

City of Sheboygan  
2021-05-24

C36QQS6955B8

CITY OF SHEBOYGAN

FINANCE AND PERSONNEL COMMITTEE

MAY 24, 2021

Chair Trey Mitchell called the meeting to order at 5: 00 p.m. The Pledge of Allegiance and introductions followed.

COMMITTEE MEMBERS PRESENT:

Chair Trey Mitchell, Vice Chair Roberta Filicky-Peneski, Alderpersons

Betty Ackley and Grazia

Perrella

COMMITTEE MEMBERS EXCUSED: Alderperson Barb Felde

STAFF / OFFICIALS PRESENT: City Attorney Chuck Adams, City Administrator Todd Wolf, Interim Finance Director Daniela Tainer-Partipilo, Director of Planning and Development Chad Pelishek, Director of Human Resources and Labor Relations Vicky Schneider, Director of Information Technology and Cable TV Eric Bushman, Assistant to the City Administrator Carrie Arenz, Accountant III Jessica Huss, WSCS Cable TV Director Scott Mealiff

MINUTES

Motion by Alderperson Perrella, seconded by Alderperson Filicky-Peneski to approve the minutes of May 10, 2021. Motion

carried.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 RO 11 - 21 - 22 / MAY 17, 2021 / DOC

3.1: Submitting a communication from the State of Wisconsin Tax Appeals Commission regarding the filing of Petitions for Review of Determination by State Board of Assessors for Manufacturing Property in the matter of Georgia-Pacific Consumer Operations, LLC and Georgia-Pacific Corrugated, LLC v. Wisconsin Department of Revenue.

City Attorney Chuck Adams provided a brief overview of how the City handles petitions for review.

Motion by Alderperson Filicky-Peneski, seconded by Alderperson Ackley to recommend the Common Council receive and file the document. Motion carried.

3.2 RO 13 - 21 - 22 / MAY 17, 2021 / DOC

3.3: Submitting a communication from the Harbor Centre Business Improvement District requesting that the City of Sheboygan release all funds collected on their behalf and those funds allocated to them for fiscal year 2021.

Director of Planning and Development Chad Pelishek explained the Harbor Center Improvement District including the boundaries, the special assessment tax the businesses located in this district pay, and what the assessment is typically used for.

He explained after the tax is collected it is released to the Business Improvement District (BID) committee following receipt of the BID's annual budget.

He explained the requirements that must be met prior to the release of the funds, which include an audited copy of the BID's prior year financial statement. Director Pelishek explained the City has not yet received the BID's 2020 financials and the reasons for the delay.

Director Pelishek recommended the request to release the funds be approved with the contingency that the City of Sheboygan first receive the 2020 BID financial statements.

Administrator Wolf supported the request explaining the mutual responsibility the City and small businesses have toward each other.

Motion by Alderperson Filicky-Peneski, seconded by Alderperson Perrella to recommend the Common Council to approve the request with the suggested disclaimer. Motion carried.

3.3 RO 14 - 21 - 22 / MAY 17, 2021 / DOC

3.4: Submitting a communication from the State of Wisconsin Tax Appeals Commission regarding the filing of Petitions for Review of Determination by State Board of Assessors for Manufacturing Property in the matter of NEMAK USA Inc. v. Wisconsin Department of Revenue.

City Attorney Chuck Adams presented the petition and clarified the decision will be made by the state and there is no action the City has take aside from receiving the information.

Motion by Alderperson Filicky-Peneski, seconded by Alderperson Ackley to recommend the Common Council receive and file the document. Motion carried.

3.4 RES 10 - 21 - 22 / MAY 17, 2021 / DOC

4.4: A RESOLUTION authorizing a budget adjustment and appropriation in the 2021 budget regarding the MyCivic Citizen Engagement Software System.

Administrator Wolf explained the electronic platform the City would like to purchase which will integrate multiple city-related websites and software platforms, as well as external websites, making them accessible to the public using one single app.

Administrator Wolf and Director Pelishek described the different benefits this platform will bring to the City and how it would improve communication with the citizens.

Director Pelishek discussed other options the City has considered and the advantage of this platform including its ability to integrate with the City's ERP system, Tyler Munis.

Alderperson Perrella complimented the initiative and asked for specific examples of what the app could do.

Director Pelishek explained taxpayers could contact the City with various reports such as potholes that need to be filled or building violations.

Motion by Alderperson Filicky-Peneski, seconded by Alderperson Ackley to recommend the Common Council to adopt the resolution. Motion carried.

DATE OF NEXT REGULAR MEETING: June 14, 2021

ADJOURN

Motion by Alderperson Perrella, seconded by Alderperson Ackley to adjourn at 5: 23 p.m. Motion carried.