

CITY OF SHEBOYGAN

FINANCE AND PERSONNEL COMMITTEE

November 11, 2019

Vice Chair Bohren called the meeting to order at 5: 00 p.m. The Pledge of Allegiance followed.

COMMITTEE MEMBERS PRESENT: Vice Chair Jim Bohren, Alderpersons Trey Mitchell, and Todd Wolf

COMMITTEE MEMBERS EXCUSED: Chair Mary Lynne Donohue, and Alderperson Markus Savaglio

STAFF / OFFICIALS PRESENT: Mayor Mike Vandersteen, City Attorney Chuck Adams, City Clerk Meredith DeBruin, City Administrator Darrell Hofland, Finance Director/Treasurer Marty Halverson, Director of Planning and Development Chad Pelishek, Director of Human Resources Sandra Rohrick, Director of Information Technologies Eric Bushman, Business Manager Mead Library Debbie DeAmico, Assistant to the City Administrator Carrie Arenz, Auditor/Analyst Laurie Suhrke.

MINUTES Motion by Alderperson Wolf, seconded by Alderperson Mitchell to approve the minutes of October 28, 2019. Motion carried.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 RES 99 - 19 - 20 / OCTOBER 7, 2019 / DOC

6.1: Resolution authorizing the appropriate City Officials to execute an engagement letter with Quarles & Brady LLP to serve as bond counsel with regard to Sewerage System Revenue Bonds

Finance Director/Treasurer Marty Halverson requested this document remain on hold and placed on the agenda for the November 25, 2019 meeting.

Motion by Alderperson Wolf, seconded by Alderperson Mitchell to recommend the Committee hold the resolution. Motion carried.

3.2 RES 100 - 19 - 20 / OCTOBER 7, 2019 / DOC

6.2: Resolution authorizing the issuance and sale of up to \$2,323,791 Sewerage System Revenue Bonds, Series 2019 D and providing for other details and covenants with respect thereto.

Director Halverson requested this document remain on hold and placed on the agenda for the November 25, 2019 meeting.

Motion by Alderperson Wolf, seconded by Alderperson Mitchell to recommend the Committee hold the resolution. Motion carried.

3.3 COM. NO. 5 - 19 - 20 / OCTOBER 21, 2019 / DOC

3.2: Communication from Hardik Khatri regarding Personal Property Tax for the Super  
8.

Motion by Alderperson Wolf, seconded by Alderperson Mitchell to recommend the Committee hold the communication. Motion carried.

3.4 RES 105 - 19 - 20 / NOVEMBER 4, 2019 / DOC

4.1: Resolution authorizing the appropriate City Officials to execute an amendment to a Parking and Access Lease Agreement with Eighth Street Sheboygan Housing Corporation.

Director of Planning and Development Chad Pelishek explained the initial Parking and Access Lease Agreement with Eighth Street Housing Corporation stated the City would be providing them with 42 parking stalls in the segregated lot to the north of their development. The City is providing them with 41 stalls and the Parking Utility has been billing for 41 stalls. The request was made by the developer to correct the agreements to make it representative as to what is currently happening.

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

ITEMS FOR DISCUSSION ONLY

4.1 2019 THIRD QUARTER BENCHMARKS: IT Department

Director of Information Technologies Eric Bushman presented the Strategic Plan Benchmark Measurements through September 30, 2019.

4.2 2019 THIRD QUARTER BENCHMARKS: WSCS Cable TV

Director Bushman presented the Strategic Plan Benchmark Measurements through September 30, 2019 for Cable TV(WSCS).

4.3 2019 THIRD QUARTER BENCHMARKS: City Clerk

City Clerk Meredith DeBruin presented the 2019 Benchmark measurements for the

Office of the City Clerk (including Elections, Common Council and City Clerk) for the period commencing January 1, 2019 and ending September 30, 2019.

#### 4.4 2019 THIRD QUARTER BENCHMARKS: Department of City Development

Director Pelishek presented the special projects that were completed in the third quarter of 2019. These special projects included the writing and approval of the AARP Livable Sheboygan Plan, completion of the programming at City Green for the season, Pop Up Shop initiative with BID and Sheboygan County Economic Development Corporation.

#### 4.5 2019 THIRD QUARTER BENCHMARKS: Human Resources

Director of Human Resources Sandy Rohrick presented the third quarter 2019 Benchmarks measurements for the Human Resources Department.

DATE OF NEXT REGULAR MEETING: November 25, 2019.

ADJOURN Motion by Alderperson Wolf, seconded by Alderperson Mitchell to adjourn at 5: 25 p.m. Motion carried.