

CITY OF SPARTA
FINANCE MEETING AGENDA
January 3, 2018

CITY HALL

6:00 p.m.

- 1. Call Meeting to Order**
- 2. Consent Agenda: Consisting of minutes of the regular meeting on December 6, 2017**
- 3. Consideration of Bids for Squad Cars**
- 4. Items for Future Consideration**
- 5. Adjourn**

A possible quorum of the Common Council may be in attendance at this meeting but no action will be taken by the Council.

Posted: 12-29-17

**CITY OF SPARTA
FINANCE MINUTES
December 6, 2017**

PRESENT: Kevin Riley, Josh Lydon, Norm Stanek

ABSENT: None

ALSO PRESENT: Mark Sund, Kevin Brueggeman, Dennis Johnson, Dave Kuderer, Brad Gilbertson, Ed Lukasek, Alli Karrels, Shanneon Grant, Mary Von Ruden, Mark Van Wormer, Jim Church, Mayor Button, Amy Bernath, Pat Mulvaney

Chairman Riley called the meeting to order at 6:00 p.m.

A motion was made by Josh Lydon and seconded by Norm Stanek to approve the Consent Agenda consisting of the minutes of the regular meeting of November 1, 2017.

Recently the property located at 706 W. Montgomery was declared condemned and then razed. The property owners owed a balance to the City for a Block Grant Loan on this property but the property was about to go into foreclosure. The owners had a Quit Claim Deed done to deed this property to the City. The City is putting this property up for sale. **A motion was made by Norm Stanek and seconded by Josh Lydon to approve the sale of the property located at 706 W. Montgomery Street. Motion carried 3-0.**

Before the 2018 Budget would be considered, Mark updated the Committee on a few changes. With the increase in health insurance premiums it was first presented where the employee would pay zero towards the premium and not get a raise in 2018. After further consideration, it was changed so the employee will pay towards the premiums and there should be funds available for a 2% raise. The Police Department applied for a grant and was accepted for an amount of approximately \$70,000.00 for 2018. This amount could be put towards hiring another officer as the department is shorthanded at this time. The officers are putting in a lot of overtime hours. **A motion was made by Norm Stanek and seconded by Josh Lydon to approve the 2018 budget as presented. Motion carried 3-0.**

There were no items mentioned for future consideration.

A motion was made by Josh Lydon and seconded by Norm Stanek to adjourn at 6:17 p.m. Motion carried 3-0.

Respectfully submitted,

Julie Hanson
City Clerk

Sparta Police Department



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Chief of Police

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December 29, 2017

Dear Finance Committee Members,

On October 4, 2017 I made a presentation to the Finance Committee Members concerning the 2018 budget for the Sparta Police Department. I informed the committee that I sent out requests for bids on squads and equipment for the squads but the official bids will not be obtained until the middle of December. I was informed by the companies to expect higher costs this year on equipment and installation. I told the finance committee that it sounds like the \$62,000 previously budgeted for Police equipment was not going to be enough and I was requesting that the Sparta Police equipment budget be raised to \$82,000 but I will not have exact costs until all the bids are received.

I have included a spread sheet of the vehicle bids and highlighted the lowest bids.

The following is a cost break down of my recommendations to the Finance Committee for the purchase of Squads, with my explanations:

You will notice that the total cost comes up to \$82,778.00 which is \$17,004.00 over my current budget of \$65,000.00.

1. I purchased a 2018 Chev Tahoe out of the 2017 budget from Sleepy Hollow for \$26,427.50 (this price is with the \$11,000 trade-in for the old 2010 Tahoe) but I will still need to purchase the following, so the vehicle can be used for patrol duties:

- \$9,631.00 out of the 2018 budget to set-up the new Tahoe squad (Radio, siren, lights, prisoner transport system & firearms mounting System)
- \$500.00 for vehicle graphics.
- Total cost to get vehicle ready for patrol use **\$10,131.00**

There was enough money in the 2017 budget to purchase one squad but because of unexpected expenses to the building (\$10,000 to fix roof) that were not figured into the budget, the money needed to set-up the squad wasn't available to be used.

Taking the equipment from the old squad and putting in to the new squad isn't that easy because some of the equipment is wore out; some doesn't fit because of new vehicle designs, so new equipment has to be ordered except for Radar, Camera, Radio and Computer. To get this vehicle ready for Police patrol duties is going to cost \$10,131.00 out of the 2018 budget.

2. I plan to purchase a 2018 Ford Utility SUV out of the 2018 budget from Sleep Hollow for **\$17,899.00** (This price is with the \$11,000.00 trade-in for the old 2011 Tahoe) but I will still need to purchase the following, so the vehicle can be used for patrol duties:

- \$9,349.00 set up the new squad with standard Police equipment (Radio, siren, lights, prisoner transport system & firearms mounting System)
- \$500.00 for vehicle graphics.
- Total cost to get vehicle ready for patrol use **\$9,849.00**

The equipment in the old Tahoe will not fit in the new Ford Utility SUV except for Radar, camera, Radio and Computer. Everything else has to be ordered new.

3. I plan to purchase a 2018 Ford Utility SUV out of the 2018 budget from Dahl Ford for **\$27,895.00** (This price is without a trade-in vehicle) but I will still need to purchase the following so the vehicle can be used for patrol duties:

- \$9,349.00 to set up the new squad with standard Police equipment (Radio, siren, lights, prisoner transport system & firearms mounting System)
- \$4,150.00 for new computer and stand.
- \$5,155.00 for new Watch Guard Squad Camera.
- \$2,450.00 for new Stalker Radar
- \$500.00 for Vehicle Graphics
- Total cost to get vehicle ready for patrol use \$21,154.00

	\$ 4,150.00	Computer budget
Set up Costs	\$17,004.00	

There is no trade-in for this vehicle, so all new equipment has to be ordered except for the radio. The reason for this vehicle is to create a patrol vehicle so that the 2nd K-9 Officer can take his K-9 vehicle home, just like the other K-9 Officer. Right Now the K-9 Officer uses his personal vehicle to transport the K-9 to and from work without being compensated. I want to resolve the issue of compensation to the K-9 Officer for using & cleaning his personal vehicle plus the inconvenience to the other Officers that have to use the K-9 vehicle for patrol. (Dog hair, smell and equipment)

Just for clarification on vehicles, some people think the Police have too many vehicles but the Lieutenant and I still have to use our personal vehicles at times for work or a department vehicle with no radio or emergency equipment.

\$10,131.00 - Squad set-up 2017 Tahoe	\$65,000.00 – Budget for equipment
\$17,899.00 – 2018 Ford purchase	<u>\$82,778.00</u> – Needed for equipment
\$ 9,849.00 – 2018 Ford Set-up	\$17,778.00 – Over equipment budget
\$27,895.00 – 2018 Ford Purchase	
<u>\$17,004.00</u> – 2018 Ford Set-up	
\$82,778.00 – Grand total needed for 2018	

I recommend Low Voltage Solutions as the installer of our Squad Equipment. I have used them for years and their quality of work is excellent.

Respectfully,

Chief David Kuderer

2018 Vehicle Bids

Vehicle	Business	MSRP	Discount Deduction	Trade Deduction	Doc Fee	Optional Equip	DMV fee	Final Bids
Chev Tahoe								
	Sleepy Hollow	48,662.00	11,404.00	11,000.00	99.00		70.50	26,427.50
	Ewald Auto	49,340.00	12,362.00	9,000.00	1,295.00	2,023.50		27,249.00
Dodge Durngo								
	Pischke Motors	39,280.00	7,651.00	7,000.00	129.00		70.50	24,828.50
	Ewald Auto	34,195.00	9,046.00	9,000.00	1,095.00	4,914.50		22,158.50
Ford Interceptor Utility								
	Ewald Auto	32,320.00	5,879.00	9,000.00	945.00	954.50		19,340.50
	Dahl Ford	27,895.00		7,200.00				20,695.00
	Sleepy Hollow	28,500.00		11,000.00	99.00	300.00		17,899.00
Ford F-150								
	Ewald Auto	42,515.00	9,234.00	9,000.00	1,295.00	2,024.00		27,600.50
	Dahl Ford	35,400.00		7,200.00				28,200.00
Dogde Ram								
	Sleepy Hollow							28,592.00

Installers of Squad Equipment

Low Voltage Solutions	2018 Chev Tahoe change over	9,931.69
Stevens Point, WI	2018 Ford Utility Suv change over	9,348.53
	2018 Ford Utility Suv change over	9,348.53
	Total	28,628.75
General Communications	2018 Chev Tahoe Change over	9,618.71
Eau Claire, WI.	2018 Ford Utility Suv change over	10,267.60
	2018 Ford Utility Suv change over	10,267.60
	Total	30,153.91