Common Council

Regular Meeting

Approved Minutes

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

Tuesday, July 21, 2026	7:30 PM	Council Chambers/Virtual

1. Call to Order

The meeting was called to order at 7:30 PM by Mayor James Boyd.

2. Roll Call

Present: Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, Dustin Thill, James Boyd
Excused: Mike Eserkaln, Casey Nelson

3. Pledge of Allegiance

4. Public Hearings

A. Public Hearing on a request for an area development plan to add future streets at 2100 Block Lost Dauphin Road.

i. Notice of public hearing.

Clerk Carey Danen stated that the public hearing notice was published in the Press Times on June 26 and July 3, 2026.

ii. Recommendation from Plan Commission.

Development Services Director Dan Lindstrom reported that the Plan Commission voted unanimously to recommend approval of this request. Mayor Boyd declared the public hearing open; no one wished to speak so he declared the public hearing closed.

iii. Ordinance #26-14 Amending the Official Street Map of the City of De Pere for an Area Development Plan to add a future street at Lost Dauphin Road North from the Elderberry Lane/Red Maple Road intersection.

RESULT:	**ADOPTED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	Jonathon Hansen
SECONDER:	Devin Perock
AYES:	Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, Dustin Thill, James Boyd

B. Public Hearing on a request to approve June 2026 amendments to Municipal Code Chapter 14 (Zoning Ordinance).

i. Notice of public hearing.

Clerk Carey Danen reported that the public hearing notice was published in the Press Times on June 26 and July 3, 2026.

ii. Recommendation from Plan Commission.

Development Services Director Dan Lindstrom reviewed the recommended zoning code amendments, including changes to setbacks in the R2 zoning district; the addition of pay-loan deposit businesses as an approved conditional use; clarification of egress window location requirements; updates regarding parking ramp electric vehicle charging station locations; clarifications on home-based businesses; rooftop HVAC system setback requirements; street tree spacing standards; corrections related to fencing berms; and clarification of prohibited signs. Mayor Boyd declared the public hearing open; no one wished to speak so he declared the hearing closed.

iii. Ordinance #26-15 Amending Chapter 14 Zoning Ordinance of the De Pere Municipal Code.

Development Services Director Dan Lindstrom explained that a pay-loan deposit business is a new category, in between a standard financial institution and a payday loan business.

RESULT:	**ADOPTED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	Devin Perock
SECONDER:	Pamela Gantz
AYES:	Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, Dustin Thill, James Boyd

5. Presentations/Awards/Recognition

A. Ryan Funeral Home 100 years of Service Proclamation

6. Public Comments

Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Common Council. §6-3(f) DPMC

None.

7. New Business

A. Approval of the minutes of the July 7, 2026 Common Council meeting.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Devin Perock

SECONDER:	Pamela Gantz
AYES:	Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, Dustin Thill, James Boyd

B. Recommendation from the License Committee on a request by Sandra Rodriguez to appear before the License Committee regarding the denial of her operator license application.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Pamela Gantz
SECONDER:	Devin Perock
AYES:	Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, Dustin Thill, James Boyd

C. Recommendation from the License Committee on a request by Chelsea Cure to appear before the License Committee regarding the denial of her operator license application.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Pamela Gantz
SECONDER:	Dustin Thill
AYES:	Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, Dustin Thill, James Boyd

D. Recommendation from the License Committee on approval of a Producer Full-Service Retail Sales Application for One Barrel Brewing Company, 303 Reid Street.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Dustin Thill
SECONDER:	Pamela Gantz
AYES:	Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, Dustin Thill, James Boyd

E. Recommendation from the Finance/Personnel Committee to approve the 2025 Management Letter and Financial Statements.

Elizabeth McMasters from CliftonLarsenAllen LLP presented the management letter and executive audit summary to the Council. She reported that the audit resulted in an unmodified "clean" opinion, the highest rating available to the City. The City received one finding related to the auditors preparing the annual financial report, a practice common in approximately 95% of municipalities. No noncompliance issues with state requirements were identified.

McMasters reviewed the City's governmental fund balances, noting that the unassigned fund balance is at approximately $10.6 million. The Government Finance Officers Association recommends maintaining this fund between 15-25%; she reported that the City is at 46.7%. The auditors recommend staying at this higher end due to rising costs. The City should consider these reserves when conducting long range capital planning.

McMasters then summarized cash flow trends for the water fund and medical self-insurance fund. For the water fund, the key metric is cash flow. She pointed out increasing water utility income associated with the 2024 rate case and stated that the City is taking appropriate steps to build cash balance. The medical self-insurance fund saw a lower change in net position as a result of the City's decision to reduce reserves. The City has implemented a premium increase to address rising costs. Discussion followed on the City's unassigned reserves fund balance.

RESULT:	**ACCEPTED AND PLACED ON FILE [UNANIMOUS]**
MOVER:	Amy Kundinger
SECONDER:	Shana Ledvina
AYES:	Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, Dustin Thill, James Boyd

F. Recommendation from the Finance/Personnel Committee to approve internet service quotation of TDS Telecommunications, LLC for the 224 N. Wisconsin Parking Ramp.

RESULT:	**APPROVED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	Devin Perock
SECONDER:	Pamela Gantz
AYES:	Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, Dustin Thill, James Boyd

G. Recommendation from the Board of Public Works on Merrill Street Well Station inspection project.

RESULT:	**APPROVED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	James Boyd
SECONDER:	Shana Ledvina
AYES:	Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, Dustin Thill, James Boyd

H. For consideration and possible action on request to utilize $4,504 from Unassigned Reserves to repair the roof of Fox Point restroom building.

City Manager Kim Flom explained that the roof was damaged in a recent storm. Rather than replacing only the damaged section at this time, staff recommends proceeding with installation of a metal roof, as this upgrade was already included in the City's Capital Improvement Plan in the near future.

RESULT:	**APPROVED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	James Boyd
SECONDER:	Amy Kundinger
AYES:	Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, Dustin Thill, James Boyd

8. Resolutions

Mayor Boyd moved, seconded by Alderperson Perock to suspend the rules and take up items #9A-C, H, and I together. Upon vote, motion carried unanimously. Mayor Boyd moved, seconded by Alderperson Perock to approve items #9A-C, H, and I.

RESULT:	**ADOPTED BY ROLL CALL VOTE [UNANIMOUS]**

MOVER:	James Boyd
SECONDER:	Amy Kundinger
AYES:	Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, Dustin Thill, James Boyd

A. Resolution #26-66 Authorizing First Amendment to Master Services Agreement with Stantec Consulting Services Inc. (Additional site investigation and environmental services for the Broadway/Front Streets Redevelopment Site).

B. Resolution #26-67 Authorizing Second Amendment to Master Services Agreement with Stantec Consulting Services Inc. (Grant application, administration and reporting services).

C. Resolution #26-68 Approving updated Fox River Fire District Automatic Aid Agreement for Fire Protection and Other Emergency Services.

D. Resolution #26-69 Authorizing and Providing for the Issuance and Establishing Parameters for the sale of not to exceed $11,800,000 General Obligation Promissory Notes, Series 2026A, and certain related details.

   Justin Fischer from Baird presented an overview of the City's 2026 borrowing plan. He outlined three components: Series A for capital improvement projects, Series B for projects within the Tax Incremental Financing districts, and Series C for the remaining costs of the City parking ramp project, functioning similarly to a construction note. He explained that four resolutions are under consideration tonight because the note anticipation note is not a general obligation note, but could be converted to one in the future. This fourth resolution is necessary to secure a more favorable interest rate and to preserve the option of issuing general obligation notes in the future.

   Fischer reported on the recent rating call with Moody's, noting that the City should receive its rating within the next week. He then reviewed the City's general obligation borrowing capacity, stating that the City is in a strong position. Finance Director Pam Manley explained that only a portion of the Series A notes will be issued with a 20-year repayment schedule, specifically for the Municipal Service Center expansion. The remainder of the series will be repaid over a ten-year timeframe.

RESULT:	**ADOPTED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	James Boyd
SECONDER:	Devin Perock
AYES:	Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, Dustin Thill, James Boyd

E. Resolution #26-70 Authorizing and Providing for the Issuance and Establishing Parameters for the sale of not to exceed $7,150,000 Taxable General Obligation Promissory Notes, Series 2026B, and certain related details.

RESULT:	**ADOPTED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	Shana Ledvina

SECONDER:	Pamela Gantz
AYES:	Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, Dustin Thill, James Boyd

F. Resolution #26-71 Authorizing and Providing for the Issuance and Establishing Parameters for the sale of not to exceed $3,900,000 Note Anticipation Notes, Series 2026C, and certain related details.

This item was taken up after item #9G.

RESULT:	**ADOPTED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	Jonathon Hansen
SECONDER:	Pamela Gantz
AYES:	Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, Dustin Thill, James Boyd

G. Resolution #26-72 Initial Resolution Authorizing the sale and Issuance of General Obligation Promissory Notes, and certain related details.

This item was taken up before item #9F.

RESULT:	**ADOPTED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	James Boyd
SECONDER:	Pamela Gantz
AYES:	Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, Dustin Thill, James Boyd

H. Resolution #26-73 Authorizing Planned Maintenance Agreement with Total Energy Systems, LLC (Backup Generators).

I. Resolution #26-74 Authorizing payment to property owners for temporary limited easements in conjunction with the reconstruction of STH 32 from Eighth to Third Streets (Project 4190-17-00/21/54/71/72).

9. Future Agenda Items

Alderperson Hansen requested a discussion on non-resident property owners being able to use the yard waste site. This will be placed on a future Board of Public Works agenda.

10. Adjournment

Mayor Boyd moved, seconded by Alderperson Gantz to adjourn the meeting at 8:11PM. Upon vote, motion carried unanimously.

Respectfully submitted,

Carey Danen, City Clerk