



# Finance/Personnel Committee

Regular Meeting

## Minutes

335 South Broadway  
De Pere, WI 54115  
[www.deperewi.gov](http://www.deperewi.gov)

Tuesday, March 10, 2026

7:30 PM

335 S. Broadway, De Pere, WI 54115

### 1. CALL TO ORDER

#### A. Roll Call

Also present were City Manager Kim Flom, City Attorney Joanne Bungert, City Clerk Carey Danen, Finance Director Pam Manley, Fire Chief Brett Jansen, Development Services Director Dan Lindstrom, Community and Economic Development Specialist Quasan Shaw, and Administrative Assistant Amy Darnick.

**Present:** Pamela Gantz, Amy Kundinger, Casey Nelson, Devin Perock

**Absent:**

**Excused:** James Boyd

#### B. Approval of the minutes of the February 10, 2026 Regular Meeting of the Finance/Personnel Committee.

<b>RESULT:</b>	<b>Passed</b>
<b>MOVER:</b>	Devin Perock
<b>SECONDER:</b>	Pamela Gantz
<b>AYES:</b>	Pamela Gantz, Amy Kundinger, Casey Nelson, Devin Perock
<b>NAYS:</b>	None

### 2. PUBLIC COMMENTS

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

### 3. NEW BUSINESS

#### A. For Consideration and Possible Action on Community Service Grant Policies.\*

City Clerk Carey Danen was present to speak on this agenda item. An Alderperson requested this agenda item to review how community service grants are awarded and whether the Council wants to institute any guidelines on prioritizing awards or limiting the amount on how many are granted towards each organization. In their packet, there is a list of who has received these awards the last several years.

<b>RESULT:</b>	<b>Passed</b>
<b>MOVER:</b>	Devin Perock
<b>SECONDER:</b>	Pamela Gantz

<b>AYES:</b>	Pamela Gantz, Amy Kundinger, Casey Nelson, Devin Perock
<b>NAYS:</b>	None

B. For Consideration and Possible Action to Approve Over-Hire of one Police Officer for Police Department.\*

Chief Muraski was present online to speak on this agenda item. This case we know that an officer is retiring in September. We would like to lock in a good candidate and would like to look at over-hire in mid-june through early-september. The maximum cost would be \$28,333. Typically, it takes around 9 months to go through field training until they are ready to go on the road. We'd like to get ahead of the game, which also saves money on overtime.

<b>RESULT:</b>	<b>Passed</b>
<b>MOVER:</b>	Amy Kundinger
<b>SECONDER:</b>	Casey Nelson
<b>AYES:</b>	Pamela Gantz, Amy Kundinger, Casey Nelson, Devin Perock
<b>NAYS:</b>	None

C. For Consideration and Possible Action to Approve Over-Hire of one Firefighter for Fire Department.\*

Fire Chief Brett Jansen was present to speak on this agenda item.

This follows the same policy as before. 2026 executive budget to hire one extra firefighter to start bringing our staffing levels up. One member will be going on FMLA June-July. If we can bring a candidate on now, we can train them and get them into action by June 1, which would reduce overtime on that shift. We'd like to have them go through recruit school and on shift fully by June.

<b>RESULT:</b>	<b>Passed</b>
<b>MOVER:</b>	Amy Kundinger
<b>SECONDER:</b>	Pamela Gantz
<b>AYES:</b>	Pamela Gantz, Amy Kundinger, Casey Nelson, Devin Perock
<b>NAYS:</b>	None

D. For Consideration and Possible Action on Redevelopment Agreement terms with TPAMMT LLC for the Redevelopment of 303 Reid St. into a Multi-Tenant Commercial Development (Parcel WD-955).\*

Community and Economic Development Specialist Quasan was present to speak on this agenda item.

Last summer, City staff were approached by TPAMMT who was looking to establish a location in De Pere. Took them on a sight tour of De Pere. Concepts is a brewery/pizza place/event space and a small restaurant place. One Barrel Brewing company and Jennifer's place restaurant going into the Abbey Bar. 1.5 million in new construction costs. They did reach out looking for TIF assistance. We came to an agreement on a \$125,000 grant. We are going to extend TID 9 boundary to bring this parcel in. Finish construction at the end of 2026. Final assessed value by January 1, 2027.

Aldersperson Nelson has a question- He is wondering if we are demolishing the structure. Shaw mentioned that we are just remodeling the current structure, not demolishing it. He also asked about the project incentive being at 15.5% and wanted to know what we are normally at for percent. Development Services Director Lindstrom mentioned that each project is different.

<b>RESULT:</b>	<b>Passed</b>
<b>MOVER:</b>	Casey Nelson
<b>SECONDER:</b>	Pamela Gantz
<b>AYES:</b>	Pamela Gantz, Amy Kundinger, Casey Nelson, Devin Perock
<b>NAYS:</b>	None

- E. For Consideration and Possible Action on Development Agreement terms with Bliffert De Pere Holdings LLC, for a Construction Design and Supply Business located at approximately 2025 Venture AVE, an approximately 10.25 Acre Portion of WD-D0077 in the West Business Park.\*

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

This is talking about a business park project, which is a construction supply and business company. Bliffert Lumber is looking to expand their footprint within Wisconsin by developing the 10-acre parcel. Their goal is to provide another construction supply business, hoping to help alleviate some of the construction pains with high pricing and high demand. Their interest in this site is driven largely by its immediate proximity to the rail line.

The concept plan illustrates an approximately 5,300-square-foot office, a 15,800-square-foot cabinet and millwork warehouse, and a bulk warehouse for building materials and lumber. This will be an overall community and regional benefit. Adding about 4.1 million dollars of improvement value. 8 million in construction cost. The developer requests a site assembly grant valued at \$525,000 and a \$120,000 project cost reimbursement grant at the completion of the project. Staff is recommending approval.

Aldersperson Nelson asked what TID and how many years of life left- Director Lindstrom mentioned it would be TID 11 and 9 years of life left.

<b>RESULT:</b>	<b>Passed</b>
<b>MOVER:</b>	Devin Perock
<b>SECONDER:</b>	Casey Nelson
<b>AYES:</b>	Pamela Gantz, Amy Kundinger, Casey Nelson, Devin Perock
<b>NAYS:</b>	None

- F. For Consideration and Possible Action on TID #8 Financial Statements and Fund Transfer.\*

Finance Director Pam Manley was present to speak on this agenda item.

At the beginning of the year, we closed TID 6. When we closed it, we had a surplus. When a TID closes with a surplus, it gets divided between 4 groups. West De Pere School District, City of De Pere, NWTC, Brown Co. Finance Director Manley recommends we take the City's part of the excess funds balance and roll it into our capital equipment fund. This limits our amount of debt and the amount of interest we end up paying.

<b>RESULT:</b>	<b>Passed</b>
<b>MOVER:</b>	Devin Perock

<b>SECONDER:</b>	Pamela Gantz
<b>AYES:</b>	Pamela Gantz, Amy Kundinger, Casey Nelson, Devin Perock
<b>NAYS:</b>	None

G. For Consideration and Possible Action to hire Associated Appraisal Consultants, Inc. for Statutory Assessor, Annual Maintenance and Alternating Year Interim Market Updates for 2027-2030 in the amount of \$360,000.\*

Finance Director Pam Manley was present to speak on this agenda item.

Last year, it was awarded for 1-year contract for Acurate. This year we went out for RFP again and ended up with 3 respondents. We interviewed 2 and, through discussions as a team, we recommend going with Associated Appraisals. Associated Appraisals rose to the top, and the annual cost will increase with this proposal. We recommend going to the every-other-year appraisal. We think maintenance will be fine with this contract every other year.

Alderperson Nelson asked if going to the every other year option, will there be a bigger step instead of the gradual slope. City Manager Flom replied that yes, that was a discussion item when the team met. It was mentioned that community members can see comprables and there will be searches and reports that staff can use as well.

Alderperson Gantz mentioned she was pleased that we decided to do it every other year and that we went out to RFP.

<b>RESULT:</b>	<b>Passed</b>
<b>MOVER:</b>	Casey Nelson
<b>SECONDER:</b>	Pamela Gantz
<b>AYES:</b>	Pamela Gantz, Amy Kundinger, Casey Nelson, Devin Perock
<b>NAYS:</b>	None

H. For Consideration and Possible Action on 2025 Budget Items Carried Forward to 2026.\*

Finance Director Pam Manley was present for this agenda item.

Some of these projects are ones that just haven't happened, or we haven't received the goods yet. Moving these funds forward to next year.

<b>RESULT:</b>	<b>Passed</b>
<b>MOVER:</b>	Pamela Gantz
<b>SECONDER:</b>	Casey Nelson
<b>AYES:</b>	Pamela Gantz, Amy Kundinger, Casey Nelson, Devin Perock
<b>NAYS:</b>	None

I. Cash and Investments Report for January 31, 2026.

Alderperson Nelson had a question- it is over \$100 million, can we start offsetting some other things as some point?

Director Manley mentioned this is some of the money that we have borrowed (the bridge, the parking ramp, the MSC expansion). There is a lot of money that will be spent, and it is set aside for some of these larger items.

<b>RESULT:</b>	<b>Passed</b>
<b>MOVER:</b>	Amy Kunding
<b>SECONDER:</b>	Casey Nelson
<b>AYES:</b>	Pamela Gantz, Amy Kunding, Casey Nelson, Devin Perock
<b>NAYS:</b>	None

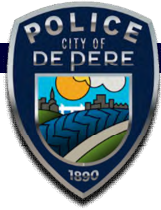
4. FUTURE AGENDA ITEMS

Aldersperson Kunding asked for a Front street update. Director Lindstrom mentioned that they would like to provide substantial information soon for Front Street.

5. ADJOURNMENT

Aldersperson Kunding made a motion to adjourn. Aldersperson Nelson seconded the motion. Adjourned at 8pm.

Respectfully submitted,  
Amy Darnick



## M E M O R A N D U M

To: Personnel and Finance Committee, Mayor James Boyd, De Pere Common Council  
From: Jeremy A. Muraski, Chief of Police  
Date: 2/26/2026  
Subject: Police Officer Over Hire Request

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### **Executive Summary**

As previously noted in our spending requests, the recruitment landscape for law enforcement remains hyper-competitive. To secure high-character candidates currently in our pipeline and ensure seamless operational continuity, I am requesting authorization for one temporary over-hire. We have successfully identified two high-quality candidates. One will fill an existing budgeted vacancy; the second would serve as a temporary over-hire. This proactive step takes into account a scheduled retirement in September 2026. By authorizing this hire for late May or early June, the Department will be positioned to reach its full complement of 38 sworn officers immediately upon the senior officer's retirement, effectively eliminating the standard vacancy gap.

### **Financial Impact**

Maximum Unassigned Reserves Impact: Approximately \$28,333.

Cost Mitigation: This expenditure will be partially offset by a significant reduction in mandated overtime. Having a trained officer ready to step into a solo patrol role exactly when a vacancy occurs prevents the costly "Time-to-Fill Gap."

### **The "Time-to-Fill" Gap**

The traditional hiring model creates an operational lag of 8 to 9 months. This timeline accounts for recruitment and intensive background investigations, and the mandatory 16-week Field Training Program (FTO) required for solo patrol certification. Because we don't always receive more than a few weeks' notice for transitions, we are often forced to cover patrol gaps with overtime. This over-hire allows us to conduct the 16-week training concurrently with the departing officer's final months, ensuring the community experiences no lapse in service.

Thank you for your time and consideration,

A handwritten signature in black ink, appearing to read "Jeremy A. Muraski".

Jeremy A. Muraski, Chief of Police