

MINUTES
FINANCE COMMITTEE
Wednesday, July 15, 2015
City Hall, Room 604
4:00 p.m.

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

OTHERS PRESENT: Ald. Nennig, Ald. Steuer, Dawn Foeller, Dawne Cramer, Rick Jensen, Lynn Boland, Melanie Falk, Attorney Jim Mueller, Chief Dave Litton, Chief Tom Molitor, and others.

1. Roll Call. All present, except for Ald. Guy Zima.
2. Approval of the Agenda.

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

3. Approval of the minutes of the Finance Committee meeting of May 13, 2015.

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

4. Request by the City Assessor to cancel certain personal property taxes.

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

5. Request by Ald. Dave Nennig to present, with possible approval, the recommendation from the Mayor's Beautification Committee for a one-time donation of \$10,000 to the LaBaye.org project. Funding would come from contingency funds.

Motion to open for discussion made by Ald. Tom De Wane; seconded by Ald. Tom Sladek.

Ald. Nennig came forward and referenced the minutes to the Mayor's Beautification Committee. Ald. Tom Sladek questioned Ald. Nennig as to the use of funds to which Ald. Nennig responded it would be used to complete work that has begun on the LaBaye.org website documenting the history of Green Bay.

Motion to approve made by Ald. Tom Sladek; seconded by Ald. Tom De Wane.
All in favor; motion carried.

It is noted that Ald. Guy Zima arrived at 4:04 p.m. and as Chairman of the Finance Committee, took over the meeting from Ald. Andy Nicholson who stepped in during Ald. Guy Zima's absence.

6. Request by Ald. Chris Wery to discuss and send a recommendation to our State Legislators regarding Representative David Steffen's proposal to return excess Lambeau sales tax to Brown County communities.

It was recognized that Ald. Chris Wery was not present. Finance Director, Dawn Foeller, stated that she had received word from Ald. Chris Wery that he was unable to attend and per Ald. Wery's request she read the following into the minutes:

Assemblyman David Steffen has asked the state legislature to return millions of dollars from excess Lambeau Sales Tax revenue to the citizens of Brown County. Later this year, the City of Green Bay could see \$3 to \$5 million returned. Ald. Wery spoke with Assemblyman Steffen and he would like to know what Brown County communities would like to do with this refund. Ald. Wery, believes the state should not place restrictions on returned funds and believes individual communities can best determine their immediate needs and/or priorities.

Ald. Wery believes this should be the official message sent to our state legislators and would welcome a motion to this effect. Ald. Wery looks forward to hearing the other alderman's thoughts on this subject.

A copy of the above written request from Ald. Chris Wery was placed in front of each Alderman.

Motion made by Ald. Tom Sladek to direct staff to create a resolution that would represent the desire of the City, with no restrictions; seconded by Ald. Andy Nicholson. All in favor; motion carried.

7. Request by Ald. Chris Wery that all monthly Green Bay Neighborhood Leadership Council's meetings have an audio recording of the proceedings for full transparency and a resource for those unable to attend.

Motion to hold until next meeting made by Ald. Tom De Wane; seconded by Ald. Tom Sladek. All in favor; motion carried.

8. Report of the Purchasing Manager:
 - a. Request approval to award a 5-year contract for Ambulance Billing Services to Intermedix for \$477,400 (\$95,480/yr.) with five 1-year renewal options by mutual consent.

Purchasing Manager, Rick Jensen, was present to walk through and discuss, if needed, each item.

Rick Jensen explained that an RFP was completed for EMS billing services and nine responses were received. A preliminary evaluation was completed wherein two vendors were interviewed. The evaluation team was comprised of Chief Litton, Division Chief Zehms, Dawn Foeller and Finance Director for the Village of Allouez, as they participate in this program. The award was recommended to Intermedix as they scored the highest and also had the lowest fee. Currently we pay 6.5% of collections to our

provider which is EMS plus another \$4,000. Under the new contract we will pay 4.34%, which is about a savings of \$50,000 per year.

Ald. Guy Zima raised some questions to which Chief Litton spoke and offered supporting information as to the team evaluation of Intermedix relating to software and technology they offer and how it will benefit the services provided by their department.

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

- b. Request approval to purchase 2 Ambulance Cots from Stryker for \$34,848.

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

- c. Report the purchase of 4 Used Mini Vans from Broadway Automotive and Ewald Motors for a total of \$81,067.

Motion to receive and place on file made by Ald. Tom De Wane; seconded by Ald. Andy Nicholson.

- d. Report on 2015 purchases of 15 vehicles off of the State of Wisconsin Vendornet contract, totaling \$372,249.

Motion to receive and place on file made by Ald. Tom De Wane; seconded by Ald. Andy Nicholson.

- e. Request approval to purchase 2016 budgeted cars and light trucks through the State of Wisconsin Vendornet contract.

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

- f. Request approval to purchase 2 additional 2015 Dodge Charger Squad Cars from Chrysler World Inc. for \$52,760 as a piggyback to the February 2015 award.

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

9. Request by the City Attorney's Office to review and approve the report of the Claims Committee.

Regarding the review of damage claims filed against the city, the committee may convene in closed session pursuant to sec. 19.85(1) (g), Wis. Stats., for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The committee may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

Motion to go into closed session made by Ald. Tom De Wane; seconded by Ald. Andy Nicholson.

Discussion ensued under closed session as to claims made against the City.

Motion to go back into open session made by Ald. Tom De Wane; seconded by Ald. Tom Sladek.

Motion to approve, as recommended by the City Attorney, the report of the Claims Committee made by Ald. Tom De Wane; seconded by Ald. Tom Sladek.

10. Report by the Finance Director.

Finance Director, Dawn Foeller, stated that Council members should have received the City's Annual Finance Report for 2014 in their mail box a few weeks ago. The full document and management letter will be presented at the next meeting.

Director Foeller also stated they have begun the budget process for 2016 in the new system. Training of department staff will begin in about two weeks.

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

Motion to adjourn meeting made by Ald. Tom De Wane; seconded by Ald. Tom Sladek. Meeting adjourned at 4:31 p.m.

2015 Contingency Fund
\$102,220

- 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.