

CITY OF SHEBOYGAN

SPECIAL FINANCE AND PERSONNEL COMMITTEE

17, 2019

Chair Donohue called the meeting to order at 5: 30 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:

Mayor Mike Vandersteen, City Attorney Chuck Adams, City Clerk Meredith DeBruin, City Administrator Darrell Hofland, Fire Chief Eric Montellano, Finance Director Marty Halverson, Director of Human Resources and Labor Relations Sandy Rohrick, Mead Public Library Business Manager Debbie DeAmico,

Network Administator Jeff Krueger, Systems Analyst Micah Adams, Assistant to the City Administrator Carrie Arenz

MINUTES

Motion by Alderperson Wolf, seconded by Alderperson

Savaglio to approve the minutes of June 10. Motion carried.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 DIRECT REFERRAL: RES 40 - 19 - 20 / JUNE 17, 2019: Resolution authorizing the City of Sheboygan to enter into a Municipal Advisory Agreement for Municipal Advisor services regarding the sale of municipal bonds in 2019.

Finance Director Marty Halverson provided a historical update on the services received from Carol Wirth of Wisconsin Public Finance Professionals, including the unique financing related to the refunding bond sales for 2019.

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

3.2 DIRECT REFERRAL: RO 35 - 19 - 20 / JUNE 17, 2019: Submitting the Comprehensive Annual Financial Report of the City of Sheboygan for the year ended December 31, 2018, prepared by CliftonLarsonAllen, LLP.

Finance Director Halverson

provided an outline regarding the timeline of the organization of procedures, training and segregation of duties. The addition of the Senior Accountant position to the department, combined with the upcoming organizational assessment will help expedite this process. Measurable goals and updates will begin in the fall.

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

3.3 DIRECT REFERRAL: RO 33 - 19 - 20 / JUNE 10, 2019: Submitting the findings and management response related to the Comprehensive Annual Financial Report of the City of Sheboygan for the year ended December 31, 2018, prepared by CliftonLarsonAllen, LLP.

Motion by Alderperson Wolf, seconded by Alderperson Savaglio to recommend the Common Council receive the R.O. and file the recommendation. Motion carried.

ADJOURN

Motion by Alderperson

Wolf, seconded by Alderperson Savaglio to adjourn at 5: 37 p.m. Motion carried.