

**CITY OF NEENAH
FINANCE AND PERSONNEL COMMITTEE MEETING
Monday, July 24, 2017 – 7:00 p.m.
Hauser Room, Neenah City Administration Building
211 Walnut Street, Neenah, Wisconsin**

MINUTES

Present: Chairman Pollnow; Aldermen Boyette, Erickson, Kunz and Stevenson; Mayor Kaufert, City Attorney Godlewski; Director of Finance Easker.

Others Present: Alderman Lendrum, Director of Community Development Haese, Director of Information Systems Wenninger Police Chief Wilkinson, Assistant Planner Kasimor, Police Captains Gonzalez and Olson, Dr. Mary Pfeiffer, District Administrator for the NJSD.

Public Appearances: None.

Minutes: Motion/Second/Carried Kunz/Erickson to approve the minutes from the July 10, 2017 Regular Meeting. All voting aye.

Approval to Purchase AristotleInsight Network Monitoring and Management

Solution: Committee reviewed memo from Director Wenninger requesting approval to purchase AristotleInsight, a network monitoring and management solution device, from Sergeant Laboratories for a cost not to exceed \$13,800. Funding for this purchase of \$13,800 was approved in the Information System's 2017 Capital Equipment budget. The device will replace the existing Datavault monitoring/management solution which was purchased in 2004 and will provide significant network monitoring and management enhancements.

Committee and staff discussed various aspects of the proposed purchase. Issues discussed included the City's tracking as well as employee knowledge and notification of the monitoring of their computer use and the limited vendor options for the purchase of this solution.

Motion/Second/Carried Kunz/Erickson to recommend Council approve the purchase of AristotleInsight, a network monitoring and management solution device, from Sergeant Laboratories for a cost not to exceed \$13,800. Funding for this purchase was approved in the Information System's 2017 Capital Equipment budget. All voting aye.

Approval to Purchase Superion Analytics Solution: Committee reviewed memo from Director Wenninger requesting approval to purchase Superion Analytics from Superion, formerly SunGard Public Sector, for a cost not to exceed \$35,000. Funding for this purchase of \$41,000 was approved in the Information System's 2017 Capital Equipment budget. The "Business Intelligence" solution is designed to empower City staff to extract the necessary data across databases to ensure effective management of City assets. The purchase consists of three distinct elements: Enterprise license and professional services, as well as both training services and a workshop delivered by IBM partner LPA.

REPORT

Committee and staff discussed various aspects of the proposed purchase. Issues discussed included the maintenance fees included in the purchase as well as a preview on internal staff discussions regarding a future update on the status of the City's Enterprise Resource Planning (ERP).

Motion/Second/Carried Erickson/Kunz to recommend Council approve the purchase of Superior Analytics from Superior, formerly SunGard Public Sector, for a cost not to exceed \$35,000. Funding for this purchase was approved in the Information System's 2017 Capital Equipment budget. All voting aye.

REPORT

Resolution 2017-20: Approval of 2017 Community Development Block Grant (CDBG) Plan: Committee reviewed memo of Assistant Planner Kasimor requesting approval of Resolution 2017-20 Community Development Block Grant and authorization to enter into agreements for the activities, subject to approval by the U.S. Department of Housing and Urban Development. The proposed program allocates \$196,240 in 2017 funds and an estimated \$67,000 in revolving fund payments from the 2016 CDBG year.

Committee and staff discussed various aspects of the proposed plan. Items discussed included the regulatory cap on public services agency funding, the use of funds for park improvements and why funding for small projects such as "Rock the Block" are difficult to justify due to the bureaucratic requirements of the CDBG program. Specific discussion took place on the need to spend more funds than allocated in future years due to the CDBG limits for funds on hand with the City. Discussion also took place on the continued need for City officials to identify CDBG eligible projects and the possible use of CDBG funds for the Loop the Lake project.

Motion/Second/Carried Stevenson/Erickson to recommend Council approve Resolution 2017-20 Community Development Block Grant and authorization to enter into agreements for the activities, subject to approval by the U.S. Department of Housing and Urban Development. Motion carried 3-2, with Chairman Pollnow and Alderman Boyette voting no.

RESOLUTION

COPS Office PSLO Grant – Additional Information: Committee reviewed memo from Captain Gonzalez providing additional data requested by the Finance & Personnel Committee regarding the application for a grant that would help finance the addition of an Elementary School Liaison officer (PSLO). If awarded, the grant would cover up to \$125,000 of the cost of the new officer over a three year period. Action on the item had been deferred from the previous committee meeting allowing for preliminary discussions with the Neenah Joint School District, which has historically funded 75% of the two existing PSLO positions in the middle and high schools. The delay also gave the Police Department time to provide information requested by the committee. The information included the number of police calls to elementary schools in the past five years, what neighboring communities are doing regarding PSLO's in elementary schools and a five-year cost analysis of the position.

Committee and staff discussed various aspects of the grant proposal. Dr. Mary Pfeiffer, District Administrator for the NJSD, provided an overview of the thoughts of the school district regarding the position. She said that she is supportive of pursuing the grant for the PSLO for elementary schools and provided anecdotal information demonstrating the need for such a position. Discussion took place on the information provided by the Police Department. Specific discussion also took place on the challenge of coordinating the timing of the approval of the grant with the budget processes of the City and School District, which both operate on different fiscal years. This included a discussion of a potential Memorandum of Understanding (MOU) between the City and School District.

REPORT

Motion/Second/Carried Stevenson/Erickson to recommend Council authorize the Police Department to apply for a USDOJ COPS hiring grant for the potential creation of a new position of Elementary School Liaison Officer, and for City officials to work with the Neenah Joint School District on a cooperative financing plan as part of any future process to determine if the City should ultimately accept the grant and approve establishing the new Elementary School Liaison Officer position. Motion carried 4-1, Alderman Boyette voting no.

Fiscal Matters: June Vouchers: Motion/Second/Carried Stevenson/Erickson to approve the June vouchers as presented. All voting aye, except Alderman Stevenson abstained.

Motion/Second/Carried Boyette/Erickson to adjourn the meeting at 8:55 p.m. All voting aye.

Respectfully submitted,



Michael K. Easker, CPA
Director of Finance