

City of Sheboygan
2019-06-10

BCNJLL4C49ED

CITY OF SHEBOYGAN

FINANCE AND PERSONNEL COMMITTEE

10, 2019

Chair 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:

Mayor Mike Vandersteen, City Attorney Chuck Adams, City Administrator Darrell Hofland, Finance Director Marty Halverson, Director of Public Works David Biebel, Director of Planning and Development Chad Pelishek, IT Director Eric Bushman, Mead Public Library Business Manager Debbie DeAmico, Public Works Business Manager Dawn Sokolowski, Assistant to the City Administrator Carrie Arenz, Auditor / Analyst Laurie Suhrke

PUBLIC PRESENT:

Bryan Grunewald, CliftonLarsonAllen, LLP

MINUTES

Motion by Alderperson

Wolf, seconded by Alderperson Mitchell to approve the minutes of May 29, 2019. Motion carried.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 RO 29 - 19 - 20 / JUNE 3, 2019 / DOC

4.3: Communication from Mayor Mike Vandersteen, on behalf of the City of Sheboygan, requesting the use of one of the City's free Blue Harbor Conference Center days to host a welcome reception for the delegates from Esslingen, Germany (Sheboygan's Sister City) on Wednesday, September 11, 2019.

Motion by Alderperson

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

3.2 RES 35 - 19 - 20 / JUNE 3, 2019 / DOC

5.1: Resolution authorizing entering into a Contract for Sale of Land for Private Development with Office Service Company, LLP.

Director of Planning and Development Chad Pelishek

provided details on the development of the former Boat Doctors property for private development. The first floor tenant, Lakeshore Technical College, is anticipated to begin occupancy this fall.

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

3.3 RO 28 - 19 - 20 / JUNE 3, 2019 / DOC

4.2: Claim from James Taylor Lackey for alleged damages to his vehicle when it hit a pothole on the train tracks on Lakeshore Drive.

City Attorney Chuck Adams confirmed this document was filed.

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

PRESENTATION

4.1 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. Presentation by Bryan Grunewald, CliftonLarsonAllen, LLP.

Bryan Grunewald of CliftonLarsenAllen, LLP presented the summary of audit results including the Audit of basic financial statements, Report on internal control over financial reporting, and Report on compliance for Federal / State programs. The city's strong financial condition was reviewed including strong general obligation debt of \$44.9 million dollars. The city's debt level is substantially lower than the statutory limit, with significant repayment over the scheduled over the next five years. The General Fund and other funds were reviewed. The advisory comments regarding the segregation of duties and cross-training of employees was discussed.

DATE OF NEXT SPECIAL MEETING:

June 17, 2019

ADJOURN

Motion by Alderperson

Wolf, seconded by Alderperson

Mitchell to adjourn at 5: 33 p.m. Motion carried.