

City of Sheboygan
2018-06-11

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CITY OF SHEBOYGAN

FINANCE AND PERSONNEL COMMITTEE

JUNE 11, 2018

Chair Ron Rindfleisch called the meeting to order at 4: 00 p.m. The Pledge of Allegiance followed.

COMMITTEE MEMBERS PRESENT: Chair Ron Rindfleisch, Alderpersons Mary Lynne Donohue and Trey Mitchell

COMMITTEE MEMBERS EXCUSED: Alderpersons Jim Bohren and Todd Wolf

STAFF / OFFICIALS PRESENT: City Administrator Darrell Hofland, Assistant City Attorney Thomas Cameron, Purchasing Agent Bernie Rammer, Mead Public Library Business Manager Debbie DeAmico, Budget Analyst Carrie Arenz

MINUTES

Motion by Alderperson Donohue, seconded by Alderperson Mitchell to approve the minutes of May 14, 2018. Motion carried.

ITEMS FOR DISCUSSION & POSSIBLE ACTION

3.1 RO 30 - 18 - 19 / MAY 21, 2018 / DOC

3.3: Submitting a financial report of the City of Sheboygan for the period commencing January 1, 2018 and ending March 31, 2018.

City Administrator Darrell Hofland presented the summary of the financial statement for the first quarter of 2018. General Fund revenues exceeded expectations in number of areas. Several of the general fund revenue areas experienced positive results including areas relative to parking violations as well as miscellaneous revenues realized from the sale on online auction items. Expenditures appear to be higher during this quarter within the General Fund as the \$50,000 payment was made to the Sheboygan County Economic Development Corporation (SCEDC). The total annual payment to the SCEDC is \$100,000, comprised of two payments of \$50,000 derived from the General Fund and TID Funds. The Debt Service Funds revenues are slightly higher than expected due to property taxes recorded during the first month of the year. Expenditures lagged slightly as a result of the timing of the project initiation and some shifts in

funding sources for projects such as the Butzen Sports Complex.

Motion by Alderperson Donohue, seconded by Alderperson Mitchell to recommend the Common Council accept and file this report. Motion carried.

3.2 RES 22 - 18 - 19 / MAY 21, 2018 / DOC

4.2: Resolution authorizing the Purchasing Agent to enter into contract for the complete replacement of the Mead Public Library roof top cooling towers and associated controls.

Administrator Hofland reported the lowest bid for the air conditioning replacement unit was \$98,800. This bid was slightly under the \$100,000 budgeted for the cost of the project. Purchasing Agent Bernie Rammer discussed this project, along with the related replacement of HVAC controls within the Mead Public Library. Agent Rammer indicated the HVAC project would begin in 2019 and be completed one floor at a time over a four year period.

Motion by Alderperson Donohue, seconded by Alderperson Mitchell to recommend the Common Council approve this resolution. Motion carried.

3.3 RES 35 - 18 - 19 / JUNE 4, 2018 / DOC

4.2: Resolution authorizing the issuance of \$8,415,000 Taxable General Obligation Promissory Notes and the issuance and sale of \$8,415,000 Taxable Note Anticipation Notes in anticipation thereof.

Administrator Hofland provided a summary regarding the issuance of the Taxable General Obligation Promissory Notes and the issuance and sale of the Taxable Note Anticipation Notes. This funding will be used to support the City Hall Renovation project and the expansion of the SouthPointe Enterprise Campus. The NANS will be refinanced at the end of the year.

Motion by Alderperson Donohue, seconded by Alderperson Mitchell to recommend the Common Council approve this resolution. Motion carried.

3.4 RES 36 - 18 - 19 / JUNE 4, 2018 / DOC

4.3: Resolution authorizing the issuance of \$10,570,000 General Obligation Promissory Notes and the issuance and sale of \$10,570,000 Note Anticipation Notes in anticipation thereof.

Administrator Hofland provided a summary regarding the issuance of General Obligation Promissory Notes and the issuance and sale of the Note Anticipation Notes. This funding is related to the expansion of the SouthPointe Enterprise Campus. This NANS will be refinanced within the next five years as the occupancy of new businesses within SouthPointe establishes a clearer picture of the revenue stream of the business park.

Motion by Alderperson Mitchell, seconded by Alderperson Donohue to recommend

the Common Council approve this resolution. Motion carried.

3.5 RES 37 - 18 - 19 / JUNE 4, 2018 / DOC

4.4: Resolution authorizing the issuance and sale of \$6,335,000 General Obligation Promissory Notes.

Administrator Hofland provided a summary regarding the issuance and sale of the General Obligation Promissory Notes. The largest portion of this funding source will be used for street repair projects and purchase of a fire truck.

Motion by Alderperson Donohue, seconded by Alderperson Mitchell to recommend the Common Council approve this resolution. Motion carried.

3.6 RES 40 - 158 - 19 / JUNE 4, 2018 / DOC

6.3: Resolution to authorize transfer of appropriations in the 2018 Budget.

Administrator Hofland discussed items related to this appropriations transfer including the renovation of Fire Station 1 and the completion of improvements to Evergreen Park Area Two. The 2018 Capital Improvements Program included renovation of Fire Station

1. Revised estimates were lower than originally budgeted, reducing the amount of debt issuance required for this project. This Fire Station renovation is a multi-year and multi-phased project, with completion in 2019. Evergreen Park Area Two project was not awarded a grant from the State of Wisconsin for \$25,000. Additional donations raised by the Shaw Family and Jos. Schmitt and Sons Construction, Inc. have made up the difference in cost. This playground portion of the project is anticipated to be completed by August, 2018.

Motion by Alderperson Donohue, seconded by Alderperson Mitchell to recommend the Common Council approve this resolution. Motion carried.

3.7 (1) RO 302 - 17 - 18 (RC 297 - 17 - 18): James Wiroll claim for alleged damages to his vehicle (2) RO 313 - 17 - 18 (RC 302 - 17 - 18): Anthony Welsch claim for alleged damages to his vehicle. (3) RO 13 - 16 - 17 (RC 411 - 16 - 17 & RC 280 - 17 - 18): Carlos Medina-Fonseca Notice of Injury and Circumstances of Claim for alleged damages to his vehicle.

Administrator Hofland provided details on the claims as follows: Claims (1) and (2) were settled. Claim (3) was filed, as this claim solely involved the Sheboygan Area School District.

Motion by Alderperson Donohue, seconded by Alderperson Mitchell to recommend the Common Council file these claims. Motion carried.

DATE OF NEXT REGULAR MEETING

June 25, 2018

ADJOURN

Motion by Alderperson Donohue, seconded by Alderperson Mitchell to adjourn at 4: 22 p.m. Motion carried.