

CITY OF SHEBOYGAN

FINANCE AND PERSONNEL COMMITTEE

DECEMBER 9, 2019

Chair Mary Lynne Donohue called the meeting to order at 5: 00 p.m. The Pledge of Allegiance followed.

COMMITTEE MEMBERS PRESENT: Chair Mary Lynne Donohue, Vice Chair Jim Bohren, Alderpersons Trey Mitchell, Markus Savaglio and Todd Wolf

STAFF / OFFICIALS PRESENT: City Attorney Chuck Adams, City Administrator Darrell Hofland, Fire Chief Eric Montellano, Finance Director/Treasurer Marty Halverson, Director of Planning and Development Chad Pelishek, Director of Human Resources and Labor Relations Sandra Rohrick, Director of Parking and Transit Derek Muench, Business Manager Mead Library Debbie DeAmico, Assistant to the City Administrator Carrie Arenz, Auditor/Analyst Laurie Suhrke, Accountant Doris Ramminger, and Purchasing Agent Bernie Rammer.

PUBLIC PRESENT: Joel Oliver, Green Street Development Group

MINUTES Motion by Alderperson Wolf, seconded by Alderperson Savaglio to approve the minutes of November 25, 2019. Motion carried.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 RES 128 - 19 - 20 / DECEMBER 2, 2019 / DOC

3.11: Resolution authorizing entering into a Development Agreement with Oscar Apartments, LLC.

Director of Planning and Development Chad Pelishek discussed the Oscar Apartments, LLC project. This development would be a 248 -unit multifamily development targeted at providing rental units to the city residents at the location of Broadway Avenue and South Business Drive. Under the agreement, the city would pay the developer approximately \$471,250 per year in incentive payments for up to 16 years. In addition to the planned \$45,000,000 development, an adjacent site is proposed for a new Kwik Trip convenience store/gas station.

Director Pelishek also explained that in the agreement, the City agrees to ensure the construction of a recreational trail from Georgia Avenue to Union Avenue along the Union Pacific Railway right-of-way no later than five years

after the completion of the project.

Green Street Development Group agrees to exercise good faith in striving whenever possible to hire, retain, and contract with qualified individuals and businesses residing and/or based in the City of Sheboygan, as well as veterans and minority-owned businesses.

This project has received approval from the Architectural Review Board and City Plan Commission.

Joel Oliver, Green Street Development Group explained this would be a workforce housing project rather than an affordable housing project. Without extensive support of services these renters cannot qualify for affordable housing. This development would target renters at the 80 percent area median income, and would reduce market rate rents by ten percent as compared to typical development. Rental costs are as follows: 1 bedroom - \$1,000 /month, 2 bedroom - \$1,300 /month, and there will be 8 units that are 3 bedroom. The units are larger than others being built in the area. The apartments will have a community feel and family friendly, and a portion of the funds will be used for a park and a ramp to the bike path.

Motion by Alderperson Wolf, seconded by Vice Chair Bohren to recommend Common Council receive and adopt the resolution. Motion carried.

3.2 RES 119 - 19 - 20 / DECEMBER 2, 2019 / DOC

3.2: Resolution authorizing the Purchasing Agent to issue a purchase order for the purchase of three emergency response rated sport utility vehicles for the Sheboygan Fire Department to be assigned to the Fire Chief and two Assistant Fire Chiefs.

Fire Chief Eric Montellano explained currently the Fire Department has one non-emergency response vehicle. In order to provide more personnel at incident scenes, this would be an operational change that would allow three chief s vehicles be available. The additional vehicles would be useful to maintain a safer environment in response time. If the city receives a MABAS call from another community, at the present time, the city cannot aide because there is a lack of vehicles. It is the intent for the chiefs to be in contact as to who will be responding and a rotation schedule would be developed, but all three could respond when possible.

Purchasing Agent Bernie Rammer stated that originally the vehicles were to be leased, but it was found to be more fiscally beneficial to purchase and equip the vehicles for emergency response similar to police vehicles.

Motion by Vice Chair Bohren, seconded by Alderperson Wolf to recommend Common Council receive and adopt the resolution. Motion carried.

3.3 RES 120 - 19 - 20 / DECEMBER 2, 2019 / DOC

3.3: Resolution authorizing retaining outside legal counsel to represent the

City in the matter of the Petition for Review of Determination by State Board of Assessors for Manufacturing Property (Notice of Determination dated March 20, 2019) by Georgia Pacific Corrugated LLC, and authorizing payment for said services.

City Attorney Chuck Adams explained that Georgia Pacific is challenging their personal property taxes. Personal property for manufacturing is calculated under the state law and is different than how the city calculates personal property. This is a large scale matter state wide the challenge would really change with how all cities handle manufacturing personal property. The cost to the city will be minimal. The legal bills are paid on a percentage of personal property value. The city's portion would be one-tenth of one percent. The city is a party to the action. At the present time this is before the Department of Revenue and will likely be appealed.

Motion by Alderperson Wolf, seconded by Alderperson Mitchell to recommend Common Council receive and adopt the resolution. Motion carried.

3.4 RES 121 - 19 - 20 / DECEMBER 2, 2019 / DOC

3.4: Resolution authorizing the appropriate City Officials to execute the Agreement for Transit Service between the City of Sheboygan and the City of Sheboygan Falls.

Director of Parking and Transit Derek Muench explained the service agreement with the City of Sheboygan and Sheboygan Falls. In comparison to previous years, the current agreements have been formalized and revised to include a capital component. The capital component would allow for payment toward the cost of a bus. The agreement will be in place until either party decides that this is no longer a viable process.

Motion by Alderperson Wolf, seconded by Alderperson Savaglio to recommend Common Council receive and adopt the resolution. Motion carried.

3.5 RES 122 - 19 - 20 / DECEMBER 2, 2019 / DOC

3.5: Resolution pursuant to Sec. 82 - 32 and 82 - 33, Sheboygan Municipal Code, adopting changes to the classification plan and the list of classes and class specifications effective January 1, 2020.

Director of Human Resources and Labor Relations Sandra Rohrick presented the city's compensation plan change for 2020. The only change was the two percent increase in pay scale of the two plans.

Motion by Vice Chair Bohren, seconded by Alderperson Wolf to recommend Common Council receive and adopt the resolution. Motion carried.

3.6 RES 123 - 19 - 20 / DECEMBER 2, 2019 / DOC.

3.6: Resolution authorizing the appropriate City Officials to execute the Agreement for Transit Service between the City of Sheboygan and the Village of Kohler.

Director of Parking and Transit Derek Muench explained the service agreement with the City of Sheboygan and Village of Kohler. In comparison to previous years, the current agreements have been formalized and revised to include a capital component. The capital component would allow for payment toward the cost of a bus. The agreement will be in place until either party decides that this is no longer a viable process.

Motion by Alderperson Wolf, seconded by Alderperson Savaglio to recommend Common Council receive and adopt the resolution. Motion carried.

3.7 RES 124 - 19 - 20 / DECEMBER 2, 2019 / DOC

3.7: Resolution expressing the intent of the Common Council of the City of Sheboygan to exercise its police powers in levying a special assessment for the 2019 cost of operating and maintaining the off-street parking facilities within the Parking Assessment District No.

1.

Agenda items

3.7

3.10 were discussed collectively.

Finance Director/Treasurer Marty Halverson explained this information may have never been reviewed by a committee for discussion. He asked committee if this is information that would be useful for them to review. Director Muench stated that the Transit Commission does not review this matter.

Director Halverson stated that the financial information would be finalized in March 2020. Attorney Chuck Adams expressed that the information does have to go to Common Council, but the Finance and Personnel Committee is the natural committee to have this review.

Alderperson Mitchell requested that if there is more information in the future, it would be helpful.

Motion by Alderperson Wolf, seconded by Alderperson Savaglio to recommend Common Council receive and adopt the resolution. Motion carried.

3.8 RES 125 - 19 - 20 / DECEMBER 2, 2019 / DOC

3.8: Resolution expressing the intent of the Common Council of the City of Sheboygan to exercise its police powers in levying a special assessment for the 2019 cost of operating and maintaining the off-street parking facilities within the Parking Assessment District No.

2.

Motion by Alderperson Wolf, seconded by Alderperson Savaglio to recommend Common Council receive and adopt the resolution. Motion carried.

3.9 RES 126 - 19 - 20 / DECEMBER 2, 2019 / DOC

3.9: Resolution expressing the intent of the Common Council of the City of Sheboygan to exercise its police powers in levying a special assessment for the 2019 cost of operating and maintaining, and the prorated acquisition costs of the off-street parking facilities within the Parking Assessment District No. 4.

Motion by Alderperson Wolf, seconded by Alderperson Savaglio to recommend Common Council receive and adopt the resolution. Motion carried.

3.10 RES 127 - 19 - 20 / DECEMBER 2, 2019 / DOC

3.10: Resolution expressing the intent of the Common Council of the City of Sheboygan to exercise its police powers in levying a special assessment for the 2019 cost of operating and maintaining the off-street parking facilities within the Parking Assessment District No. 5.

Motion by Alderperson Wolf, seconded by Alderperson Savaglio to recommend Common Council receive and adopt the resolution. Motion carried.

ITEMS FOR DISCUSSION ONLY

4.1 Delinquent Personal Property

Director Halverson presented information regarding delinquent Personal Property bills that are owed to the City of Sheboygan. There needs to be a process developed as to how to collect delinquencies. Chair Donohue requested this topic be placed on a future agenda.

DATE OF NEXT REGULAR MEETING: January 13, 2020.

ADJOURNMotion by Alderperson Wolf, seconded by Alderperson Savaglio to adjourn at 5: 53 p.m. Motion carried.