Finance/Personnel Committee

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

Regular Meeting

Minutes

Tuesday, June 9, 2026	7:30 PM	335 S. Broadway, De Pere, WI 54115

1. Call to Order

A. Roll Call

Also present were: City Manager Kimberly Flom, Assistant City Attorney Eric Erdman, Finance Director Pam Manley, Development Services Director Dan Lindstrom, Batallion Chief Dan Gatz, Fire Chief Brett Jansen, and Administrative Assistant Amy Darnick.

B. Approval of the minutes of the May 12, 2026 Regular Meeting of the Finance/Personnel Committee.

RESULT:	**Passed**
MOVER:	Casey Nelson
SECONDER:	Pamela Gantz
AYES:	James Boyd, Pamela Gantz, Amy Kundinger, Casey Nelson, Devin Perock
NAYS:	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 copier lease for City Hall first floor.*

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

B. For Consideration and Possible Action on approval of Preliminary 2026 Borrowing.

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

As part of the 2026 budget, we have designated the projects we will move forward with and budget for. We took those estimated budgets and that's what we approved. Departments have gone out and purchased those items, gave Pam their updated borrowing needs. In most cases, they are lower than what we anticipated. In July, she will bring this forward again with Baird here to look at bond schedules. Borrowing amounts went from $40 million to $22 million. Borrowing that we do this year will become the debt payment for next year.

Alderperson Nelson asked if we will get our credit rating when Baird comes. Finance Director Manley mentioned it will be later in July. He asked if we have any concern with bond rating this year. Manley said we took out a large amount of debt last year compared to what we have done in the past. The amount of debt shouldn't be enough to down grade us.

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

C. Investments Summary as of April 30, 2026.

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

D. For consideration and possible action to approve a four-year contract with Polimorphic, Inc. for AI Voice, Text Chat and Web Chat services.*

Alderperson Kundinger asked about the thought process on citizen need regarding this item.

IT Director Steve Massey was remote to speak on this item. He made mention that this meconism is one where community members can get answers to common questions when we don't have staff available (out of office hours). This will also be able to be a service that can help people who speak a different language. There will be 24/7 access. Common questions about yard waste, garbage, city hours, road closures, etc. This is becoming more common around municipalities. We are going to track the usage online.

This was included in the budget request last year. This is not to replace anything, it is to offer an advanced service.

All requests, whether they come in via text, chat, etc. will be kept so we can track those answers and track the quality of the answers that are being sent out to make sure they are accurate.
We do have the flexibility to cancel this, we aren't secured into a 4-year contract.

Alderperson Nelson asked how the AI bot will know the information that it is providing. Director Massey mentioned there will be training, which will include combing through our website and going through each department to provide updated materials.

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

E. Consideration and Possible Action on 2025 SAFER Grant Application for Fire Department.*

Fire Chief Jansen was present to speak on this item. Would like approval to apply for the FEMA SAFER grant application. We are proposing to add 2 additional full-time Firefighter/Paramedics through this grant program. This would be to hire them after 2026. We are experiencing growth—training has grown, but our current staffing hasn't grown. Our staffing goal would be to have all three shifts with 9 firefighters. We are staffing 2 stations and with this growth, it has been challenging. Sometimes we are requested to be on numerous calls at once and are in return delayed on some calls. If we staff to 9, we will be able to staff 3 ambulances and the ladder truck. This grant will fund everything (salary, benefits & protective gear) for a 3-year period, which will help the city to help address staffing needs sooner than later. After the 3-year grant, if we can't/don't want to retain these positions, we would not be required. For each firefighter position, the city will pay 25% of that annual salary in years 1 and 2 —equaling $30,573. 65% in year 3 — equaling $79,490. Over a three-year period, it would be a savings for the city of $244,534.

Once we apply, it isn't guaranteed. We won't find out until September.
We are struggling with the on-call times. This was already in our long-term vision. This helps us in the long run by saving money to still be able to achieve our long-term staffing goals.

Alderperson Kundinger has a question about the approval process. Ask what their acceptance rate is, if it is based on needs or application amounts. Chief Jansen mentioned that they look at numerous parameters and then decide (size of the department, monetary need that the city is in, etc).

Alderperon Nelson had a general question. Do you have someone on your staff that is looking for grants? Chief Jansen said he's always looking, he talks with his teams as well as our administration/department head staff.

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

F. Consideration and Possible Action on Sale and Development Agreement Terms with Jim Cornell Plumbing LLC for a new facility at 700 Millennium Court (Parcel ED-2311). *

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

We have seen Jim Cornell Plumbing development terms come up a couple of times before. We were working with a different developer at the time. That never developed. They are requesting a sale and development agreement with a land grant because of the higher cost with design change along the Southern Corridor. Staff is recommending approval of development terms and we move forward and bring to Council upon drafting review by the City Attorney. Land value of 1.5 acres would come out to be $72,250.

RESULT:	**Passed**
MOVER:	Devin Perock

SECONDER:	Pamela Gantz
AYES:	James Boyd, Pamela Gantz, Amy Kundinger, Casey Nelson, Devin Perock
NAYS:	None

G. Consideration and Possible Action on Amendments to De Pere Municipal Code Chapters, 26, 78, 82, and 94.*

Assistant City Attorney Eric Erdman was present to speak on this agenda item.

This is an expansion of what we currently have. The Building Inspection Department and Legal Department came up with an update where you could assess service fees for inspections. To allow charging a service fee if the property owner is a no-show, expand the service fee for water and sewer service. nuisance, and solid waste and recycling.
4 different sections but similar change. Allow to assess staff hours. Spending a lot of staff time on going back out and re-inspecting until they get a final warning letter from the City Attorney.
Staff approval of the municipal code changes.

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

4. Future Agenda Items

None

5. Adjournment

Mayor Boyd made a motion to adjourn
Alderperson Gantz seconded it.
Adjourn at 8:09

Respectfully submitted,
Amy Darnick