

*****ATTACHMENTS*****

"I think local government is the hardest job in the country because it is one thing to be at the federal level where you can talk grand thoughts, talk about things in policy terms, and encourage legislation that channels your decision making into certain goals; it is another thing to pick up the garbage, to plow the snow, to sweep the street, to make sure your signal lights are working. Local government is really hard. That is where the rubber meets the road, and it is much harder than federal government." -- Pauline A. Schneider



**GENERALLY USED RULES OF
ORDER, PROCEDURE AND CONDUCT
FOR
COMMON COUNCIL, COMMISSIONS, COMMITTEES,
BOARD MEMBERS, AND THE PUBLIC**

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City of Sheboygan

Generally Used Rules of Order, Procedure and Conduct For

Common Council, Commissions, Committees, Board Members, and the Public

"I think local government is the hardest job in the country because it is one thing to be at the federal level where you can talk grand thoughts, talk about things in policy terms, and encourage legislation that channels your decision making into certain goals; it is another thing to pick up the garbage, to plow the snow, to sweep the street, to make sure your signal lights are working. Local government is really hard. That is where the rubber meets the road, and it is much harder than federal government." -- Pauline A. Schneider

Preface

This handy manual is intended to provide the alderpersons, commissioners, committee members, board members, city officers and those in attendance of all meetings within the jurisdiction of the city with general rules of decorum during all formal meetings. These rules are intended for easy reference only and do not supercede current city ordinances or resolutions. The City of Sheboygan follows the rules of parliamentary procedure set forth in Robert's Rules of Order, Newly Revised, in all cases in which they are applicable and not inconsistent with the ordinances and regulations of the City.

The Mayor and Chairperson set the tone and structure of the meetings they preside over. That tone and structure may vary from individual to individual. The Mayor and Chairperson are responsible for ensuring that debate and discussion is conducted appropriately, professionally and within the rules of order. They enforce the observance of order and proper decorum between the entire membership and those present during any meeting. The Mayor and Chairperson have discretionary authority to excuse non-members from the meeting whenever any disturbance or disorderly conduct shall occur.

All alderpersons, commissioners, committee members, board members, officers and those in attendance at all meetings shall conform their conduct to the rules and expectations of this manual.

A. COMMON COUNCIL PROCEEDINGS

I. Generally Used Rules of Order and Procedure

Only the items posted on the agenda may be acted on. Any items posted for discussion only may not be acted on. Items not posted on the agenda may be properly introduced as "Other Matters Authorized by Law."

The Consent Agenda deals with matters generally regarded as routine. However, any alderperson may call a specific document for separate action after the motion is made to approve the agenda. Documents in the consent agenda requiring clarification should simply be inquired about and not called for separate action.

Any Alderperson may request to pull forward any document out of the order of the agenda.

A. Most Commonly Used Documents

The following are the five types of documents the Common Council generally acts on:

Ordinances - ordinances are the laws of the city. An ordinance may enact new legislation or amend or repeal an existing ordinance.

The proper motion for the passage of an ordinance is: "I move that the Ordinance be put upon its passage."

This motion requires a second, is debatable, amendable and generally requires a majority vote, unless otherwise required by law or ordinance. For example, charter ordinances require a two-thirds vote of all members.

Resolutions - the Common Council conducts general business through resolutions. They are generally less permanent enactments than ordinances. Resolutions may direct or authorize the appropriate city officials to act on matters approved by the Common Council. Resolutions also may be used to create committees, commissions or boards to assist the Common Council in conducting its business.

The proper motion for the passage of a resolution is: "I move that the resolution be put upon its passage."

This motion requires a second, is debatable, amendable and generally requires a majority vote, unless otherwise required by law or ordinance. For example, resolutions altering the adopted budget require a two-thirds vote of the entire membership of the Council.

Report of Committees - generally known as R.C.s, these reports are generated and referred to the Common Council by a committee for approval or disapproval on matters that were initially referred to them.

The proper motion for acting on an R.C. is: "I move that the R.C. be accepted and adopted" (or accepted and filed). "Accept and adopt" is approval of the recommendation. "Accept and file" is taking no action on the recommendation.

This motion requires a second, is debatable but not amendable and requires a majority vote.

Report of Officers - generally known as R.O.s, these reports are recommendations submitted by boards, commissions, or department heads.

The proper motion for acting on an R.O. is: "I move that the R.O. be accepted and placed on file" (or accepted and filed). "Accept and adopt" is approval of the recommendation. "Accept and file" is taking no action on the recommendation.

This motion requires a second, is debatable, but not amendable, and requires a majority vote.

Communications - these are letters received by the Mayor, Alderpersons or the City Clerk that are submitted to the Common Council for consideration. Communications may be referred to a committee, commission, or board or may be immediately acted on during a council meeting. All communications must be submitted to the City Clerk before the meeting of the Common Council. All communications submitted to the City Clerk on the council floor will be held by the City Clerk until the next regular meeting.

The proper motion for acting on a communication is: "I move that the Communication be accepted and placed on file."

This motion requires a second, is debatable, but not amendable, and requires a majority vote.

B. Most Common Types of Action

The following are the four most common types of actions the Common Council takes during a meeting:

Passage - this is favorable action taken by the Common Council.

Referral - this action sends a document to a committee, commission or board for deliberation and a recommendation.

Place on File - this action dispenses of a document immediately or refers out of committee.

Matter Laid Over - this results when certain documents cannot be passed on the first reading without suspension. Generally, these are documents drafted from committee deliberation.

C. Calling the Vote

Voice Vote - all actions other than those requiring a roll call vote may be adopted or passed by voice vote.

Roll Call Vote - a roll call vote is required on the adoption of all ordinances, resolutions, report of committees, report of officers and other documents assessing or levying taxes, appropriating or disbursing funds, actions creating a liability or charge against the city or discharging or commuting a claim or demand against the city. A roll call vote is also required on confirmation of appointments.

A roll call vote may be called for by the Mayor at his discretion or upon the request of any member of the common council.

An appropriate request for a roll call is: “Your Honor/Mayor, I request a roll call vote.” This is not a motion and therefore does not require a second, debate or vote.

D. Most Commonly Used Motions

MOTION	REQUIRES SECOND	DEBATABLE	AMENDABLE	VOTE REQUIRED
Main Motion	Yes	Yes	Yes	Majority
Motion to Reconsider	Yes	Yes	No	Majority
Motion to Rescind	Yes	Yes	Yes	Majority (with notice)
Motion to Amend	Yes	Yes	No	Majority
Motion to Substitute	Yes	Yes	Yes	Majority
Motion to Amend the Amendment	Yes	Yes	No	Majority
Motion to Refer to Committee	Yes	Yes	Yes	Majority
Motion to Hold	Yes	Yes	Yes	Majority
Motion to Call the Question	Yes	No	No	2/3
Motion to Suspend the Rules	Yes	No	No	* 3/4
Motion to Divide the Question	Yes	No	No	Majority
Motion to Open the Floor	Yes	Yes	Yes	Majority
Point of Order	No	No	No	None
Motion to Recess	Yes	No	Yes	Majority
Motion to Adjourn	Yes	No	Yes	Majority

* The Motion to Suspend the Rules, per Sec. 2-168, Sheboygan Municipal Code, requires ¾ vote of the members-elect.” In addition, “unless unanimous consent is given, the vote on suspension shall be by call of the roll.”

E. Other Common Rules

A motion to amend or a motion to amend the amendment that will totally alter the nature of the original ordinance or resolution is considered out of order as not being “germane.”

To be germane, an amendment must in some way involve the same question that is raised by the motion to which it is applied. The Mayor or presiding officer of the council shall rule in the first instance as to the admissibility of the amendment in question.

Alderspersons shall speak only twice on matters being debated or discussed during a council meeting except upon leave of the council. (See Sec. 2-184, Sheb. Muni. Code.)

No Aldersperson shall cross the floor or leave the council chamber while the Mayor or presiding officer is addressing the council or submitting a question. (See Sec. 2-180, Sheb. Muni. Code.)

When an Aldersperson is called to order, the Aldersperson shall sit down and not speak except in explanation until it shall have been determined that the Aldersperson is in order. (See Sec. 2-183, Sheb. Muni. Code.)

Any action under consideration by the Common Council on any matter, at the request of three Alderspersons, shall be deferred to the next council meeting to be held no sooner than one week following. The same action may not be deferred a second time or laid over. (See Sec. 2-81, Sheb. Muni. Code.)

Whenever any disturbance or disorderly conduct occurs in the council chambers, or rooms or halls adjacent to the council chambers, the Mayor or presiding officer has the power, with the aid of the Chief of Police or police officers in attendance, to cause the chambers, rooms or halls to be cleared of all persons except the Alderspersons or officers of the council. (See Sec. 2-39(a), Sheb. Muni. Code.)

Privilege of the floor during council meeting is extended to the Mayor, the City Clerk, the City Attorney, the Chief of Police or such other police officer in attendance, Department Heads or other designated staff members, and the media who shall confine themselves to their professional duty. No other person is allowed on the council floor except upon the invitation of the Mayor or Common Council.

Only those persons who have privilege of the floor may address the Common Council. All others may address the council pursuant to a motion to open the floor.

An appropriate request to allow a person who has privilege of the floor to address the council is: "Your Honor/Mayor, I request that Mr./Mrs. (state name) address the council." The Mayor calls the person forward not the Aldersperson.

An appropriate motion to allow persons who do not have privilege of the floor is: "Your Honor/Mayor, I move to open the floor to (state name)."

Alderspersons may address those persons who have privilege of the floor or to whom the floor has been open with the consent of the Mayor.

An appropriate request to address those persons is: “Your Honor/Mayor, may I address Mr./Ms. (state name)”?

An Alderperson may not engage in debate or become confrontational with persons who have privilege of the floor or to whom the floor has been open.

At all other times, Alderpersons must address the Mayor or other presiding officer, not each other or the public.

II. General Rules of Conduct

Alderpersons, Committee, Commission, and Board members shall conduct themselves in a professional and respectful manner while representing the city.

Alderpersons, Committee, Commission and Board members should wait to be recognized by the Mayor or Chairperson before speaking. Upon being recognized, an appropriate preface to your comments is: “Thank you your Honor/Mayor” or “Thank you Mr. Chairman” or “Thank you Madam Chair.”

Alderpersons shall not make disparaging statements during council meetings about each other, elected officials, or other members belonging to a different committee, commission, board, or staff.

Alderpersons, Committee, Commission and Board members shall have all personal electronic devices, including but not limited to cell phones, PDA’s, smart phones, etc., turned off during meetings unless prior permission is obtained from the respective body for extenuating circumstances.

B. COMMISSIONS, COMMITTEES, AND BOARD PROCEEDINGS

The Common Council has five standing committees: Public Protection and Safety Committee, Public Works Committee, Finance Committee, Salary and Grievances Committee and Law and Licensing Committee. All committee members are appointed by the Mayor and confirmed by the council.

The Committee of the Whole is comprised of all the alderpersons. The Mayor is not a member of the committee. The meetings are called as needed and serve the purpose of deliberation. The Committee of the Whole does not approve or disapprove, it simply makes a recommendation to the Common Council.

The Common Council has the power to create special committees on motion or by resolution as the council deems appropriate.

Any standing committee or special committee may appoint a subcommittee from its membership.

I. Generally Used Rules of Order and Procedure

Only the items posted on the agenda may be acted on or discussed. Any items posted for discussion only may not be acted on.

The Chairperson is responsible for preparing the agenda for all meetings. Members may make a request for an item to be placed on the agenda.

A quorum must be present in order for the meeting to proceed and the Chairperson set the tone for the meeting. A quorum for committees, commissions, and boards is a majority of the full membership.

Members may speak only when recognized by the Chairperson.

There is no limitation on how many times a member may speak unless the Chairperson sets one.

Members may not interrupt the Chairperson, other members, or the public who are speaking.

Items on the agenda may be pulled forward at the request of a member with the consent of the Chairperson.

II. Most Commonly Used Documents

Every committee, commission, and board is unique. Many of them handle documents that are pertinent to them or have been referred to them by the council.

The following documents are generally acted on or handled by committees, commissions, and boards:

Reports – reports by an Executive Director, Department Head or other officials are generally informative. The proper motion for reports is to accept and file the report. Reports may also be referred.

Requests – requests are generally made by the public and in some instances city employees. Requests may be granted, denied, held or referred.

Communications – communications vary and they generally are filed. In some instances they may be referred, held or acted on.

Presentations – presentations are generally for information only but in some instances action may be requested.

C. RULES FOR THE PUBLIC

All personal electronic devices that make noise, including but not limited to cell phones, pagers, PDA's, smart phones, etc., or anything else that makes noise, should be turned off while Council is in session so as not to cause a disturbance or distraction.

I. Public Forum

The Common Council welcomes community input during its meetings.

The public present at the meeting is required to remain silent during the Common Council meeting. The Mayor sets the tone for the Common Council meetings and enforces all the rules. The Mayor may call anyone out of order. In order to preserve order, the Mayor may also have anyone who is out of order escorted out of the council chambers.

In order to speak before the Common Council at the public forum, the public must first make a request to the City Clerk. Up to five persons are allowed to speak for up to five minutes during the public forum. Any alderman may move to open the floor for one minute additional time. The Common Council has a full agenda to follow but may grant a person additional time to speak by a majority vote.

Basic Rules

1. Before speaking, clearly state your name and address.
2. Speak clearly, do not swear or use foul language.
3. Address comments to alderpersons, committee, etc.
4. Do not be argumentative with presenters or department heads or representatives.
5. Do not personally attack or criticize the mayor, alderpersons, city officials, department heads, elected officials or staff.
6. Do not personally attack or criticize members of the public present at the meeting.
7. Do not personally attack any member of the public (whether or not present), board/committee members, employees, and the mayor.
8. Maintain your composure and show respect to the Chairperson and respective committee members.

The Common Council receives citizen input and generally does not respond or debate issues with the public during the meeting. However, during a period of public comment, the open meeting law allows a governmental body to discuss any matter raised by the public. (See Sec. 19.83(2), Wis. Stats.) If there is a need for a response or answer to a question or concern, please make a request during your statement and the appropriate city official or employee will get back to you within a reasonable time.

II. Committees, Commissions and Boards

The various city committees, commissions and boards welcome community input. When communications are received by the city and referred to a committee, commission or board, the respective Chairperson may invite individuals to attend the meeting. The opportunity to speak is strictly up to the discretion of the Chairperson.

Persons wishing to speak during these meetings should raise their hand and be recognized by the Chairperson before speaking. There is no limitation on the amount of time an individual has to speak but the Chairperson may limit the time.

Everyone is required to remain quiet during the meeting. The Chairperson may rule one out of order and may have one escorted out if necessary.

Basic Rules

1. Before speaking, clearly state your name and address.
2. Speak clearly, do not swear or use foul language.
3. Address comments to alderpersons, committee, etc.
4. Do not be argumentative with presenters or department heads or representatives.
5. Do not personally attack or criticize the mayor, alderpersons, city officials, department heads, elected officials or staff.
6. Do not personally attack or criticize members of the public present at the meeting.
7. Do not personally attack any member of the public (whether or not present), board/committee members, employees, and the mayor.
8. Maintain your composure and show respect to the mayor and alderpersons.

Res. No. _____ - 13 - 14. By Alderperson Hammond. April 16, 2013.

A RESOLUTION requesting the Mayor to reactivate various special committees for the 2013-2014 Council year.

WHEREAS, by Res. No. 1-12-13 the Mayor was requested to reappoint various special committees.

NOW, THEREFORE, BE IT RESOLVED: That the Mayor is hereby respectfully requested to reactivate the following committees by reappointment of members thereon:

- City-County Shared Services Committee
- Collective Bargaining Committee
- Group Health Insurance & Wellness Committee
- Mayor's International Committee
- Senior Activity Center
- Sheboygan Sustainable Task Force
- Strategic Fiscal Planning Committee

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the _____ day of _____, 20____.

Dated _____ 20____. _____, City Clerk

Approved _____ 20____. _____, Mayor

COMMON COUNCIL

Official Proceedings of the 2013-2014 Common Council of the City of Sheboygan.

FIRST REGULAR MEETING

The Council met: Tuesday, April 16, 2013.

Mayor Mike Vandersteen in the Chair:

On call of the roll, the following Alderpersons were present:

Present: Belanger, Bohren, Carlson, Hammond, Heidemann, Hermann, Lessard, Lewandoske, Matichek, Thiel, VanderWeele, Versey, Wolf – 13.

Excused: Dekker, Donohue, Van Akkeren – 3.

PRESENTATION OF THE NATIONAL COLORS BY SHEBOYGAN POLICE DEPARTMENT'S HONOR GUARD

MOMENT OF SILENCE TO REMEMBER THE VICTIMS AND FAMILIES OF THE BOSTON MARATHON EXPLOSIONS

NATIONAL ANTHEM SUNG BY THE BARBERSHOP QUARTET "VAGUELY FAMILIAR"

INVOCATION BY PASTOR TODD SMITH – FIRST UNITED LUTHERAN CHURCH

SWEARING IN OF THE MAYOR ELECT

SWEARING IN OF THE ALDERPERSONS ELECT

ADOPTING THE RULES OF THE COMMON COUNCIL

On motion by Alderperson Hammond and seconded by Alderperson Carlson, the rules governed the preceding Council were accepted and adopted as the rules of this Common Council, all Alderpersons present voting "Aye."

ELECTION OF THE PRESIDENT AND VICE PRESIDENT OF THE COMMON COUNCIL

A motion by Alderperson Hammond and second by Alderperson Carlson that nominations be received from the floor, voting to be done by closed ballot, and if more than two candidates are nominated, the candidate with the lowest number of votes be dropped from the list and balloting to continue until one candidate receives a majority, was passed, all Alderpersons present voting "Aye".

The Common Council then proceeded to elect the President and Vice-President of the Common Council.

Alderperson Hammond was nominated for President of the Common Council by Alderperson Carlson and second by Alderperson Versey. A motion was made by Alderperson Carlson and second by Alderperson Belanger that nominations be closed and the City Clerk instructed to cast a unanimous ballot for Alderperson Hammond, was passed, all Alderpersons present voting "Aye".

Alderperson Carlson was nominated for Vice-President of the Common Council by Alderperson Hammond and second by Alderperson Belanger. Alderperson Versey was nominated for Vice-President of the Common Council by Alderperson Heidemann and second by Alderperson Bohren. A motion was made by Alderperson Dekker and second by Alderperson Hammond to close nominations, was passed, all Alderpersons present voting "Aye". A closed ballot vote was cast with Alderperson Carlson receiving the majority of the votes.

**ELECTION OF REPRESENTATIVES ON THE CITY PLAN COMMISSION
A REPRESENTATIVE ON THE BOARD OF CONTRACTORS' EXAMINERS AND
TWO REPRESENTATIVES ON CAPITAL IMPROVEMENTS COMMISSION**

A motion by Alderperson Hammond and second by Alderperson Carlson that nominations be received from the floor, voting to be done by open ballot, and if more than two candidates are nominated, the candidate with the lowest number of votes be dropped from the list, and balloting to continue until one candidate receives a majority, was passed, all Alderpersons present voting "Aye".

The Common Council then proceeded to elect a Representative on the City Plan Commission, a Representative on the Board of Contractors' Examiners, and 2 Representatives on the Capital Improvements Commission.

A motion was made by Alderperson Hammond and second by Alderperson Carlson to nominate Alderperson Versey for Representative on the City Plan Commission.

A motion by Alderperson Hammond and second by Alderperson Carlson that nominations be closed and the City Clerk instructed to cast a unanimous ballot for Alderperson Versey, all Alderpersons present voting "Aye".

A motion was made by Alderperson Hammond and second by Alderperson Carlson to nominate Alderperson Lessard for Representative on the Board of Contractors' Examiners.

April 16, 2013

A motion was made by Alderperson Hammond and second by Alderperson Carlson that nominations be closed and the City Clerk be instructed to cast a unanimous ballot for Alderperson Lessard, was passed, all Alderpersons present voting "Aye".

A motion was made by Alderperson Hammond and second by Alderperson Bohren to nominate Alderperson Carlson as Representatives on the Capital Improvements Commission.

A motion was made by Alderperson Hammond and second by Alderperson Bohren to nominate Alderperson Versey as Representatives on the Capital Improvements Commission.

A motion was made by Alderperson Heidemann and second by Alderperson Hammond to nominate Alderperson Belanger as Representatives on the Capital Improvements Commission.

A motion by Alderperson Hammond and Alderperson Hammond was made that nominations be closed and the City Clerk be instructed to cast unanimous ballots for Alderperson Versey and Alderperson Carlson, was passed, all Alderpersons present voting "Aye".

RECESS TO ELECT CHAIRMAN OF COMMITTEE OF THE WHOLE

A motion by Alderperson Versey and second by Alderperson Heidemann was made to nominate Alderperson Bohren for Chairman to the Committee of the Whole

A motion by Alderperson Hammond and second by Alderperson Carlson that nominations be closed and the City Clerk be instructed to cast a unanimous ballot for Alderperson Bohren, was passed, all Alderpersons present voting "Aye".

RECONVENE

REPORT BY COUNCIL NEW PRESIDENT ON ELECTION OF COMMITTEE OF THE WHOLE CHAIRPERSON

Alderperson Hammond announced that Alderperson Bohren has been elected as Chairman of the Committee of the Whole, all Alderpersons present voting "Aye".

PRESIDENT OF THE COUNCIL'S MESSAGE

COMMITTEE OF THE WHOLE CHAIRMAN'S MESSAGE

MAYOR'S MESSAGE

Mayor's Message:

I thank the voters for the opportunity and privilege they have given me to serve as Sheboygan Mayor. I am humbled by the positive comments I've received since the election. I pledge to do my best to move Sheboygan forward in the coming four years. I

The previous council put a great deal of work into drafting the guiding principles for the Mayor. I appreciate the thought that went into this document and to that end as Mayor I will do my best to live up to these expectations, not only of the council but also of the community. To accomplish this I have resigned as the Manager at DuBois Formalwear and as a County Board Supervisor. After the election I decided that there would be some meeting conflicts and if I could not attend a county meeting because of my role as Mayor I also wanted to have a more singular propose and commitment to the City of Sheboygan. It will be best for another citizen to fulfill the role of supervisor to represent the second District.

Today is a new day, we can all learn from the past to secure the future. I have been reminded that "Leadership is not a position, but rather action." You and I have been elected as leaders in this community. Our responsibility is to help form the vision and future of Sheboygan. We need to carefully consider all available options when we deal with opportunities facing us and realize that many times without compromise nothing will change. Change is difficult and sometimes painstaking. But without change nothing will ever change. As we look at our community I believe there are areas we need to focus on:

Economic Development

We need to work with our industries and businesses to grow and prosper here in Sheboygan, in addition we need to attract new business and good paying jobs to Sheboygan. To work toward that goal, I will accept the board position that has been offered by the SCEDC. I want to be sure we are represented and are getting the full value for the City investment in this partnership.

Some of the Current Activities are:

- City staff in partnership with the SCEDC continue to work with a number of local employers to bring their expansion plans to reality. At this time, approximately 100-150 new manufacturing/engineering jobs may be created as a result of these current projects.
- City staff is working on development opportunities at the former Schuchardt Property.
- City Development is developing a new wayfinding signage plan for the City to provide consistent signage from the Interstate to the Downtown districts and key attractions.

- The BID and City are working on a Master Plan for the Business Improvement District with an emphasis on the Downtown. This plan will prepare a market study for the District for future business recruitment efforts and well as design guidelines for new downtown development. The BID and City are also involved in WEDC's Connecting Communities that offers technical assistance and networking opportunities to local leaders interested in revitalizing our downtown.

- This year we can celebrate the completion of the 30-year Sheboygan River dredging project. Marketing has occurred to 1,000 Great Lakes yacht owners that Sheboygan's port now has deep water. The future economic impact for the local business community is great with the river being usable again.

Legislative Agenda

We need to develop a legislative agenda with position papers to support the changes that we feel are needed in the laws or administrative rules of the state. In order to accomplish this we need to include Aldermen and Departments Heads in regular meetings with state and Federal legislators. An agenda and schedule will soon be developed.

Smart Sustainability

I believe that through the Sheboygan Sustainable task force we can improve our sustainability score. After establishing our baseline we will chart our progress as we continue to make future improvements. Sheboygan County is one of two counties in the State that currently in non attainment status. Our sustainability improvements can affect our return to attainment status and allow us to reduce city operating expenditures.

The City of Sheboygan's Regional Wastewater Treatment Facility along with Donohue engineers recently received the top honor in American Council of Engineering Companies' Wisconsin 2013 Engineering Excellence competition. Which recognizes the collaborative effort between Donohue and the city to improve energy efficiency, production, and recovery at the treatment facility.

This project makes Sheboygan's wastewater facility the first in Wisconsin to regularly produce more electrical energy than it requires, exporting excess renewable electricity to the utility grid. On an annual basis, the facility produces more than 85% of its required electrical energy and 90% of its required heat energy. The facility is one of only a few facilities in the world producing all of its electrical energy using a renewable fuel of bio solids and high-strength waste.

As the city replaces it's fleet of garbage trucks, there is the opportunity to take advantage of newly available and less expensive fuels and convert to trucks that burn CNG. Converting city owned street lights to LED's will use less energy and is projected to payback the investment in less than two years.

Invest in our infrastructure

Our some of our roads failed to endure a tough winter. With the Council's blessing we can Re-prioritize enough budgeted funds to repair roads that were damaged by the winter freeze thaw cycle.

There are some major road replacement and repaving projects that are currently slated to start soon on Eisner Avenue, Erie Avenue & South Business Drive. In addition to the road improvements there will be new pedestrian improvements along Eisner avenue. The Interurban Trail from Penn Avenue to Martin Avenue will be constructed this summer and converted to a pathway that can be used by walkers and bikers.

Partnerships in Recreation

The Quarry will get a new look as a Verona Recreation Company Partners with Sheboygan to add inflatable play devices. Jaycee Park will again become the summer attraction it had been for many years. This new partnership will put lifeguards on duty at the quarry to assure the community of a safe experience at this summer playground.

Clean Safe Neighborhoods

Our Neighborhood Pride Program has brought several neighborhoods together to form Neighborhood Associations. These groups have worked together with staff in the building inspection department and the police department to make their neighborhood a safer and cleaner place to live. We will continue to grow more associations and support the ones that currently exist.

- Since the beginning of the year, City Departments have been involved in approximately 25 neighborhood meetings across the City. Participants of these groups may be interested in forming a formal neighborhood association or will stay informal and just meeting for a neighborhood party. Either way these efforts are a way of allowing neighbors to get to know their neighbors. Alderman are highly encouraged to attend these meetings.

- As part of the on-going Neighborhood Revitalization Strategy Area designation for the neighborhoods surrounding Erie Avenue, City staff are working to repave Erie Avenue with Federal dollars from N. 8th Street to N. 14th Street. If budget allows new LED street lighting will be added to this project as well.

- Habitat for Humanity, the Gateway Neighborhood Assoc, and the City have partnered on an effort to re-invest in properties along Erie Avenue. Design Guidelines for the homes have been developed, blighted properties will soon be purchased and razed, and in 2014 new homes will be constructed.

- Enhanced code enforcement continues in partnership between the Building Inspection Division and the Police Dept. Two days a week, representatives from both departments are walking neighborhoods and writing up properties in need of repairs, garbage issues and abandoned vehicles. In 2012, 1,000 properties were written up for violations, about 70% came into compliance and about 400 citations were issued.

April 16, 2013

The City is partnering with the JMKAC on the Wooster Collective Sheboygan Project. Some of the work can be seen in the hallways of City Hall. Under this collaborative, art will be taken out of the gallery and on the street and publically owned building/space around the City. Visiting artists, area residents, and participants across the country will create works of art that celebrate Sheboygan's culture and people.

Budget Development

During the coming term I will ask the Common Council to evaluate and prioritize all city programs. This effort when finished will guide the Council's future budget deliberations.

Regional Cooperation

Several cooperative efforts with our municipal neighbors have produced positive results for the city. I will continue to look for new opportunities to bring to the Common Council for consideration.

If our vision for the future is to have a more effective, efficient, government that serves the residents and businesses of this community. We can start now. With teamwork and communication at City Hall between our employees and the elected officials we can accomplish this agenda for progress. It means having open discussion, active debates, and compromising to make everything work better. And I remind you that leadership takes action.

Mike Vandersteen

MAYOR'S APPOINTMENTS

APRIL 16, 2013

TO THE HONORABLE MEMBERS OF THE COMMON COUNCIL:

I hereby submit the following appointments for your confirmation:

FINANCE

DON HAMMOND, CHAIRMAN
DARRYL CARLSON, VICE CHAIRMAN
JOE HEIDEMANN
JOHN BELANGER
TODD WOLF

PUBLIC PROTECTION & SAFETY

DARRYL CARLSON, CHAIRMAN
DAVID VAN AKKEREN, VICE CHAIRMAN
SCOTT VERSEY
SUSAN LESSARD
MARY LYNNE DONOHUE

PUBLIC WORKS

JOE HEIDEMANN, CHAIRMAN
JIM BOHREN, VICE CHAIRMAN
JEREMY DEKKER
JOHN BELANGER
MARK HERMANN

SALARIES & GRIEVANCES

MARY LYNNE DONOHUE, CHAIRMAN
JIM BOHREN, VICE CHAIRMAN
DON HAMMOND
JODI VANDER WEELE
TODD WOLF

LAW & LICENSING

JODI VANDER WEELE, CHAIRMAN
KEVIN MATICHEK, VICE CHAIRMAN
SCOTT LEWANDOSKE
SUSAN LESSARD
BILL THIEL

MICHAEL J. VANDERSTEEN, MAYOR

Lies over under the rules.

April 16, 2013

HONORABLE MEMBERS OF THE COMMON COUNCIL:

I hereby submit the following appointments for your consideration:

Val Schultz to be considered for appointment to the Board of Police and Fire Commissioners to fill the unexpired term of Jean Kittelson whose term expires 4/25/16.

Whitney Viglietti to be considered for appointment to the Business Improvement District to fill the unexpired term of Mike Vandersteen whose term expires on 12/31/13.

Charles Windsor to be considered for appointment to the Sheboygan Transit Commission to fill the unexpired term of Jean Kittelson whose term expires on 4/30/14.

Pete Fullerton to be considered for appointment to the Board of Review to fill the unexpired term of Kathleen Hoffman whose term expires on 4/25/16.

MICHAEL J. VANDERSTEEN, MAYOR

Lies over under the rules.

April 22, 2013

TO THE HONORABLE MEMBERS OF THE COMMON COUNCIL:

I hereby submit the following appointments for your confirmation:

LIBRARY BOARD

<u>NAME</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
MARTHA WORTCHE	04/22/13	04/30/16
DOLCYE JOHNSON	04/22/13	04/30/16
CHAD STAUBER SOIK	04/22/13	04/30/16
MARGE SEGALLE	04/22/13	04/30/16

MICHAEL J. VANDERSTEEN, MAYOR

Lies over under the rules

April 16, 2013

TO THE HONORABLE MEMBERS OF THE COMMON COUNCIL:

I hereby submit the following appointments for your confirmation:

ARCHITECTURAL REVIEW BOARD

<u>NAME</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
ALD. TODD WOLF	04/16/13	04/21/14
GERALD JONES - Plan Comm. Member	04/16/13	04/25/16

BOARD OF APPEALS

<u>NAME</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
PETE STRYSICK (FULL)	04/16/13	04/25/16
DONALD CVETAN(FULL), CHAIRMAN	04/16/13	04/25/16
RICHARD LINDE(FULL) – Architect	04/16/13	04/25/16
KEVIN SAMPSON(2 ND ALT.) (FULL)	04/16/13	04/25/16

BOARD OF CONTRACTOR’S EXAMINERS

<u>NAME</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
ALD. SUSAN LESSARD	04/16/13	04/21/14
GERALD SAUERMILCH (ALTERNATE)	04/16/13	04/27/15
TODD THONE	04/16/13	04/27/15

BOARD OF ELECTRICAL & HEATING EXAMINERS

<u>NAME</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
ALD. JOHN BELANGER	04/16/13	04/21/14
MICHAEL DUFEK (ELEC)	04/16/13	04/27/15
DAVID ALDAG (HEATING)	04/16/13	04/27/15

BOARD OF HOUSING APPEALS AND FAIR HOUSING PRACTICES

<u>NAME</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
ALD. MARY LYNNE DONOHUE	04/16/13	04/21/14
ALD. SUSAN LESSARD	04/16/13	04/21/14
DONALD GERBER	04/16/13	04/25/16
VANG NENG VUE	04/16/13	04/25/16
ANGELA CLARKE	04/16/13	04/25/16
DALE FELD	04/16/13	04/25/16

BOARD OF MARINA, PARK AND FORESTRY COMMISSIONERS

<u>NAME</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
ALD. JOSEPH HEIDEMANN	04/16/13	04/21/14
GERALD JONES (PLAN COMM.)	04/16/13	04/28/14
JODY BROOKS (REC. DEPT.)	04/16/13	04/28/14
DAVID KUCKUK (PARK SYSTEMS MANAGER)	04/16/13	04/28/14
ROGER LAHM (HISTORIC PRESERVATION COMM.)	04/16/13	04/28/14
MICHAEL FROH (CITIZEN/BOAT SLIP)	04/16/13	04/28/14
COUNTY BOARD REPRESENTATIVE	04/16/13	04/28/14

NON-VOTING MEMBERS

SGT. SCOTT REINKE, SPD	04/16/13	04/28/14
DAVID BIEBEL (DIRECTOR OF PW)	04/16/13	04/28/14

BOARD OF POLICE & FIRE COMMISSIONERS

<u>NAME</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
ANDREW HOPP	04/16/13	04/23/18

BOARD OF REVIEW

<u>NAME</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
KENNETH KING	04/16/13	04/23/18

CAPITAL IMPROVEMENTS COMMISSION

<u>NAME</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
MAYOR MIKE VANDERSTEEN	04/16/13	04/21/14
ALD. DARRYL CARLSON	04/16/13	04/21/14
ALD. SCOTT VERSEY	04/16/13	04/21/14
ALD. DON HAMMOND	04/16/13	04/21/14
GERALD JONES -PLAN MEMBER	04/16/13	04/25/16

CITY COUNTY SHARED SERVICE COMMITTEE

<u>NAME</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
MAYOR MIKE VANDERSTEEN	04/16/13	04/21/14
ALD. DARRYL CARLSON	04/16/13	04/21/14
ALD. MARY LYNNE DONOHUE	04/16/13	04/21/14
ALD. DON HAMMOND	04/16/13	04/21/14
TERRY KATZMA	04/16/13	04/27/15

GARY MAPLES	04/16/13	04/27/15
ELDON BURG	04/16/13	04/27/15

CITY PLAN COMMISSION

<u>NAME</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
MAYOR MIKE VANDERSTEEN	04/16/13	04/21/14
ALD. SCOTT VERSEY	04/16/13	04/21/14
GERALD JONES	04/16/13	04/25/16
DON CVETAN	04/16/13	04/25/16

CIVIL SERVICE COMMISSION

<u>NAME</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
PETER MAYER	04/16/13	04/24/17

COLLECTIVE BARGAINING COMMITTEE

<u>NAME</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
MAYOR MIKE VANDERSTEEN	04/16/13	04/21/14
ALD. DON HAMMOND	04/16/13	04/21/14
ALD. MARY LYNNE DONOHUE	04/16/13	04/21/14
STEPHEN MCLEAN, CITY ATTORNEY	04/16/13	04/21/14
SANDY ROHRICK, DIRECTOR HUMAN RESOURCES	04/16/12	04/21/14
JAMES AMODEO, CHIEF ADMINISTRATIVE OFFICER	04/16/13	04/21/14

GROUP HEALTH INSURANCE & WELLNESS COMMITTEE

<u>NAME</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
ALD. JODI VANDER WEELE	04/16/13	04/21/14
ALD. MARY LYNNE DONOHUE	04/16/13	04/21/14
JAMES AMODEO (CHIEF ADMINISTRATIVE OFFICER)	04/16/13	04/30/14
SANDY ROHRICK (DIRECTOR HUMAN RESOURCES)	04/16/13	04/30/14
MARK ZEHFUS (MEAD LIBRARY REP)	04/16/13	04/30/14
REPRESENTATIVES OF THE BARGAINING UNITS		
JO-ANN DECKER, CITY HALL	04/16/13	04/30/14
JOHN BRIDGES, DPW	04/16/13	04/30/14
LAURIE SUHRKE, PROFESSIONALS	04/16/13	04/30/14
SCOTT NAVIS, TRANSIT	04/16/13	04/30/14
BRENDAN HUGHES, FIRE DEPT.	04/16/13	04/30/14
KENT HUIBRETGSE, POLICE DEPT.	04/16/13	04/30/14
MICHAEL WILLIAMS, POLICE DEPT. SUPV.	04/16/13	04/30/14

HISTORIC PRESERVATION/HOUSING REHABILITATION LOAN COMMISSION

<u>NAME</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
ALD. SCOTT LEWANDOSKE	04/16/13	04/21/14
ROGER LAHM	04/16/13	04/25/16
PETER FETTERER	04/16/13	04/25/16

HOUSING AUTHORITY

<u>NAME</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
BARBARA KNAUF	04/16/13	04/23/18

MAYOR'S INTERNATIONAL COMMITTEE

<u>NAME</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
ALD. KEVIN MATICHEK	04/16/13	04/28/14

MARY RAJER	04/16/13	04/28/14
JAMES GRAF	04/16/13	04/28/14
YOLANDA GRAF	04/16/13	04/28/14
ANNA SCHOEN	04/16/13	04/28/14
DON SILVIS	04/16/13	04/28/14
HENRY SCHOEN	04/16/13	04/28/14
JANE WONG KAUTZER	04/16/13	04/28/14
KEARY KAUTZER	04/16/13	04/28/14
JULIE VANDERSTEEN	04/16/13	04/28/14
MAI XIONG	04/16/13	04/28/14
SUE KIRCHNER	04/16/13	04/28/14
RUTH GERSTNER	04/16/13	04/28/14
FRAN BURG	04/16/13	04/28/14
BARB KUETHER	04/16/13	04/28/14
AL KUETHER	04/16/13	04/28/14

REDEVELOPMENT AUTHORITY

<u>NAME</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
ALD. DONALD HAMMOND	04/16/13	04/21/14
STEVE HARRISON	04/16/13	04/23/18

SENIOR ACTIVITY CENTER COMMISSION

<u>NAME</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
ALD. JOSEPH HEIDEMANN	04/16/13	04/21/14
ALD. KEVIN MATICHEK	04/16/13	04/21/14
MARY RYAN	04/16/13	04/25/16
MARY NOWACKI	04/16/13	04/25/16

SHEBOYGAN TRANSIT COMMISSION

<u>NAME</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
MAYOR MIKE VANDERSTEEN	04/16/13	04/21/14
ALD. DON HAMMOND	04/16/13	04/21/14
ALD. DARRYL CARLSON	04/16/13	04/21/14
ALD. JOSEPH HEIDEMANN	04/16/13	04/21/14
RYAN ZINKEL	04/16/13	04/25/16
CHAD PELISHEK, DIRECTOR CITY DEV.	04/16/13	04/30/14
CHRISTOPHER DOMAGALSKI, CHIEF OF POLICE	04/16/13	04/30/14

STRATEGIC FISCAL PLANNING COMMITTEE

<u>NAME</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
ALD. DON HAMMOND	04/16/13	04/21/14
ALD. DARRYL CARLSON	04/16/13	04/21/14
ALD. JOSEPH HEIDEMANN	04/16/13	04/21/14
ALD. MARY LYNNE DONOHUE	04/16/13	04/21/14
ALD. JODI VANDER WEELE	04/16/13	04/21/14
	EX-OFFICIO	
CHAD PELISHEK, DIR. DEVELOPMENT & PLANNING	04/16/13	04/28/14
JIM AMODEO, CHIEF ADMINISTRATIVE OFFICER	04/16/13	04/28/14
SANDY ROHRICK, DIRECTOR HR & LABOR REL.	04/16/13	04/28/14

SUSTAINABLE SHEBOYGAN TASK FORCE

<u>NAME</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
ALD. DARRYL CARLSON	04/16/13	04/21/14
ALD. KEVIN MATICHEK	04/16/13	04/21/14
MARK PAWASARAT	04/16/13	04/28/14
CHAD PELISHEK	04/16/13	04/28/14
AARON BRAULT	04/16/13	04/28/14
JOHN HILL	04/16/13	04/28/14
KEVIN STRUCK	04/16/13	04/28/14
SCOTT HANSON	04/16/13	04/28/14
DAMIEN NEVERS	04/16/13	04/28/14
PETER PITTNER	04/16/13	04/28/14
TED VALLIS	04/16/13	04/28/14
LAURA GUMM	04/16/13	04/28/14
VICKIE HALL	04/16/13	04/28/14
BRIAN SCHWALLER	04/16/13	04/28/14
MARK ALBERT	04/16/13	04/28/14
JEANNE KLIEJUNAS	04/16/13	04/28/14
GREG RYAN	04/16/13	04/28/14
JOSH ELDRIDGE	04/16/13	04/28/14

MICHAEL J. VANDERSTEEN, MAYOR

Lies over under the rules.

PROCLAMATION

A proclamation was given by the Mayor to declare April 14th – 20th, 2013 as Barbershop Harmony Week.

RESOLUTION INTRODUCED

Res. No. 1 - 13 - 14. By Alderperson Hammond. April 16, 2013.

A RESOLUTION requesting the Mayor to reactivate various special committees for the 2013-2014 Council year.

WHEREAS, by Res. No. 1-12-13 the Mayor was requested to reappoint various special committees.

NOW, THEREFORE, BE IT RESOLVED: That the Mayor is hereby respectfully requested to reactivate the following committees by reappointment of members thereon:

- City-County Shared Services Committee
- Collective Bargaining Committee
- Group Health Insurance & Wellness Committee
- Mayor's International Committee
- Senior Activity Center
- Sheboygan Sustainable Task Force
- Strategic Fiscal Planning Committee

On motion by Alderperson Hammond and second by Alderperson Carlson, the Resolution was passed, all Alderpersons present voting "Aye".

There being no further business, on motion by Alderperson Hammond and second by Alderperson Carlson, the meeting was then adjourned, all Alderpersons voting "Aye".

Mayor

City Clerk