aldersperson	Present	
John Quigley	Aldersperson	Excused	

Also Present: City Administrator Lawrence Delo, Finance Director-Treasurer Joe Zegers, Video Production Specialist Justine Braun (Remote), Public Works Director Scott Thoresen, Police Chief Jeremy Muraski (Remote), Parks, Recreation & Forestry Director Marty Kosobucki (Remote) and members of the public.

2. Approval of the Minutes of the October 11, 2022, 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 Kunding
EXCUSED:	Pamela Gantz, John Quigley

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/Personnel Committee §6-3(f) DPMC.

None.

4. Consideration and Approval of Fire Department Overtime and LifeQuest Services Billing Reports for October, 2022.

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

5. Consideration and Possible Action on the October 2022 Police Overtime Report.

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

6. Recommendation and Possible Action to Approve Purchase of Digital Juice Subscription.*

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

7. Consideration and Approval of Various Credit Limit Increases for City Credit Cards.*

Finance Director-Treasurer Zegers confirmed that the City Attorney is now on the summary of issued city credit cards in the agenda packet. This program was initially approved by the Common Council in 2007, and increased limits have been requested to take advantage of favorable prices and savings from certain vendors such as Amazon, that require credit cards for purchases. The proposed increased credit card limits for impacted departments are shown shaded on the worksheet in the agenda packet. Police requested to remove two department credit cards and reissue four cards to better streamline purchases and track credit card documentation.

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

8. Review and possible action on City of De Pere Investments and Cash Detail report for Sept. 2022.

Finance Director Treasurer Zegers provided a summary of the City's cash and investment accounts for the month ended September 30. The City has \$3.9 million in total cash, with \$3.8 million in the City and Health checking accounts and \$88,000 in Dental.

For the investment accounts, the Local Government Investment Pool (LGIP) account has a balance of \$17.6 million, the Associated Trust account is at \$4.8 million and Schwab is at \$6.1 million.

The City's total cash and investments total \$35.9 million. The LGIP account increased \$7.1 million due to receipt of bond proceeds of \$11.5 million, offset by \$4.5 million for payments of accounts payable and payroll.

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

9. Future agenda items.

None.

10. Adjournment.

Mayor Boyd made a Motion to adjourn, seconded by Alderperson Perock; upon unanimous vote, the meeting adjourned at 7:38 PM.

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

Respectfully submitted,
Angela Zills