



MINUTES OF THE FINANCE COMMITTEE

TUESDAY, JULY 23, 2024, 4:30 PM

Immediately Following Personnel Committee Meeting

In person at City Hall, Room 207.

Virtual attendance is also available via Zoom.

A. ZOOM MEETING INFORMATION.

- I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/88142524379?pwd=ekliUHNVYTJlRFpOUHVubTdXOHZYZz09>

Or call in by phone: +1 312 626 6799

Meeting ID: 881 4252 4379

Passcode: 846368

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting. More detailed [Zoom Instructions](#) can be found online.

B. ROLL CALL.

C. APPROVAL OF THE AGENDA.

- I. Approval of the Finance Committee agenda for the Tuesday, July 23, 2024 meeting.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Hinkfuss to approve the agenda. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

D. APPROVAL OF MINUTES.

1. Approval of the Finance Committee minutes from the Tuesday, June 18, 2024, meeting.

Moved by Ald. Kathy Hinkfuss, seconded by Ald. Bill Galvin to approve the minutes. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

E. REGULAR BUSINESS.

1. Consideration with possible action on a request by the Finance Director to review and discuss 2023 year-end financial results for the City. The City's audit firm, Baker Tilly, will present to the committee.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Hinkfuss to receive and place on file the 2023 year-end financial results for the City. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

2. Consideration with possible action to approve the purchase of 58 Panasonic Toughbook FZ-55JZ006BM Laptops for a total cost of \$236,610.00 using funding source 1013420-55140, Equipment Replacement.

Director Ellenbecker amended the total cost from \$236,610.00 to \$263,610.00 due to a clerical error in agenda.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Hinkfuss to approve the purchase of 58 Panasonic Toughbook FZ-55JZ006BM Laptops for a total cost of \$263,610.00 using funding source 1013420-55140, Equipment Replacement as amended. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

3. Consideration with possible action to approve the purchase of 22 Motorola Radios for a total cost of \$107,871.28. Using funding sources, a JAG grant for \$53,667.00 and 2024 Bonded Money for \$54,204.28.

Moved by Ald. Kathy Hinkfuss, seconded by Ald. Bill Galvin to approve the purchase of 22 Motorola Radios for a total cost of \$107,871.28. Using funding sources, a JAG grant for \$53,667.00 and 2024 Bonded Money for \$54,204.28. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

4. Consideration with possible action to approve a six (6) month extension to the planning option for the development of the City-owned parcel located at 3855 Finger Road (Parcel 21-24).

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Hinkfuss to approve a six (6) month extension to the planning option for the development of the City-owned parcel located at 3855 Finger Road (Parcel 21-24). Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

5. Consideration with possible action on the City of Green Bay 2025 Fee Schedule resolution.

Director Steve Grenier amended the fee schedule to add a new Stormwater Private Management Fee of \$100.00 to ordinance section 16-82.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Hinkfuss to approve the City of Green Bay 2025 Fee schedule as amended. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

6. Consideration with possible action the Q2 2024 general fund overtime report compared to budget.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Hinkfuss to open the floor for discussion. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Hinkfuss to close the floor and return to regular order of business. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Hinkfuss to receive and place on file the Q2 2024 general fund overtime report compared to budget. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

7. Consideration with possible action the 2024 Tax Increment District (TID) borrowing request resolution for the JBS Subdivision and Park project.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Hinkfuss to take items 7, 8, 9, and 10 together. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Hinkfuss to approve staff recommendations for items 7, 8, 9, and 10. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

8. Consideration with possible action on request by DPW to award JBS Subdivision and Park-Phase 2 Infrastructure Package contract to Calnin &Goss, LLC in the amount of \$3,912,012.63.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Hinkfuss to take items 7, 8, 9, and 10 together. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Hinkfuss to approve staff recommendations for items 7, 8, 9, and 10. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

9. Consideration with possible action on request by DPW to award JBS Subdivision and Park-Phase 2 Park and Boulevard Package contract to Vinton Construction Company in the amount of \$6,188,240.00.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Hinkfuss to take items 7, 8, 9, and 10 together. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Hinkfuss to approve staff recommendations for items 7, 8, 9, and 10. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

10. Consideration with possible action on request by DPW to NOT award JBS Subdivision and Park-Phase 2 Urban Farm- Barn Building contract.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Hinkfuss to take items 7, 8, 9, and 10 together. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Hinkfuss to approve staff recommendations for items 7, 8, 9, and 10. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

11. Consideration with possible action on accepting an AmeriCorps planning grant for \$63,627 to hire a Community Corps Assistant for a limited 1-year term.

Moved by Ald. Kathy Hinkfuss, seconded by Ald. Bill Galvin to accept the AmeriCorps planning grant for \$63,627 to hire a Community Corps Assistant for a limited 1-year term. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

12. Consideration with possible action on using \$9,400 of existing Contingency funds as a match to the AmeriCorps planning grant and to include the remaining \$13,009 of required matching funds in the 2025 budget.

Moved by Ald. Kathy Hinkfuss, seconded by Ald. Bill Galvin to approve using \$9,400 of existing Contingency funds as a match for the AmeriCorps planning grant and to include the remaining \$13,009 of required matching funds in the 2025 budget. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

13. Consideration with possible action the updated City of Green Bay Investment Policy.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Hinkfuss to approve the updated City of Green Bay Investment Policy. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

14. Considerations with possible action on a request by the City Treasurer to approve the resolution of financial institutions the City does business with.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Hinkfuss to approve the request by the City Treasurer to approve the resolution of financial institutions the City does business with. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

15. Consideration with possible action for a budget amendment for 2024 unbudgeted overtime.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Hinkfuss to approve the budget amendment for 2024 unbudgeted overtime. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

16. Consideration with possible action on approval of the Clams Committee report.

The Committee may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Committee will thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to take action on items discussed in closed session, if appropriate, and to consider the remainder of the agenda.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Hinkfuss to receive and place on file the Claims Committee report. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

F. REPORT OF THE AD HOC FACILITIES COMMITTEE (JUNE 24, 2024)

1. To refer to the Finance Committee to award FGM Architects the Space Needs Analysis and Feasibility Study up to \$110,000.

Director Ellenbecker amended item F1 by adding "to be funded by ARPA interest."

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Hinkfuss to approve the referral to the Finance Committee to award FGM Architects the Space Needs Analysis and Feasibility Study up to \$110,000 with the amendment, to be funded by ARPA interest. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

2. To refer to staff to explore environmental remediation assessment for Station #1 and prepare an RFP for the eventual disposition of the building by the City.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Hinkfuss to approve the referral to staff to explore environmental remediation assessment for Station #1 and prepare an RFP for the eventual disposition of the building by the City. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

3. To refer to staff to incorporate City Hall security recommendations into the Space Needs Analysis and Feasibility Study.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Hinkfuss to approve the referral to refer to staff to incorporate City Hall security recommendations into the Space Needs Analysis and Feasibility Study. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

4. To receive and place on file the Executive Summary for the Common Council and future needs of this committee.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Hinkfuss to receive and place on file the Executive Summary for the Common Council and future needs of this committee. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.

G. INFORMATIONAL.

1. 2024 Contingency Account: \$238,788.00
2. The next Finance Committee meeting will be held on Tuesday, August 20, 2024, at 4:30 PM.

H. ADJOURNMENT.

Moved by Ald. Kathy Hinkfuss, seconded by Ald. Bill Galvin to adjourn. Motion Passed.

Yes- Bill Galvin, Kathy Hinkfuss, Jennifer Grant, No- None, Abstain- None.