



AGENDA OF THE FINANCE COMMITTEE

**TUESDAY, APRIL 24, 2018, 4:30 PM
CITY HALL, ROOM 207**

A. Roll Call.

B. Approval of the Agenda.

C. Elections.

- I. Election of Chair and Vice Chair.

D. Approval of Minutes.

- I. Approval of the minutes from the March 27, 2018 Finance Committee meeting.

E. New Business.

1. Consideration with possible action on a request by the City Assessor's office to cancel certain personal property taxes.
2. Request for approval to purchase Motorola mobile radios from Motorola c/o Baycom for \$52,818.
3. Request for approval to purchase Motorola portable radios from Motorola c/o Baycom for \$93,643.
4. Request for approval to purchase a Motorola base station and remotes from Motorola c/o Baycom for \$12,276.
5. Request approval to purchase furniture & installation from Emmons Business Interiors for \$147,272.

6. Review and approval of the Claims Committee report for April 2018.

The Committee may convene in closed session pursuant to Section 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 Council 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.

F. Report of the Finance Director.

G. Informational.

- I. 2018 Contingency Fund
\$127,249.99

H. Adjournment.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Finance Committee will attend this committee meeting and will constitute a meeting of the Finance Committee 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.



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

April 24, 2018

PREPARED BY

AGENDA ITEM # E.I.

Consideration with possible action on a request by the City Assessor's office to cancel certain personal property taxes.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Personal Property Acct 05520
2. Personal Property Acct 25362
3. Personal Property Acct 26240



Office of the City Assessor

DATE: April 9, 2018
TO: Finance Committee
City of Green Bay
FROM: Russ Schwandt
Assessor
RE: Cancellation of 2017 Personal Property Tax Bill

Please be advised that I am recommending that the **2017** tax bill be cancelled for the following personal property account:

<u>ACCT #</u>	<u>BUSINESS NAME</u>	<u>ADDRESS</u>
05520	Rae-Cor Distributing	1100 N Ashland Ave

Reason: This business was not located in the City of Green Bay on 1/1/17. Cancel 2017 personal property tax bill. If taxes have been paid, refund taxes.

Cc: Diana Ellenbecker

4/09/18

BROWN COUNTY LAND RECORDS SYSTEM
PERSONAL PROPERTY INQUIRY SCREEN

10:32:32
PRPPG003

Acct No: 05520

Business Name: RAE-COR DISTRIBUTING

Owner Name: VAN LAANEN

THOMAS

Business Loc: 1100 N ASHLAND AV

Mailing RAE-COR DISTRIBUTING

Address: C/O THOMAS VAN LAANEN

3721 NICOLET DRIVE

GREEN BAY

WI 54311 - 0664

District: CT

Tif Dist: 000

State Assessed: N

Neighbor Hood: 5

School Dist: 2289

San Dist: 504

Spec Tax Dist: 00 00 00

SIC Code: 5087

Doomage Value:

VALUATION INFO:

Code Description

Amount

Code Description

Amount

2 MACHINERY, TOOLS

11,500

3 FURNITURE, FIXTUR

3,100

4A ALL OTHER PERSONA

100

00 * END OF RECORDS

OCCUPATION/MISC CHARGES:

Code Description

Amount Code Description

Amount

* END OF RECORDS

Cmd 2 - View Tax Bill Info

Cmd 1 - Return To Previous Screen

"+" - Rollup Key To View Addtl Info

4/09/18

BROWN COUNTY LAND RECORDS SYSTEM
PERSONAL PROPERTY INQUIRY SCREEN

10:32:47
PRPPG003

Acct No: 05520

District: CT

Business Name: RAE-COR DISTRIBUTING

Bill No: 435430

Assessed Value:

14,700 Fair Mrkt:

14,900

Tax Year: 2017

			General Tax	Occ/Misc Chrgs
Gross Tax:	361.50	Due:	335.00	.00
Credit Amt:	26.50	Paid:	335.00	.00
Net Tax Amt:	335.00	Outstanding:	.00	.00

PAYMENTS:

Date	Pymt Type	Amount	Void Date	Batch	Trans No	Comments
1/12/2018	REGULAR	335.00		BC	309744	
** END **						

Cmd 1 - Return To Previous Screen

Request for Charge Back of Rescinded or Refunded Taxes

(Sec. 74.41, Wis. Stats.)

DOR USE ONLY

Case no.

1	Assessment year 2017	Co-muni code 05 - 231	Municipality CITY OF GREEN BAY	County BROWN																																																																																				
2	☐ Real estate parcel no. ☒ Personal property account no. 05520			Is this parcel in a TID? ☒ No ☐ Yes TID no. 																																																																																				
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8	Select the appropriate statute and explanation why these taxes were rescinded or refunded. Statute no(s). 70.43 - Assessor correction of error Explanation: Other Additional explanation: (If you need more space, include as an attachment) This business was not located in the City of Green Bay on 1/1/17.																																																																																							

9 Preparer name KRISTI NORTON	Email KRISTINO@GREENBAYWI.GOV
	Daytime phone (920) 448-3072



Office of the City Assessor

DATE: April 9, 2018
TO: Finance Committee
City of Green Bay
FROM: Russ Schwandt
Assessor
RE: Cancellation of 2017 Personal Property Tax Bill

Please be advised that I am recommending that the **2017** tax bill be cancelled for the following personal property account:

<u>ACCT #</u>	<u>BUSINESS NAME</u>	<u>ADDRESS</u>
25362	Changing Lives Counseling	715 Superior Rd

Reason: This business was not located in the City of Green Bay on 1/1/17. Cancel 2017 personal property tax bill. If taxes have been paid, refund taxes.

Cc: Diana Ellenbecker

4/09/18

BROWN COUNTY LAND RECORDS SYSTEM
PERSONAL PROPERTY INQUIRY SCREEN

10:23:05
PRPPG003

Acct No: 25362

Business Name: CHANGING LIVES COUNSELING

Owner Name: TOLTZMAN-KNAPP CHRISTINE

Business Loc: 715 SUPERIOR RD

Mailing CHANGING LIVES COUNSELING

Address: CHRISTINE TOLTZMAN-KNAPP

N7298 STATE HWY 42

ALGOMA

WI 54201 - 0000

District: CT Tif Dist: 000 State Assessed: N

School Dist: 2289 San Dist: 504 Spec Tax Dist: 00 00 00

Neighbor Hood:
SIC Code: 0000
Doomage Value: Y

VALUATION INFO:

Code Description	Amount	Code Description	Amount
4A ALL OTHER PERSONA	600		
00 * END OF RECORDS			

OCCUPATION/MISC CHARGES:

Code Description	Amount	Code Description	Amount
* END OF RECORDS			

Cmd 2 - View Tax Bill Info

Cmd 1 - Return To Previous Screen

"+" - Rollup Key To View Addtl Info

4/09/18

BROWN COUNTY LAND RECORDS SYSTEM
PERSONAL PROPERTY INQUIRY SCREEN
District: CT

10:23:11
PRPPG003

Acct No: 25362

Business Name: CHANGING LIVES COUNSELING

Bill No: 433950

Assessed Value:

600 Fair Mrkt:

600

Tax Year: 2017

Gross Tax: 14.70

Due: 13.60

General Tax Occ/Misc Chrgs

.00

Credit Amt: 1.10

Paid: .00

.00

Net Tax Amt: 13.60

Outstanding: 13.60

.00

PAYMENTS:

Date Pymt Type

Amount Void Date Batch Trans No Comments

** END **

Cmd 1 - Return To Previous Screen

Request for Charge Back of Rescinded or Refunded Taxes

(Sec. 74.41, Wis. Stats.)

DOR USE ONLY

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9 Preparer name KRISTI NORTON	Email KRISTINO@GREENBAYWI.GOV Daytime phone (920) 448-3072
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Office of the City Assessor

DATE: April 9, 2018
TO: Finance Committee
City of Green Bay
FROM: Russ Schwandt
Assessor
RE: Cancellation of 2017 Personal Property Tax Bill

Please be advised that I am recommending that the **2017** tax bill be cancelled for the following personal property account:

<u>ACCT #</u>	<u>BUSINESS NAME</u>	<u>ADDRESS</u>
26240	Bienvenidos	1719 University Ave

Reason: This business reports with personal property account #26150. Cancel 2017 personal property tax bill. If taxes have been paid, refund taxes.

Cc: Diana Ellenbecker

4/09/18

BROWN COUNTY LAND RECORDS SYSTEM
PERSONAL PROPERTY INQUIRY SCREEN

10:18:28
PRPPG003

Acct No: 26240

Business Name: BIENVENIDOS

Owner Name: BIENVENIDOS

Business Loc: 1719 UNIVERSITY AV

Mailing BIENVENIDOS

Address:

1719 UNIVERSITY AV

GREEN BAY

WI 54302 - 0000

District: CT

Tif Dist: 000

State Assessed: N

Neighbor Hood:

SIC Code: 0000

School Dist: 2289

San Dist: 504

Spec Tax Dist: 00 00 00

Doomage Value: Y

VALUATION INFO:

Code Description

Amount

Code Description

Amount

4A ALL OTHER PERSONA

5,100

00 * END OF RECORDS

OCCUPATION/MISC CHARGES:

Code Description

Amount Code Description

Amount

* END OF RECORDS

Cmd 2 - View Tax Bill Info

Cmd 1 - Return To Previous Screen

"+" - Rollup Key To View Addtl Info

4/09/18

BROWN COUNTY LAND RECORDS SYSTEM
PERSONAL PROPERTY INQUIRY SCREEN
District: CT

10:18:09
PRPPG003

Acct No: 26240

Business Name: BIENVENIDOS

Bill No: 434206

Assessed Value:

5,100 Fair Mrkt:

5,200

Tax Year: 2017

Gross Tax: 125.40

Due: 116.20

General Tax Occ/Misc Chrgs

Credit Amt: 9.20

Paid: .00

.00

Net Tax Amt: 116.20

Outstanding: 116.20

.00

.00

PAYMENTS:

Date Pymt Type
** END **

Amount Void Date Batch Trans No Comments

Cmd 1 - Return To Previous Screen

Request for Charge Back of Rescinded or Refunded Taxes

(Sec. 74.41, Wis. Stats.)

DOR USE ONLY

Case no.

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9 Preparer name KRISTI NORTON	Email KRISTINO@GREENBAYWI.GOV
	Daytime phone (920) 448-3072



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

April 24, 2018

PREPARED BY

AGENDA ITEM # E.2.

Request for approval to purchase Motorola mobile radios from Motorola c/o Baycom for \$52,818.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Baycom APX6500, \$52,817.55



serious mobility
when it matters most

Motorola Platinum Channel Partner

BAYCOM, Inc.
2040 Radisson Street
Green Bay, WI 54302-2085
(920) 544-4203
Al Koivisto
a.koivisto@baycominc.com

Green Bay Police Dept.
Jason Bamman
307 South Adams Street
Green Bay, WI 54301
920 448-3037
jasonba@greenbaywi.gov

Quote: AK2018040415

SUBJECT: APX6500 Single Band Mobile Radio Price Quote

Date: 4/4/18

Contract No 11-16200/CB: WCA Public Safety Communications Equipment and Service

PRICING AND FINANCIAL OPTIONS SPECIFIC TO THIS OFFERING:

EQUIPMENT DETAILS AND PRICING

	Model	Description	List Price	WCA Discount	Extended Price
15	M25URS9PW1 N	MOTOROLA 700/800 APX6500 MOBILE RADIO	\$2,438.00	\$1,907.82	\$28,617.30
	INCLUDES	G24 3 YEAR WARRANTY			
15	MOTOPROMO	MOTOROLA PROMO DISCOUNT		-\$500.00	(\$7,500.00)
15	G806	ASTRO DIGITAL CAI	\$515.00	\$375.95	\$5,639.25
15	QA01648	ADVANCED SYSTEM HARDWARE KEY	\$5.00	\$3.65	\$54.75
15	G51	SMARTZONE OPERATION	\$1,200.00	\$876.00	\$13,140.00
15	G361	P25 BAUD TRUNKING	\$300.00	\$219.00	\$3,285.00
15	G442	APX6500 05 CONTROL HEAD	\$432.00	\$315.36	\$4,730.40
15	G444	APX6500 CONTROL HEAD SOFTWARE	\$0.00	\$0.00	\$0.00
15	G67	REMOTE MOUNT OPERATION	\$297.00	\$216.81	\$3,252.15
15	W22	PALM MICROPHONE	\$72.00	\$52.56	\$788.40
15	G831	G831 15 WATT SPEAKER	\$60.00	\$43.80	\$657.00
15	G335	G335 1/4 WAVE 700/800 ANTENNA	\$14.00	\$10.22	\$153.30

MOTOROLA TERMS: PAYMENT DUE NET 30 DAYS FROM INVOICE

MOTOROLA EQUIPMENT TOTAL:

\$52,817.55

Offer good until April 20th, 2018

SHIPPING:

No Charge

**Baycom will provide radio programming for \$ 55.00
which will be invoiced by Baycom separately**

MOTOROLA EQUIPMENT TOTAL:

\$52,817.55



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

April 24, 2018

PREPARED BY

AGENDA ITEM # E.3.

Request for approval to purchase Motorola portable radios from Motorola c/o Baycom for \$93,643.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Baycom APX6000, \$93,643.48



serious mobility
when it matters most

Motorola Platinum Channel Partner

BAYCOM, Inc.
2040 Radisson Street
Green Bay, WI 54302-2085
(920) 544-4203
Al Koivisto
a.koivisto@baycominc.com

Green Bay Police Dept.
Jason Bamman
307 South Adams Street
Green Bay, WI 54301
920 448-3037
jasonba@greenbaywi.gov

Quote: AK2018041228

SUBJECT: APX6000 Single Band Model 1.5 Portable Radio Price Quote

Contract No 11-16200/CB: WCA Public Safety Communications Equipment and Service

Date: 4/12/18

PRICING AND FINANCIAL OPTIONS SPECIFIC TO THIS OFFERING:

EQUIPMENT DETAILS AND PRICING

	Model	Description	List Price	WCA Discount	Extended Price
28	H98UCD9PW5BN	APX6000 800 MHZ MODEL 1.5 PORTABLE RADIO	\$2,705.00	\$2,064.65	\$57,810.20
		INCLUDES: BATTERY, ANTENNA, BELT CLIP, H885BK 3 YEAR WARRANTY			
28	MOTOPROMO	MOTOPROMO DISCOUNT		-\$500.00	-\$14,000.00
28	Q806	ASTRO DIGITAL CAI OPERATION	\$515.00	\$375.95	\$10,526.60
28	H38	SMARTZONE OPERATION	\$1,200.00	\$876.00	\$24,528.00
28	QA01648	ADVANCED SYSTEM KEY - HARDWARE KEY	\$5.00	\$3.65	\$102.20
28	Q361	P25 9600 BAUD TRUNKING	\$300.00	\$219.00	\$6,132.00
	OPTIONS AND ACCESSORIES				
28	PMNN4485	SPARE BATTERY IMPRES 2 LIION R IP68 2550T	\$127.00	\$92.71	\$2,595.88
28	PMMN4069A	IMPRES RSM, 3.5MM AUDIO JACK	\$122.00	\$88.35	\$2,473.80
28	NNTN8863A	IMPRES2 SINGLE UNIT DESKTOP CHARGER	\$170.00	\$124.10	\$3,474.80

MOTOROLA TERMS: PAYMENT DUE NET 30 DAYS FROM INVOICE

MOTOROLA EQUIPMENT TOTAL: \$93,643.48

Baycom will provide radio programming for \$ 55.00 per radio
which will be invoiced by Baycom separately

SHIPPING: No Charge

MOTOROLA EQUIPMENT TOTAL: \$93,643.48

Offer good until April 20, 2018



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

April 24, 2018

PREPARED BY

AGENDA ITEM # E.4.

Request for approval to purchase a Motorola base station and remotes from Motorola
c/o Baycom for \$12,276.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Baycom APX7500, \$12,275.76



serious mobility
when it matters most

Authorized Motorola Solutions Manufacturers Representative

Baycom, Inc.
Al Koivisto
2040 Radisson Street
Green Bay, WI 54302
(920) 544-4203
Fax: (920) 468-8615
a.koivisto@baycominc.com

Green Bay Fire Dept.
Randy Frailing
1820 Mills Street
Green Bay, WI 54302
(920) 391-3651
randyfr@ci.green-bay.wi.us

Quote # AK2018041702

Date: 4/17/18

SUBJECT: MOTOROLA APX 7500 CONSOLETTTE AND MCD5000 DIGITAL DESK SETS PRICE QUOTE FOR FIRE STATION 6

Contract: Wisconsin County Association Public Safety Communications Equipment and Service

PRICING AND FINANCIAL OPTIONS SPECIFIC TO THIS OFFERING:

EQUIPMENT DETAILS AND PRICING

QTY	MODEL	MODEL AND DESCRIPTION	LIST PRICE	WCA PRICE	TOTAL PRICE
1	L30URS9PW1 N	APX7500 CONSOLETTTE SINGLE BAND 7/800	\$4,554.00	\$3,324.42	\$3,324.42
1	G78AR	3 YR WARRANTY	\$168.00	\$168.00	\$0.00
1	G806	ASTRO DIGITAL CAI OP APX	\$515.00	\$375.95	\$375.95
1	G51	SMARTZONE OPERATION	\$1,500.00	\$1,095.00	\$1,095.00
1	QA01648	ADVANCED SYS HARDWARE KEY	\$5.00	\$3.65	\$3.65
1	G361	ASTRO P25 TRUNKING SOFTWARE	\$300.00	\$219.00	\$219.00
1	L999	FULL FP W/05/KEYPAD PANEL W/CLOCK/VU	\$789.00	\$575.97	\$575.97
1	CA01598	ADD: AC LINE CORD US	\$0.00	\$0.00	\$0.00
1	W382	CONTROL STATION DESK GCAI MIC	\$169.00	\$123.37	\$123.37
4	F2380	MCD 5000 NEXT GEN DESKSET	\$1,500.00	\$1,200.00	\$4,800.00
4	FHN7469	RGU POWER SUPPLY WITH USA POWER CORD	\$100.00	\$80.00	\$320.00
4	FHN7394AS	MCD 5000 DESKSET WALL MOUNT KIT	\$12.00	\$9.60	\$38.40
1	FVN5847	MCD 5000 DESKSET CONFIG TOOL W/OUT OMC	\$250.00	\$200.00	\$200.00
1	F7979	RADIO GATEWAY UNIT	\$1,500.00	\$1,200.00	\$1,200.00

See Motorola PO Instructions below:

Total Equipment: \$12,275.76

Shipping: \$0.00

Terms: Net 30 days from Motorola Solutions Invoice

Motorola Grand Total: \$12,275.76



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

April 24, 2018

PREPARED BY

AGENDA ITEM # E.5.

Request approval to purchase furniture & installation from Emmons Business Interiors for \$147,272.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Office Furniture

CITY OF GREEN BAY QUOTATION SUMMARY**Office Furniture for 6th Floor Remodel Project**

DEPT: Economic Development/Community Services	VENDOR #1	VENDOR #2	VENDOR #3
CC #425	NATIONAL (National IPA Furniture Contract) P15-150-DT, R142208, P15-150	UW Furniture Contract Quote #15-5665	WI State DOA Contract 505ENT-M15-OFFFURNITUR-00
DESCRIPTION	PRICE	PRICE	PRICE
All labor, materials and equipment necessary to furnish and install Office Furniture for the 6th Floor Remodel Project TOTAL:	\$ 147,271.86	\$ 165,258.73	\$ 171,249.52
BRAND/MODEL OF FURNITURE:	Allsteel, Hon & National Furniture	Allsteel, Hon & National Furniture	Allsteel, Hon & National Furniture
WARRANTY:	MFG State Lifetime warranty	MFG State Lifetime warranty	MFG State Lifetime warranty
LEAD TIME:	5 - 7 Weeks	5 - 7 Weeks	5 - 7 Weeks
TERMS: NET 30 - EARLY PAYMENT DISCOUNT:	Net 30, 25 % down payment	Net 30, 25 % down payment	Net 30, 25 % down payment
COMPANY ACCEPTS P-CARD PAYMENTS:	No	No	No

Recommendation: Award to the lowest responsive, responsible offeror, National IPA Cooperative Purchasing Program/Emmons Business Interiors(EBI) for \$147,272.



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

April 24, 2018

PREPARED BY

AGENDA ITEM # E.6.

Review and approval of the Claims Committee report for April 2018.

The Committee may convene in closed session pursuant to Section 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 Council 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.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None