

MINUTES
FINANCE COMMITTEE
Monday, February 22, 2016
City Hall, Room 310
5:15 p.m.

MEMBERS: Alders Tom De Wane, Andy Nicholson, Tom Sladek and Guy Zima

Others Present: Ald. Jerry Wiezbiskie, Dawn Foeller, Mike Hronek, Attorney Wachewicz, Lynn Boland, David Litton, and others

1. Roll Call.
2. Approval of the Agenda.

Motion to approve by Ald. Andy Nicholson and seconded by Ald. Tom Sladek.

3. Approval of the minutes of the Finance Committee meeting of January 25, 2016.

Motion to approve by Ald. Tom Sladek; seconded by Ald. Tom De Wane.

4. Report of the Purchasing Manager:
 - a. Request approval to purchase 4 Thermal Imaging Cameras from the low qualified bidder, W.S. Darley and Co. for \$20,047.

Motion to approve by Ald. Tom De Wane; seconded by Ald. Tom Sladek.

- b. Request approval to purchase 40 sets of Fire Fighter Turnout Gear from Paul Conway Shields for \$68,880.

Ald. Zima asked for more specifics regarding this quote to which Finance Director, Dawn Foeller stated that this bid was competitively bid out through the VALUE group which is a cooperative purchasing consortium of larger municipalities. The bidding process had eight vendors submit proposals for this contract. The Green Bay Metro Fire Department along with the Southeast Wisconsin Fire Department Cooperative Group conducted testing and established the specifics for this solicitation. This quote has been utilized each of the last several years for GBMFD purchase of their turnout gear and savings using this bid in 2016 is over \$300 per set of turnout gear.

Ald. DeWane then asked Chief Litton if the quality of the product they receive is within the Fire Department's guidelines to which Chief Litton responded it is and stated that the GBMFD is part of the process of creating the specifications for this equipment and are satisfied with the quality.

Motion to approve by Ald. Tom De Wane; seconded by Ald. Andy Nicholson.

5. Request by the Purchasing Manager to extend the cell tower lease located in Fisk Park for an additional 30 years (out to 2051).

Ald. Zima asked if we had more specifics regarding this extension to which Director Foeller stated that the current lease at Fisk Park is currently under contract through 2021. American Tower is looking to add an additional 30 years onto the lease with similar terms to their current lease which includes rent to continue to increase 20% per every 5 year term. The value of the additional 30 years would be \$1,350,725 in additional rental income. This contract added a new feature of sharing 20% of new revenue for any future carries on the tower.

Director Foeller stated that this contract is one of many cell tower agreements the City has in place. The 2016 budget included cell tower rental of \$173,000.

Ald. Zima asked how this tower compares to other agreements the City has in place to which Director Foeller stated she did not have that detail in front of her.

Ald. Zima requested this item be held for two weeks in order to gather some market data and comparisons of this contract in the market place.

Motion to hold by Ald. Tom Sladek; seconded by Ald. Tom DeWane.

6. Request by Ald. Chris Wery to live stream City Council meetings.

IT Administrator, Mike Hronek, came forward to address the committee. Mr. Hronek received quotes for this service which would require the purchase of two separate pieces of software. The first piece would be for system additions to support the streaming with our current meeting software in the Council Chamber which Brown County is willing to share at a total cost of \$4,576.74 or \$2,288.37 per government unit. The second piece is the live streaming service. This cost would cover only the City's streaming service at a cost of \$7,266.43 upfront and ongoing maintenance of \$2,255 annually.

Ald. Zima said this seems like quite a bit of money just to live stream 24 Council and 12 County Board meetings considering the public currently has access to the same information the day after council / county board meetings now.

Ald. Zima would like to hold this item for two weeks so that Ald. Wery can be present to discuss this item and its cost.

Motion to hold this item for two weeks by Ald. Tom DeWane; seconded by Ald. Tom Sladek.

7. Request by Ald. Randy Scannell to video all forums and debates in Council races to be played on TV4, City website and You Tube.

Attorney Wachewicz came forward to address the committee and reference the City of Green Bay Government Access Station Policy and Procedures included in their packet. Within that document, it states that "GBPTV will not be a mechanism for advocating for or against a particular candidate or candidates for political office or any measure under consideration by the City of Green Bay Common Council". With that said, Attorney Wachewicz would recommend the committee receive and place on file this request as to not use public assets for political purposes.

Motion to approve by Ald. Tom De Wane; seconded by Ald. Tom Sladek.

8. Request by Ald. Wery that should the Colburn Olympic Pool Project come in higher than the original \$4.5 million estimate up to \$1 million of the excess stadium tax revenue be utilized to fund the overage.

It was noted that Ald. Wery contacted the committee to inform them that he would not be in attendance for this evening's meeting and requested this item be held until next meeting.

Motion to hold until next meeting by Ald. Tom De Wane; seconded by Ald. Tom Sladek.

9. Report by the Finance Director.

Dawn Foeller stated they are continuing to work on year end processing and reconciliations which are going much smoother than last year due to new system.

Motion to receive and place on file by Ald. Tom De Wane; seconded by Ald. Tom Sladek.

Motion to adjourn by Ald. Tom DeWane; seconded by Ald. Tom Sladek. Meeting adjourned at 5:35 p.m.

2016 Contingency Fund
\$60,000

- 1) **THIS MEETING IS AUDIO TAPED:** THE AUDIO OF THIS MEETING & MINUTES ARE AVAILABLE ON LINE AT WWW.CI.GREEN-BAY.WI.US.
- 2) **ACCESSIBILITY:** Any person wishing to attend who, because of a disability, requires special accommodation should contact the City Safety Manager at 448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) **QUORUM:** Please take notice that it is possible that additional members of the Council may attend this committee meeting resulting in a majority or quorum of the Common Council. This may constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) **REPRESENTATION:** The party requesting the communication, or their representative, should be present at this meeting.