Finance/Personnel Committee

335 South Broadway
De Pere, WI 54115
http://www.de-pere.org

Regular Meeting

Minutes

Tuesday, October 9, 2018 | 7:30 PM | De Pere City Hall Council Chambers

1. Call to Order. Mayor Walsh called the regular meeting of the Finance/Personnel Committee to order at 7:30 PM on Tuesday, October 9, 2018 at De Pere City Hall Council Chambers, 335 South Broadway Street, De Pere, Wisconsin 54115.

Attendee Name	Title	Status	Arrived
Scott Crevier	Alderperson	Present	
Ryan Jennings	Alderperson	Present	
Larry Lueck	Alderperson	Excused	
Casey Nelson	Alderperson	Present	
Michael J. Walsh	Mayor	Present	

Also Present: City Administrator Lawrence Delo, City Attorney Judith Schmidt-Lehman, Fire Chief Alan Matzke, Police Chief Derek Beiderwieden, Development Services Director Kimberly Flom, Human Resources Director Shannon Metzler, Department of Public Works Director Scott Thoresen, Finance Director Joe Zegers, Murray Basten, Mark Gigot, Virginia Huempfner and members of the public.

2. Approval of the Minutes of the September 11, 2018 Regular Meeting of the Finance/Personnel Committee.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Casey Nelson, Alderperson
SECONDER:	Ryan Jennings, Alderperson
AYES:	Scott Crevier, Ryan Jennings, Casey Nelson, Michael J. Walsh
EXCUSED:	Larry Lueck

3. Public Comment and announcements.

None.

4. Approval of September 2018 Police Overtime.

In response to Aldeperson Crevier, Chief Beiderwieden advised that training for the new detective sergeant and K-9 handler was completed in September for promotions effective October 1.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Casey Nelson, Alderperson
AYES:	Scott Crevier, Ryan Jennings, Casey Nelson, Michael J. Walsh
EXCUSED:	Larry Lueck

5. Fire Department Overtime and LifeQuest Services Billing Report for September, 2018.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Casey Nelson, Alderperson
AYES:	Scott Crevier, Ryan Jennings, Casey Nelson, Michael J. Walsh
EXCUSED:	Larry Lueck

6. Consideration of a Request for Proposals for development of the 123 N Broadway Lot (Parcel ED-769). *

Development Services Director (DSD) Flom provided follow-up on this item from February 2018, a proposed development of a four-story building on this parking lot site. Since that time and after due diligence, developer decided not to pursue this site, due to costs. The City continued to gather information toward issuing a Request for Proposals (RFP) for redevelopment and conducted a parking analysis study regarding lot usage and absorption of lost spaces; the appraisal came back at $126,000; however, the Phase I assessment did raise possible areas of concern, warranting some additional investigation. It is unlikely that development could occur in this location currently without TID assistance; this property is not presently located within an existing TID. In response to Alderperson Nelson, DSD Flom advised that most of the parking study was done during the week, but late night observations were done on the weekend. Discussion followed regarding the challenging development climate for downtown properties, the rise of construction costs and the possibility of considering the creation of a new TID to facilitate redevelopment in this area, similar to the Irwin School project, which could be created at the time a development is in-hand. In response to Alderperson Crevier, DSD Flom advised that the appraisal is in line with the parking lot appraisal acquired for the New Leaf project and that the asking price doesn't always equate to market value. Further discussion occurred regarding height restrictions for development in this area included in the draft RFP, resulting from the Cultural District Plan and the possibility of including the option of TID assistance to potential developers. In response to Alderperson Jennings, DSD Flom indicated that she did not believe the needed environmental analysis would discourage developers from responding to the RFP; rather, responses would be submitted with the caveat of that unknown. Further discussion was had on recommendation of a possible TID incentive within the RFP, that there is no limit on the number of TIDs the City can have, only that the City is within the 12% cap.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Casey Nelson, Alderperson
AYES:	Scott Crevier, Ryan Jennings, Casey Nelson, Michael J. Walsh
EXCUSED:	Larry Lueck

7. Consideration and possible action on Residential Infrastructure Policy and Pine Trail Subdivision Infrastructure Agreement. Requested by BASGIG Investors, LLC. *

City Attorney Judith Schmidt-Lehman advised the Committee that the memo in the packet sets forth what City staff could support in response to the request of developers, and that it is her recommendation that additional assistance requests to allow additional dollars in developers hands early in a project and resultant changes to the infrastructure policy need to be objective, so that assistance can be applied similarly in a measurable sum to other future requesters. Development Services Director (DSD) Flom added that staff supports removal of the Green Bay Metropolitan Sewerage District (GBMSD) capacity charge and a tiered system amendment to the Infrastructure Policy to apply retroactively to Basgig Investors. Alderperson Jennings made Motion to open the meeting, seconded by Alderperson Crevier. Upon vote, Motion was carried unanimously. Murray Basten and Mark Gigot of Basgig Investors, LLC introduced themselves and provided background on the Pine Trail Crossing development on annexed property on City's east side. In response to questions from Alderperson Crevier, the Developers explained that the costs of development are higher than anticipated and that the goal is for the project to be a win for the contractor doing the infrastructure, a win for the City and its residents and a win for the developer, and due to unforeseen circumstances, they are asking the Committee to approve the staff recommendations and expressed appreciation for working with City staff. Administrator Delo added that research has shown that other communities are not passing the GBMSD capacity charge to developers. A discussion followed regarding the assistance provided by other communities, what items make up the assessment, and fees that are paid by builders versus the developer in other communities. The Mayor added that this proposal seems to make the most sense as to what the City could provide for some assistance to the developers and still be doable by the City; the City has a reputation of working with development projects, and this proposal helps the developers a little bit and is advantageous for both sides. Alderperson Jennings made Motion to return to regular order, seconded by Alderperson Nelson. Upon vote, Motion was carried unanimously. Mayor Walsh made a Motion to approve the staff recommendations and authorize the negotiation of a pay-off tier. Alderperson Crevier confirmed there are two different mechanisms: that the sewer utility will assume the GBMSD capacity charges and those charges won't pass to developer, along with a pay-off policy, which will start slower at the beginning, but will still ensure the City is made whole.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Ryan Jennings, Alderperson
AYES:	Scott Crevier, Ryan Jennings, Casey Nelson, Michael J. Walsh
EXCUSED:	Larry Lueck

8. Review Building Code Updates (Chapter 54) related to state statute updates, fences, tents and temporary storage containers. *

Development Services Director (DSD) Flom advised that this item proposed changes to the Building Code, with clarifications and updates to align with state statutes, specifically regarding fences, tents and portable storage containers. In response to Alderperson Jennings, DSD Flom advised that the intent is make additions and revisions to the Code for enforcement support.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ryan Jennings, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Scott Crevier, Ryan Jennings, Casey Nelson, Michael J. Walsh
EXCUSED:	Larry Lueck

9. Consider updates to Compensation Policy.*

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Casey Nelson, Alderperson
AYES:	Scott Crevier, Ryan Jennings, Casey Nelson, Michael J. Walsh
EXCUSED:	Larry Lueck

10. Approval of Anonymous Donation to Replace Crossing Guard Vests.*

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Casey Nelson, Alderperson
SECONDER:	Ryan Jennings, Alderperson
AYES:	Scott Crevier, Ryan Jennings, Casey Nelson, Michael J. Walsh
EXCUSED:	Larry Lueck

11. Acceptance of Grant for Mobile Fingerprint Device for Police.*

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Scott Crevier, Alderperson
AYES:	Scott Crevier, Ryan Jennings, Casey Nelson, Michael J. Walsh
EXCUSED:	Larry Lueck

12. Consider Fire Department's Request to Approve Agreement for Fox River Fire District.*

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Scott Crevier, Alderperson
SECONDER:	Ryan Jennings, Alderperson
AYES:	Scott Crevier, Ryan Jennings, Casey Nelson, Michael J. Walsh
EXCUSED:	Larry Lueck

13. Determine Salaries for Mayor and City Council for 2020 and 2021.*

Alderperson Crevier made a Motion to increase both salaries by 2% each year, seconded by Alderperson Nelson. Alderperson Jennings supported the increases for the Mayor but not the alderpersons. The Mayor clarified that the Committee is not voting to increase its own salaries for the coming year, but rather for the next election term. Alderperson Nelson added his support of a cost of living increase and that two percent across the board is appropriate.

RESULT:	**ADOPTED [3 TO 1]**
MOVER:	Scott Crevier, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Scott Crevier, Casey Nelson, Michael J. Walsh
NAYS:	Ryan Jennings
EXCUSED:	Larry Lueck

14. Consideration of Request of Virginia Huempfner for Deferment of Sidewalk Repair Assessments.*

Mayor Walsh moved to go into closed session at 8:35 PM, seconded by Alderperson Nelson. Upon roll call vote, Motion carried unanimously.

Mayor Walsh moved to return to regular order at 8:48 PM, seconded by Alderperson Nelson. Upon roll call vote, Motion carried unanimously.

Mayor Walsh made a Motion to make a recommendation to Council to approve the request of Ms. Huempfner, seconded by Alderperson Nelson.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Casey Nelson, Alderperson
AYES:	Scott Crevier, Ryan Jennings, Casey Nelson, Michael J. Walsh
EXCUSED:	Larry Lueck

15. Future agenda items.

    None.

16. Adjournment.

    Upon Motion of Mayor Walsh, seconded by Alderperson Jennings, the Finance/Personnel Committee unanimously adjourned at 8:49 PM.

Respectfully submitted,
Angela Zills