

**\*\*\*ATTACHMENTS\*\*\***

II

4.5

R. O. No. 72 - 20 - 21. By CITY CLERK. September 21, 2020.

Submitting a communication from Dolcye Johnson regarding the Ambulance Fund Budget for 2019.

FP

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CITY CLERK

August 20, 2020

Mayor Vandersteen

Sheboygan City Council

Attached is the 280 Ambulance Fund Budget for 2019. It again fails to include the salaries and benefits for ALL the firefighters required to operate the ambulance service. The consulting firm that conducted the comprehensive study of the Fire Department made four recommendations, one of which was to include 75% of the firefighters necessary to run the ambulance service in the budget. Last year then City Administrator Hofland alluded to gradually making that change, but the 2019 budget only includes the costs of four firefighters.

Sincerely,



Dolcye Johnson

1306 North 3<sup>rd</sup> Street

Sheboygan

920-458-5819

08/06/2020 13:14  
suhrke

CITY OF SHEBOYGAN  
YEAR-TO-DATE BUDGET REPORT

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glytdbud

FOR 2019 12

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
280	APPROP	ADJSTMTS	BUDGET			BUDGET	USED
<b>28022500 FIRE - AMBULANCE SERVICE</b>							
28022500 510110 FULL TIME SALAR	292,728	0	292,728	294,679.57	.00	-1,951.57	100.7%*
28022500 510111 FULL TIME SALAR	5,500	0	5,500	5,694.27	.00	-194.27	103.5%*
28022500 510310 FICA	0	0	0	.00	.00	.00	.0%
28022500 510311 MEDICARE	4,349	0	4,349	4,050.19	.00	298.81	93.1%
28022500 510320 WT RETIREMENT F	44,856	0	44,856	45,758.24	.00	-902.24	102.0%*
28022500 510340 HEALTH INSURANC	80,100	0	80,100	72,110.12	.00	7,989.88	90.0%
28022500 510350 DENTAL INSURANC	5,076	0	5,076	4,579.37	.00	496.63	90.2%
28022500 510360 LIFE INSURANCE	180	0	180	155.28	.00	24.72	86.3%
28022500 510400 WORKERS COMPENS	2,856	0	2,856	2,856.00	.00	.00	100.0%
28022500 510410 UNEMPLOYMENT CO	0	0	0	.00	.00	.00	.0%
28022500 510490 CLOTHING ALLOWA	0	0	0	1,700.00	.00	-1,700.00	100.0%*
28022500 521900 CONTRACTED SERV	95,000	0	95,000	86,027.58	.00	8,972.42	90.6%
28022500 522110 VEHICLE MAINTEN	10,000	0	10,000	9,632.50	.00	367.50	96.3%
28022500 525125 MOBILE TELEPHON	500	0	500	539.17	.00	-39.17	107.8%*
28022500 526125 TRAINING & CONF	2,500	0	2,500	2,052.11	.00	447.89	82.1%
28022500 526130 TRAINING & EDUC	0	0	0	.00	.00	.00	.0%
28022500 526130 29612 TRAINING &	0	0	0	.00	.00	.00	.0%
28022500 528150 VEHICLE RENTAL	106,456	0	106,456	.00	.00	106,456.00	.0%
28022500 530215 MEDICAL SUPPLIE	68,000	0	68,000	70,299.01	.00	-2,299.01	103.4%*
28022500 530230 GASOLINE	15,000	0	15,000	20,025.35	.00	-5,025.35	133.5%*
28022500 530255 TOOLS & SMALL E	1,500	0	1,500	19,022.16	.00	-17,522.16	1268.1%*
28022500 530256 SAFETY EQUIPMEN	1,500	0	1,500	1,554.50	.00	-54.50	103.6%*
28022500 530500 FIRE FIGHTING S	0	0	0	.00	.00	.00	.0%
28022500 530500 29612 FIRE FIGHT	0	0	0	.00	.00	.00	.0%
28022500 540210 INSURANCE DEDUC	0	0	0	.00	.00	.00	.0%
28022500 540215 GEN. PUB. OFFIC	2,000	0	2,000	2,368.21	.00	-368.21	118.4%*
28022500 590100 CONTRIBUTIONS	0	0	0	.00	.00	.00	.0%
28022500 641100 VEHICLES	0	0	0	.00	.00	.00	.0%
28022500 642200 IT EQUIPMENT	0	0	0	.00	.00	.00	.0%
<b>TOTAL FIRE - AMBULANCE SERVICE</b>	<b>738,101</b>	<b>0</b>	<b>738,101</b>	<b>643,103.63</b>	<b>.00</b>	<b>94,997.37</b>	<b>87.1%</b>
<b>28071100 AMBULANCE DEBT SERVICE-PRINCIP</b>							
28071100 713912 AMBULANCE PRINC	0	0	0	94,694.83	.00	-94,694.83	100.0%*
<b>TOTAL AMBULANCE DEBT SERVICE-PRINCIP</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>94,694.83</b>	<b>.00</b>	<b>-94,694.83</b>	<b>100.0%</b>
<b>28071120 AMBULANCE DEBT SERVICE-INTERES</b>							
28071120 723912 AMBULANCE INTER	0	0	0	11,760.92	.00	-11,760.92	100.0%*

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CITY OF SHEBOYGAN  
YEAR-TO-DATE BUDGET REPORT

FOR 2019 12

ACCOUNTS FOR: 280	AMBULANCE FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
	TOTAL AMBULANCE DEBT SERVICE-INTERES	0	0	0	11,760.92	.00	-11,760.92	100.0%
<hr/>								
28081100	INTERFUND TO -GENERAL FUND							
<hr/>								
28081100	811101 INTERFUND TO GE	413,699	0	413,699	919,670.00	.00	-505,971.00	222.3%*
	TOTAL INTERFUND TO -GENERAL FUND	413,699	0	413,699	919,670.00	.00	-505,971.00	222.3%
<hr/>								
28081400	INTERFUND TO -CAPITAL PROJ							
<hr/>								
28081400	811400 INTERFUND TO CA	0	0	0	.00	.00	.00	.0%
	TOTAL INTERFUND TO -CAPITAL PROJ	0	0	0	.00	.00	.00	.0%
<hr/>								
28099990	FUND BALANCE APPLIED							
<hr/>								
28099990	949999 FUND EQUITY INC	0	0	0	.00	.00	.00	.0%
	TOTAL FUND BALANCE APPLIED	0	0	0	.00	.00	.00	.0%
	TOTAL AMBULANCE FUND	1,151,800	0	1,151,800	1,669,229.38	.00	-517,429.38	144.9%
	TOTAL EXPENSES	1,151,800	0	1,151,800	1,669,229.38	.00	-517,429.38	

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| CITY OF SHEBOYGAN  
 | YEAR-TO-DATE BUDGET REPORT

| P 3  
 | glytdbud

FOR 2019 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	1,151,800	0	1,151,800	1,669,229.38	.00	-517,429.38	144.9%

\*\* END OF REPORT - Generated by LAURIE SUHRKE \*\*

III

Res. No. 99 - 20 - 21. By Alderpersons Donohue and Bohren.  
October 5, 2020.

A RESOLUTION authorizing the appropriate City official to enter into an Intergovernmental Cooperative Agreement with Sheboygan County for Sales Tax Revenue-Sharing for Transportation Infrastructure Maintenance.

WHEREAS, the Sheboygan County Board enacted Ordinance No. 2 (2016/17) establishing a one-half percent (.5%) County sales tax for the purpose of raising revenues to address the challenges of maintaining the roads and bridges under the County's jurisdiction; and

WHEREAS, in enacting the Ordinance, the County Board recognized that the municipalities within Sheboygan County have similar financial challenges for the transportation infrastructure under the jurisdiction of those municipalities as the County does for the roads and bridges under the County's jurisdiction; and

WHEREAS, the Ordinance requires that \$1.5 Million of anticipated revenues (adjusted annually) from the sales tax be distributed by the County to municipalities within the County based on an equalized value formula, provided that each recipient municipality agrees that the revenue being distributed will be spent to maintain the municipalities' road and bridge infrastructure as set forth in an Intergovernmental Cooperative Agreement with the County; and

WHEREAS, in 2021, the County will distribute the minimum amount of \$1.5 Million to local units of government, which includes \$445,526 to the City of Sheboygan during calendar year 2021, which is a reduction of \$5,145 from 2020; and

WHEREAS, in 2021 the County will distribute the funds in two equal installments, one in July and one in September; and

WHEREAS, the City of Sheboygan supports the County Sales Tax Revenue-Sharing Cooperative Agreement; and

WHEREAS, it is in its best interests of the City of Sheboygan to receive its share of the distribution and agree to be bound by the terms of the County's Intergovernmental Cooperative Agreement.

NOW, THEREFORE BE IT RESOLVED: That the Common Council of the City of Sheboygan approves the Intergovernmental Cooperative Agreement with Sheboygan County, a copy of which is attached hereto, and agrees to be bound by its terms.

F&P

BE IT FURTHER RESOLVED: That the appropriate City officials are authorized and directed to sign the Intergovernmental Cooperative Agreement on behalf of the City of Sheboygan and to take the action necessary to comply with the terms of the Agreement, including filling out "Form A," a copy of which is attached hereto as part of the Intergovernmental Cooperative Agreement.

*By Lynne Nowlan*

\_\_\_\_\_  
\_\_\_\_\_

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Dated \_\_\_\_\_ 20\_\_\_\_. \_\_\_\_\_, City Clerk

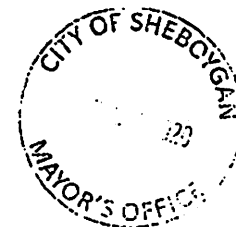
Approved \_\_\_\_\_ 20\_\_\_\_. \_\_\_\_\_, Mayor



# SHEBOYGAN COUNTY

**Vernon Koch**  
Chairman of the Board

**Adam N. Payne**  
County Administrator



September 24, 2020

Mayor Michael Vandersteen  
City of Sheboygan  
828 Center Avenue  
Sheboygan, WI 53081Name

Re: Sheboygan County Transportation Shared Revenue Program

Dear Mr. Vandersteen,

As you know, effective January 1, 2017, the Sheboygan County Board enacted the one-half percent county sales tax to help maintain Sheboygan County's transportation system. The County Ordinance includes a provision to share \$1.5 million of the county sales tax revenue with local units of government to assist you in addressing your own transportation needs. With all the uncertainty due to the COVID pandemic, and reductions in our overall sales tax revenue, we will be allocating \$1.5 million for 2021. We will once again allocate based on your municipality's equalized value. The respective amounts are shown in the enclosed equalized value worksheet. Payments will again be disbursed in two equal installments in July 2021 and September 2021.

Please find enclosed the Sheboygan County Sales Tax Revenue-Sharing Intergovernmental Cooperative Agreement which sets forth the terms and conditions upon which Sheboygan County will share sales tax revenue to assist you in maintaining your roads and bridges. A signed Intergovernmental Cooperative Agreement and signed Form A should be returned to the Sheboygan County Finance Department by December 1<sup>st</sup>. Once all signatures are attained, a copy of the Intergovernmental Agreement will be returned to you for your records.

We respect and appreciate your role in helping maintain a safe and reliable transportation system, and we are striving to keep the process of sharing this revenue efficient, transparent and straight forward. Thank you for your leadership and support. If you have questions, please don't hesitate to contact us, County Finance Director Wendy Charnon, or County Transportation Director Greg Schnell.

Respectfully yours,

Vernon Koch, County Board Chairperson

Respectfully yours,

Adam Payne, County Administrator

Cc: Finance Director Wendy Charnon  
Transportation Director Greg Schnell  
Corporation Counsel Crystal Fieber

Enclosed: Intergovernmental Cooperative Agreement  
Form A  
Equalized Value Worksheet

**SHEBOYGAN COUNTY SALES TAX REVENUE-SHARING  
FOR TRANSPORTATION INFRASTRUCTURE MAINTENANCE  
2021 INTERGOVERNMENTAL COOPERATIVE AGREEMENT**

1. **PARTIES.** The parties to the Agreement are the **City of Sheboygan** (Municipality), a municipal corporation with offices at **828 Center Avenue Sheboygan, WI 53081**, and **SHEBOYGAN COUNTY** (County), a Wisconsin governmental body corporate, organized pursuant to Wis. Stat. § 59.01, having its principal offices at 508 New York Avenue, Sheboygan, Wisconsin 53081.

2. **PURPOSE.** Sheboygan County enacted Ordinance No. 2 (2016/17) establishing a one-half percent (.5%) County sales tax for the purpose of raising revenues to address the challenges of maintaining Sheboygan County's roads and bridges. In enacting the Ordinance, the County Board recognized that the municipalities within Sheboygan County have similar financing challenges for the transportation infrastructures within those municipalities. The Ordinance requires that \$1.5 Million of anticipated revenues (adjusted annually) from the sales tax be distributed to municipalities within County based on an equalized value formula provided that the municipalities agree to be bound by the terms of an Intergovernmental Cooperative Agreement as approved by the County Board. This Agreement, having been approved by the County Board, and agreed to by Municipality, assures that the revenue being distributed herein will be spent to maintain Municipality's road and bridge infrastructure.

3. **EFFECTIVE DATE; TERM; TERMINATION.**

A. **Effective Date.** This Agreement shall become effective on the last date of the required signatures at the end of this document.

B. **Term.** The term of this Agreement is for calendar year 2021.

C. **Termination – By County.** During the term, this Agreement may be terminated by County, if County determines that Municipality is not honoring the terms and conditions of this Agreement and County shall have no further obligations to make any payments or perform any other requirements herein.

D. **Termination – By Municipality.** During the term, this Agreement may be terminated by Municipality if Municipality determines that it no longer wishes to be bound by the terms and conditions of this Agreement and County shall be relieved of any further obligations to make any payments or perform any other requirements herein.

4. **AUTHORITY.** This Agreement is entered into between the parties pursuant to Wis. Stat. § 66.0301, authorizing intergovernmental cooperation and by Wis. Stat. § 77.76(3) which allows counties to distribute sales tax proceeds to municipalities within Sheboygan County. Both parties represent that their respective governing bodies have authorized entry into this Agreement.

**5. RESPONSIBILITIES OF COUNTY.**

A. County shall, over the course of calendar year 2021, pay to Municipality as a distribution of sales tax revenue, the sum of \$445,526.

B. County shall determine at its option whether the payment will be distributed in one lump sum or whether it will be in periodic payments. County shall determine at its option the timing and method of the payments.

C. County shall provide reasonable advance notice to Municipality as to its payment distribution method so that Municipality may budget accordingly.

**6. RESPONSIBILITIES OF MUNICIPALITY.**

A. Municipality agrees to use the payment for road and bridge maintenance purposes.

B. Municipality agrees not to reduce its road and bridge maintenance budget as a result of receiving the payment. It is the intent that the payment shall enhance Municipality's ability to address its road and bridge maintenance needs over the amount that Municipality would otherwise be budgeting for this purpose.

C. Municipality may, as part of its budgeting and planning process, hold over spending all or part of the payment into a different calendar year or otherwise bundle the payment in a manner that is acceptable in advance with the County provided the County is satisfied that Municipality's spending of the payment is consistent with the intent that the payment shall enhance Municipality's ability to address its road and bridge maintenance needs over the amount that Municipality would otherwise be budgeting for this purpose

D. Municipality agrees to cooperate with County's Finance Department to allow County to review Municipality's budget, resulting financial reports, and supporting detail to assure County that Municipality is complying as provided herein.

E. Municipality must provide a Resolution supporting the County Sales Tax Revenue-Sharing Cooperative Agreement.

**7. RESOLUTION OF DISPUTES.** County, through its County Administrator, shall determine as to whether Municipality has fulfilled its responsibilities under this Agreement. This Agreement will be renewed annually upon similar terms.

**8. HOLD HARMLESS; INDEMNIFICATION.** Each party shall defend, hold harmless, and indemnify the other against any and all claims, liabilities, damages, judgments, causes of action, costs, loss, and expense including reasonable attorneys' fees imposed upon or incurred by the other party arising from or related to the negligent or intentionally tortuous acts or omissions of the indemnifying party's officers, employees, or agents in performing the services pursuant to the Agreement. Each party shall promptly

notify the other of any claim arising under this provision, and each party shall fully cooperate with the other in the investigation, resolution, and defense of such claim. This Agreement does not waive any governmental or sovereign immunity. Both parties retain all applicable governmental immunities, defenses, and statutory limitations available, including Wis. Stat. § 893.80, 895.52, and 345.05.

9. **SEVERABILITY.** If any provision in this Agreement is determined to be void and unenforceable for any reason, the remaining provisions shall remain in full force and effect unless the removal of the severed provision would substantially impair the ability of either party to perform the essential purpose of this Agreement.

10. **ENTIRE AGREEMENT.** This Agreement constitutes the entire understanding between the parties relating to their relationship and supersedes all prior understandings, oral agreements, negotiations, representations, and agreements relating to the same subject matter.

Approved by the parties by the following authorized representatives:

\_\_\_\_\_  
[Municipality]

By: \_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Date Signed

By: \_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Date Signed

**SHEBOYGAN COUNTY**

By: \_\_\_\_\_  
Adam N. Payne  
Sheboygan County Administrator

\_\_\_\_\_  
Date Signed

By: \_\_\_\_\_  
Vernon Koch  
County Board Chair

\_\_\_\_\_  
Date Signed

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# Sheboygan County Shared Revenue Program

## Budget Year 2021

### (Form A)

#### Section One

Municipality: City of Sheboygan

Transportation Budget 2020: \$ 5,829,000

Transportation Estimated Actual Expenditures for 2020: \$ 5,829,000

Transportation Budget Proposed 2021: \$ 8,797,800

County Shared Revenue: \$ 445,524

Is the County Shared Revenue increasing what would have otherwise been accomplished in 2021?  Yes  No (circle one)

#### Section Two - Transportation Project the revenue will be applied to (If multiple projects, please complete Form A, Section Two for each project):

Project Description: Creele Avenue - North Third St. + Columet Dr.

Project ID: \_\_\_\_\_

Total cost of Project: \$ 700,000

Anticipated start of Project: June 2020

Anticipated completion of Project: November 2020

General Ledger Accounting Unit (if identifiable): \_\_\_\_\_

I hereby attest the information provided above is an accurate representation of the intended use of the transportation funds from the Sheboygan County Shared Revenue Program and understand that any misrepresentations may result in funds being denied in future years.

[Signature]  
Signature

9.30.2020  
Date

Director of Public Works  
Title

**Sheboygan County Sales Tax Revenue Sharing with Municipalities  
For Budget Year 2021**

<u>MUNI NAME</u>	<u>2020 EQ VAL LESS TID</u> <u>INCREMENT</u>	<u>PERCENT</u>	<u>2021 BUDGET</u> <u>ALLOCATION</u>	50%	50%
				<u>July</u> <u>Installment</u>	<u>September</u> <u>Installment</u>
GREENBUSH	164,238,600	0.02	\$23,800	11,900	\$11,900
HERMAN	156,687,200	0.02	\$22,706	11,353	\$11,353
HOLLAND	360,575,100	0.03	\$52,251	26,126	\$26,126
LIMA	259,086,300	0.03	\$37,544	18,772	\$18,772
LYNDON	190,069,800	0.02	\$27,543	13,772	\$13,772
MITCHELL	130,708,600	0.01	\$18,941	9,471	\$9,471
MOSEL	144,816,100	0.01	\$20,985	10,493	\$10,493
TOWN OF PLYMOUTH	386,141,900	0.04	\$55,956	27,978	\$27,978
RHINE	403,353,400	0.04	\$58,450	29,225	\$29,225
RUSSELL	39,554,300	0.00	\$5,732	2,866	\$2,866
SCOTT	171,537,200	0.02	\$24,858	12,429	\$12,429
TOWN OF SHEBOYGAN	860,652,700	0.08	\$124,718	62,359	\$62,359
TOWN OF SHEBOYGAN FALLS	248,660,900	0.02	\$36,034	18,017	\$18,017
SHERMAN	159,713,900	0.02	\$23,144	11,572	\$11,572
WILSON	472,897,500	0.05	\$68,528	34,264	\$34,264
ADELL	39,391,100	0.00	\$5,708	2,854	\$2,854
CASCADE	42,793,000	0.00	\$6,201	3,101	\$3,101
CEDAR GROVE	159,637,700	0.02	\$23,133	11,567	\$11,567
ELKHART LAKE	329,301,700	0.03	\$47,719	23,860	\$23,860
GLENBEULAH	33,588,000	0.00	\$4,867	2,434	\$2,434
HOWARDS GROVE	271,083,300	0.03	\$39,283	19,641	\$19,641
KOHLER	483,363,600	0.05	\$70,045	35,022	\$35,022
OOSTBURG	215,002,100	0.02	\$31,156	15,578	\$15,578
RANDOM LAKE	161,147,000	0.02	\$23,352	11,676	\$11,676
WALDO	35,425,100	0.00	\$5,133	2,567	\$2,567
PLYMOUTH	700,971,700	0.07	\$101,578	50,789	\$50,789
SHEBOYGAN	3,074,483,600	0.30	\$445,526	222,763	\$222,763
SHEBOYGAN FALLS	656,316,900	0.06	\$95,107	47,554	\$47,554
<b>COUNTY TOTAL</b>	<b>10,351,198,300</b>	<b>1.00</b>	<b>\$1,500,000</b>	<b>\$750,000</b>	<b>\$750,000</b>

**CITY OF SHEBOYGAN**

**REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION**

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**ITEM DESCRIPTION:** Res. No. 99-20-21 by Alderpersons Donohue and Bohren authorizing the appropriate City official to enter into an Intergovernmental Cooperative Agreement with Sheboygan County for Sales Tax Revenue-Sharing for Transportation Infrastructure Maintenance.

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**REPORT PREPARED BY:** Marty Halverson, Director of Finance

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**REPORT DATE:** October 5, 2020

**MEETING DATE:** October 12, 2020

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**FISCAL SUMMARY:**

Budget Line Item: N/A  
Budget Summary: N/A  
Budget Expenditure: N/A  
Budgeted Revenue: N/A

**STATUTORY REFERENCE:**

Wisconsin Statutes: N/A  
Municipal Code: N/A

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**BACKGROUND / ANALYSIS:** The Sheboygan county sales tax revenue sharing for transportation infrastructure maintenance, 2021 intergovernmental cooperative agreement for is slightly decreasing due to reduced revenues than the previous year as a result of the COVID-19 pandemic.

**STAFF COMMENTS:** The City portion of the County Sales Tax revenues are decreasing from \$450,671 in 2020 to \$445,526 for 2021. This is greater than the \$411,000 from the first year in 2019.

**ACTION REQUESTED:** Motion to recommend the Common Council adopt Res. No. 99-20-21 authorizing the appropriate City official to enter into an Intergovernmental Cooperative Agreement with Sheboygan County for Sales Tax Revenue-Sharing for Transportation Infrastructure Maintenance.

**ATTACHMENTS:**

- I. Res. No. 99-20-21
- II. Sheboygan County Sales Tax Revenue-Sharing for Transportation Infrastructure Maintenance 2021 Intergovernmental Cooperative Agreement
- III. Form A – Geele Avenue – North Third St. and Calumet Drive

III

5.4

Res. No. 100 - 20 - 21. By Alderpersons Donohue and Bohren.  
October 5, 2020.

A RESOLUTION authorizing the appropriate City Officials to execute an engagement letter with Quarles & Brady LLP to serve as bond counsel with regard to Taxable General Obligation Refunding Bonds.

RESOLVED: That the appropriate City officials are hereby authorized to enter into the attached engagement letter with Quarles & Brady LLP to serve as bond counsel for the City of Sheboygan regarding the issuance of \$11,435,000 in Taxable General Obligation Refunding Bonds, Series 2020D.

F+P

*Mylyme Nowlin*

\_\_\_\_\_  
\_\_\_\_\_

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Dated \_\_\_\_\_ 20\_\_\_\_. \_\_\_\_\_, City Clerk  
Approved \_\_\_\_\_ 20\_\_\_\_. \_\_\_\_\_, Mayor



411 East Wisconsin Avenue  
Suite 2350  
Milwaukee, Wisconsin 53202-4426  
414.277.5000  
Fax 414.271.3552  
www.quarles.com

Attorneys at Law in  
Chicago  
Indianapolis  
Madison  
Milwaukee  
Minneapolis  
Naples  
Phoenix  
Scottsdale  
Tampa  
Tucson  
Washington, D.C.

October 1, 2020

VIA EMAIL

Ms. Meredith DeBruin  
City Clerk  
City of Sheboygan  
City Hall  
828 Center Avenue  
Sheboygan, WI 53081-4442

Scope of Engagement Re: Proposed Issuance of \$11,435,000 City of Sheboygan (the "City") Taxable General Obligation Refunding Bonds, Series 2020D (the "Securities")

Dear Ms. DeBruin:

We are pleased to be working with you again as the City's bond counsel. Thank you for your confidence in us.

The purpose of this letter is to set forth the role we propose to serve and responsibilities we propose to assume as bond counsel in connection with the issuance of the above-referenced Securities. If you have any questions about this letter or the services we will provide, or if you would like to discuss modifications, please contact me.

Role of Bond Counsel

Our bond counsel engagement is a limited, special counsel engagement. Bond counsel is engaged as a recognized independent expert whose primary responsibility is to render an objective legal opinion with respect to the authorization and issuance of municipal obligations. If you desire additional information about the role of bond counsel, we would be happy to provide you with a copy of a brochure prepared by the National Association of Bond Lawyers.

As bond counsel we will: examine applicable law; prepare authorizing and closing documents; consult with the parties to the transaction, including the City's financial advisor or underwriter or placement agent, prior to the issuance of the Securities; review certified proceedings; and undertake such additional duties as we deem necessary to render the bond

counsel opinion described below. As bond counsel, we do not advocate the interests of the City or any other party to the transaction. We assume that the parties to the transaction will retain such counsel as they deem necessary and appropriate to represent their interests in this transaction.

Subject to the completion of proceedings to our satisfaction, we will render our opinion that:

- 1) the Securities are valid and binding general obligations of the City;
- 2) all taxable property in the territory of the City is subject to ad valorem taxation without limitation as to rate or amount to pay the Securities; and
- 3) the interest in the Securities is included for federal income tax purposes in the gross income of the owners of the Securities.

The bond counsel opinion will be executed and delivered by us in written form on the date the Securities are exchanged for their purchase price (the "Closing") and will be based on facts and law existing as of its date.

Upon delivery of the opinion, our responsibilities as bond counsel will be concluded with respect to this financing; specifically, but without implied limitation, we do not undertake (unless separately engaged) to provide any post-closing compliance services including any assistance with the City's continuing disclosure commitment, ongoing advice to the City or any other party, or participating in a Securities Exchange Commission or other regulatory body survey or investigation regarding or audit of the Securities.

In rendering the opinion, we will rely upon the certified proceedings and other certifications of public officials and other persons furnished to us without undertaking to verify the same by independent investigation.

The services we will provide under this engagement are strictly limited to legal services. We are neither qualified nor engaged to provide financial advice and we will make no representation about the desirability of the proposed plan of finance, the feasibility of the projects financed or refinanced by the Securities, or any related matters.

#### Diversity of Practice; Consent to Unrelated Engagements

Because of the diversity of practice of our firm, members of our firm other than those who serve you may be asked to represent other clients who have dealings with the City regarding such matters as zoning, licensing, land division, real estate, property tax or other matters which

are unrelated to our bond counsel work. Ethical requirements sometimes dictate that we obtain the City's consent to such situations even though our service to you is limited to the specialized area of bond counsel. We do not represent you in legal matters regularly, although we may be called upon for special representation occasionally, and our bond counsel work does not usually provide us information that will be disadvantageous to you in other representations. We do not believe that such representations of others would adversely affect our relationship with you, and we have found that local governments generally are agreeable to the type of unrelated representation described above. We would like to have an understanding with you that the City consents to our firm undertaking representations of this type. Your approval of this letter will serve to confirm that the City has no objection to our representation of other clients who have dealings with the City, unrelated to the borrowing and finance area or any other area in which we have agreed to serve it. If you have any questions or would like to discuss this consent further, please call us.

We also want to advise you that from time to time we represent underwriters and purchasers of municipal obligations, as well as other bond market participants. In past transactions or matters that are not related to the issuance of the Securities and our role as bond counsel, we may have served as counsel to the financial institution that has or will underwrite, purchase or place the Securities or that is serving as the City's financial advisor. We may also be asked to represent financial institutions and other market participants, including the underwriter, purchaser or placement agent of the Securities or the City's financial advisor, in future transactions or matters that are not related to the issuance of the Securities or our role as bond counsel. By engaging our services under the terms of this letter, the City consents to our firm undertaking representations of this type.

A form of our opinion and a form of a Continuing Disclosure Certificate (which we may prepare) may be included in the Official Statement or other disclosure document for the Securities. However, as bond counsel, we will not assume or undertake responsibility for the preparation of an Official Statement or other disclosure document with respect to the Securities, nor are we responsible for performing an independent investigation to determine the accuracy, completeness or sufficiency of any such document. If an Official Statement or other disclosure document is prepared and adopted or approved by the City, we will either prepare or review any description therein of: (i) Wisconsin and federal law pertinent to the validity of the Securities and the tax treatment of interest paid thereon and (ii) our opinion.

#### Fees

Based upon: (i) our current understanding of the terms, structure, size and schedule of the financing, (ii) the duties we will undertake pursuant to this letter, (iii) the time we anticipate devoting to the financing, and (iv) the responsibilities we assume, we estimate that our fee will be \$15,750. Such fee and expenses may vary: (i) if the principal amount of Securities actually

issued differs significantly from the amount stated above, (ii) if material changes in the structure of the financing occur, or (iii) if unusual or unforeseen circumstances arise which require a significant increase in our time, expenses or responsibility. If at any time we believe that circumstances require an adjustment of our original fee estimate, we will consult with you. It is our understanding that our fee will be paid out of proceeds of the Securities at Closing.

If, for any reason, the financing is not consummated or is completed without the rendition of our opinion as bond counsel, we will expect to be compensated at our normal hourly rates for time actually spent, plus out-of-pocket expenses. Our fee is usually paid either at the Closing out of proceeds of the Securities or pursuant to a statement rendered shortly thereafter. We customarily do not submit any statement until the Closing unless there is a substantial delay in completing the financing.

#### Terms of Engagement

Either the City or Quarles & Brady may terminate the engagement at any time for any reason by written notice, subject on our part to applicable rules of professional conduct. If the City terminates our services, the City is responsible for promptly paying us for all fees, charges, and expenses incurred before the date we receive termination. We reserve the right to withdraw from representing the City if, among other things, the City fails to honor the terms of this engagement letter – including the City's failing to pay our bills, the City's failing to cooperate or follow our advice on a material matter, or our becoming aware of any fact or circumstance that would, in our view, render our continuing representation unlawful or unethical.

Unless previously terminated, our representation will terminate when we send to the City (or its representative) our final bill for services rendered. If the City requests, we will promptly return the City's original papers and property to you, consistent with our need to ensure payment of any outstanding bills. We may retain copies of the documents. We will keep our own files, including attorney work product, pertaining to our representation of the City. For various reasons, including the minimization of unnecessary storage expenses, we may destroy or otherwise dispose of documents and materials a reasonable time after termination of the engagement.

#### City Responsibilities

We will provide legal counsel and assistance to the City in accordance with this letter and will rely upon information and guidance the City and its personnel provide to us. We will keep the City reasonably informed of progress and developments, and respond to the City's inquiries. To enable us to provide the services set forth in this letter, the City will disclose fully and accurately all facts and keep us apprised of all developments relating to this matter. The City agrees to pay our bills for services and expenses in accordance with this engagement letter. The

Ms. Meredith DeBruin  
October 1, 2020  
Page 5

City will also cooperate fully with us and be available to attend meetings, conferences, hearings and other proceedings on reasonable notice, and stay fully informed on all developments relating to this matter.

#### Limited Liability Partnership

Our firm is a limited liability partnership ("LLP"). Because we are an LLP, no partner of the firm has personal liability for any debts or liabilities of the firm except as otherwise required by law, and except that each partner can be personally liable for his or her own malpractice and for the malpractice of persons acting under his or her actual supervision and control. As an LLP we are required by our code of professional conduct to carry at least \$10,000,000 of malpractice insurance; currently, we carry coverage with limits substantially in excess of that amount. Please call me if you have any questions about our status as a limited liability partnership.

#### Conclusion and Request for Signed Copy

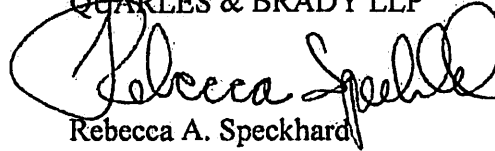
If the foregoing terms of this engagement are acceptable to you, please so indicate by returning a copy of this letter dated and signed by an appropriate officer, retaining the original for your files. If we do not hear from you within thirty (30) days, we will assume that these terms are acceptable to you, but we would prefer to receive a signed copy of this letter from you.

Ms. Meredith DeBruin  
October 1, 2020  
Page 6

We are looking forward to working with you and the City in this regard.

Very truly yours,

CHARLES & BRADY LLP



Rebecca A. Speckhard

RAS:SMW:bes  
#850357.00067

cc: Mr. Todd Wolf (via email)  
Mr. Martin W. Halverson (via email)  
Ms. Melissa Clevenger (via email)  
Charles C. Adams, Esq. (via email)  
Thomas Cameron, Esq. (via email)  
Ms. Carol Ann Wirth (via email)  
Ms. Gloria Herron (via email)

Accepted and Approved:

CITY OF SHEBOYGAN

By: \_\_\_\_\_

Its: \_\_\_\_\_  
Title

Date: \_\_\_\_\_

**CITY OF SHEBOYGAN**

**REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION**

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**ITEM DESCRIPTION:** Res. No.100-20-21 by Alderpersons Donohue and Bohren. A resolution authorizing the appropriate City Officials to execute an engagement letter with Quarles & Brady LLP to serve as bond counsel with regard to General Obligation Refunding Bonds, Series 2020D.

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**REPORT PREPARED BY:** Marty Halverson, Finance Director

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**REPORT DATE:** October 5, 2020

**MEETING DATE:** October 12, 2020

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**FISCAL SUMMARY:**

Budget Line Item: N/A  
Budget Summary: N/A  
Budgeted Expenditure: N/A  
Budgeted Revenue: N/A

**STATUTORY REFERENCE:**

Wisconsin Statutes: N/A  
Municipal Code: N/A

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**BACKGROUND / ANALYSIS:**

The City of Sheboygan is in the process of issuing Taxable General Obligation Refunding Bonds to refund the Tax Exempt Note Anticipation Notes 2018. General bond counsel services for the legal opinion with respect to the authorization and issuance of said bonds are conducted by Quarles & Brady LLP. City staff is entering a limited special counsel engagement with Quarles and Brady LLP for these services.

**STAFF COMMENTS:**

The City of Sheboygan has utilized the services of Quarles and Brady LLP in connection with Wisconsin Public Finance Professionals, with regards to its debt offerings, for a number of years. The limited legal advice and support provided by Quarles and Brady LLP has enabled the City's debt offerings to be complete and accurate including guidance on all required communications.

**ACTION REQUESTED:**

Motion to recommend the Common Council adopt Res. No. 100-20-21 by Alderpersons Donohue and Bohren authorizing the appropriate City Officials to execute an engagement letter with Quarles & Brady LLP to serve as bond counsel with regard to Taxable General Obligation Refunding Bonds, Series 2020D.

**ATTACHMENTS:**

- I. Res. No. 100-20-21
- II. Engagement letter

**CITY OF SHEBOYGAN**

**REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION**

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**ITEM DESCRIPTION:** Res. No. 103-20-21 by Alderperson Donohue and Sorenson establishing the 2021 Budget appropriations and 2020 Tax Levy use during the calendar year.

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**REPORT PREPARED BY:** Chad Pelishek, Director of Planning and Development

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**REPORT DATE:** October 6, 2020

**MEETING DATE:** October 12, 2020

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**FISCAL SUMMARY:**

Budget Line Item: N/A  
Budget Summary: N/A  
Budgeted Expenditure: N/A  
Budgeted Revenue: N/A

**STATUTORY REFERENCE:**

Wisconsin Statutes: N/A  
Municipal Code: N/A

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**BACKGROUND / ANALYSIS:**

The 2021 Executive Program Budget in brief contains summary financial data which includes the following budgets:

City Development

No notable changes proposed for 2021.

Community Development Block Grant (Fund 219)

The Community Development Block Grant program year runs April 1 to March 31. For the 2020-2021, the City was allocated \$917,890. A variety of the projects including street repairs, street lighting, streetscaping, public services, administration and park improvements were previously allocated by the Common Council.

Housing Revolving Loan (Fund 223)

The City Development division administers a housing rehabilitation program for low to moderate income residents to make housing improvements if they qualify. The yearly goal is to fund five projects up to a maximum of \$25,000 per property or available equity. No notable changes in 2021.

Business Revolving Loan (Fund 224)

The City Development division administers a business development loan program based on new low to moderate income job creation. The yearly goal is create five new jobs with loans ranging from \$25,000 to \$500,000. No notable changes in 2021.

Neighborhood Revitalization (Fund 250)

This fund was created based on the extension of TID 11 to capture one year's revenue for affordable housing. In 2020, City Development released application for Upper Floor Rehabilitation and Façade/Landscaping Programs. These programs will continue in 2021.

Tourism Fund (Fund 260)

The Tourism Fund receipts the room tax dollars and also provides administration services for 4<sup>th</sup> of July and concerts at Fountain Park. City Green expenses and advertising/marketing is also paid out of this fund. No notable changes in 2021.

Redevelopment Authority Fund (Fund 295)

No notable changes in 2021.

TID 12 Capital Fund (Fund 422)

TID 12 is located in downtown Sheboygan around Niagara Avenue. No notable changes are planned in 2021.

TID 14 Capital Fund (Fund 424)

TID 14 includes Festival Foods, Taylor Heights and recently Meijer Foods. No notable changes are planned in 2021.

TID 16 Capital Fund (Fund 426)

TID 16 is located along 8<sup>th</sup> Street from the River to Niagara Avenue. A lot of the improvements have been funded in the past. No notable changes in 2021.

TID 17 Capital Fund (Fund 427)

TID 17 was created for Indiana Avenue revitalization. Three projects are planned for 2021. South Pier Extension through the former Pentair property, Indiana Avenue Trail Project- Land Acquisition from Union Pacific, and Indiana Avenue Streetscape Improvements. These projects would be funded with future city borrowings.

TID 18 Capital Fund (Fund 428)

TID 18 makes up the SouthPointe Enterprise Campus and part of the Stonebrook Subdivision. No notable changes are planned in 2021.

TID 19 Capital Fund (Fund 429)

TID 19 includes the redevelopment area around LTC and Dulmes Décor. The plan would be to extend this district to accommodate redevelopment of the former Mayline property. Projects include a boardwalk extension through the Mayline property, and North Commerce Street reconstruction project.

TID 20 Capital Fund (Fund 430)

TID 20 was created for the redevelopment of the former Vander Vaart redevelopment project into the Oscar Apartments and Kwik Trip. The development agreement requires the city to upgrade the intersection of South Business Drive and Georgia Ave to make the intersection a signalized intersection.

**STAFF COMMENTS:**

None

**ACTION REQUESTED:**

Motion to recommend the Common Council adopt Res. No. 103-20-21 by Alderperson Donohue and Sorenson regarding the City Development, Community Development Block Grant, Housing and Business Revolving Loan, Neighborhood Revitalization, Tourism Fund, Redevelopment Authority Fund, TIDS 12, 14, 15, 16, 17, 18, 19 and 20 - 2021 budgets as presented.

**ATTACHMENTS:**

- I. 2021 City Development, Community Development Block Grant, Housing and Business Revolving Loan, Neighborhood Revitalization, Tourism Fund, Redevelopment Authority Fund, TIDS 12, 14, 15, 16, 17, 18, 19 and 20 Mission Pages.

## CITY DEVELOPMENT

ORG 10161100



**Total Employees 5.00**

### Division Purpose

To actively promote a diverse, safe and dynamic community and enhance the living, working and recreational choices for all Sheboygan residents and visitors.

### Division Description

Under the direction of the City Development Department, the Planning and Development Division (PDD) serves as the principal planning agency for the City of Sheboygan, promotes the comprehensive growth and well-being of the city and its neighborhoods. In addition to its planning functions, the PDD oversees the city's zoning and land use policies, and also assists with economic development and housing opportunities that employs a variety of resources to encourage business and real estate development, as well as a diverse and stable housing stock throughout the city. PDD also administers Federal, State and Local grants including the city's Community Development Block Grant (CDBG) program. PDD manages a number of special projects throughout the city to enhance the quality of life for both residents and visitors alike. This program is administered by the City Development Department.

### Budget Highlights

There are no notable changes in 2021.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Permanent Staffing</b>					
Director	1.00	1.00	1.00	1.00	1.00
Manager of Zoning and Planning	1.00	1.00	1.00	1.00	1.00
Community Development Planner	1.00	1.00	1.00	1.00	1.00
Neighborhood Development Planner	1.00	1.00	0.00	0.00	0.00
Community and Economic Development Planner	0.00	0.00	1.00	1.00	1.00
Grant Coordinator	0.00	0.00	0.00	0.00	1.00
<b>Total Staffing</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>5.00</b>

## CITY DEVELOPMENT

ORG 10161100

Expenditures	2018	2019	2020	2020	2021
	Actual	Actual	Amended	Estimated	Executive
Personal Services	241,610	266,890	267,310	269,362	273,872
Non-Personal Services	107,305	99,077	104,211	100,411	103,558
Capital Outlay	0	0	0	0	0
<b>Total Expenditures</b>	<b>348,915</b>	<b>365,967</b>	<b>371,521</b>	<b>369,773</b>	<b>377,430</b>

**Strategic Plan Focus Area:** Quality of Life, Economic Development, and Neighborhood Revitalization.

**Goal:** To provide quality customer service to residents and developers and provide recommendations to Boards and Committees regarding future developments. To monitor and update the Zoning Code as needed to meet mission.

**Objectives:**

1. Review development plans accurately and effectively to ensure quality development in the community and make informative recommendations.
2. Provide reviews within two weeks of plan submittal.
3. Recommend amendments to the Zoning Code to promote quality development and redevelopment.
4. To achieve a rating of 80% or higher satisfaction (fair, good or excellent) from residents who live in the City of Sheboygan.

**Goal:** To provide complete neighborhood revitalization strategies to stabilize neighborhoods, increase property values and create new low to moderate income positions.

**Objectives:**

1. Promote the city's revolving loan funds for housing rehabilitation activities and new job creation programs to facilitate new investment in Sheboygan.
2. Strong neighborhoods including new neighborhood associations, new commercial development, and great quality of life for the residents and tourists.
3. To achieve a rating of 80% or higher satisfaction (fair, good or excellent) from residents who live in the City of Sheboygan.

Measurements <u>Workload</u>	2018	2019	2020	2020	2021
	Actual	Actual	Amended	Estimated	Executive
Existing businesses assisted	38	60	40	60	60
Start-up businesses assisted	24	25	35	25	30
Commission applications approved	88	93	125	50	100
Comprehensive plan/ordinance amendments adopted	4	4	10	2	1
Special projects	28	42	10	65	45
Sign permits issued	141	141	800	100	100
New neighborhood associations created	3	2	2	0	1

**CITY DEVELOPMENT**

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ORG 10161100

**Measurements cont'd**

**Effectiveness**

Resident satisfaction rating	75%	83%	80%	83%	80%
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# CITY DEVELOPMENT

ORG 10161100

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>PERSONAL SERVICES</b>					
510110 FULL TIME SALARIES - REGULAR	172,367	183,792	187,104	187,104	190,884
510130 TEMPORARY SALARIES - REGULAR	-	4,848	-	2,052	-
510310 FICA	10,189	10,960	11,307	11,307	11,520
510311 MEDICARE	2,383	2,563	2,644	2,644	2,695
510320 WI RETIREMENT FUND	11,494	12,098	12,628	12,628	12,885
510340 HEALTH INSURANCE	38,804	46,076	47,010	47,010	49,258
510350 DENTAL INSURANCE	2,596	2,740	2,812	2,812	2,815
510351 UNFUNDED PENSION LIABILITY	2,820	2,820	2,820	2,820	2,820
510360 LIFE INSURANCE	177	211	205	205	215
510400 WORKERS COMPENSATION	780	780	780	780	780
<b>TOTAL</b>	<b>\$ 241,610</b>	<b>\$ 266,890</b>	<b>\$ 267,310</b>	<b>\$ 269,362</b>	<b>\$ 273,872</b>
<b>NON-PERSONAL SERVICES</b>					
521900 CONTRACTED SERVICES	55,925	58,875	62,800	60,000	60,000
523110 OFFICE EQUIPMENT MAINTENANCE	4,997	6,640	5,000	5,000	6,000
523120 COMPUTER MAINTENANCE	115	115	115	115	115
523125 IT SERVICES	21,906	23,567	24,981	24,981	26,479
525135 INTERNET	240	240	240	240	240
526100 PUBLICATIONS & SUBSCRIPTIONS	110	115	150	150	150
526105 BOOKS - REFERENCE	-	44	250	250	250
526110 PROFESSIONAL ORGANIZATIONS	754	965	900	900	900
526125 TRAINING & CONFERENCES	1,002	605	1,750	750	1,750
526150 LEGAL NOTICES	443	520	600	600	600
527100 CAR ALLOWANCE	1,254	2,101	2,000	2,000	1,649
530100 OFFICE SUPPLIES	5,091	4,138	4,750	4,750	4,750
530200 PROGRAM SUPPLIES	12,432	60	-	-	-
530259 IT SMALL EQUIPMENT	3,036	1,092	675	675	675
<b>TOTAL</b>	<b>\$ 107,305</b>	<b>\$ 99,077</b>	<b>\$ 104,211</b>	<b>\$ 100,411</b>	<b>\$ 103,558</b>
<b>TOTAL CITY DEVELOPMENT</b>	<b>\$ 348,915</b>	<b>\$ 365,967</b>	<b>\$ 371,521</b>	<b>\$ 369,773</b>	<b>\$ 377,430</b>

## COMM DEVELOP BLOCK GRANT

FUND 219

### Department Purpose

To provide funding to assist low to moderate income persons in the City of Sheboygan.

### Department Descriptions

The Community Development Block Grant program is administered by the Department of City Development. Annually, the city issues a request for proposals from interested parties including non-profits that serve the low to moderate income population. Prior allocations have funded public service agencies, economic development projects, city administration and public works projects including streets, infrastructure and park enhancements. Most of the funds are passed through the city to other organizations and activities as identified in the HUD 5-year Consolidated Plan.

### 2021 Budget Highlight

There are no notable changes in 2021.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Revenues</b>					
Intergovernmental Revenue	673,624	1,146,541	892,414	977,162	917,890
<b>Total Revenues</b>	<b>673,624</b>	<b>1,146,541</b>	<b>892,414</b>	<b>977,162</b>	<b>917,890</b>

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Expenditures</b>					
Non-Personal Services	307,176	410,674	416,503	878,806	345,578
Capital Outlay	280,475	235,307	653,436	859,892	430,812
Intergovernmental Transfer	0	247,311	0	0	0
<b>Total Expenditures</b>	<b>587,650</b>	<b>893,292</b>	<b>1,069,939</b>	<b>1,738,698</b>	<b>776,390</b>

**Strategic Plan Focus Area:** Infrastructure and Public Facilities. Economic Development. Neighborhood Revitalization.

**Goal:** Allocating up to 95 percent of the yearly block grant allocation to service low to moderate income persons.

**Objectives:**

1. Funding decent housing, suitable living environments, and expanded economic opportunities for low to moderate income persons in the City of Sheboygan.

# COMM DEVELOP BLOCK GRANT

FUND 219

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>REVENUES</b>					
<b><u>INTERGOVERNMENTAL REVENUE</u></b>					
431251 COVID - 19 GRANT	-	-	-	80,993	-
431901 COMM. DEVEL.BLOCK GRANT	673,404	1,146,541	892,414	896,169	917,890
<b>TOTAL</b>	<b>\$ 673,404</b>	<b>\$ 1,146,541</b>	<b>\$ 892,414</b>	<b>\$ 977,162</b>	<b>\$ 917,890</b>
<b><u>OTHER FINANCING SOURCES</u></b>					
492101 INTER TRANSF FROM GENERAL FUND	220	-	-	-	-
<b>TOTAL</b>	<b>\$ 220</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL REVENUES</b>	<b>\$ 673,624</b>	<b>\$ 1,146,541</b>	<b>\$ 892,414</b>	<b>\$ 977,162</b>	<b>\$ 917,890</b>
<b><u>PERSONAL SERVICES</u></b>					
<b><u>NON-PERSONAL SERVICES</u></b>					
521500 ADMINISTRATION SERVICES	151,603	167,813	182,362	182,362	183,578
521900 CONTRACTED SERVICES	12,598	26,161	69,347	69,347	-
540100 BUSINESS LOAN	-	58,700	-	3,340	-
540720 COVID 19 - GENERAL	-	-	-	458,963	-
590100 CONTRIBUTIONS	142,975	158,000	164,794	164,794	162,000
<b>TOTAL</b>	<b>\$ 307,176</b>	<b>\$ 410,674</b>	<b>\$ 416,503</b>	<b>\$ 878,806</b>	<b>\$ 345,578</b>
<b><u>CAPITAL OUTLAY</u></b>					
611100 LAND	67,649	1,800	-	-	-
631100 IMPROVEMENTS OTHER THAN BUILDI	113,079	106,356	646,146	852,602	430,812
631300 SIDEWALK/TRAIL IMPROVEMENTS	99,747	127,151	7,290	7,290	-
<b>TOTAL</b>	<b>\$ 280,475</b>	<b>\$ 235,307</b>	<b>\$ 653,436</b>	<b>\$ 859,892</b>	<b>\$ 430,812</b>
<b><u>INTERGOVERNMENTAL TRANSFER</u></b>					
811319 INTERFUND TO-TID 16 DEBT	-	247,311	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 247,311</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 587,650</b>	<b>\$ 893,292</b>	<b>\$ 1,069,939</b>	<b>\$ 1,738,698</b>	<b>\$ 776,390</b>
<b>REVENUES LESS EXPENSES</b>	<b>\$ 85,974</b>	<b>\$ 253,248</b>	<b>\$ (177,525)</b>	<b>\$ (761,536)</b>	<b>\$ 141,500</b>
<b><u>FUND BALANCE</u></b>					
<b>BEGINNING FUND BALANCE</b>	<b>\$ 404,072</b>	<b>\$ 490,046</b>	<b>\$ 743,294</b>	<b>\$ 743,294</b>	<b>\$ (18,242)</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 490,046</b>	<b>\$ 743,294</b>	<b>\$ 565,769</b>	<b>\$ (18,242)</b>	<b>\$ 123,258</b>
<b>ENDING FUND BALANCE CONSISTS OF:</b>					
<b>ASSIGNED</b>	<b>\$ 490,046</b>	<b>\$ 743,294</b>	<b>\$ 565,769</b>	<b>\$ (18,242)</b>	<b>\$ 123,258</b>
<b>FUND BALANCE TOTAL</b>	<b>\$ 490,046</b>	<b>\$ 743,294</b>	<b>\$ 565,769</b>	<b>\$ (18,242)</b>	<b>\$ 123,258</b>

## HOUSING REVOLVING LOAN

FUND 223

### Fund Purpose

To provide low-interest and deferred loans to eligible properties to complete housing rehabilitation activities.

### Fund Description

The Housing Revolving Loan Fund provides low interest financing for owner-occupied and owner-investor properties that house low to moderate income persons to provide safe and affordable housing opportunities in the city.

The housing revolving loan fund depends on payments of outstanding loans to replenish the fund. The balance of the fund varies but ranges from about \$100,000 to \$300,000.

The Housing Revolving Loan Fund is administered by the Department of City Development. The Historic/Housing Rehabilitation Commission is the approving entity of the disbursement of the funds

### 2021 Budget Highlight

There are no notable changes in 2021.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Revenues</b>					
Intergovernmental Revenue	127,994	177,607	256,753	486,753	256,775
Miscellaneous Revenue	0	19,056	0	0	0
<b>Total Revenues</b>	<b>127,994</b>	<b>196,663</b>	<b>256,753</b>	<b>486,753</b>	<b>256,775</b>

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Expenditures</b>					
Personal Services	5,615	0	132,048	132,048	139,276
Non-Personal Services	75,059	47,852	115,000	115,000	125,000
<b>Total Expenditures</b>	<b>80,674</b>	<b>47,852</b>	<b>247,048</b>	<b>247,048</b>	<b>264,276</b>

## HOUSING REVOLVING LOAN

FUND 223

**Strategic Plan Focus Area:** Neighborhood Revitalization.

**Goal:** To stabilize neighborhoods by providing safe and affordable housing.

**Objectives:**

1. To provide an alternate funding source to complete repairs ordered by the Building Inspection Division.
2. To issue new deferred and low interest loans to qualifying applicants.

<b>Measurements</b>	2018	2019	2020	2020	2021
<b>Resource</b>	Actual	Actual	Amended	Estimated	Executive
Loan funds available (as of December 31)	\$180,000	\$180,000	\$180,000	\$180,000	\$180,000
Outstanding loan amount (as of December 31)	\$3,240,539	\$3,240,539	\$3,240,539	\$3,240,539	\$3,240,539
Number of new loans	0	0	5	0	3

# HOUSING REVOLVING LOAN

FUND 223

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>REVENUES</b>					
<b><u>INTERGOVERNMENTAL REVENUE</u></b>					
432903 INTEREST INCOME	11,019	7,890	9,000	9,000	9,000
432905 LOAN PRINCIPAL PAYMENT	116,880	169,717	120,000	350,000	120,000
432909 CLIENT CONTRIBUTIONS	95	-	-	-	-
434216 FEDERAL GRANT	-	-	127,753	127,753	127,775
<b>TOTAL</b>	<b>\$ 127,994</b>	<b>\$ 177,607</b>	<b>\$ 256,753</b>	<b>\$ 486,753</b>	<b>\$ 256,775</b>
<b><u>MISCELLANEOUS REVENUE</u></b>					
461101 INTEREST ON INVESTMENTS	-	19,056	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 19,056</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL REVENUES</b>	<b>\$ 127,994</b>	<b>\$ 196,663</b>	<b>\$ 256,753</b>	<b>\$ 486,753</b>	<b>\$ 256,775</b>
<b><u>PERSONAL SERVICES</u></b>					
510110 FULL TIME SALARIES - REGULAR	4,960	-	90,035	90,035	97,972
510310 FICA	293	-	5,456	5,456	5,910
510311 MEDICARE	69	-	1,276	1,276	1,382
510320 WI RETIREMENT FUND	294	-	6,078	6,078	6,613
510340 HEALTH INSURANCE	-	-	27,472	27,472	25,980
510350 DENTAL INSURANCE	-	-	1,427	1,427	1,205
510360 LIFE INSURANCE	-	-	129	129	39
510400 WORKERS COMPENSATION	-	-	175	175	175
<b>TOTAL</b>	<b>\$ 5,615</b>	<b>\$ -</b>	<b>\$ 132,048</b>	<b>\$ 132,048</b>	<b>\$ 139,276</b>
<b><u>NON-PERSONAL SERVICES</u></b>					
521900 CONTRACTED SERVICES	-	-	10,000	10,000	20,000
524200 LANDSCAPING SERVICES	-	-	-	-	-
526130 TRAINING & EDUCATION	-	-	-	-	-
530100 OFFICE SUPPLIES	-	-	-	-	-
530200 PROGRAM SUPPLIES	-	-	-	-	-
539999 MISCELLANEOUS EXP	-	-	-	-	-
540110 HOUSING REHAB LOAN	75,059	47,852	105,000	105,000	105,000
<b>TOTAL</b>	<b>\$ 75,059</b>	<b>\$ 47,852</b>	<b>\$ 115,000</b>	<b>\$ 115,000</b>	<b>\$ 125,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 80,674</b>	<b>\$ 47,852</b>	<b>\$ 247,048</b>	<b>\$ 247,048</b>	<b>\$ 264,276</b>
<b>REVENUES LESS EXPENSES</b>	<b>\$ 47,320</b>	<b>\$ 148,811</b>	<b>\$ 9,705</b>	<b>\$ 239,705</b>	<b>\$ (7,501)</b>
<b><u>FUND BALANCE</u></b>					
<b>BEGINNING FUND BALANCE</b>	<b>\$ 513,770</b>	<b>\$ 561,090</b>	<b>\$ 709,901</b>	<b>\$ 709,901</b>	<b>\$ 949,606</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 561,090</b>	<b>\$ 709,901</b>	<b>\$ 719,606</b>	<b>\$ 949,606</b>	<b>\$ 942,105</b>
<b>ENDING FUND BALANCE CONSIST OF:</b>					
<b>ASSIGNED</b>	<b>\$ 561,090</b>	<b>\$ 709,901</b>	<b>\$ 719,606</b>	<b>\$ 949,606</b>	<b>\$ 942,105</b>
<b>FUND BALANCE TOTAL</b>	<b>\$ 561,090</b>	<b>\$ 709,901</b>	<b>\$ 719,606</b>	<b>\$ 949,606</b>	<b>\$ 942,105</b>

## BUSINESS REVOLVING LOAN

FUND 224

### Fund Purpose

To create new full-time equivalent (FTE) low to moderate income jobs through issuance of low interest loans.

### Fund Description

The Business Revolving Loan Fund provides low interest financing for companies that are unable to obtain loans solely from financial institutions and the Small Business Administration. The loan program is predicated upon job creation for low to moderate-income individuals.

The business revolving loan fund depends on payments of outstanding loans to replenish the fund. The balance of the fund varies but ranges from about \$400,000 to \$1,000,000.

The Revolving Loan Fund is administered by the Department of City Development. The Redevelopment Authority is the approving entity of the disbursement of the funds.

### 2021 Budget Highlight

There are no notable changes in 2021.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Revenues</b>					
Intergovernmental Revenue	276,904	304,846	150,000	250,000	250,000
Miscellaneous Revenue	56,053	72,119	40,000	40,000	45,000
<b>Total Revenues</b>	<b>332,957</b>	<b>376,965</b>	<b>190,000</b>	<b>290,000</b>	<b>295,000</b>

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Expenditures</b>					
Non-Personal Services	500,000	140,684	190,000	110,000	170,000
<b>Total Expenditures</b>	<b>500,000</b>	<b>140,684</b>	<b>190,000</b>	<b>110,000</b>	<b>170,000</b>

**Strategic Plan Focus Area:** Economic Development.

**Goal:** To assist local businesses through issuance of new low interest rate loans to create new FTE jobs.

### Objectives:

1. To meet with interested individuals and businesses to review and approve, as appropriate, loans.
2. To monitor existing loans to verify financial condition and creation of new positions as pledged.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Measurements</b>					
<b>Workload</b>					
Number of new loans	1	1	2	0	1
Number of new jobs created	29	3	10	0	5

## BUSINESS REVOLVING LOAN

FUND 224

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>REVENUES</b>					
<b><u>INTERGOVERNMENTAL REVENUE</u></b>					
432905 LOAN PRINCIPAL PAYMENT	276,904	304,846	150,000	250,000	250,000
<b>TOTAL</b>	<b>\$ 276,904</b>	<b>\$ 304,846</b>	<b>\$ 150,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>
<b><u>MISCELLANEOUS REVENUE</u></b>					
461101 INTEREST ON INVESTMENTS	1,697	20,837	-	-	-
461141 INTEREST ON NOTES	54,356	51,282	40,000	40,000	45,000
<b>TOTAL</b>	<b>\$ 56,053</b>	<b>\$ 72,119</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ 45,000</b>
<b>TOTAL REVENUES</b>	<b>\$ 332,957</b>	<b>\$ 376,965</b>	<b>\$ 190,000</b>	<b>\$ 290,000</b>	<b>\$ 295,000</b>
<b><u>NON-PERSONAL SERVICES</u></b>					
521500 ADMINISTRATION SERVICES	-	15,684	-	-	-
521900 CONTRACTED SERVICES	-	-	-	10,000	20,000
540100 BUSINESS LOAN	500,000	125,000	190,000	100,000	150,000
<b>TOTAL</b>	<b>\$ 500,000</b>	<b>\$ 140,684</b>	<b>\$ 190,000</b>	<b>\$ 110,000</b>	<b>\$ 170,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 500,000</b>	<b>\$ 140,684</b>	<b>\$ 190,000</b>	<b>\$ 110,000</b>	<b>\$ 170,000</b>
<b>REVENUES LESS EXPENSES</b>	<b>\$ (167,043)</b>	<b>\$ 236,281</b>	<b>\$ -</b>	<b>\$ 180,000</b>	<b>\$ 125,000</b>
<b><u>FUND BALANCE</u></b>					
<b>BEGINNING FUND BALANCE</b>	<b>\$ 718,655</b>	<b>\$ 551,612</b>	<b>\$ 787,894</b>	<b>\$ 787,894</b>	<b>\$ 967,894</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 551,612</b>	<b>\$ 787,893</b>	<b>\$ 787,894</b>	<b>\$ 967,894</b>	<b>\$ 1,092,894</b>
<b>ENDING FUND BALANCE CONSISTS OF:</b>					
<b>ASSIGNED</b>	<b>\$ 551,612</b>	<b>\$ 787,893</b>	<b>\$ 787,894</b>	<b>\$ 967,894</b>	<b>\$ 1,092,894</b>
<b>FUND BALANCE TOTAL</b>	<b>\$ 551,612</b>	<b>\$ 787,893</b>	<b>\$ 787,894</b>	<b>\$ 967,894</b>	<b>\$ 1,092,894</b>

## NEIGHBORHOOD REVITALIZATION

FUND 250

### Department Purpose

To provide funding to increase/improve the supply of safe, quality, affordable housing and revitalize central city neighborhoods.

### Department Description

The Neighborhood Revitalization fund is administered by the Department of City Development. Neighborhood revitalization is a collaborative approach to improve the quality of life for all residents in a neighborhood. Program funds will be used to improve affordable housing opportunities within Sheboygan's neighborhoods as well as funding for quality of life improvements to create strong neighborhoods.

### 2021 Budget Highlight

There are no notable changes in 2021.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Revenues</b>					
Other Financing Sources	0	0	712,964	691,775	0
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>712,964</b>	<b>691,775</b>	<b>0</b>

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Expenditures</b>					
Personal Services	0	0	30,993	30,993	28,869
Non-Personal Services	0	0	90,000	50,000	90,000
Capital Outlay	0	0	172,000	100,000	72,000
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>292,993</b>	<b>180,993</b>	<b>190,869</b>

**Strategic Plan Focus Area:** Infrastructure and Public Facilities. Economic Development. Neighborhood Revitalization.

**Goal:** To offer an alternative funding source for home improvements to residents.

#### Objectives:

1. Funding decent housing, suitable living environments, and expanded economic opportunities for residents in the City of Sheboygan.
2. Support neighborhood revitalization efforts within the city.

# NEIGHBORHOOD REVITALIZATION

FUND 250

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>REVENUES</b>					
<b><u>CHARGES FOR SERVICES</u></b>					
<b><u>OTHER FINANCING SOURCES</u></b>					
492311 INTERFUND FROM -TID 11 DEBT	-	-	712,964	691,775	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 712,964</b>	<b>\$ 691,775</b>	<b>\$ -</b>
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 712,964</b>	<b>\$ 691,775</b>	<b>\$ -</b>
<b><u>PERSONAL SERVICES</u></b>					
510110 FULL TIME SALARIES - REGULAR	-	-	18,833	18,833	21,511
510310 FICA	-	-	1,168	1,168	1,309
510311 MEDICARE	-	-	273	273	306
510320 WI RETIREMENT FUND	-	-	1,271	1,271	1,452
510340 HEALTH INSURANCE	-	-	8,703	8,703	3,959
510350 DENTAL INSURANCE	-	-	562	562	194
510360 LIFE INSURANCE	-	-	57	57	13
510400 WORKERS COMPENSATION	-	-	125	125	125
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,993</b>	<b>\$ 30,993</b>	<b>\$ 28,869</b>
<b><u>NON-PERSONAL SERVICES</u></b>					
521900 CONTRACTED SERVICES	-	-	10,000	10,000	10,000
540110 HOUSING REHAB LOAN	-	-	80,000	40,000	80,000
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 90,000</b>	<b>\$ 50,000</b>	<b>\$ 90,000</b>
<b><u>CAPITAL OUTLAY</u></b>					
631100 IMPROVEMENTS OTHER THAN BUILDI	-	-	172,000	100,000	72,000
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 172,000</b>	<b>\$ 100,000</b>	<b>\$ 72,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 292,993</b>	<b>\$ 180,993</b>	<b>\$ 190,869</b>
<b>REVENUES LESS EXPENSES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 419,971</b>	<b>\$ 510,782</b>	<b>\$ (190,869)</b>
<b><u>FUND BALANCE</u></b>					
<b>BEGINNING FUND BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 510,782</b>
<b>ENDING FUND BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 419,971</b>	<b>\$ 510,782</b>	<b>\$ 319,913</b>
<b>ENDING FUND BALANCE CONSISTS OF:</b>					
<b>ASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 419,971</b>	<b>\$ 510,782</b>	<b>\$ 319,913</b>
<b>FUND BALANCE TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 419,971</b>	<b>\$ 510,782</b>	<b>\$ 319,913</b>

## TOURISM FUND

FUND 260

### Fund Purpose

To account for the collection of Room Tax and use of the funds as determined by the City of Sheboygan within the parameters of Wisconsin Statute 66.0615.

### Fund Description

The Tourism Fund accounts for the collection of eight percent Room Tax and use of the funds for the purpose of funding tourism promotion as well as activities within the public works and police department as determined by the Common Council. Consistent with Wisconsin Act 55 enacted changes to Wisconsin Statute 66.0615, regional tourism commission is recommended to oversee 70 percent of motel taxes. This program is administered by the Finance Department.

### 2021 Budget Highlight

There are no notable changes in 2021.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Revenues</b>					
Taxes	1,626,212	1,612,432	1,746,264	900,000	1,200,000
Fines and Forfeitures	45	434	0	205	0
Miscellaneous Revenue	0	3,311	5,000	2,649	2,384
<b>Total Revenues</b>	<b>1,626,257</b>	<b>1,616,177</b>	<b>1,751,264</b>	<b>902,854</b>	<b>1,202,384</b>

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Expenditures</b>					
Personal Services	61,581	33,863	80,366	44,350	88,565
Non-Personal Services	585,704	1,195,824	1,343,298	743,886	882,650
Capital Outlay	0	24,300	114,600	0	0
Interfund Transfers	885,335	453,172	504,255	504,255	449,629
<b>Total Expenditures</b>	<b>1,532,620</b>	<b>1,707,159</b>	<b>2,042,519</b>	<b>1,292,491</b>	<b>1,420,844</b>

**Strategic Plan Focus Area:** Economic Development.

**Goal:** To coordinate with adjoining municipalities to provide tourism promotion within the zone area.

#### Objectives:

1. To maintain 70% of room tax collections for tourism promotion in accordance with Wisconsin Statutes 66.0615.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Measurements</b>					
<b>Effectiveness</b>					
Percentage spent on promotion	90%	103%	70%	103%	70%

# TOURISM FUND

FUND 260

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>REVENUES</b>					
<b>TAXES</b>					
414100 MOTEL TAXES	798,808	1,612,432	1,746,264	900,000	1,200,000
414111 BLUE HARBOR ROOM TAX	827,405	-	-	-	-
<b>TOTAL</b>	<b>\$ 1,626,212</b>	<b>\$ 1,612,432</b>	<b>\$ 1,746,264</b>	<b>\$ 900,000</b>	<b>\$ 1,200,000</b>
<b>FINES &amp; FORFEITURES</b>					
451411 PENALTY FEES	45	434	-	205	-
<b>TOTAL</b>	<b>\$ 45</b>	<b>\$ 434</b>	<b>\$ -</b>	<b>\$ 205</b>	<b>\$ -</b>
<b>MISCELLANEOUS REVENUES</b>					
461101 INTEREST ON INVESTMENTS	-	3,311	5,000	2,649	2,384
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 3,311</b>	<b>\$ 5,000</b>	<b>\$ 2,649</b>	<b>\$ 2,384</b>
<b>OTHER FINANCING SOURCES</b>					
<b>TOTAL REVENUES</b>	<b>\$ 1,626,257</b>	<b>\$ 1,616,177</b>	<b>\$ 1,751,264</b>	<b>\$ 902,854</b>	<b>\$ 1,202,384</b>
<b>PERSONAL SERVICES</b>					
510110 FULL TIME SALARIES - REGULAR	14,030	11,758	27,152	27,152	31,981
510111 FULL TIME SALARIES - OVERTIME	35,492	13,614	37,000	6,000	37,000
510130 TEMPORARY SALARIES - REGULAR	639	1,192	-	-	-
510310 FICA	3,055	1,570	3,320	1,646	4,230
510311 MEDICARE	714	367	777	386	990
510320 WI RETIREMENT FUND	4,307	1,644	4,785	1,834	6,030
510340 HEALTH INSURANCE	2,608	2,977	6,319	6,319	7,362
510350 DENTAL INSURANCE	179	186	449	449	407
510360 LIFE INSURANCE	9	8	17	17	18
510400 WORKERS COMPENSATION	547	547	547	547	547
<b>TOTAL</b>	<b>\$ 61,581</b>	<b>\$ 33,863</b>	<b>\$ 80,366</b>	<b>\$ 44,350</b>	<b>\$ 88,565</b>
<b>NON-PERSONAL SERVICES</b>					
521400 ADVERTISING & MARKETING	3,025	25,841	30,000	30,000	30,000
521900 CONTRACTED SERVICES	569,216	1,124,827	1,222,385	630,000	840,000
526125 TRAINING & CONFERENCES	-	20,000	500	-	500
527110 TRAVEL	500	500	-	-	-
530100 OFFICE SUPPLIES	61	106	78,413	78,273	150
530202 COMMUNITY RELATIONS	5,124	3,942	4,000	2,500	4,000
530210 OPERATING SUPPLIES	7,778	6,668	8,000	2,000	8,000
590100 CONTRIBUTIONS	-	13,940	-	1,112	-
<b>TOTAL</b>	<b>\$ 585,704</b>	<b>\$ 1,195,824</b>	<b>\$ 1,343,298</b>	<b>\$ 743,886</b>	<b>\$ 882,650</b>
<b>CAPITAL OUTLAY</b>					
649100 OTHER EQUIPMENT	-	24,300	114,600	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 24,300</b>	<b>\$ 114,600</b>	<b>\$ -</b>	<b>\$ -</b>

# TOURISM FUND

## FUND 260

### INTERGOVERNMENTAL TRANSFER

811101 INTERFUND EXP-GENERAL FUND	57,930	145,067	174,626	174,626	120,000
811301 INTERFUND TO -G.O.DEBT	827,405	308,105	329,629	329,629	329,629
<b>TOTAL</b>	<b>\$ 885,335</b>	<b>\$ 453,172</b>	<b>\$ 504,255</b>	<b>\$ 504,255</b>	<b>\$ 449,629</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,532,620</b>	<b>\$ 1,707,159</b>	<b>\$ 2,042,519</b>	<b>\$ 1,292,491</b>	<b>\$ 1,420,844</b>
<b>REVENUES LESS EXPENSES</b>	<b>\$ 93,637</b>	<b>\$ (90,982)</b>	<b>\$ (291,255)</b>	<b>\$ (389,637)</b>	<b>\$ (218,460)</b>
<b>FUND BALANCE</b>					
<b>BEGINNING FUND BALANCE</b>	<b>\$ 206,115</b>	<b>\$ 299,752</b>	<b>\$ 208,771</b>	<b>\$ 208,771</b>	<b>\$ (180,866)</b>

# TOURISM FUND

## FUND 260

ENDING FUND BALANCE	\$	299,752	\$	208,771	\$	(82,485)	\$	(180,866)	\$	(399,327)
ENDING FUND BALANCE CONSISTS OF:										
ASSIGNED	\$	299,752	\$	208,771	\$	(82,485)	\$	(180,866)	\$	(399,327)
FUND BALANCE TOTAL	\$	299,752	\$	208,771	\$	(82,485)	\$	(180,866)	\$	(399,327)

## REDEVELOPMENT AUTHORITY FUND

FUND 295

### Fund Purpose

To assist preventing and eliminating blighted areas, slum clearance and urban renewal programs and projects.

### Fund Description

The Redevelopment Authority was developed under State Statute 66.1333. Revenues are provided into this fund from ground lease payments on the Riverfront and South Pier. The fund was developed to assist with redevelopment projects and acquisition of properties for redevelopment. This program is administered by the Department of City Development.

### 2021 Budget Highlights

There are no notable changes in 2021.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Revenues</b>					
Taxes	22,185	22,334	22,500	22,500	22,500
Intergovernmental Revenue	100,000	0	0	0	0
Miscellaneous Revenue	459	1,400	500	1,042	938
<b>Total Revenues</b>	<b>122,644</b>	<b>23,734</b>	<b>23,000</b>	<b>23,542</b>	<b>23,438</b>

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Expenditures</b>					
Non-Personal Services	44,770	46,622	50,000	52,975	50,000
Capital Outlay	101,200	117,905	0	0	0
<b>Total Expenditures</b>	<b>145,970</b>	<b>164,527</b>	<b>50,000</b>	<b>52,975</b>	<b>50,000</b>

**Strategic Plan Focus Area:** Economic Development.

**Goal:** Establish funding mechanisms through local and federal funds to complete the revitalization plan. Continue to implement downtown revitalization through the elimination of blight and slum properties.

#### Objectives:

1. Purchase and redevelop up to four properties in the identified redevelopment area.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Measurements</b>					
<b>Workload</b>					
Redevelopment of existing properties	1	1	1	1	1

# REDEVELOPMENT AUTHORITY FUND

FUND 295

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>REVENUES</b>					
<b>TAXES</b>					
411300 PAYMENT IN LIEU OF TAX	22,185	22,334	22,500	22,500	22,500
<b>TOTAL</b>	<b>\$ 22,185</b>	<b>\$ 22,334</b>	<b>\$ 22,500</b>	<b>\$ 22,500</b>	<b>\$ 22,500</b>
<b>INTERGOVERNMENTAL REVENUE</b>					
432905 LOAN PRINCIPAL PAYMENT	100,000	-	-	-	-
<b>TOTAL</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>MISCELLANEOUS REVENUE</b>					
461101 INTEREST ON INVESTMENTS	309	-	500	1,042	938
462115 OTHER CITY RENTALS	150	1,400	-	-	-
<b>TOTAL</b>	<b>\$ 459</b>	<b>\$ 1,400</b>	<b>\$ 500</b>	<b>\$ 1,042</b>	<b>\$ 938</b>
<b>TOTAL REVENUES</b>	<b>\$ 122,644</b>	<b>\$ 23,734</b>	<b>\$ 23,000</b>	<b>\$ 23,542</b>	<b>\$ 23,438</b>
<b>NON-PERSONAL SERVICES</b>					
521900 CONTRACTED SERVICES	20,217	15,819	15,000	10,000	15,000
524200 LANDSCAPING SERVICES	9,751	18,670	20,000	20,000	20,000
524220 SNOW REMOVAL SERVICES	2,843	5,000	5,000	5,000	5,000
590255 SPECIAL ASSESSMENTS	11,959	7,133	10,000	17,975	10,000
<b>TOTAL</b>	<b>\$ 44,770</b>	<b>\$ 46,622</b>	<b>\$ 50,000</b>	<b>\$ 52,975</b>	<b>\$ 50,000</b>
<b>CAPITAL OUTLAY</b>					
611100 LAND	101,200	117,905	-	-	-
<b>TOTAL</b>	<b>\$ 101,200</b>	<b>\$ 117,905</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 145,970</b>	<b>\$ 164,527</b>	<b>\$ 50,000</b>	<b>\$ 52,975</b>	<b>\$ 50,000</b>
<b>REVENUES LESS EXPENSES</b>	<b>\$ (23,325)</b>	<b>\$ (140,793)</b>	<b>\$ (27,000)</b>	<b>\$ (29,433)</b>	<b>\$ (26,562)</b>
<b>FUND BALANCE</b>					
<b>BEGINNING FUND BALANCE</b>	<b>\$ (425,170)</b>	<b>\$ (448,495)</b>	<b>\$ (589,288)</b>	<b>\$ (589,288)</b>	<b>\$ (618,722)</b>
<b>ENDING FUND BALANCE</b>	<b>\$ (448,495)</b>	<b>\$ (589,288)</b>	<b>\$ (616,288)</b>	<b>\$ (618,722)</b>	<b>\$ (645,284)</b>

# REDEVELOPMENT AUTHORITY FUND

FUND 295

ENDING FUND BALANCE CONSISTS OF:

UNASSIGNED	\$ (1,023,495)	\$ (1,164,288)	\$ (1,191,288)	\$ (1,193,722)	\$ (1,220,284)
ADVANCES*	\$575,000	\$575,000	\$575,000	\$575,000	\$575,000
<b>FUND BALANCE TOTAL</b>	<b>(\$448,495)</b>	<b>(\$589,288)</b>	<b>(\$616,288)</b>	<b>(\$618,722)</b>	<b>(\$645,284)</b>

ADVANCES\*

ADVANCE FROM GENERAL FUND	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
ADVANCE FROM CAPITAL PROJECT FUND	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
	<b>\$575,000</b>	<b>\$575,000</b>	<b>\$575,000</b>	<b>\$575,000</b>	<b>\$575,000</b>

## TID 12 CAPITAL FUND

FUND 422

### Fund Purpose

To account for the expenditures associated with TID 12 eligible expenditures.

### Fund Description

The TID 12 Capital Project Fund serves to administer expenditures associated with the revitalization of Niagara Avenue which included a downtown office building. The eligible expenditure period ends in February, 2022. This program is administered by the Department of City Development.

### 2021 Budget Highlight

There are no notable changes in 2021.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Revenues</b>					
Miscellaneous Revenue	338	1,653	0	698	628
Total Revenues	338	1,653	0	698	628

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Expenditures</b>					
Capital Outlay	0	13,500	9,305	0	0
Total Expenditures	0	13,500	9,305	0	0

**Strategic Plan Focus Area:** Governing and Fiscal Management.

**Goal:** To maximize expenditures recovered through increment.

**Objectives:**

1. To maintain updated schedules of eligible dates.

# TID 12 CAPITAL FUND

FUND 422

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>REVENUES</b>					
<b>MISCELLANEOUS REVENUE</b>					
461101 INTEREST ON INVESTMENTS	338	1,653	-	698	628
<b>TOTAL</b>	<b>\$ 338</b>	<b>\$ 1,653</b>	<b>\$ -</b>	<b>\$ 698</b>	<b>\$ 628</b>
<b>TOTAL REVENUES</b>	<b>\$ 338</b>	<b>\$ 1,653</b>	<b>\$ -</b>	<b>\$ 698</b>	<b>\$ 628</b>
<b>CAPITAL OUTLAY</b>					
631100 IMPROVEMENTS OTHER THAN BUILDI	-	13,500	9,305	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 13,500</b>	<b>\$ 9,305</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 13,500</b>	<b>\$ 9,305</b>	<b>\$ -</b>	<b>\$ -</b>
<b>REVENUES LESS EXPENSES</b>	<b>\$ 338</b>	<b>\$ (11,847)</b>	<b>\$ (9,305)</b>	<b>\$ 698</b>	<b>\$ 628</b>
<b>FUND BALANCE</b>					
<b>BEGINNING FUND BALANCE</b>	<b>\$ 61,748</b>	<b>\$ 62,086</b>	<b>\$ 50,239</b>	<b>\$ 50,239</b>	<b>\$ 50,937</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 62,086</b>	<b>\$ 50,239</b>	<b>\$ 40,934</b>	<b>\$ 50,937</b>	<b>\$ 51,565</b>
<b>ENDING FUND BALANCE CONSISTS OF:</b>					
<b>ASSIGNED</b>	<b>\$ 62,086</b>	<b>\$ 50,239</b>	<b>\$ 40,934</b>	<b>\$ 50,937</b>	<b>\$ 51,565</b>
	<b>\$ 62,086</b>	<b>\$ 50,239</b>	<b>\$ 40,934</b>	<b>\$ 50,937</b>	<b>\$ 51,565</b>

## TID 14 CAPITAL FUND

FUND 424

### Fund Purpose

To account for the expenditures associated with TID 14 eligible expenditures.

### Fund Description

The TID 14 Capital Project Fund serves to administer expenditures associated with the revitalization of Taylor Heights development which includes the Meijer development. The eligible expenditure period ends in January, 2026. This program is administered by the Department of City Development.

### 2021 Budget Highlight

There are no notable changes in 2021.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Revenues</b>					
Miscellaneous Revenue	783,670	2,438	0	864	778
Other Financing Sources	0	735,000	0	0	0
<b>Total Revenues</b>	<b>783,670</b>	<b>737,438</b>	<b>0</b>	<b>864</b>	<b>778</b>

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Expenditures</b>					
Non-Personal Services	47,948	0	0	0	0
Capital Outlay	1,052,813	378,319	63,200	0	32,700
<b>Total Expenditures</b>	<b>1,100,761</b>	<b>378,319</b>	<b>63,200</b>	<b>0</b>	<b>32,700</b>

**Strategic Plan Focus Area:** Governing and Fiscal Management.

**Goal:** To maximize expenditures recovered through increment.

**Objectives:**

1. To maintain updated schedules of eligible dates.

# TID 14 CAPITAL FUND

FUND 424

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>REVENUES</b>					
<b><u>MISCELLANEOUS REVENUE</u></b>					
461101 INTEREST ON INVESTMENTS	18,670	2,438	-	864	778
493502 G.O.PROMISSORY NOTE	765,000	-	-	-	-
<b>TOTAL</b>	<b>\$ 783,670</b>	<b>\$ 2,438</b>	<b>\$ -</b>	<b>\$ 864</b>	<b>\$ 778</b>
<b><u>OTHER FINANCING SOURCES</u></b>					
492317 INTERFUND FROM -TID 14 DEBT	-	735,000	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 735,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL REVENUES</b>	<b>\$ 783,670</b>	<b>\$ 737,438</b>	<b>\$ -</b>	<b>\$ 864</b>	<b>\$ 778</b>
<b><u>NON-PERSONAL SERVICES</u></b>					
521900 CONTRACTED SERVICES	42,146	-	-	-	-
540117 ISSUANCE EXPENSE	5,802	-	-	-	-
<b>TOTAL</b>	<b>\$ 47,948</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>CAPITAL OUTLAY</u></b>					
631100 IMPROVEMENTS OTHER THAN BUILDI	-	1,800	57,700	-	32,700
631200 STREET IMPROVEMENTS	1,052,813	376,519	5,500	-	-
<b>TOTAL</b>	<b>\$ 1,052,813</b>	<b>\$ 378,319</b>	<b>\$ 63,200</b>	<b>\$ -</b>	<b>\$ 32,700</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,100,761</b>	<b>\$ 378,319</b>	<b>\$ 63,200</b>	<b>\$ -</b>	<b>\$ 32,700</b>
<b>REVENUES LESS EXPENSES</b>	<b>\$ (317,092)</b>	<b>\$ 359,119</b>	<b>\$ (63,200)</b>	<b>\$ 864</b>	<b>\$ (31,922)</b>
<b><u>FUND BALANCE</u></b>					
<b>BEGINNING FUND BALANCE</b>	<b>\$ 20,183</b>	<b>\$ (296,909)</b>	<b>\$ 62,211</b>	<b>\$ 62,211</b>	<b>\$ 63,075</b>
<b>ENDING FUND BALANCE</b>	<b>\$ (296,909)</b>	<b>\$ 62,211</b>	<b>\$ (989)</b>	<b>\$ 63,075</b>	<b>\$ 31,153</b>
<b>ENDING FUND BALANCE CONSIST OF:</b>					
<b>ASSIGNED</b>	<b>\$ (296,909)</b>	<b>\$ 62,211</b>	<b>\$ (989)</b>	<b>\$ 63,075</b>	<b>\$ 31,153</b>
	<b>\$ (296,909)</b>	<b>\$ 62,211</b>	<b>\$ (989)</b>	<b>\$ 63,075</b>	<b>\$ 31,153</b>

## TID 16 CAPITAL FUND

FUND 426

### Fund Purpose

To account for the expenditures associated with TID 16 eligible expenditures.

### Fund Description

The TID 16 Capital Project Fund serves to administer expenditures associated with the project plan of the development of market rate housing in downtown Sheboygan as well as public improvements. The district was created in 2015 and the eligible expenditure period ends in December, 2029. This program is administered by the Department of City Development.

### 2021 Budget Highlight

There are no notable changes in 2021.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Revenues</b>					
Miscellaneous Revenue	577,361	0	171,400	173,728	173,496
Other Financing Sources	0	247,311	0	0	0
<b>Total Revenues</b>	<b>577,361</b>	<b>247,311</b>	<b>171,400</b>	<b>173,728</b>	<b>173,496</b>

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Expenditures</b>					
Non-Personal Services	7,475	25,092	17,592	8,610	0
Capital Outlay	390,085	663,653	610,023	171,400	0
<b>Total Expenditures</b>	<b>397,559</b>	<b>688,745</b>	<b>627,615</b>	<b>180,010</b>	<b>0</b>

**Strategic Plan Focus Area:** Governing and Fiscal Management.

**Goal:** To maximize expenditures recovered through increment.

**Objectives:**

1. To maintain updated schedules of eligible dates.

# TID 16 CAPITAL FUND

FUND 426

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>REVENUES</b>					
<b><u>MISCELLANEOUS REVENUE</u></b>					
461101 INTEREST ON INVESTMENTS	7,361	-	-	2,328	2,096
493502 G.O.PROMISSORY NOTE	570,000	-	171,400	171,400	171,400
<b>TOTAL</b>	<b>\$ 577,361</b>	<b>\$ -</b>	<b>\$ 171,400</b>	<b>\$ 173,728</b>	<b>\$ 173,496</b>
<b><u>OTHER FINANCING SOURCES</u></b>					
492319 INTERFUND FROM -TID 16 FUND	-	247,311	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 247,311</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL REVENUES</b>	<b>\$ 577,361</b>	<b>\$ 247,311</b>	<b>\$ 171,400</b>	<b>\$ 173,728</b>	<b>\$ 173,496</b>
<b><u>NON-PERSONAL SERVICES</u></b>					
521900 CONTRACTED SERVICES	3,150	7,500	-	-	-
530212 DEVELOPMENT INCENTIVE	-	17,592	17,592	8,610	-
540117 ISSUANCE EXPENSE	4,325	-	-	-	-
<b>TOTAL</b>	<b>\$ 7,475</b>	<b>\$ 25,092</b>	<b>\$ 17,592</b>	<b>\$ 8,610</b>	<b>\$ -</b>
<b><u>CAPITAL OUTLAY</u></b>					
611100 LAND	20,080	-	623	-	-
611200 LAND IMPROVEMENTS	195,724	407,063	-	-	-
631100 IMPROVEMENTS OTHER THAN BUILDI	174,280	256,591	609,400	171,400	-
<b>TOTAL</b>	<b>\$ 390,085</b>	<b>\$ 663,653</b>	<b>\$ 610,023</b>	<b>\$ 171,400</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 397,559</b>	<b>\$ 688,745</b>	<b>\$ 627,615</b>	<b>\$ 180,010</b>	<b>\$ -</b>
<b>REVENUES LESS EXPENSES</b>	<b>\$ 179,801</b>	<b>\$ (441,434)</b>	<b>\$ (456,215)</b>	<b>\$ (6,282)</b>	<b>\$ 173,496</b>
<b><u>FUND BALANCE</u></b>					
<b>BEGINNING FUND BALANCE</b>	<b>\$ (592,466)</b>	<b>\$ (412,665)</b>	<b>\$ (854,099)</b>	<b>\$ (854,099)</b>	<b>\$ (860,380)</b>
<b>ENDING FUND BALANCE</b>	<b>\$ (412,665)</b>	<b>\$ (854,099)</b>	<b>\$ (1,310,314)</b>	<b>\$ (860,380)</b>	<b>\$ (686,885)</b>
<b>ENDING FUND BALANCE CONSISTS OF:</b>					
<b>COMMITTED</b>	<b>\$ 129,590</b>	<b>\$ (311,844)</b>	<b>\$ (768,059)</b>	<b>\$ (318,125)</b>	<b>\$ (144,630)</b>
<b>ADVANCES*</b>	<b>\$ (542,255)</b>	<b>\$ (542,255)</b>	<b>\$ (542,255)</b>	<b>\$ (542,255)</b>	<b>\$ (542,255)</b>
	<b>\$ (412,665)</b>	<b>\$ (854,099)</b>	<b>\$ (1,310,314)</b>	<b>\$ (860,380)</b>	<b>\$ (686,885)</b>
<b>ADVANCES*</b>					
<b>ADVANCE FROM GENERAL FUND</b>	<b>\$ (542,255)</b>	<b>\$ (542,255)</b>	<b>\$ (542,255)</b>	<b>\$ (542,255)</b>	<b>\$ (542,255)</b>
	<b>\$ (542,255)</b>	<b>\$ (542,255)</b>	<b>\$ (542,255)</b>	<b>\$ (542,255)</b>	<b>\$ (542,255)</b>

## TID 17 CAPITAL FUND

FUND 427

### Fund Purpose

To account for the expenditures associated with TID 17 eligible expenditures.

### Fund Description

The TID 17 Capital Project Fund serves to administer expenditures associated with the Indiana Avenue development. The district will be created in 2018 with a base value of \$34,021,700. The eligible expenditure period ends in January, 2023. This program is administered by the Department of City Development.

### 2021 Budget Highlights

- See project listing below.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Revenues</b>					
Miscellaneous Revenue	0	3,493,416	2,100,000	671,348	2,966,713
Other Financing Sources	0	110,000	0	0	0
<b>Total Revenues</b>	<b>0</b>	<b>3,603,416</b>	<b>2,100,000</b>	<b>671,348</b>	<b>2,966,713</b>

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Expenditures</b>					
Personal Services	0	0	17,639	17,639	10,778
Non-Personal Services	41,800	37,545	35,000	35,000	35,000
Capital Outlay	0	264,380	5,115,808	3,815,808	2,796,400
<b>Total Expenditures</b>	<b>41,800</b>	<b>301,924</b>	<b>5,168,447</b>	<b>3,868,447</b>	<b>2,842,178</b>

**Strategic Plan Focus Area:** Governing and Fiscal Management.

**Goal:** To maximize expenditures recovered through increment.

**Objectives:**

1. To maintain updated schedules of eligible dates.

## TID 17 CAPITAL FUND

FUND 427

### Significant Capital Projects

The following is a list of the projects for 2021:

1. South Pier Street Expansion\*

**Project Description:**

This project involves an extension of South Pier Drive and South Seventh Street to create another entrance to the South Pier District.

**Project Origin/Background:**

Anticipated development of the former Pentair property and support of the Indiana Avenue Revitalization Plan support the project.

**2021 Project Cost:** \$1,000,000

**Total Project Cost:** \$1,000,000

**Estimated 5 Year Maintenance and Operating Impact:**

\$5,000 – Additional snow plowing and street maintenance costs will be included in the Public Works annual operating budget.

**Operating Impact:**

2021	2022	2023	2024	2025	Total
\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$5,000

2. Indiana Avenue Trail Project – Phase 1\*\*

**Project Description:**

This project involves the acquisition of vacated railroad property to expand the Shoreland 400 trail.

**Project Origin/Background:**

This project extends westbound on Indiana Avenue from the Pacifico property to South 13th Street, then southbound to South Business Drive and Union Avenue. Surveying work for this project was completed in 2019.

**2021 Project Cost:** \$875,000

**Total Project Cost:** \$875,000

**Estimated 5 Year Maintenance and Operating Impact:**

\$1,250 – Additional operating costs for snow removal and maintenance.

**Operating Impact:**

2021	2022	2023	2024	2025	Total
(\$250)	(\$250)	(\$250)	(\$250)	(\$250)	(\$1,250)

\*Project will be initiated and completed in 2021 Budgeted Year.

\*\*Project will span beyond 2021 Budget Year.

\*\*\*Project was initiated in prior Budget Years and will be completed in 2021.

## TID 17 CAPITAL FUND

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FUND 427

### 3. Indiana Avenue Streetscape Improvements - Phase 1 of 2\*\*

**Project Description:**

This project supports master plan improvements near the terminus of Indiana Avenue and Lake Michigan.

**Project Origin/Background:**

Bump-outs and other streetscape improvements from South Eighth Street to South 14th Street are anticipated. Phase 1 of 2.

**2021 Project Cost:** \$750,000

**Total Project Cost:** \$750,000

**Estimated 5 Year Maintenance and Operating Impact:**

\$500 – Additional operating costs for maintenance.

**Operating Impact:**

2021	2022	2023	2024	2025	Total
\$100	\$100	\$100	\$100	\$100	\$500

\*Project will be initiated and completed in 2021 Budgeted Year.

\*\*Project will span beyond 2021 Budget Year.

\*\*\*Project was initiated in prior Budget Years and will be completed in 2021.

# TID 17 CAPITAL FUND

FUND 427

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>REVENUES</b>					
<b>MISCELLANEOUS REVENUE</b>					
461101 INTEREST ON INVESTMENTS	-	85,557	-	46,348	41,713
469994 DEBT PREMIUM	-	47,858	-	-	-
493502 G.O.PROMISSORY NOTE	-	3,360,000	2,100,000	625,000	2,925,000
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 3,493,416</b>	<b>\$ 2,100,000</b>	<b>\$ 671,348</b>	<b>\$ 2,966,713</b>
<b>OTHER FINANCING SOURCES</b>					
492320 INTERFUND FROM -TID 17 DEBT	-	110,000	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 110,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ 3,603,416</b>	<b>\$ 2,100,000</b>	<b>\$ 671,348</b>	<b>\$ 2,966,713</b>
<b>PERSONAL SERVICES</b>					
510110 FULL TIME SALARIES - REGULAR	-	-	10,762	10,762	8,066
510310 FICA	-	-	667	667	491
510311 MEDICARE	-	-	156	156	115
510320 WI RETIREMENT FUND	-	-	726	726	544
510340 HEALTH INSURANCE	-	-	4,973	4,973	1,485
510350 DENTAL INSURANCE	-	-	321	321	73
510360 LIFE INSURANCE	-	-	32	32	4
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 17,639</b>	<b>\$ 17,639</b>	<b>\$ 10,778</b>
<b>NON-PERSONAL SERVICES</b>					
521900 CONTRACTED SERVICES	41,800	25,000	35,000	35,000	35,000
540117 ISSUANCE EXPENSE	-	12,545	-	-	-
<b>TOTAL</b>	<b>\$ 41,800</b>	<b>\$ 37,545</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>
<b>CAPITAL OUTLAY</b>					
611100 LAND	-	196,548	1,309,325	9,325	875,000
631100 IMPROVEMENTS OTHER THAN BUILDI	-	67,831	3,806,483	3,806,483	171,400
631200 STREET IMPROVEMENTS	-	-	-	-	1,750,000
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 264,380</b>	<b>\$ 5,115,808</b>	<b>\$ 3,815,808</b>	<b>\$ 2,796,400</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 41,800</b>	<b>\$ 301,924</b>	<b>\$ 5,168,447</b>	<b>\$ 3,868,447</b>	<b>\$ 2,842,178</b>
<b>REVENUES LESS EXPENSES</b>	<b>\$ (41,800)</b>	<b>\$ 3,301,492</b>	<b>\$ (3,068,447)</b>	<b>\$ (3,197,099)</b>	<b>\$ 124,535</b>
<b>FUND BALANCE</b>					
<b>BEGINNING FUND BALANCE</b>	<b>\$ -</b>	<b>\$ (41,800)</b>	<b>\$ 3,259,692</b>	<b>\$ 3,259,692</b>	<b>\$ 62,593</b>
<b>ENDING FUND BALANCE</b>	<b>\$ (41,800)</b>	<b>\$ 3,259,692</b>	<b>\$ 191,245</b>	<b>\$ 62,593</b>	<b>\$ 187,129</b>
<b>ENDING FUND BALANCE CONSISTS OF:</b>					
<b>ASSIGNED</b>	<b>\$ (27,300)</b>	<b>\$ 3,274,192</b>	<b>\$ 205,745</b>	<b>\$ 77,093</b>	<b>\$ 201,629</b>
<b>ADVANCES*</b>	<b>\$ (14,500)</b>	<b>\$ (14,500)</b>	<b>\$ (14,500)</b>	<b>\$ (14,500)</b>	<b>\$ (14,500)</b>
	<b>\$ (41,800)</b>	<b>\$ 3,259,692</b>	<b>\$ 191,245</b>	<b>\$ 62,593</b>	<b>\$ 187,129</b>
<b>ADVANCES*</b>					
<b>ADVANCE FROM GENERAL FUND</b>	<b>\$ (14,500)</b>	<b>\$ (14,500)</b>	<b>\$ (14,500)</b>	<b>\$ (14,500)</b>	<b>\$ (14,500)</b>
	<b>\$ (14,500)</b>	<b>\$ (14,500)</b>	<b>\$ (14,500)</b>	<b>\$ (14,500)</b>	<b>\$ (14,500)</b>

## TID 18 CAPITAL FUND

FUND 428

### Fund Purpose

To account for the expenditures associated with TID 18 eligible expenditures.

### Fund Description

The TID 18 Capital Project Fund serves to administer expenditures associated with the expansion of SouthPointe Enterprise Campus. The district was created in 2018 with a base value of \$12,444,400 and the eligible expenditure period ends in January, 2023. This program is administered by the Department of City Development.

### 2021 Budget Highlight

There are no notable changes in 2020.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Revenues</b>					
Miscellaneous Revenue	13,988,474	237,001	0	187,000	0
Total Revenues	13,988,474	237,001	0	187,000	0

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Expenditures</b>					
Personal Services	22,174	16,794	51,265	51,265	52,524
Non-Personal Services	591,952	26,002	44,400	44,400	35,000
Capital Outlay	12,905,954	1,354,891	56,602	665,392	250,000
Total Expenditures	13,520,080	1,397,686	152,267	761,057	337,524

**Strategic Plan Focus Area:** Governing and Fiscal Management.

**Goal:** To maximize expenditures recovered through increment.

**Objectives:**

1. To maintain updated schedules of eligible dates.

# TID 18 CAPITAL FUND

FUND 428

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>REVENUES</b>					
<b>MISCELLANEOUS REVENUE</b>					
461101 INTEREST ON INVESTMENTS	103,474	-	-	-	-
469111 SALE OF LAND	-	1	-	187,000	-
493502 G.O.PROMISSORY NOTE	13,885,000	237,000	-	-	-
<b>TOTAL</b>	<b>\$ 13,988,474</b>	<b>\$ 237,001</b>	<b>\$ -</b>	<b>\$ 187,000</b>	<b>\$ -</b>
<b>TOTAL REVENUES</b>	<b>\$ 13,988,474</b>	<b>\$ 237,001</b>	<b>\$ -</b>	<b>\$ 187,000</b>	<b>\$ -</b>
<b>PERSONAL SERVICES</b>					
510110 FULL TIME SALARIES - REGULAR	15,979	11,993	36,018	36,018	36,732
510310 FICA	936	680	2,178	2,178	2,216
510311 MEDICARE	219	159	510	510	518
510320 WI RETIREMENT FUND	1,070	786	2,432	2,432	2,480
510340 HEALTH INSURANCE	3,588	2,834	9,490	9,490	9,942
510350 DENTAL INSURANCE	217	178	466	466	466
510360 LIFE INSURANCE	10	8	16	16	15
510400 WORKERS COMPENSATION	155	155	155	155	155
<b>TOTAL</b>	<b>\$ 22,174</b>	<b>\$ 16,794</b>	<b>\$ 51,265</b>	<b>\$ 51,265</b>	<b>\$ 52,524</b>
<b>NON-PERSONAL SERVICES</b>					
521900 CONTRACTED SERVICES	546,236	25,274	44,400	44,400	35,000
540117 ISSUANCE EXPENSE	45,716	728	-	-	-
<b>TOTAL</b>	<b>\$ 591,952</b>	<b>\$ 26,002</b>	<b>\$ 44,400</b>	<b>\$ 44,400</b>	<b>\$ 35,000</b>
<b>CAPITAL OUTLAY</b>					
611100 LAND	2,476,314	-	-	-	-
611200 LAND IMPROVEMENTS	10,429,640	1,119,959	20,620	634,739	-
631100 IMPROVEMENTS OTHER THAN BUILDI	-	234,932	35,982	30,653	250,000
<b>TOTAL</b>	<b>\$ 12,905,954</b>	<b>\$ 1,354,891</b>	<b>\$ 56,602</b>	<b>\$ 665,392</b>	<b>\$ 250,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 13,520,080</b>	<b>\$ 1,397,686</b>	<b>\$ 152,267</b>	<b>\$ 761,057</b>	<b>\$ 337,524</b>
<b>REVENUES LESS EXPENSES</b>	<b>\$ 468,394</b>	<b>\$ (1,160,685)</b>	<b>\$ (152,267)</b>	<b>\$ (574,057)</b>	<b>\$ (337,524)</b>
<b>FUND BALANCE</b>					
<b>BEGINNING FUND BALANCE</b>	<b>\$ (496,668)</b>	<b>\$ (28,274)</b>	<b>\$ (1,188,959)</b>	<b>\$ (1,188,959)</b>	<b>\$ (1,763,016)</b>
<b>ENDING FUND BALANCE</b>	<b>\$ (28,274)</b>	<b>\$ (1,188,959)</b>	<b>\$ (1,341,226)</b>	<b>\$ (1,763,016)</b>	<b>\$ (2,100,540)</b>
<b>ENDING FUND BALANCE CONSISTS OF:</b>					
<b>ASSIGNED</b>	<b>\$ 763,288</b>	<b>\$ (397,397)</b>	<b>\$ (549,664)</b>	<b>\$ (967,525)</b>	<b>\$ (1,305,049)</b>
<b>ADVANCES*</b>	<b>\$ (791,562)</b>	<b>\$ (791,562)</b>	<b>\$ (791,562)</b>	<b>\$ (795,491)</b>	<b>\$ (795,491)</b>
	<b>\$ (28,274)</b>	<b>\$ (1,188,959)</b>	<b>\$ (1,341,226)</b>	<b>\$ (1,763,016)</b>	<b>\$ (2,100,540)</b>
<b>ADVANCES*</b>					
<b>ADVANCE FROM GENERAL FUND</b>	<b>\$ (791,562)</b>	<b>\$ (791,562)</b>	<b>\$ (791,562)</b>	<b>\$ (791,562)</b>	<b>\$ (791,562)</b>
<b>DUE TO GENERAL FUND</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ (3,929)</b>	<b>\$ (3,929)</b>
	<b>\$ (791,562)</b>	<b>\$ (791,562)</b>	<b>\$ (791,562)</b>	<b>\$ (795,491)</b>	<b>\$ (795,491)</b>

## TID 19 CAPITAL FUND

FUND 429

### Fund Purpose

To account for the expenditures associated with TID 19 eligible expenditures.

### Fund Description

The TID 19 Capital Project Fund serves to administer expenditures associated with the redevelopment of the west side of the Sheboygan River. The boundaries associated with this area are Pennsylvania Avenue north to Niagara Avenue and the Sheboygan River west to North 15th Street. The district was created in 2018 with a base value of \$3,399,200. The eligible expenditure period ends in January, 2024. This program is administered by the Department of City Development.

### 2021 Budget Highlight

- See project listing below.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Revenues</b>					
Miscellaneous Revenue	0	438,008	600,000	556,047	2,555,442
Other Financing Sources	0	450,000	0	468,625	0
<b>Total Revenues</b>	<b>0</b>	<b>888,008</b>	<b>600,000</b>	<b>1,024,672</b>	<b>2,555,442</b>

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Expenditures</b>					
Personal Services	0	0	17,639	17,639	0
Non-Personal Services	362,970	67,240	10,630	0	0
Capital Outlay	0	403,300	500,000	500,000	550,000
<b>Total Expenditures</b>	<b>362,970</b>	<b>470,541</b>	<b>528,269</b>	<b>517,639</b>	<b>550,000</b>

**Strategic Plan Focus Area:** Governing and Fiscal Management.

**Goal:** To maximize expenditures recovered through increment.

**Objectives:**

1. To maintain updated schedules of eligible dates.

## TID 19 CAPITAL FUND

FUND 429

### Significant Capital Projects

The following is a list of the projects for 2021:

1. Sheboygan River - West Side Boardwalk Design\*

#### Project Description:

This project involves design of a boardwalk located on the west side of the Sheboygan River.

#### Project Origin/Background:

This project is outlined in the Riverbend Neighborhood Master Plan.

**2021 Project Cost:** \$50,000

**Total Project Cost:** \$50,000

#### **Estimated 5 Year Maintenance and Operating Impact:**

-\$0 – This is a design project. No additional maintenance or operating costs will be incurred.

#### Operating Impact:

2021	2022	2023	2024	2025	Total
\$0	\$0	\$0	\$0	\$0	\$0

\*Project will be initiated and completed in 2021 Budget Year.

\*\*Project will span beyond 2021 Budget Year.

\*\*\*Project was initiated in prior Budget Years and will be completed in 2021.

# TID 19 CAPITAL FUND

FUND 429

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>REVENUES</b>					
<b>MISCELLANEOUS REVENUE</b>					
461101 INTEREST ON INVESTMENTS	-	1,841	-	6,047	5,442
469994 DEBT PREMIUM	-	1,167	-	-	-
493502 G.O.PROMISSORY NOTE	-	435,000	600,000	550,000	2,550,000
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 438,008</b>	<b>\$ 600,000</b>	<b>\$ 556,047</b>	<b>\$ 2,555,442</b>
<b>OTHER FINANCING SOURCES</b>					
492322 INTERFUND FROM -TID 19 FUND	-	450,000	-	468,625	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 450,000</b>	<b>\$ -</b>	<b>\$ 468,625</b>	<b>\$ -</b>
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ 888,008</b>	<b>\$ 600,000</b>	<b>\$ 1,024,672</b>	<b>\$ 2,555,442</b>
<b>PERSONAL SERVICES</b>					
510110 FULL TIME SALARIES - REGULAR	-	-	10,762	10,762	-
510310 FICA	-	-	667	667	-
510311 MEDICARE	-	-	156	156	-
510320 WI RETIREMENT FUND	-	-	726	726	-
510340 HEALTH INSURANCE	-	-	4,973	4,973	-
510350 DENTAL INSURANCE	-	-	321	321	-
510360 LIFE INSURANCE	-	-	32	32	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 17,639</b>	<b>\$ 17,639</b>	<b>\$ -</b>
<b>NON-PERSONAL SERVICES</b>					
521900 CONTRACTED SERVICES	12,970	66,337	10,630	-	-
530212 DEVELOPMENT INCENTIVE	350,000	-	-	-	-
540117 ISSUANCE EXPENSE	-	903	-	-	-
<b>TOTAL</b>	<b>\$ 362,970</b>	<b>\$ 67,240</b>	<b>\$ 10,630</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CAPITAL OUTLAY</b>					
631100 IMPROVEMENTS OTHER THAN BUILDI	-	-	-	-	50,000
631200 STREET IMPROVEMENTS	-	403,300	500,000	500,000	500,000
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 403,300</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 550,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 362,970</b>	<b>\$ 470,541</b>	<b>\$ 528,269</b>	<b>\$ 517,639</b>	<b>\$ 550,000</b>
<b>REVENUES LESS EXPENSES</b>	<b>\$ (362,970)</b>	<b>\$ 417,468</b>	<b>\$ 71,731</b>	<b>\$ 507,033</b>	<b>\$ 2,005,442</b>
<b>FUND BALANCE</b>					
<b>BEGINNING FUND BALANCE</b>	<b>\$ -</b>	<b>\$ (362,970)</b>	<b>\$ 54,498</b>	<b>\$ 54,498</b>	<b>\$ 561,531</b>
<b>ENDING FUND BALANCE</b>	<b>\$ (362,970)</b>	<b>\$ 54,498</b>	<b>\$ 126,229</b>	<b>\$ 561,531</b>	<b>\$ 2,566,973</b>
<b>ENDING FUND BALANCE CONSISTS OF:</b>					
<b>ASSIGNED</b>	<b>\$ (362,970)</b>	<b>\$ 54,498</b>	<b>\$ 126,229</b>	<b>\$ 561,531</b>	<b>\$ 2,566,973</b>
	<b>\$ (362,970)</b>	<b>\$ 54,498</b>	<b>\$ 126,229</b>	<b>\$ 561,531</b>	<b>\$ 2,566,973</b>

## TID 20 CAPITAL FUND

FUND 430

### Fund Purpose

To account for the expenditures associated with TID 20 eligible expenditures.

### Fund Description

The TID 20 Capital Project Fund serves to administer expenditures associated with the redevelopment of the former VanDerVart Concrete Products site. TID 20 is located on the City's southwest side, extending west from South Business Drive. Georgia Avenue provides the northern border, and Broadway Avenue provides the southern border. The Oscar, a 200-unit multi-family, workforce housing development with a value of \$47 million is anticipated within TID 20.

### 2021 Budget Highlight

- See project listing below.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Revenues</b>					
Miscellaneous Revenue	0	0	0	0	700,000
Other Financing Sources	0	0	0	0	0
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>700,000</b>

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Expenditures</b>					
Personal Services	0	0	0	0	0
Non-Personal Services	0	0	15,000	15,000	0
Capital Outlay	0	0	0	0	700,000
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>15,000</b>	<b>15,000</b>	<b>700,000</b>

**Strategic Plan Focus Area:** Governing and Fiscal Management.

**Goal:** To maximize expenditures recovered through increment.

**Objectives:**

1. To maintain updated schedules of eligible dates.

## TID 20 CAPITAL FUND

FUND 430

### Significant Capital Projects

The following is a list of the projects for 2021:

1. South Business Drive - Georgia Avenue Intersection Improvements\*

#### Project Description:

The Oscar housing development and subsequent business development require traffic upgrades at this intersection to accommodate increased traffic flow.

#### Project Origin/Background:

Intersection modification and new traffic signals are included.

**2021 Project Cost:** \$700,000

**Total Project Cost:** \$700,000

#### **Estimated 5 Year Maintenance and Operating Impact:**

-\$0 – This is a design project. No additional maintenance or operating costs will be incurred.

#### Operating Impact:

2021	2022	2023	2024	2025	Total
\$0	\$0	\$0	\$0	\$0	\$0

\*Project will be initiated and completed in 2021 Budget Year.

\*\*Project will span beyond 2021 Budget Year.

\*\*\*Project was initiated in prior Budget Years and will be completed in 2021.

# TID 20 CAPITAL FUND

FUND 430

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>REVENUES</b>					
<b><u>MISCELLANEOUS REVENUE</u></b>					
493502 G.O.PROMISSORY NOTE	-	-	-	-	700,000
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 700,000</b>
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 700,000</b>
<b><u>NON-PERSONAL SERVICES</u></b>					
521900 CONTRACTED SERVICES	-	-	15,000	15,000	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ -</b>
<b><u>CAPITAL OUTLAY</u></b>					
631200 STREET IMPROVEMENTS	-	-	-	-	700,000
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 700,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 700,000</b>
<b>REVENUES LESS EXPENSES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (15,000)</b>	<b>\$ (15,000)</b>	<b>\$ -</b>
<b><u>FUND BALANCE</u></b>					
<b>BEGINNING FUND BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (15,000)</b>
<b>ENDING FUND BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (15,000)</b>	<b>\$ (15,000)</b>	<b>\$ (15,000)</b>
<b>ENDING FUND BALANCE CONSISTS OF:</b>					
<b>ASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (15,000)</b>	<b>\$ (15,000)</b>	<b>\$ (15,000)</b>
	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (15,000)</b>	<b>\$ (15,000)</b>	<b>\$ (15,000)</b>

III

5.5

Res. No. 01 - 20 - 21. By Alderpersons Donohue and Bohren. October 5, 2020.

RESOLUTION AWARDING THE SALE OF \$11,435,000 TAXABLE GENERAL OBLIGATION REFUNDING BONDS, SERIES 2020D

WHEREAS, on September 21, 2020, the Common Council of the City of Sheboygan, Sheboygan County, Wisconsin (the "City") adopted a resolution (the "Set Sale Resolution"), providing for the sale of Taxable General Obligation Refunding Bonds, Series 2020D (the "Bonds") for the public purpose of refunding outstanding obligations of the City, specifically, its Note Anticipation Notes, dated July 2, 2018 (the "Refunded Obligations") (hereinafter the refinancing of the Refunded Obligations shall be referred to as the "Refunding");

WHEREAS, the Common Council deems it to be necessary, desirable and in the best interest of the City to refund the Refunded Obligations for the purpose of providing permanent financing for the projects financed by the Refunded Obligations;

WHEREAS, due to certain provisions contained in the Internal Revenue Code of 1986, as amended, it is necessary to issue such Bonds on a taxable rather than tax-exempt basis;

WHEREAS, pursuant to the Set Sale Resolution, the City has directed Wisconsin Public Finance Professionals, LLC ("WFPF") to take the steps necessary to sell the Bonds to pay the cost of the Refunding;

WHEREAS, WFPF, in consultation with the officials of the City, prepared an Official Notice of Sale (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference) setting forth the details of and the bid requirements for the Bonds and indicating that the Bonds would be offered for public sale on October 19, 2020;

WHEREAS, the City Clerk (in consultation with WFPF) caused a form of notice of the sale to be published and/or announced and caused the Official Notice of Sale to be distributed to potential bidders offering the Bonds for public sale on October 19, 2020;

WHEREAS, the City has duly received bids for the Bonds as described on the Bid Tabulation attached hereto as Exhibit B and incorporated herein by this reference (the "Bid Tabulation"); and

WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by the financial institution listed first on the Bid Tabulation fully complies with the bid requirements set forth in the Official Notice of Sale and is deemed to be the most advantageous to the City. WFPF has recommended that the City accept the Proposal. A copy of

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said Proposal submitted by such institution (the "Purchaser") is attached hereto as Exhibit C and incorporated herein by this reference.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City that:

Section 1. Ratification of the Official Notice of Sale and Offering Materials. The Common Council hereby ratifies and approves the details of the Bonds set forth in Exhibit A attached hereto as and for the details of the Bonds. The Official Notice of Sale and any other offering materials prepared and circulated by WFPF are hereby ratified and approved in all respects. All actions taken by officers of the City and WFPF in connection with the preparation and distribution of the Official Notice of Sale, and any other offering materials are hereby ratified and approved in all respects.

Section 1A. Authorization and Award of the Bonds. For the purpose of paying the cost of the Refunding, there shall be borrowed pursuant to Section 67.04, Wisconsin Statutes, the principal sum of ELEVEN MILLION FOUR HUNDRED THIRTY-FIVE THOUSAND DOLLARS (\$11,435,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal of the Purchaser offering to purchase the Bonds for the sum set forth on the Proposal (as modified on the Bid Tabulation and reflected in the Pricing Summary referenced below and incorporated herein), plus accrued interest to the date of delivery, resulting in a true interest cost as set forth on the Proposal, is hereby accepted. The Mayor and City Clerk or other appropriate officers of the City are authorized and directed to execute an acceptance of the Proposal on behalf of the City. The good faith deposit of the Purchaser shall be applied in accordance with the Official Notice of Sale, and any good faith deposits submitted by unsuccessful bidders shall be promptly returned. The Bonds shall bear interest at the rates set forth on the Proposal.

Section 2. Terms of the Bonds. The Bonds shall be designated "Taxable General Obligation Refunding Bonds, Series 2020D"; shall be issued in the aggregate principal amount of \$11,435,000; shall be dated November 16, 2020; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on November 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest shall be payable semi-annually on May 1 and November 1 of each year commencing on May 1, 2021. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Bonds is set forth on the Debt

Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Bonds maturing on November 1, 2031 and thereafter are subject to redemption prior to maturity, at the option of the City, on November 1, 2030 or on any date thereafter. Said Bonds are redeemable as a whole or in part, and if in part, from maturities selected by the City, and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

Section 4. Form of the Bonds. The Bonds shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit E and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Bonds as the same becomes due, the full faith, credit and resources of the City are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the City a direct annual irrepealable tax in the years 2020 through 2039 for the payments due in the years 2021 through 2040 in the amounts set forth on the Schedule.

(B) Tax Collection. So long as any part of the principal of or interest on the Bonds remains unpaid, the City shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Bonds, said tax shall be, from year to year, carried onto the tax roll of the City and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the City for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Bonds when due, the requisite amounts shall be paid from other funds of the City then available, which sums shall be replaced upon the collection of the taxes herein levied.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There be and there hereby is established in the treasury of the City, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the City may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for Taxable General Obligation Refunding Bonds, Series 2020D, dated November 16, 2020" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Bonds is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the City at the time of delivery of and payment for the Bonds; (ii) any premium not used for the Refunding which may be received by the City above the par value of the Bonds and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Bonds when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Bonds when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Bonds until all such principal and interest has been paid in full and the Bonds canceled; provided (i) the funds to provide for each payment of principal of and interest on the Bonds prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Bonds may be used to reduce the next succeeding tax levy, or may, at the option of the City, be invested by purchasing the Bonds as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account.

(C) Remaining Monies. When all of the Bonds have been paid in full and canceled, and all Permitted Investments disposed of, any money

remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the City, unless the Common Council directs otherwise.

Section 7. Proceeds of the Bonds; Segregated Borrowed Money Fund.

The proceeds of the Bonds (the "Bond Proceeds") (other than any premium not used for the Refunding and accrued interest which must be paid at the time of the delivery of the Bonds into the Debt Service Fund Account created above) shall be deposited into a special fund (the "Borrowed Money Fund") separate and distinct from all other funds of the City and disbursed solely for the purpose or purposes for which borrowed. In order to accomplish the purpose for which the Bonds are issued, proceeds of the Bonds shall be transferred to the Escrow Account, as provided below. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose or purposes for which the Bonds have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service Fund Account.

Section 8. Execution of the Bonds; Closing; Professional Services.

The Bonds shall be issued in printed form, executed on behalf of the City by the manual or facsimile signatures of the Mayor and City Clerk, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the City of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Bonds may be imprinted on the Bonds in lieu of the manual signature of the officer but, unless the City has contracted with a fiscal agent to authenticate the Bonds, at least one of the signatures appearing on each Bond shall be a manual signature. In the event that either of the officers whose signatures appear on the Bonds shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Bonds and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The City hereby authorizes the officers and agents of the City to enter into, on its behalf, agreements and contracts in conjunction with the Bonds, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Bonds is hereby ratified and approved in all respects.

Section 9. Payment of the Bonds; Fiscal Agent. The principal of and interest on the Bonds shall be paid by the City Clerk or the City Treasurer (the "Fiscal Agent").

Section 10. Persons Treated as Owners; Transfer of Bonds. The City shall cause books for the registration and for the transfer of the Bonds to be kept by the Fiscal Agent. The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Bond shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

Any Bond may be transferred by the registered owner thereof by surrender of the Bond at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Mayor and City Clerk shall execute and deliver in the name of the transferee or transferees a new Bond or Bonds of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Bond surrendered for transfer.

The City shall cooperate in any such transfer, and the Mayor and City Clerk are authorized to execute any new Bond or Bonds necessary to effect any such transfer.

Section 11. Record Date. The 15th day of the calendar month next preceding each interest payment date shall be the record date for the Bonds (the "Record Date"). Payment of interest on the Bonds on any interest payment date shall be made to the registered owners of the Bonds as they appear on the registration book of the City at the close of business on the Record Date.

Section 12. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Bonds eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the City agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations, which the City Clerk or other authorized representative of the City is authorized and directed to execute and deliver to DTC on behalf of the City to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the City Clerk's office.

Section 13. Official Statement. The Common Council hereby approves the Preliminary Official Statement with respect to the Bonds and deems the Preliminary Official Statement as "final" as of its date for purposes of

SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the City in connection with the preparation of such Preliminary Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate City official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The City Clerk shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

Section 14. Undertaking to Provide Continuing Disclosure. The City hereby covenants and agrees, for the benefit of the owners of the Bonds, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Bonds or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the City to comply with the provisions of the Undertaking shall not be an event of default with respect to the Bonds).

To the extent required under the Rule, the Mayor and City Clerk, or other officer of the City charged with the responsibility for issuing the Bonds, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the City's Undertaking.

Section 15. Escrow Agent; Escrow Agreement; Escrow Account. Associated Trust Company, National Association, Green Bay, Wisconsin, is hereby appointed escrow agent for the City, for the purpose of ensuring the payment of the principal of and interest on the Refunded Obligations (the "Escrow Agent").

The Mayor and City Clerk, or other appropriate officers of the City, are hereby authorized and directed to execute an escrow agreement (the "Escrow Agreement") with the Escrow Agent, for the purpose of effectuating the provisions of this Resolution.

The Bond Proceeds allocable to refunding the Refunded Obligations, other than any premium not used for the Refunding and accrued interest which shall be deposited in the Debt Service Fund Account created above, shall be deposited in a refunding escrow account which is hereby created with the Escrow Agent, pursuant to the Escrow Agreement, for the purpose of retaining the required amount of cash, if any, and acquiring the United States obligations provided for in the Escrow Agreement.

The refunding escrow account created by the Escrow Agreement shall hereinafter serve as the debt service (or sinking) fund account for the Refunded Obligations. The Escrow Agent shall serve as custodian of said debt service (or sinking) funds.

Section 16. SLGS Subscriptions. The Escrow Agent and appropriate officers and agents of the City are authorized to submit subscriptions for United States Treasury Securities - State and Local Government Series and to purchase other U.S. government securities on behalf of the City in such amount as is necessary in order to carry out the Refunding.

Section 17. Redemption of the Refunded Obligations. The Refunded Obligations are hereby called for prior payment and redemption on June 1, 2021 at a price of par plus accrued interest to the date of redemption.

The City hereby directs the Escrow Agent appointed above to cause timely notice of redemption, in substantially the form to be attached to the Escrow Agreement (the "Notice"), to be provided at the times, to the parties and in the manner set forth on the Notice.

Section 18. Record Book. The City Clerk shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Bonds in the Record Book.

Section 19. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Bonds, the officers of the City are authorized to take all actions necessary to obtain such municipal bond insurance. The Mayor and City Clerk are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the Mayor and City Clerk including provisions regarding restrictions on investment of Bond proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Bonds by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Bond provided herein.

Section 20. Conflicting Resolutions; Severability; Effective Date.

All prior resolutions, rules or other actions of the Common Council or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

*By Lynne Nowak*

\_\_\_\_\_  
\_\_\_\_\_

DRAFT

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the \_\_\_\_ day of \_\_\_\_\_, 2020.

Dated \_\_\_\_\_, 2020. \_\_\_\_\_, City Clerk

Approved \_\_\_\_\_, 2020. \_\_\_\_\_, Mayor

EXHIBIT A

Official Notice of Sale

To be provided by Wisconsin Public Finance Professionals, LLC and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT B

Bid Tabulation

To be provided by Wisconsin Public Finance Professionals, LLC and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT C

Winning Bid

To be provided by Wisconsin Public Finance Professionals, LLC and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT D-1

Pricing Summary

To be provided by Wisconsin Public Finance Professionals, LLC and  
incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

To be provided by Wisconsin Public Finance Professionals, LLC and  
incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT E

(Form of Bond)

REGISTERED UNITED STATES OF AMERICA DOLLARS  
STATE OF WISCONSIN  
SHEBOYGAN COUNTY  
NO. R-\_\_\_\_ CITY OF SHEBOYGAN \$\_\_\_\_\_  
TAXABLE GENERAL OBLIGATION REFUNDING BOND, SERIES 2020D

MATURITY DATE: ORIGINAL DATE OF INTEREST RATE: CUSIP:  
ISSUE:

November 1, \_\_\_\_\_ November 16, 2020 \_\_\_\_\_%

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: \_\_\_\_\_ THOUSAND DOLLARS  
(\$ \_\_\_\_\_)

FOR VALUE RECEIVED, the City of Sheboygan, Sheboygan County, Wisconsin (the "City"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on May 1 and November 1 of each year commencing on May 1, 2021 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Bond are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Bond is registered on the Bond Register maintained by the City Clerk or City Treasurer (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Bond is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Bond together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the City are hereby irrevocably pledged.

This Bond is one of an issue of Bonds aggregating the principal amount of \$11,435,000, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the City pursuant to the provisions of Section 67.04, Wisconsin Statutes, for the public purpose of paying the cost of refunding certain obligations of the City, as authorized by a resolution adopted on October 19, 2020. Said resolution is recorded in the official minutes of the Common Council for said date.

The Bonds maturing on November 1, 2031 and thereafter are subject to redemption prior to maturity, at the option of the City, on November 1, 2030 or on any date thereafter. Said Bonds are redeemable as a whole or in part, and if in part, from maturities selected by the City, and within each maturity by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

In the event the Bonds are redeemed prior to maturity, as long as the Bonds are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Bonds of a maturity are to be called for redemption, the Bonds of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Bonds called for redemption, CUSIP numbers, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Bonds shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Bonds shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Bond have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the City, including this Bond and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrevocable tax has been levied sufficient to pay this Bond, together with the interest thereon, when and as payable.

This Bond is transferable only upon the books of the City kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Bonds, and the City appoints another depository, upon surrender of the Bond to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Bond in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the City for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Bonds (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Bonds, or (iii) with respect to any particular Bond, after such Bond has been called for redemption. The Fiscal Agent and City may treat and consider the Depository in whose name this Bond is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Bonds are issuable solely as negotiable, fully-registered Bonds without coupons in the denomination of \$5,000 or any integral multiple thereof.

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, the City of Sheboygan, Sheboygan County, Wisconsin, by its governing body, has caused this Bond to be executed for it and in its name by the manual or facsimile signatures of its duly qualified Mayor and City Clerk; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

CITY OF SHEBOYGAN  
SHEBOYGAN COUNTY, WISCONSIN

By: \_\_\_\_\_  
Michael J. Vandersteen  
Mayor

(SEAL)

By: \_\_\_\_\_  
Meredith DeBruin  
City Clerk

DRAFT

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto \_\_\_\_\_

(Name and Address of Assignee)

\_\_\_\_\_  
(Social Security or other Identifying Number of Assignee)

the within Bond and all rights thereunder and hereby irrevocably constitutes and appoints \_\_\_\_\_, Legal Representative, to transfer said Bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_

Signature Guaranteed:

\_\_\_\_\_  
e.g. Bank, Trust Company  
or Securities Firm)

(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

\_\_\_\_\_  
(Authorized Officer)

**CITY OF SHEBOYGAN**

**REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION**

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**ITEM DESCRIPTION:** Res. No. 101-20-21 by Alderpersons Donohue and Bohren. A resolution awarding the sale of approximately \$11,435,000 Taxable General Obligation Refunding Bonds Series 2020D.

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**REPORT PREPARED BY:** Marty Halverson, Finance Director

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**REPORT DATE:** October 5, 2020

**MEETING DATE:** October 12, 2020

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**FISCAL SUMMARY:**

Budget Line Item: N/A  
Budget Summary: N/A  
Budgeted Expenditure: N/A  
Budgeted Revenue: N/A

**STATUTORY REFERENCE:**

Wisconsin Statutes: Section 67.04  
Municipal Code: N/A

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**BACKGROUND / ANALYSIS:**

The City of Sheboygan is presently in need of approximately \$11,435,000 for the public purpose of refunding outstanding obligations of the City, specifically, its Note Anticipation Notes, dated July 2, 2018.

**STAFF COMMENTS:**

The City of Sheboygan in July 2018 borrowed \$10,490,000 via Note Anticipation Notes for infrastructure development in its Tax Incremental District 18. The intention of the Note Anticipation Note would be that when the maturity came, June 2023, there would be development to enter into long-term debt structure in alignment with the development and related tax increment. Unfortunately the development hasn't happened as early as anticipated, however the bond market interest rates have dropped and the City is looking to borrow the long-term debt locking into this low interest rate environment.

**ACTION REQUESTED:**

Motion to recommend the Common Council adopt Res. No. 101-20-21 by Alderpersons Donohue and Bohren authorizing the City to issue sale of approximately \$11,435,000 General Obligation Refunding Bonds, Series 2020D.

**ATTACHMENTS:**

- I. Res. No. 101-20-21
- II. Report on Refinancing TID 18 NANs

**CITY OF SHEBOYGAN**

**REQUEST FOR FINANCE AND PERSONNEL CONSIDERATION**

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**ITEM DESCRIPTION:** Res. No. 102-20-21 by Alderpersons Donohue and Bohren authorizing the appropriate City officials to execute an Amendment to Offer Purchase with Martens-Trilling True Value Hardware, Inc.

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**REPORT PREPARED BY:** Chad Pelishek, Director of Planning and Development

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**REPORT DATE:** October 6, 2020      **MEETING DATE:** October 12, 2020

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**FISCAL SUMMARY:**

Budget Line Item:      N/A  
Budget Summary:      N/A  
Budgeted Expenditure: N/A  
Budgeted Revenue:    N/A

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**STATUTORY REFERENCE:**

Wisconsin Statutes: N/A  
Municipal Code:      N/A

**BACKGROUND / ANALYSIS:**

The City of Sheboygan entered into an Offer to Purchase a vacant lot south of Trillings Hardware with a closing by October 31, 2020. The buyer is working with Sheboygan County to complete a Phase 2 Environmental Site Assessment through the County's Brownfield Assessment from EPA. The timing to complete this work is such that a closing by October 31, 2020 is not feasible as the study will not be completed in time. The attached Amendment extends the closing date out until December 31, 2020.

**STAFF COMMENTS:**

City staff is in support of the amendment.

**ACTION REQUESTED:**

Motion to recommend to the Common Council to approve Res. No. 102-20-21 authorizing the appropriate City officials to execute an Amendment to Offer Purchase with Martens-Trilling True Value Hardware, Inc.

**ATTACHMENTS:**

- I. Res. No. 102-20-21

III

Res. No. 102 - 20 - 21. By Alderpersons Donohue and Bohren.  
October 5, 2020.

A RESOLUTION authorizing the appropriate City officials to execute an Amendment to Offer Purchase with Martens-Trilling True Value Hardware Inc.

RESOLVED: That the Mayor and City Clerk are hereby authorized to execute the Amendment to Offer to Purchase between the City of Sheboygan and Martens-Trilling True Value, Hardware Inc., a copy of which is attached hereto and incorporated herein.

FHP

*By Lynne Nowlin*

\_\_\_\_\_  
\_\_\_\_\_

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Dated \_\_\_\_\_ 20\_\_\_\_. \_\_\_\_\_, City Clerk

Approved \_\_\_\_\_ 20\_\_\_\_. \_\_\_\_\_, Mayor

**WB-40 AMENDMENT TO OFFER TO PURCHASE**

**CAUTION: Use a WB-40 Amendment if both Parties will be agreeing to modify the terms of the Offer.  
Use a WB-41 Notice if a Party is giving a Notice which does not require the other Party's agreement.**

1 Buyer and Seller agree to amend the Offer dated July 8, 2020, and accepted July 21, 2020, for  
2 the purchase and sale of real estate at Parcel #59281102670, Sheboygan WI 53081  
3 \_\_\_\_\_, Wisconsin as follows:  
4 Closing date is changed from October 16, 2020, to December 31, 2020.  
5 Purchase price is changed from \$ \_\_\_\_\_ to \$ \_\_\_\_\_.  
6 Other: Sheboygan County conducted a Phase I Environmental Site Assessment Report and due  
7 to the results, Buyer requires a Phase II Environmental Site Assessment Report will be  
8 conducted to evaluate the presence, or absence of, petroleum products or hazardous  
9 substances in the subsurface of the site including sampling and laboratory analysis. The  
10 Phase II Report will be prepared by a qualified independent environmental engineering  
11 firm, conducted in accordance with current ASTM Standards. Sheboygan County is  
12 responsible for ordering and paying for the Phase II Report. If the Phase II Report is  
13 not acceptable to Buyer, in Buyer's sole discretion, then Buyer, at its option, may give  
14 Seller written notice of the termination of this offer prior to closing.  
15 \_\_\_\_\_  
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26 \_\_\_\_\_  
27 \_\_\_\_\_

28 The attached \_\_\_\_\_ is/are made part of this Amendment.  
29 ALL OTHER TERMS OF THE OFFER TO PURCHASE AND ANY PRIOR AMENDMENTS REMAIN THE SAME.  
30 This Amendment is binding upon Seller and Buyer only if a copy of the accepted Amendment is delivered to the Party  
31 offering the Amendment on or before October 23, 2020 (Time is of the Essence). Delivery  
32 of the accepted Amendment may be made in any manner specified in the Offer to Purchase, unless otherwise provided  
33 in this Amendment.  
34 NOTE: The Party offering this Amendment may withdraw the offered Amendment prior to acceptance and  
35 delivery as provided at lines 30-33.

36 This Amendment was drafted by Attorney Ryan J. Zinkel, Rohde Dales LLP on 09/30/2020  
37 Licensee and Firm ▲ Date ▲

38 This Amendment was presented by Attorney Ryan J. Zinkel, Rohde Dales LLP on 09/30/2020  
39 Licensee and Firm ▲ Date ▲

40 (x) By: [Signature] 9-30-20 (x) \_\_\_\_\_  
41 Buyer's Signature ▲ Greg Lee Farmley, Vice President Seller's Signature ▲ Date ▲  
42 Print name ▶ Martens-Trilling True Value Hardware Inc. Print name ▶

43 (x) \_\_\_\_\_ (x) \_\_\_\_\_  
44 Buyer's Signature ▲ Date ▲ Seller's Signature ▲ Date ▲  
45 Print name ▶ Print name ▶

46 This Amendment was rejected \_\_\_\_\_  
47 Party Initials ▲ Date ▲ Party Initials ▲ Date ▲

III

5.7

Res. No. 103 - 20 - 21. By Alderpersons Donohue and Sorenson.  
October 5, 2020.

A RESOLUTION establishing the 2021 Budget appropriations and the 2020 Tax Levy for use during the calendar year.

WHEREAS, Section 2-905 of Municipal Code of the City of Sheboygan requires an annual budget appropriating monies to finance activities of the City for the ensuing fiscal year, and

WHEREAS, The Common Council committees have duly considered and discussed a budget for 2021 as proposed by the City Administrator, and

WHEREAS, A public hearing on the budget will be held on October 26, 2020 as required, and

WHEREAS, The 2021 budget requires a tax levy to partially finance the appropriations.

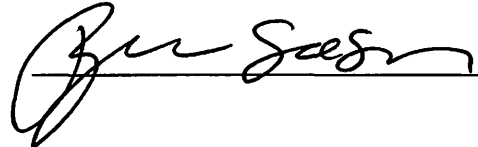
NOW, THEREFORE, BE IT RESOLVED: by the Common Council of the City of Sheboygan that:

Budgeted revenue estimates and expenditure appropriations for the year 2021 for the City's General Fund; Special Revenue Funds - MEG Unit, Block Grant, Housing Revolving Loan, Business Revolving Loan, Neighborhood Revitalization Fund, Mead Public Library, Tourism, Park, Forestry and Open Space, Park Impact Fee Fund, Cable TV, Municipal Court, Ambulance, Special Assessment, Harbor Centre Marina, Redevelopment Authority, Storm Water; Debt Service - G.O. Debt Service, Convention Center Debt Service, TID 6 Debt, TID 10 Debt, TID 12 Debt, TID 13 Debt, TID 14 Debt, TID 15 Debt, TID 16 Debt, TID 17 Debt, TID 18 Debt, TID 19 Debt, Environmental TID Debt; Capital Improvements Funds - Capital Projects, Capital Improvement, Industrial Park Fund, TID 12 Capital, TID 14 Capital, TID 16 Capital, TID 17 Capital, TID 18 Capital, TID 19 Capital, TID 20 Capital; Proprietary Funds - Motor Vehicle, Health Insurance, Liability Insurance, Workers Compensation Insurance, Information Technology; Enterprise Funds-Wastewater Utility, Recycling Utility Fund, Transit Utility, Parking Utility, Boat Facilities; and Fiduciary Funds - Cemetery Perpetual Care be and are hereby adopted as set forth in the attachment and established in the budget document.

FJP  
AW  
LHPS

BE IT FURTHER RESOLVED that the Personnel Schedule as presented in the 2021 Budget be approved, and

BE IT FURTHER RESOLVED that the property tax levy required to finance the 2021 Budget is \$25,021,842.

  
\_\_\_\_\_  
\_\_\_\_\_

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Dated \_\_\_\_\_ 20\_\_\_\_. \_\_\_\_\_, City Clerk

Approved \_\_\_\_\_ 20\_\_\_\_. \_\_\_\_\_, Mayor

## 2021 BUDGET SUMMARY

### GOVERNMENTAL FUNDS

	General Fund	Special Revenue	Debt Service	Capital Improvement	Fiduciary Funds	Proprietary Funds
<b>Revenue</b>						
Taxes	\$18,791,155	\$3,806,480	\$9,387,912	\$1,557,000	\$0	\$475,946
Licenses and Permits	\$976,240	\$611,000	\$0	\$0	\$0	\$30,700
Intergovernmental Revenue	\$14,510,465	\$2,303,031	\$88,487	\$2,150,296	\$0	\$4,996,041
Intergovernmental Charges for Services	\$263,160	\$0	\$0	\$0	\$0	\$9,022,496
Charges for Services	\$1,554,757	\$2,167,340	\$0	\$0	\$9,400	\$21,196,988
Fines and Forfeitures	\$261,000	\$700,000	\$0	\$0	\$0	\$2,500
Miscellaneous Revenue	\$451,856	\$375,674	\$808,087	\$216,648	\$44,700	\$1,025,950
Other Financing Sources	\$1,708,924	\$230,000	\$1,038,054	\$10,700,438	\$0	\$282,787
<b>Total Revenue</b>	<b>\$38,517,557</b>	<b>\$10,193,525</b>	<b>\$11,322,540</b>	<b>\$14,624,382</b>	<b>\$54,100</b>	<b>\$37,033,408</b>
<b>Expenditures</b>						
General Government	\$4,022,232	\$1,316,336	\$638,546	\$0	\$0	\$9,726,927
Public Safety	\$22,485,763	\$896,515	\$0	\$1,188,000	\$0	\$0
Public Works	\$9,342,010	\$1,036,746	\$0	\$8,649,300	\$0	\$18,045,206
Health and Human Services	\$207,298	\$0	\$0	\$0	\$1,000	\$0
Culture and Recreation	\$3,008,271	\$4,012,866	\$0	\$1,581,278	\$0	\$3,021
Conservation and Development	\$377,430	\$1,229,025	\$0	\$1,512,402	\$0	\$8,266
Transfers and other expenses	\$538,030	\$1,985,927	\$18,730,033	\$278,000	\$15,000	\$7,434,274
<b>Total Expenditures</b>	<b>\$39,981,035</b>	<b>\$10,477,415</b>	<b>\$19,368,579</b>	<b>\$13,208,980</b>	<b>\$16,000</b>	<b>\$35,217,694</b>
<b>Excess of revenues over (under) expenditures</b>	<b>-\$1,463,478</b>	<b>-\$283,890</b>	<b>-\$8,046,039</b>	<b>\$1,415,402</b>	<b>\$38,100</b>	<b>\$1,815,714</b>
<b>Fund Balance, January 1</b>	<b>\$20,175,775</b>	<b>\$2,725,364</b>	<b>\$24,216,592</b>	<b>\$4,232,837</b>	<b>\$991,534</b>	<b>\$0</b>
<b>Fund Balance, December 31</b>	<b>\$18,712,297</b>	<b>\$2,441,474</b>	<b>\$16,170,552</b>	<b>\$5,648,238</b>	<b>\$1,029,634</b>	<b>\$0</b>
<b>Net Position, January 1</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$97,994,847</b>
<b>Net Position, December 31</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$99,810,561</b>
<b>Net Property Tax Required</b>	<b>\$17,309,115</b>	<b>\$2,583,980</b>	<b>\$3,840,801</b>	<b>\$812,000</b>	<b>\$0</b>	<b>\$475,946</b>

Assessed Valuation

ASSESSED TAX RATE

Equalized Valuation\*

EQUALIZED TAX RATE

\*Valuation does not include Tax Incremental District Valuation

## BUDGET SUMMARY

2021 Executive	2020 Estimated	2019 Actual	2018 Actual	
\$34,018,493	\$31,886,221	\$31,522,120	\$30,561,851	Revenue
\$1,617,940	\$1,651,143	\$2,222,315	\$1,806,082	Taxes
\$24,048,320	\$23,127,655	\$23,158,063	\$20,793,432	Licenses and Permits
\$9,285,656	\$8,447,059	\$9,063,307	\$9,659,001	Intergovernmental Revenue
\$24,928,485	\$23,847,275	\$23,265,895	\$22,603,020	Intergovernmental Charges for Services
\$963,500	\$898,705	\$1,109,175	\$1,197,563	Charges for Services
\$2,922,915	\$4,201,293	\$9,706,196	\$5,612,812	Fines and Forfeitures
\$13,960,203	\$20,763,088	\$20,654,263	\$43,581,151	Miscellaneous Revenue
\$111,745,512	\$114,822,439	\$120,701,334	\$135,814,911	Other Financing Sources
				Total Revenue
\$15,704,041	\$14,169,653	\$17,469,878	\$20,803,862	Expenditures
\$24,570,279	\$24,050,804	\$22,518,084	\$24,471,918	General Government
\$37,073,263	\$33,809,326	\$30,610,396	\$30,465,718	Public Safety
\$208,298	\$205,331	\$197,733	\$205,785	Public Works
\$8,605,436	\$9,299,802	\$7,475,790	\$7,102,525	Health and Human Services
\$3,127,123	\$7,313,817	\$3,755,668	\$16,223,927	Culture and Recreation
\$28,981,265	\$19,647,725	\$36,626,007	\$23,842,251	Conservation and Development
\$118,269,704	\$108,496,458	\$118,653,556	\$123,115,987	Transfers and other expenses
				Total Expenditures
<u>-6,524,192</u>	<u>\$6,325,981</u>	<u>\$2,047,778</u>	<u>\$12,698,924</u>	Excess of revenues over (under) expenditures
\$52,342,102	\$53,308,769	\$53,414,089	\$42,751,108	Fund Balance, January 1
\$45,817,910	\$52,342,102	\$47,263,596	\$53,328,001	Fund Balance, December 31
\$97,994,847	\$96,747,371	\$88,549,101	\$85,924,256	Net Position, January 1
\$99,810,561	\$97,994,847	\$96,747,371	\$88,046,288	Net Position, December 31
\$25,021,842	\$24,092,874	\$23,770,487	\$23,324,477	Net Property Tax Required
\$2,479,124,160	\$2,574,367,710	\$2,398,553,954	\$2,523,820,400	Assessed Valuation
10.1920	10.0420	9.9100	9.7413	ASSESSED TAX RATE
\$3,074,483,600	\$2,724,220,600	\$2,650,921,700	\$2,488,723,200	Equalized Valuation*
8.139	8.844	8.967	9.372	EQUALIZED TAX RATE

**PERSONNEL SCHEDULE  
AUTHORIZED PERMANENT POSITIONS 2018 - 2021**

	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Actual</u>	<u>2020</u> <u>Amended</u>	<u>2020</u> <u>Estimated</u>	<u>2021</u> <u>Executive</u>
<b>GENERAL FUND</b>					
<b>GENERAL GOVERNMENT</b>					
<b>Office of the Mayor</b>					
Mayor	1.00	1.00	1.00	1.00	1.00
Administrative Assistant / Communications Specialist	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
<b>Total Office of the Mayor</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>
No changes in 2021.					
<b>Office of the City Clerk</b>					
City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00
Council/Licensing Clerk	1.00	1.00	1.00	1.00	1.00
Elections Specialist	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>
<b>Total Office of the City Clerk</b>	<b>3.75</b>	<b>3.75</b>	<b>3.75</b>	<b>3.75</b>	<b>3.75</b>
No changes in 2021.					
<b>Office of the City Administrator</b>					
City Administrator	1.00	1.00	1.00	1.00	1.00
Budget Analyst	1.00	1.00	0.00	0.00	0.00
Assistant to the City Administrator	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
<b>Total Office of the City Administrator</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>
No changes in 2021.					
<b>Finance Department</b>					
Finance Director/Treasurer	1.00	1.00	1.00	1.00	1.00
Senior Accountant	0.00	1.00	0.00	0.00	0.00
Deputy Finance Director	0.00	0.00	1.00	1.00	1.00
Auditor/Analyst*	1.00	1.00	1.00	0.00	0.00
Accountant*	1.00	1.00	1.00	0.00	0.00
Accountant I	0.40	0.40	0.40	2.00	2.00
Accountant II	0.00	0.00	0.00	1.00	1.00
Accountant III*	0.00	0.00	0.00	1.00	1.00
Clerk I*	1.00	1.00	1.00	0.00	0.00
Accounts Payable Clerk	1.00	1.00	1.00	0.00	0.00
Purchasing Agent	0.50	0.50	0.50	0.50	0.50
Administrative Services Clerk I*	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
<b>Total Finance Department</b>	<b>5.90</b>	<b>6.90</b>	<b>6.90</b>	<b>7.50</b>	<b>7.50</b>

\*Accountant III position added 1.00 FTE.

\*Accountant I position transferred from Finance Department 0.60 FTE.

\*Clerk I title changed to Administrative Services Clerk I.

**PERSONNEL SCHEDULE  
AUTHORIZED PERMANENT POSITIONS 2018 - 2021**

	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Actual</u>	<u>2020</u> <u>Amended</u>	<u>2020</u> <u>Estimated</u>	<u>2021</u> <u>Executive</u>
<b>Human Resources Department</b>					
Director of H.R. and Labor Relations	1.00	1.00	1.00	1.00	1.00
Payroll Administrator	1.00	1.00	1.00	1.00	1.00
Benefit Administrator / Analyst	1.00	1.00	1.00	1.00	1.00
Human Resources Generalist	1.00	1.00	1.00	1.00	1.00
Accountant I*	0.60	0.60	0.60	0.00	0.00
Administrative Services Clerk II*	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
<b>Total Human Resources Department</b>	<b>4.60</b>	<b>4.60</b>	<b>4.60</b>	<b>5.00</b>	<b>5.00</b>

\*Accountant I position transferred to Finance Department 0.60 FTE.

\*Administrative Services Clerk II position added 1.00 FTE.

<b>Office of the City Attorney</b>					
City Attorney	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney I	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney II	0.00	0.40	0.40	0.40	0.40
Legal Assistant	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
<b>Total City Attorney's Office</b>	<b>4.00</b>	<b>4.40</b>	<b>4.40</b>	<b>4.40</b>	<b>4.40</b>

No changes in 2021.

**PUBLIC SAFETY**

**Police Department**

Chief	1.00	1.00	1.00	1.00	1.00
Captain	3.00	3.00	3.00	3.00	3.00
Lieutenant	4.00	4.00	4.00	4.00	4.00
Sergeant	9.00	9.00	9.00	9.00	9.00
Detective	7.00	7.00	7.00	7.00	7.00
Police Officer	60.00	60.00	60.00	60.00	60.00
Office Supervisor	1.00	1.00	1.00	1.00	1.00
Communication Technician	1.00	1.00	1.00	1.00	1.00
Court Services Secretary	2.00	2.00	2.00	2.00	2.00
Community Service Officer	1.00	1.00	1.00	1.00	1.00
Community Service Officer Trainee (FTE)	1.00	1.00	1.00	1.00	1.00
Record Specialist Clerk	8.00	8.00	8.00	8.00	8.00
Time System Coordinator	1.00	1.00	1.00	1.00	1.00
Department Secretary	2.00	2.00	2.00	2.00	2.00
Crime Analyst	1.00	1.00	1.00	1.00	1.00
Fleet Operation Mechanic	1.00	1.00	1.00	1.00	1.00
Property Officer	1.00	1.00	1.00	1.00	1.00
Digital Evidence Manager	1.00	1.00	1.00	1.00	1.00
MEG Unit Secretary	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>
<b>Total Police Department</b>	<b>105.40</b>	<b>105.40</b>	<b>105.40</b>	<b>105.40</b>	<b>105.40</b>

No changes in 2021.

**PERSONNEL SCHEDULE  
AUTHORIZED PERMANENT POSITIONS 2018 - 2021**

	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Actual</u>	<u>2020</u> <u>Amended</u>	<u>2020</u> <u>Estimated</u>	<u>2021</u> <u>Executive</u>
<b>Fire Department</b>					
Chief	1.00	1.00	1.00	1.00	1.00
Assistant Fire Chief	1.00	1.00	2.00	2.00	2.00
Deputy Fire Chief	1.00	1.00	0.00	0.00	0.00
Battalion Chief	4.00	4.00	4.00	4.00	4.00
Captain	5.00	5.00	3.00	3.00	3.00
Lieutenant	10.00	10.00	11.00	12.00	12.00
Fire Equipment Operator	15.00	15.00	15.00	15.00	15.00
Firefighter	18.00	18.00	18.00	18.00	18.00
Firefighter/Paramedic	14.00	14.00	14.00	14.00	14.00
Administrative Coordinator/Supervisor	0.00	0.00	1.00	1.00	1.00
Confidential Secretary	1.00	1.00	0.00	0.00	0.00
Office Assistant	0.50	0.50	0.00	0.00	0.00
Administrative Assistant	<u>0.00</u>	<u>0.00</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
<b>Total Fire Department</b>	<b>70.50</b>	<b>70.50</b>	<b>69.50</b>	<b>70.50</b>	<b>70.50</b>
No changes in 2021.					
<b>Building Inspection</b>					
Building Inspector I	0.00	0.00	0.00	1.00	1.00
Building/Housing Inspector II	2.00	2.00	2.00	1.00	1.00
Electrical/Heating Inspector	1.00	1.00	1.00	1.00	1.00
Plumbing/Environmental Inspector	1.00	1.00	1.00	1.00	1.00
Housing/Environmental Inspector	1.00	0.00	0.00	0.00	0.00
Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00
Building Inspection Specialist	1.00	1.00	1.00	1.00	1.00
Permit Clerk	1.00	1.00	1.00	1.00	1.00
Building Inspection Licensing Clerk	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
<b>Total Building Inspection</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>
No changes in 2021.					
<b>PUBLIC WORKS</b>					
<b>Department of Public Works</b>					
<b>Administration</b>					
Director of Public Works	1.00	1.00	1.00	1.00	1.00
Business Manager	0.00	0.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	0.00	0.00	0.00
Clerk II	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
<b>Total Public Works Administration</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>
No changes in 2021.					
<b>Engineering</b>					
City Engineer	1.00	1.00	1.00	1.00	1.00
Civil Engineer / Project Manager	1.00	1.00	1.00	1.00	1.00
Assistant Engineer / Surveyor	1.00	1.00	1.00	1.00	1.00
Senior Engineering Technician	1.00	1.00	1.00	1.00	1.00
Engineering Technician	2.00	2.00	2.00	1.00	1.00
GIS Project Specialist	1.00	1.00	1.00	1.00	1.00
Environmental Engineer	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
<b>Total Engineering</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>

Environmental Engineer transferred from Wastewater Department 1.00 FTE.

**PERSONNEL SCHEDULE  
AUTHORIZED PERMANENT POSITIONS 2018 - 2021**

	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Actual</u>	<u>2020</u> <u>Amended</u>	<u>2020</u> <u>Estimated</u>	<u>2021</u> <u>Executive</u>
<b>Facilities and Traffic</b>					
Superintendent - Facilities/Traffic	1.00	1.00	1.00	1.00	1.00
Maintenance Worker IV-Leadman Signs	1.00	1.00	1.00	1.00	1.00
Maintenance Worker V-Electric Lighting	1.00	1.00	1.00	1.00	1.00
Maintenance Worker V-Electric Signals	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Craftsman	3.00	3.00	3.00	3.00	3.00
Maintenance Worker II-Signs	1.00	1.00	1.00	3.00	3.00
Maintenance Worker II-City Hall	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I-MSB	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
<b>Total Facilities and Traffic</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>12.00</b>	<b>12.00</b>
<b>Streets and Sanitation</b>					
Superintendent - Streets/Sanitation	1.00	1.00	1.00	1.00	1.00
Supervisor - Streets/Sanitation	1.00	1.00	1.00	1.00	1.00
Maintenance Worker IV-Lead Sanitation	1.00	1.00	1.00	0.00	0.00
Maintenance Worker IV-Streets	1.00	1.00	1.00	4.00	4.00
Maintenance Worker III-Streets	7.00	7.00	7.00	2.00	2.00
Maintenance Worker II-Streets	14.00	14.00	14.00	10.00	10.00
Maintenance Worker I-Streets	5.00	5.00	5.00	6.00	6.00
Maintenance Worker IV-Sanitation	1.00	1.00	1.00	0.00	0.00
Maintenance Worker III-Sanitation	8.00	8.00	8.00	4.00	4.00
Maintenance Worker IV-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II-Sewer Maintenance	2.00	2.00	2.00	3.00	3.00
Maintenance Worker I-Sewer Maintenance	1.00	1.00	1.00	2.00	2.00
Maintenance Worker II-Street Sweeping	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
<b>Total Streets and Sanitation</b>	<b>46.00</b>	<b>46.00</b>	<b>46.00</b>	<b>37.00</b>	<b>37.00</b>
Maintenance Worker IV-Leadman Sanitation moved to Recycling and  title changed to MW IV-Leadman Recycling					
<b>Parks and Cemetery</b>					
Superintendent - Parks - Forestry	1.00	1.00	1.00	1.00	1.00
Forester	0.00	1.00	1.00	1.00	1.00
Maintenance Worker IV - Parks - Lead Tree	0.00	0.00	2.00	2.00	2.00
Maintenance Worker IV - Parks - Construction	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III - Parks - Forestry	6.00	6.00	5.00	5.00	5.00
Maintenance Worker II - Parks	6.00	6.00	6.00	6.00	6.00
Maintenance Worker I - Parks	3.00	3.00	3.00	0.00	0.00
Maintenance Worker III - Cemetery	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
<b>Total Parks and Cemetery</b>	<b>17.00</b>	<b>19.00</b>	<b>20.00</b>	<b>17.00</b>	<b>17.00</b>
<b>Total Department of Public Works</b>	<b>84.00</b>	<b>86.00</b>	<b>87.00</b>	<b>77.00</b>	<b>77.00</b>

**PERSONNEL SCHEDULE  
AUTHORIZED PERMANENT POSITIONS 2018 - 2021**

	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Actual</u>	<u>2020</u> <u>Amended</u>	<u>2020</u> <u>Estimated</u>	<u>2021</u> <u>Executive</u>
<b>CULTURE AND RECREATION</b>					
<b>Senior Services</b>					
Director of Senior Services	0.00	1.00	1.00	1.00	1.00
Senior Center Supervisor	1.00	0.00	0.00	0.00	0.00
Assistant Supervisor	1.00	0.00	0.00	0.00	0.00
Coordinator	0.00	1.00	1.00	1.00	1.00
Program Coordinator	0.00	0.00	0.00	0.00	1.00
Custodian	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>	<u>0.00</u>
<b>Total Senior Services</b>	<b>2.28</b>	<b>2.28</b>	<b>2.28</b>	<b>2.28</b>	<b>3.00</b>

\*Wellness Coordinator position added 1.00 via Friends Contribution and Custodian position eliminated 0.28 FTE.

**CONSERVATION AND DEVELOPMENT**

<b>Planning and Development</b>					
Director of Planning and Development	1.00	1.00	1.00	1.00	1.00
Planning/Zoning Manager	1.00	1.00	1.00	1.00	1.00
Community Development Planner	1.00	1.00	1.00	1.00	1.00
Neighborhood Development Planner	1.00	0.00	1.00	1.00	1.00
Community/Economic Development Planner	0.00	1.00	0.00	0.00	0.00
Grant Coordinator	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
<b>Total Planning and Development</b>	<b>4.00</b>	<b>4.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>

No changes in 2021.

<b>TOTAL GENERAL FUND</b>	<b>296.43</b>	<b>299.83</b>	<b>300.83</b>	<b>292.83</b>	<b>293.55</b>
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**SPECIAL REVENUE FUND**

**Mead Public Library**

Director	1.00	1.00	1.00	1.00	1.00
Business Manager	1.00	1.00	1.00	1.00	1.00
Manager	2.00	2.00	2.00	2.00	2.00
Librarian II	2.00	2.00	0.00	0.00	0.00
Librarian I	5.75	5.75	0.00	0.00	0.00
Librarian	0.00	0.00	8.00	7.75	9.00
Page Supervisor	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	0.00	0.00	1.00
Public Information Specialist II	1.00	1.00	0.00	0.00	0.00
IT Specialist	1.00	1.00	1.00	1.00	1.00
Communications Specialist	0.00	0.00	1.00	1.00	1.00
Maintenance Technician	0.00	0.00	2.00	2.00	1.00
Administrative Assistant/Volunteer Coordinator	0.00	0.00	1.00	1.00	1.00
Administrative Assistant I	1.00	1.00	0.00	0.00	0.00
Maintenance Technician I	1.00	1.00	0.00	0.00	0.00
Library Assistant III	5.00	5.00	0.00	0.00	0.00
Library Assistant II	1.00	1.00	0.00	0.00	0.00
Library Assistant I	5.75	5.75	0.00	0.00	0.00
Cataloger	0.00	0.00	3.00	3.00	3.00
Public Safety Specialist	0.00	0.00	1.00	1.00	1.00
Library Assistant	0.00	0.00	9.25	8.50	9.25
Cleaner	1.50	1.50	2.00	2.00	2.00
Library Page	<u>9.50</u>	<u>9.50</u>	<u>6.50</u>	<u>6.50</u>	<u>6.00</u>
<b>Total Mead Public Library</b>	<b>40.50</b>	<b>40.50</b>	<b>39.75</b>	<b>38.75</b>	<b>40.25</b>

Page Supervisor added 1.00 FTE.

**PERSONNEL SCHEDULE  
AUTHORIZED PERMANENT POSITIONS 2018 - 2021**

	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Actual</u>	<u>2020</u> <u>Amended</u>	<u>2020</u> <u>Estimated</u>	<u>2021</u> <u>Executive</u>
<b>Municipal Court</b>					
Municipal Court Judge	0.50	0.50	0.50	0.50	0.50
Municipal Court Clerk	1.00	1.00	1.00	1.00	1.00
Office Clerk	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
<b>Total Municipal Court</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>
No changes in 2021.					
<b>Ambulance</b>					
Firefighter/Paramedic	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
<b>Total Ambulance</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>
No changes in 2021.					
<b>Cable Television</b>					
TV Program Director	1.00	1.00	1.00	1.00	1.00
TV Production Technician	<u>0.50</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>
<b>Total Cable Television</b>	<b>1.50</b>	<b>1.25</b>	<b>1.25</b>	<b>1.25</b>	<b>1.25</b>
No changes in 2021.					
<b>TOTAL SPECIAL REVENUE FUND</b>	<b>48.50</b>	<b>48.25</b>	<b>47.50</b>	<b>46.50</b>	<b>48.00</b>
<b>PROPRIETARY FUNDS</b>					
<b>Recycling Utility</b>					
Maintenance Worker IV-Leadman Recycling	0.00	0.00	0.00	1.00	1.00
Maintenance Worker III-Recycling	<u>0.00</u>	<u>0.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
<b>Total Recycling Utility</b>	<b>0.00</b>	<b>0.00</b>	<b>2.00</b>	<b>3.00</b>	<b>3.00</b>
Maintenance Worker IV-Leadman Recycling transferred from Streets and Sanitation 1.00 FTE.					
<b>Transit Utility</b>					
Director	0.70	0.70	0.70	0.70	0.70
Operator Supervisor	2.00	2.00	2.00	2.00	2.00
SET Supervisor	0.00	1.00	1.00	1.00	1.00
Lead Support - ADA Coordinator	2.00	1.00	0.00	0.00	0.00
Lead Dispatcher	1.00	1.00	0.00	0.00	0.00
Fill-In Dispatcher	1.00	1.00	0.00	0.00	0.00
Lead Mechanic	1.00	1.00	1.00	1.00	1.00
Mechanic	3.00	3.00	3.00	3.00	3.00
Administrative Coordinator	1.00	1.00	1.00	1.00	1.00
Transit Coordinator I	0.00	0.00	1.00	1.00	1.00
Transit Coordinator II	0.00	0.00	1.00	1.00	1.00
Transit Coordinator III	0.00	0.00	1.00	1.00	1.00
Fixed Route Operator	28.00	28.00	28.00	28.00	28.00
Paratransit Operator	12.00	12.00	12.00	12.00	12.00
Hostler	1.25	1.50	1.50	1.50	0.00
Maintenance Assistant	0.00	0.00	1.00	1.00	2.25
Cleaner	<u>1.25</u>	<u>1.25</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Total Transit Utility</b>	<b>54.20</b>	<b>54.45</b>	<b>54.20</b>	<b>54.20</b>	<b>53.95</b>

**PERSONNEL SCHEDULE  
AUTHORIZED PERMANENT POSITIONS 2018 - 2021**

	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Actual</u>	<u>2020</u> <u>Amended</u>	<u>2020</u> <u>Estimated</u>	<u>2021</u> <u>Executive</u>
<b>Parking Utility</b>					
Director Parking and Transit	0.30	0.30	0.30	0.30	0.30
Lead Worker I	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
<b>Total Parking Utility</b>	<b>2.30</b>	<b>2.30</b>	<b>2.30</b>	<b>2.30</b>	<b>2.30</b>
No changes in 2021.					
<b>Water Utility</b>					
Superintendent	1.00	1.00	1.00	1.00	1.00
Utility Accountant	1.00	1.00	1.00	1.00	1.00
Distribution Supervisor	1.00	1.00	1.00	1.00	1.00
Operations Supervisor	1.00	1.00	1.00	1.00	1.00
Customer Relations/Fiscal Supervisor	1.00	1.00	1.00	1.00	1.00
Utility Engineer	1.00	1.00	1.00	1.00	1.00
Engineer Technician	1.00	1.00	1.00	1.00	1.00
Lead Distribution Technician	0.00	1.00	1.00	1.00	1.00
Distribution Technician	6.00	5.00	6.00	6.00	6.00
Lead Operations Technician	1.00	1.00	1.00	1.00	1.00
Operator	5.00	5.00	5.00	5.00	5.00
Operations Technician	2.00	2.00	2.00	2.00	2.00
Utility Support Specialist	4.00	4.00	4.00	4.00	4.00
Lab Technician	1.00	1.00	1.00	1.00	1.00
Lead Service Technician	1.00	1.00	1.00	1.00	1.00
Service Technician	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
<b>Total Water Utility</b>	<b>30.00</b>	<b>30.00</b>	<b>31.00</b>	<b>31.00</b>	<b>31.00</b>
No changes in 2021.					
<b>Wastewater Utility</b>					
Superintendent	1.00	1.00	1.00	1.00	1.00
Industrial Wastewater Supervisor	1.00	1.00	1.00	1.00	1.00
Environmental Engineer	1.00	1.00	1.00	0.00	0.00
Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Process System/OPCO	1.00	1.00	1.00	1.00	1.00
Electromechanical Technician	1.00	1.00	1.00	1.00	1.00
Laboratory Technician	1.00	1.00	1.00	1.00	1.00
Plant Maintenance Mechanic	3.00	3.00	3.00	3.00	3.00
Operator III	1.00	2.00	2.00	2.00	2.00
Operator I	1.00	2.00	2.00	2.00	2.00
Administrative Assistant	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
<b>Total Wastewater Utility</b>	<b>13.00</b>	<b>15.00</b>	<b>15.00</b>	<b>14.00</b>	<b>14.00</b>
Environmental Engineer transferred to Wastewater Department 1.00 FTE.					
<b>TOTAL PROPRIETARY FUND</b>	<b>99.50</b>	<b>101.75</b>	<b>104.50</b>	<b>104.50</b>	<b>104.25</b>
<b>INTERNAL SERVICE FUNDS</b>					
<b>Information Technology</b>					
IT Director	1.00	1.00	1.00	1.00	1.00
Systems Analyst	2.00	2.00	2.00	2.00	2.00
Network Administrator	1.00	1.00	2.00	1.00	1.00
PC Specialist	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
<b>Total Information Technology</b>	<b>5.00</b>	<b>5.00</b>	<b>6.00</b>	<b>5.00</b>	<b>5.00</b>

**PERSONNEL SCHEDULE  
AUTHORIZED PERMANENT POSITIONS 2018 - 2021**

	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Actual</u>	<u>2020</u> <u>Amended</u>	<u>2020</u> <u>Estimated</u>	<u>2021</u> <u>Executive</u>
<b>MOTOR VEHICLE FUND</b>					
<b>Motor Vehicle</b>					
Equipment Service Supervisor	1.00	1.00	1.00	1.00	1.00
Master Certified Truck Mechanic	1.00	1.00	1.00	1.00	1.00
Certified Truck Mechanic	3.00	2.00	2.00	2.00	2.00
Truck Mechanic	1.00	1.00	1.00	1.00	1.00
Service Mechanic II	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
<b>Total Motor Vehicle</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>
No changes in 2021.					
<b>TOTAL INTERNAL SERVICE FUNDS</b>	<b>11.00</b>	<b>11.00</b>	<b>12.00</b>	<b>11.00</b>	<b>11.00</b>
<b>TOTAL PROPRIETARY FUNDS</b>	<b>110.50</b>	<b>112.75</b>	<b>116.50</b>	<b>115.50</b>	<b>115.25</b>
<b>TOTAL CITY FUNDS</b>	<b>455.43</b>	<b>460.83</b>	<b>464.83</b>	<b>454.83</b>	<b>456.80</b>

**CITY OF SHEBOYGAN**

**REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION**

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**ITEM DESCRIPTION:** Res. No. 103-20-21 by Alderperson Donohue and Sorenson establishing the 2021 Budget appropriations and 2020 Tax Levy use during the calendar year.

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**REPORT PREPARED BY:** Meredith DeBruin, City Clerk

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**REPORT DATE:** October 6, 2020

**MEETING DATE:** October 12, 2020

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**FISCAL SUMMARY:**

Budget Line Item: N/A  
Budget Summary: N/A  
Budgeted Expenditure: N/A  
Budgeted Revenue: N/A

**STATUTORY REFERENCE:**

Wisconsin Statutes: N/A  
Municipal Code: N/A

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**BACKGROUND / ANALYSIS:**

The 2021 Executive Program Budget in brief contains summary financial data which includes the following budgets.

- Common Council Budget
  - The 2021 Budget contains an increase of \$3,000 in Contracted Services for a Community/Staff Engagement programming platform to support creation of the 2022 Strategic Plan.
- City Clerk Budget
  - The 2021 Budget contains no notable increase.
- Elections
  - The 2021 Budget contains an overall Budget reduction of \$43,602 resulting from four elections in 2020 to two elections in 2021.

Details are provided on the attached Mission Page(s).

**STAFF COMMENTS:**

None

**ACTION REQUESTED:**

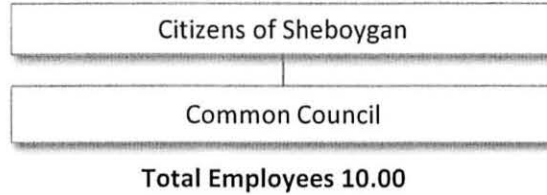
Motion to recommend the Common Council adopt Res. No. 103-20-21 by Alderperson Donohue and Sorenson regarding the Common Council, Office of City Clerk, and Elections 2021 budgets as presented.

**ATTACHMENTS:**

1. 2021 Common Council Mission Page
2. 2021 Office of City Clerk Mission Page
3. 2021 Elections Mission Page

# COUNCIL LEGISLATIVE

ORG 10110100



## Department Purpose

To represent the residents of the City of Sheboygan as the legislative body responsible for setting the governing policies of the city.

## Department Description

The Common Council is comprised of 10 part-time elected officials representing 10 districts. They have the responsibility to establish policy by legislation, to adopt a spending plan, and to carry out the duties as defined by State Statutes and City Ordinances in a manner consistent with their Strategic Plan. This program is administered by the Office of the City Clerk.

## 2021 Budget Highlight

The 2021 Budget includes the following change:

- An increase of \$3,000 in Contracted Services for a Community/Staff Engagement programming platform to support creation of the 2022 Strategic Plan.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Permanent Staffing</b>					
Alderspersons	16.00	10.00	10.00	10.00	10.00
Total Staffing	16.00	10.00	10.00	10.00	10.00

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Expenditures</b>					
Personal Services	66,851	49,758	58,728	58,728	60,661
Non-Personal Services	44,566	68,399	83,278	75,578	88,440
Total Expenditures	111,417	118,156	142,006	134,306	149,101

## COUNCIL LEGISLATIVE

ORG 10110100

**Strategic Plan Focus Area:** Quality of Life, Infrastructure and Public Facilities, Economic Development, Governing and Fiscal Management, and Communication.

**Goal:** Promote quality and sustainable economic and community development. Ensure residents are well informed and engaged in municipal matters.

**Objectives:**

1. Provide commitment to supporting the advancement of the Strategic Plan.
2. Represent the city residents at city meetings and other community events.
3. Build our community image and engender a fuller public appreciation of the city's value.
4. Help retain and attract quality businesses and commerce segments to support our local economy.
5. Advance the safety and security of all segments of our community.
6. To achieve an 80% or greater satisfaction (fair, good or excellent) survey rating from residents of the City of Sheboygan.

**Measurements**

**Effectiveness**

Resident satisfaction rating

2018	2019	2020	2020	2021
Actual	Actual	Amended	Estimated	Executive
73%	73%	80%	79%	80%

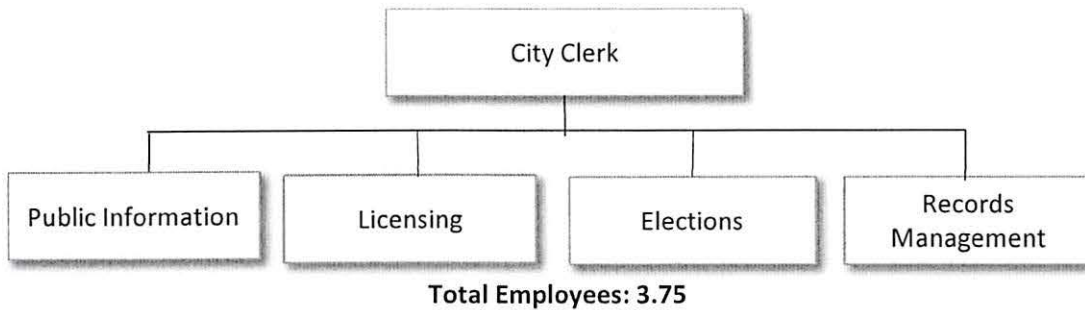
# COUNCIL LEGISLATIVE

ORG 10110100

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b><u>PERSONAL SERVICES</u></b>					
510110 FULL TIME SALARIES - REGULAR	62,808	46,245	54,544	54,544	56,345
510310 FICA	3,256	2,867	3,384	3,384	3,497
510311 MEDICARE	786	646	800	800	819
<b>TOTAL</b>	<b>\$ 66,851</b>	<b>\$ 49,758</b>	<b>\$ 58,728</b>	<b>\$ 58,728</b>	<b>\$ 60,661</b>
<b><u>NON-PERSONAL SERVICES</u></b>					
521110 FINANCIAL SERVICES FEES	7,800	28,530	-	-	-
521900 CONTRACTED SERVICES	27,150	-	35,000	28,500	37,500
523122 SOFTWARE MAINTENANCE	-	24,000	12,000	12,000	12,700
523125 IT SERVICES	-	-	20,698	20,698	21,940
525135 INTERNET	480	480	480	480	480
526110 PROFESSIONAL ORGANIZATIONS	8,654	10,005	10,100	10,100	9,920
526125 TRAINING & CONFERENCES	-	2,174	4,000	2,000	4,000
530100 OFFICE SUPPLIES	483	701	1,000	1,500	1,500
530259 IT SMALL EQUIPMENT	-	2,509	-	300	400
<b>TOTAL</b>	<b>\$ 44,566</b>	<b>\$ 68,399</b>	<b>\$ 83,278</b>	<b>\$ 75,578</b>	<b>\$ 88,440</b>
<b>TOTAL COUNCIL LEGISLATIVE</b>	<b>\$ 111,417</b>	<b>\$ 118,156</b>	<b>\$ 142,006</b>	<b>\$ 134,306</b>	<b>\$ 149,101</b>

# CITY CLERK

ORG 10113100



## Department Purpose

To fulfill role as elections administrator, legislative administrator and records manager for the city in an efficient, professional and friendly manner in adherence with the International Clerk’s Code of Conduct; to provide excellent support to the Common Council and Departments throughout the legislative process; and to serve the residents of the City of Sheboygan as an accessible and responsive representative of transparent and open government.

## Department Description

The City Clerk’s Department has multiple responsibilities including administering local, state and federal elections; processes and issues various municipal licenses; updates the Municipal Code Book; maintains the City Seal; carries out the duties and responsibilities required by Wisconsin State Statutes and City Ordinances and policies. This program is administered by the Office of the City Clerk.

## 2021 Budget Highlight

There are notable changes in 2021.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Permanent Staffing</b>					
City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	0.81	1.00	1.00	1.00	1.00
Council/Licensing Clerk	1.00	1.00	1.00	1.00	1.00
Elections Specialist	0.75	0.75	0.75	0.75	0.75
<b>Total Staffing</b>	<b>3.56</b>	<b>3.75</b>	<b>3.75</b>	<b>3.75</b>	<b>3.75</b>

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Expenditures</b>					
Personal Services	272,785	267,892	285,620	298,620	316,840
Non-Personal Services	65,676	75,797	71,470	69,155	69,801
<b>Total Expenditures</b>	<b>338,461</b>	<b>343,689</b>	<b>357,090</b>	<b>367,775</b>	<b>386,641</b>

## CITY CLERK

ORG 10113100

**Strategic Plan Focus Area:** Quality of Life

**Goal:** To provide quality services in a friendly, welcoming atmosphere, to the Common Council, the city's departments and to the general public.

**Objectives:**

1. To offer a central location for disseminating information to general public.
2. To continue to promote transparency and integrity in all of our tasks.
3. To provide prompt and respectful service.
4. To achieve an 80% or greater satisfaction (fair, good or excellent) survey rating from residents of the City of Sheboygan.

**Measurements**

**Effectiveness**

Resident satisfaction rating

2018	2019	2020	2020	2021
Actual	Actual	Amended	Estimated	Executive
94%	94%	80%	88%	80%

# CITY CLERK

ORG 10113100

	2018	2019	2020	2020	2021
	Actual	Actual	Amended	Estimated	Executive
<b>PERSONAL SERVICES</b>					
510110 FULL TIME SALARIES - REGULAR	214,220	209,893	224,030	224,030	226,560
510111 FULL TIME SALARIES - OVERTIME	13	2	-	-	-
510310 FICA	13,156	12,893	13,731	13,731	13,675
510311 MEDICARE	3,077	3,015	3,213	3,213	3,198
510320 WI RETIREMENT FUND	14,087	13,609	14,963	14,963	14,890
510340 HEALTH INSURANCE	21,717	23,790	24,876	37,876	52,128
510341 RETIREE HEALTH INSURANCE	1,855	-	-	-	-
510350 DENTAL INSURANCE	1,529	1,536	1,606	1,606	3,212
510351 UNFUNDED PENSION LIABILITY	2,652	2,652	2,652	2,652	2,652
510360 LIFE INSURANCE	77	100	147	147	123
510400 WORKERS COMPENSATION	402	402	402	402	402
<b>TOTAL</b>	<b>\$ 272,785</b>	<b>\$ 267,892</b>	<b>\$ 285,620</b>	<b>\$ 298,620</b>	<b>\$ 316,840</b>
<b>NON-PERSONAL SERVICES</b>					
521900 CONTRACTED SERVICES	10,286	11,424	11,500	11,500	11,500
523110 OFFICE EQUIPMENT MAINTENANCE	7,324	5,662	10,000	10,000	10,000
523120 COMPUTER MAINTENANCE	12,192	11,967	12,924	12,924	13,700
523125 IT SERVICES	18,150	19,526	-	-	-
525125 MOBILE TELEPHONE	-	-	550	550	550
525135 INTERNET	240	240	240	240	240
526105 BOOKS - REFERENCE	-	(4)	204	204	204
526110 PROFESSIONAL ORGANIZATIONS	265	350	375	375	375
526125 TRAINING & CONFERENCES	210	1,480	2,515	200	2,515
526145 CODIFICATION SERVICES	1,685	7,510	10,500	10,500	10,500
526150 LEGAL NOTICES	6,577	7,118	10,000	10,000	10,000
526155 FILING & RECORDING FEES	300	180	252	252	252
527100 CAR ALLOWANCE	990	1,422	1,680	1,680	1,365
530100 OFFICE SUPPLIES	6,868	6,360	7,100	7,100	7,100
530259 IT SMALL EQUIPMENT	590	2,562	3,630	3,630	1,500
<b>TOTAL</b>	<b>\$ 65,676</b>	<b>\$ 75,797</b>	<b>\$ 71,470</b>	<b>\$ 69,155</b>	<b>\$ 69,801</b>
<b>TOTAL CITY CLERK</b>	<b>\$ 338,461</b>	<b>\$ 343,689</b>	<b>\$ 357,090</b>	<b>\$ 367,775</b>	<b>\$ 386,641</b>

## ELECTIONS

ORG 10114100

### Division Purpose

To administer elections for the City of Sheboygan involving registering voters, issuing absentee ballots, hiring and training hundreds of poll workers, setting up polling locations, testing election equipment to ensure accurate vote counts, certifying local nomination papers, certifying local election results and managing the quality of data on the Statewide Voter Registration System.

### Division Description

The Elections budget accounts for costs associated with city held elections. In coordination with Sheboygan County, the City Clerk is responsible for administering all election activities in the City of Sheboygan. This program is administered by the Office of the City Clerk.

### 2021 Budget Highlight

The 2021 Budget includes the following change:

- An overall Budget reduction of \$43,602 resulting from four elections in 2020 to two elections in 2021.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Expenditures</b>					
Personal Services	79,840	19,055	111,828	127,378	45,657
Non-Personal Services	27,283	22,517	38,450	90,950	61,019
<b>Total Expenditures</b>	<b>107,123</b>	<b>41,572</b>	<b>150,278</b>	<b>218,328</b>	<b>106,676</b>

**Strategic Plan Focus Area:** Quality of Life. Communication

#### Goal:

To ensure stakeholders are well informed and engaged on municipal matters.

#### Objectives:

1. To increase voter participation in all elections by promoting voting-related options, i.e. take advantage of pre-registration and absentee ballot voting, while assisting residents with correct proof-of-residence and photo I.D.
2. Establish good communication and guidance while providing residents all available opportunities to vote in a fair and impartial manner.

## ELECTIONS

ORG 10114100

### Measurements

#### Workload

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
Number of elections	4	1	4	4	2
Total votes cast	34,740	7,562	51,000	45,000	15,000
Percent of votes cast by absentee ballot	16%	17%	18%	60%	60%
New registrants/changes	3,866	746	7,500	5,500	1,000
Percent of voters who were new registrants	16%	25%	25%	40%	25%

# ELECTIONS

ORG 10114100

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>PERSONAL SERVICES</b>					
510111 FULL TIME SALARIES - OVERTIME	4,178	416	6,000	20,000	6,000
510130 TEMPORARY SALARIES - REGULAR	69,072	15,560	97,500	97,500	35,000
510140 INTERDEPARTMENT LABOR - REGULA	3,632	1,673	5,000	5,000	3,000
510310 FICA	821	122	1,000	1,400	558
510311 MEDICARE	192	29	300	500	131
510320 WI RETIREMENT FUND	512	137	550	1,500	608
510340 HEALTH INSURANCE	865	665	900	900	-
510350 DENTAL INSURANCE	63	42	65	65	-
510360 LIFE INSURANCE	3	2	3	3	-
510400 WORKERS COMPENSATION	360	360	360	360	360
510410 UNEMPLOYMENT COMPENSATION	142	50	150	150	-
<b>TOTAL</b>	<b>\$ 79,840</b>	<b>\$ 19,055</b>	<b>\$ 111,828</b>	<b>\$ 127,378</b>	<b>\$ 45,657</b>
<b>NON-PERSONAL SERVICES</b>					
523110 OFFICE EQUIPMENT MAINTENANCE	2,565	7,567	10,000	10,000	10,000
523120 COMPUTER MAINTENANCE	1,080	1,080	1,145	1,145	1,214
524110 BUILDING EXTERIOR MAINTENANCE	3,600	900	3,600	3,600	3,600
526150 LEGAL NOTICES	115	380	300	300	300
527100 CAR ALLOWANCE	56	-	300	300	300
528150 VEHICLE RENTAL	-	550	605	605	605
530100 OFFICE SUPPLIES	19,867	12,039	22,500	75,000	45,000
<b>TOTAL</b>	<b>\$ 27,283</b>	<b>\$ 22,517</b>	<b>\$ 38,450</b>	<b>\$ 90,950</b>	<b>\$ 61,019</b>
<b>TOTAL ELECTIONS</b>	<b>\$ 107,123</b>	<b>\$ 41,572</b>	<b>\$ 150,278</b>	<b>\$ 218,328</b>	<b>\$ 106,676</b>

**CITY OF SHEBOYGAN**

**REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION**

---

**ITEM DESCRIPTION:** Res. No. 103-20-21 by Alderpersons Donohue and Bohren establishing the 2021 Budget appropriations and the 2020 Tax Levy for use during the calendar year.

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**REPORT PREPARED BY:** Marty Halverson, Finance Director

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**REPORT DATE:** October 5, 2020

**MEETING DATE:** October 12, 2020

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**FISCAL SUMMARY:**

Budget Line Item: N/A  
Budget Summary: N/A  
Budgeted Expenditure: N/A  
Budgeted Revenue: N/A

**STATUTORY REFERENCE:**

Wisconsin Statutes: N/A  
Municipal Code: 2-905

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**BACKGROUND / ANALYSIS:**

The following 2021 budgets have oversight by the Finance Department.

**GENERAL FUND**

- Finance
  - Increase in staffing by 0.6 FTE along with additional impact on Health Insurance from open positions
  - Decrease in Contracted Services for consultant
  - Increase in Training and Conferences
  - Overall \$116,290 increase from 2020 amended budget to 2021 budget
- Assessing
  - No notable changes in 2021
- Insurance (liability)
  - No notable changes in 2021
- Employee Benefits (org removal from budget)
- Interfund transfers
  - No notable changes in 2021
- Unclassified (potential increase to Contingency)
  - No notable changes in 2021

**SPECIAL REVENUE FUNDS**

- Tourism Fund
  - Decrease in revenues by \$548,880 due to COVID-19, affecting the amount of motel taxes received
  - Decrease in Contracted Services by \$382,385 related to room tax due to the Commission
    - Net effect flowing through the interfund transfer reduction of \$54,626 to General Fund

- Additional expenditure decrease in Capital Outlay and Office Supplies
- Special Assessment Fund
  - No notable changes in 2021
- Harbor Centre Marina Fund
  - Increase in Marina Operations expenses by \$20,000 (Labor, Operating, and Cost of Sales)
  - Increase in capital expenditures by \$75,000

## **DEBT SERVICE FUNDS**

- Debt Service Fund
  - Increase in revenues by \$347,475
    - Property tax levy increase by \$299,043
  - Increase in expenditures by \$123,051
    - Principal increase by \$320,000
- Convention Center Debt Service Fund
  - Decrease in Interfund transfer \$274,486 (no transfer to TID 16)
- TID 6 Debt Service Fund
  - Incremental revenue increase by \$290,026
  - Decrease in principal by \$40,000 and interest of \$15,300
- TID 10 Debt Service Fund
  - Incremental revenue increase by \$39,354
  - No notable expenditure changes in 2021
- TID 11 Debt Service Fund
  - TID 11 was closed in 2021
- TID 12 Debt Service Fund
  - Incremental revenue increase by \$12,759
- TID 13 Debt Service Fund
  - Incremental revenue increase by \$52,736
  - Expenditure increase by \$173,914 due to interfund transfer to TID 17
- TID 14 Debt Service Fund
  - Incremental revenue increase by \$271,523
  - Expenditure increase by \$388,600 due to Developer Incentive
- TID 15 Debt Service Fund
  - No notable changes in 2021
- TID 16 Debt Service Fund
  - Increment increase by \$126,578
  - No notable expenditure changes in 2021
- TID 17 Debt Service Fund
  - Increment increase by \$48,983
  - Interfund transfers in from TIDs 12 and 13 for \$708,425
  - Bond interest expenditure of \$100,800
- TID 18 Debt Service Fund
  - Increment increase by \$206,058
  - Expenditure increase by \$10,826,741 related to the NAN refunded in 2020
  - Bond interest increase by \$181,741
- TID 19 Debt Service Fund

- Increment increase by \$99,835
- No notable expenditure changes in 2021
- Environmental TID Debt Service Fund
  - Increment increase by \$7,050

### **CAPITAL IMPROVEMENT FUNDS**

- Capital Project Fund
  - Increase in Revenues by \$793,928
    - Federal subsidy increase by \$934,714 related to road projects
  - Decrease in Expenditures by \$864,769
    - Capital Outlay decrease by \$864,769
- Capital Improvement Fund
  - Revenues increase by \$748,343
  - Expenditures decrease by \$11,057
    - No notable changes in 2021
- Industrial Park Fund
  - No notable changes in 2021
- TID 12 Capital Project Fund
  - No notable changes in 2021
- TID 14 Capital Project Fund
  - Decrease in expenditures by \$30,500
    - Reduced capital
- TID 16 Capital Project Fund
  - Decrease in expenditures by \$627,615
    - Reduced capital in 2021
- TID 17 Capital Project Fund
  - Increase in revenues by \$866,713 (greater borrowing in 2021)
  - Decrease in expenditures by \$2,326,269
    - Capital decrease of \$2,319,408
- TID 18 Capital Project Fund
  - Increase in expenditures by \$185,257 (increased capital \$193,398)
- TID 19 Capital Project Fund
  - Increase in revenues by \$1,955,442 (additional borrowing in 2021)
  - No notable expenditure changes in 2021
- TID 20 Capital Project Fund
  - Increase in revenues by \$700,000 (planned borrowing in 2021)
  - Increase in expenditures by \$685,000 due to Capital outlay

### **LIABILITY INSURANCE FUND**

- No notable changes in 2021

### **CEMETARY PERPETUAL FUND**

- Increase in revenues by \$29,700 from Interest on Investments

**STAFF COMMENTS:**

The 2021 Requested Program Budget includes an increase of \$686,508 in the General Fund and a decrease of \$786,727 in Special Revenue expenditures with an associated levy amount of \$700,000 and \$50,666 respectively.

**ACTION REQUESTED:**

Motion to recommend the Common Council approve Res. No. 103-20-21 by Alderpersons Donohue and Bohren establishing the 2021 Budget appropriations and the 2020 Tax Levy for use during the calendar year.

**ATTACHMENTS:**

- I. Res 103-20-21

**CITY OF SHEBOYGAN**

**REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION**

---

**ITEM DESCRIPTION:** Res. No. 103-20-21 by Alderperson Donohue and Sorenson establishing the 2021 Budget appropriations and 2020 Tax Levy use during the calendar year.

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**REPORT PREPARED BY:** Todd Wolf, City Administrator

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**REPORT DATE:** October 6, 2020

**MEETING DATE:** October 12, 2020

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**FISCAL SUMMARY:**

Budget Line Item: N/A  
Budget Summary: N/A  
Budgeted Expenditure: N/A  
Budgeted Revenue: N/A

**STATUTORY REFERENCE:**

Wisconsin Statutes: N/A  
Municipal Code: N/A

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**BACKGROUND / ANALYSIS:**

The 2021 Executive Program Budget in Brief contains summary financial data which includes the Office of the City Administrator's budget. The 2021 Budget contains an increase of \$6,680 in Training and Conferences for new staff initiatives.

Details are provided on the attached Mission Page.

**STAFF COMMENTS:**

None

**ACTION REQUESTED:**

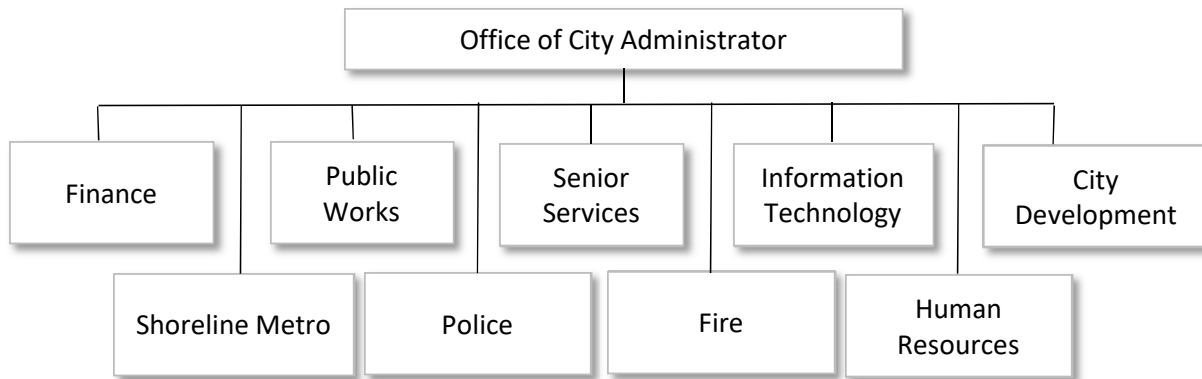
Motion to recommend the Common Council adopt Res. No. 103-20-21 by Alderperson Donohue and Sorenson regarding the Office of the City Administrator 2021 budget as presented.

**ATTACHMENTS:**

1. 2021 Office of the City Administrator Mission Page

# CITY ADMINISTRATOR

ORG 10112500



## Department Purpose

To professionally implement all Common Council policy decisions, efficiently direct the city operations, and creates an organizational culture that results in the delivery of excellent municipal services to constituents of Sheboygan.

## Department Descriptions

Working with the Common Council, the community and city staff, the Office of the City Administrator's responsibility is to professionally implement all Common Council policy decisions and efficiently direct the city operations and activities in accordance with sound management principals. In addition, the City Administrator collectively organizes, reviews and monitors the annual operating budget for the City. The City Administrator also collaborates with the Mayor, City Attorney, and City Clerk. This program is administered by the Office of the City Administrator

## 2021 Budget Highlight

The 2021 Budget contains the following change:

- An increase of \$6,680 in Training and Conferences for new staff initiatives.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Permanent Staffing</b>					
City Administrator	1.00	1.00	1.00	1.00	1.00
Budget Analyst	1.00	1.00	0.00	0.00	0.00
Assistant to the City Administrator	0.00	0.00	1.00	1.00	1.00
<b>Total Staffing</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Expenditures</b>					
Personal Services	257,685	270,674	282,956	270,311	293,168
Non-Personal Services	13,483	25,005	30,326	26,179	27,437
<b>Total Expenditures</b>	<b>271,167</b>	<b>295,680</b>	<b>313,282</b>	<b>296,490</b>	<b>320,605</b>

## CITY ADMINISTRATOR

ORG 10112500

**Strategic Plan Focus Area:** Quality of Life, Governing and Fiscal Management, and Communication.

**Goal:** To keep city residents, the general public, city employees, and the media informed about city issues, programs, and community events. To provide high quality services to the residents and businesses in the City of Sheboygan.

**Objectives:**

1. To attain 80% or greater satisfaction (fair, good or excellent) survey rating regarding the availability of information about city program and services
2. To achieve an 80% or greater satisfaction (fair, good or excellent) survey rating regarding service efficiency.
3. To achieve an 80% or greater satisfaction (fair, good or excellent) survey rating regarding overall performance.
4. To continue to provide detailed budget information to promote transparency.
5. To continue the city's focus on performance management to support the Strategic Plan .
6. To seek synergistic relationships, services and/or agreements which support the City's growth and expansion.
7. Report Strategic Plan Action Items and Critical Measures on a quarterly basis to the Common Council.

**Measurements**

**Effectiveness**

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
Resident satisfaction rating with service efficiency	85%	91%	80%	81%	80%
Resident satisfaction rating with communication	87%	91%	80%	81%	80%
Resident satisfaction rating with city performance	95%	98%	80%	81%	80%
GFOA Budget Award	Yes	Yes	Yes	Yes	N/A
ICMA CPM Award	Yes	Yes	Yes	Yes	N/A
GFOA PAFR Award	No	Yes	Yes	N/A	N/A
Number of Strategic Plan quarterly updates	4	4	4	3	4

# CITY ADMINISTRATOR

ORG 10112500

	2018	2019	2020	2020	2021
	Actual	Actual	Amended	Estimated	Executive
<b><u>PERSONAL SERVICES</u></b>					
510110 FULL TIME SALARIES - REGULAR	203,214	216,153	222,832	207,832	227,203
510130 TEMPORARY SALARIES - REGULAR	3,719	834	4,000	6,355	-
510310 FICA	11,585	12,273	12,714	12,714	13,083
510311 MEDICARE	2,861	3,026	3,261	3,261	3,251
510320 WI RETIREMENT FUND	13,522	14,099	14,961	14,961	15,255
510340 HEALTH INSURANCE	15,637	17,129	17,911	17,911	26,064
510350 DENTAL INSURANCE	2,460	2,471	2,584	2,584	3,212
510360 LIFE INSURANCE	96	99	103	103	510
510400 WORKERS COMPENSATION	4,590	4,590	4,590	4,590	4,590
<b>TOTAL</b>	<b>\$ 257,685</b>	<b>\$ 270,674</b>	<b>\$ 282,956</b>	<b>\$ 270,311</b>	<b>\$ 293,168</b>
<b><u>NON-PERSONAL SERVICES</u></b>					
521900 CONTRACTED SERVICES	-	5,000	7,500	7,500	-
523110 OFFICE EQUIPMENT MAINTENANCE	3,119	1,802	1,600	1,000	1,600
523125 IT SERVICES	612	658	697	697	739
525125 MOBILE TELEPHONE	440	480	480	480	480
525135 INTERNET	60	60	66	66	66
526100 PUBLICATIONS & SUBSCRIPTIONS	(487)	530	1,380	700	295
526110 PROFESSIONAL ORGANIZATIONS	2,078	1,680	1,700	2,800	1,474
526125 TRAINING & CONFERENCES	1,623	4,995	6,967	3,000	13,647
527100 CAR ALLOWANCE	344	1,700	2,400	2,400	2,400
530100 OFFICE SUPPLIES	4,610	5,292	4,086	4,086	3,836
530202 COMMUNITY RELATIONS	245	1,021	1,350	1,350	2,500
530259 IT SMALL EQUIPMENT	839	1,788	2,100	2,100	400
<b>TOTAL</b>	<b>\$ 13,483</b>	<b>\$ 25,005</b>	<b>\$ 30,326</b>	<b>\$ 26,179</b>	<b>\$ 27,437</b>
<b>TOTAL CITY ADMINISTRATOR</b>	<b>\$ 271,167</b>	<b>\$ 295,680</b>	<b>\$ 313,282</b>	<b>\$ 296,490</b>	<b>\$ 320,605</b>

**CITY OF SHEBOYGAN**

**REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION**

---

**ITEM DESCRIPTION:** Res. No. 103-20-21 by Alderperson Donohue and Sorenson establishing the 2021 Budget appropriations and 2020 Tax Levy use during the calendar year.

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**REPORT PREPARED BY:** Mayor Michael Vandersteen

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**REPORT DATE:** October 6, 2020

**MEETING DATE:** October 12, 2020

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**FISCAL SUMMARY:**

Budget Line Item: N/A  
Budget Summary: N/A  
Budgeted Expenditure: N/A  
Budgeted Revenue: N/A

**STATUTORY REFERENCE:**

Wisconsin Statutes: N/A  
Municipal Code: N/A

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**BACKGROUND / ANALYSIS:**

The 2021 Executive Program Budget in brief contains summary financial data which includes the Office of the Mayor budget. There are no notable changes in the 2021 budget.

Details are provided on the attached Mission Page(s).

**STAFF COMMENTS:**

None

**ACTION REQUESTED:**

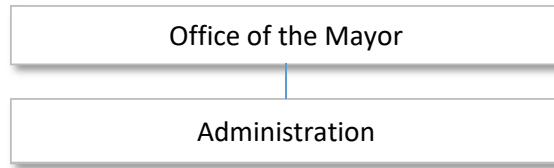
Motion to recommend the Common Council adopt Res. No. 103-20-21 by Alderperson Donohue and Sorenson regarding the Office of the Mayor 2021 budget as presented.

**ATTACHMENTS:**

1. 2021 Office of the Mayor Mission Page

# MAYOR

ORG 10112100



**Total Employees: 2.00**

## Department Purpose

The Mayor works cooperatively with the administration and Common Council to ensure that the best interests of the city are always of primary importance. The Mayor provides input and cooperates with the City Administrator in the development of the annual budget and to implement short and long-term strategic plans for the city.

## Department Description

The Mayor actively works with economic development organizations to see local businesses grow, attract new businesses, and attract good jobs to the city. The Mayor is also an active, enthusiastic representative for the city's best economic interests. He/she is the city's goodwill ambassador and the face of city government, spending significant time meeting with concerned residents and addressing constituent questions. He/she participates in community activities and events such as parades, festivals, events, and ceremonies which enhances visibility and economic well-being of the city. The Mayor makes all required and necessary appointments to special and standing committees of the council and other boards and commissions as required by statute. This program is administered by the Office of the Mayor.

## 2021 Budget Highlight

There are no notable changes in 2021.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Permanent Staffing</b>					
Mayor	1.00	1.00	1.00	1.00	1.00
Administrative Assistant / Communications Specialist	1.00	1.00	1.00	1.00	1.00
<b>Total Staffing</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Expenditures</b>					
Personal Services	171,519	167,353	169,971	169,971	174,591
Non-Personal Services	15,755	17,606	18,475	13,298	18,852
<b>Total Expenditures</b>	<b>187,274</b>	<b>184,959</b>	<b>188,445</b>	<b>183,268</b>	<b>193,444</b>

# MAYOR

ORG 10112100

**Strategic Plan Focus Area:** Economic Development. Communication.

**Goal:** Promote quality and sustainable economic and community development. Ensure stakeholders are well informed and engaged in municipal matters.

**Objectives:**

1. Provide courteous service and timely, accurate information to people who contact the Mayor's Office.
2. Build our community image and engender a fuller public appreciation of the city's value.
3. Provide courteous service and timely, accurate information to people who contact the Mayor's Office.
4. Retain and attract quality businesses and commerce segments to support our local economy.
5. Advance the safety and security of all segments of our community.
6. To achieve an 80% or greater satisfaction (fair, good, or excellent) survey rating from residents of the City of Sheboygan.

**Measurements**

**Workload**

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
Publish quarterly employee newsletter	4	4	4	4	4
Publish monthly "Sheboygan Insider" newsletter	12	12	12	12	12
Mayor's blog posts	43	43	52	50	40
Meetings with State and Federal Representatives	18	15	15	20	15
Meetings with neighborhood groups and associations	14	12	15	12	12
Proclamations issued	26	30	40	18	30
New business ribbon cuttings and ground breakings	27	30	40	16	30

**Effectiveness**

Resident satisfaction rating	81%	90%	80%	84%	80%
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# MAYOR

ORG 10112100

	2018	2019	2020	2020	2021
	Actual	Actual	Amended	Estimated	Executive
<b><u>PERSONAL SERVICES</u></b>					
510110 FULL TIME SALARIES - REGULAR	108,670	101,889	104,211	104,211	106,320
510310 FICA	6,667	6,158	6,251	6,251	6,362
510311 MEDICARE	1,559	1,440	1,463	1,463	1,488
510320 WI RETIREMENT FUND	6,916	6,682	7,035	7,035	7,176
510340 HEALTH INSURANCE	27,288	32,627	34,117	34,117	35,746
510341 RETIREE HEALTH INSURANCE	15,473	13,454	11,698	11,698	12,305
510350 DENTAL INSURANCE	1,824	1,980	2,071	2,071	2,071
510351 UNFUNDED PENSION LIABILITY	2,388	2,388	2,388	2,388	2,388
510360 LIFE INSURANCE	289	291	293	293	291
510400 WORKERS COMPENSATION	444	444	444	444	444
<b>TOTAL</b>	<b>\$ 171,519</b>	<b>\$ 167,353</b>	<b>\$ 169,971</b>	<b>\$ 169,971</b>	<b>\$ 174,591</b>
<b><u>NON-PERSONAL SERVICES</u></b>					
523110 OFFICE EQUIPMENT MAINTENANCE	1,820	2,205	1,600	1,000	1,600
523125 IT SERVICES	600	646	685	685	726
525125 MOBILE TELEPHONE	1,049	660	600	600	600
525135 INTERNET	90	90	90	90	90
526100 PUBLICATIONS & SUBSCRIPTIONS	315	200	250	250	250
526125 TRAINING & CONFERENCES	8,487	9,449	10,047	5,000	11,587
527100 CAR ALLOWANCE	330	796	1,110	840	1,000
530100 OFFICE SUPPLIES	510	140	950	950	500
530202 COMMUNITY RELATIONS	1,560	655	1,200	1,200	1,200
530259 IT SMALL EQUIPMENT	994	2,766	1,943	2,683	1,300
<b>TOTAL</b>	<b>\$ 15,755</b>	<b>\$ 17,606</b>	<b>\$ 18,475</b>	<b>\$ 13,298</b>	<b>\$ 18,852</b>
<b>TOTAL MAYOR</b>	<b>\$ 187,274</b>	<b>\$ 184,959</b>	<b>\$ 188,445</b>	<b>\$ 183,268</b>	<b>\$ 193,444</b>

**CITY OF SHEBOYGAN**

**REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION**

---

**ITEM DESCRIPTION:** Res. No. 103-20-21 by Alderperson Donohue and Sorenson establishing the 2021 Budget appropriations and 2020 Tax Levy use during the calendar year.

---

**REPORT PREPARED BY:** Natasha Torry, Municipal Court Judge

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**REPORT DATE:** October 6, 2020

**MEETING DATE:** October 12, 2020

---

**FISCAL SUMMARY:**

Budget Line Item: N/A  
Budget Summary: N/A  
Budgeted Expenditure: N/A  
Budgeted Revenue: N/A

**STATUTORY REFERENCE:**

Wisconsin Statutes: N/A  
Municipal Code: N/A

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**BACKGROUND / ANALYSIS:**

The 2021 Executive Program Budget in brief contains summary financial data which includes the Municipal Court's budget. There are no notable changes for the 2021 Budget.

Details are provided on the attached Mission Page.

**STAFF COMMENTS:**

None

**ACTION REQUESTED:**

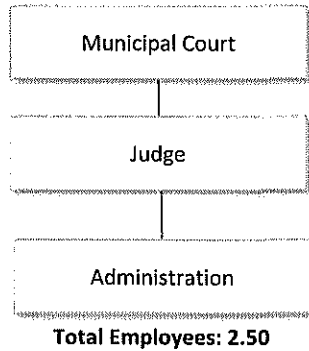
Motion to recommend the Common Council adopt Res. No. 103-20-21 by Alderperson Donohue and Sorenson regarding the Municipal Court 2021 budget as presented.

**ATTACHMENTS:**

1. 2021 Municipal Court Mission Page

# MUNICIPAL COURT FUND

FUND 275



### Fund Purpose

To account for the collection of forfeitures owed to the City of Sheboygan and Village of Kohler.

### Fund Description

The Municipal Court Fund accounts for the collection of court penalty costs and use of the funds for the purpose of funding the court operations and distribution of funds to the City of Sheboygan State of Wisconsin and Sheboygan County per Wisconsin Statute 800. This program is administered by the Municipal Court Department.

### 2021 Budget Highlights

There are no notable changes for 2021.

	2018	2019	2020	2020	2021
	Actual	Actual	Amended	Estimated	Executive
<b>Permanent Staffing</b>					
Municipal Court Judge	0.50	0.50	0.50	0.50	0.50
Municipal Court Clerk	1.00	1.00	1.00	1.00	1.00
Office Clerk	1.00	1.00	1.00	1.00	1.00
<b>Total Staffing</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>

	2018	2019	2020	2020	2021
	Actual	Actual	Amended	Estimated	Executive
<b>Revenues</b>					
Charges for Services	0	4,132	5,000	5,000	5,000
Fines and Forfeitures	922,128	827,258	900,000	700,000	700,000
Miscellaneous Revenue	437	2,913	0	3,776	3,399
<b>Total Revenues</b>	<b>922,565</b>	<b>834,302</b>	<b>905,000</b>	<b>708,776</b>	<b>708,399</b>

## MUNICIPAL COURT FUND

FUND 275

Expenditures	2018	2019	2020	2020	2021
	Actual	Actual	Amended	Estimated	Executive
Personal Services	179,711	166,591	175,774	171,774	184,042
Non-Personal Services	317,864	341,697	325,587	252,150	257,644
Capital Outlay	1,264	0	0	0	0
Interfund Transfers	424,723	296,077	401,389	401,389	401,389
Total Expenditures	923,562	804,365	902,750	825,313	843,075

**Strategic Plan Focus Area:** Quality of Life.

**Goal:** To operate the Municipal Court in an efficient and effective manner for the residents of the City of Sheboygan and Village of Kohler.

**Objectives:**

1. Fairly address cases in a timely manner.
2. Achieve annual customer satisfaction rating at or above 80%.

Measurements	2018	2019	2020	2020	2021
	Actual	Actual	Amended	Estimated	Executive
<b>Workload</b>					
Number of cases	6,931	6,586	7,000	4,786	5,000
<b>Effectiveness</b>					
Resident satisfaction rating	81%	94%	80%	84%	80%

# MUNICIPAL COURT FUND

FUND 275

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>REVENUES</b>					
<b><u>CHARGES FOR SERVICES</u></b>					
4448D1 KOHLER COURT REIMBURSE	-	4,132	5,000	5,000	5,000
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 4,132</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
<b><u>FINES &amp; FORFEITURES</u></b>					
451101 COURT PENALTY FINES	922,128	827,258	900,000	700,000	700,000
<b>TOTAL</b>	<b>\$ 922,128</b>	<b>\$ 827,258</b>	<b>\$ 900,000</b>	<b>\$ 700,000</b>	<b>\$ 700,000</b>
<b><u>MISCELLANEOUS REVENUE</u></b>					
461101 INTEREST ON INVESTMENTS	437	1,304	-	3,776	3,399
469950 PRIOR YEAR REVENUE	-	1,609	-	-	-
<b>TOTAL</b>	<b>\$ 437</b>	<b>\$ 2,913</b>	<b>\$ -</b>	<b>\$ 3,776</b>	<b>\$ 3,399</b>
<b>TOTAL REVENUES</b>	<b>\$ 922,565</b>	<b>\$ 834,302</b>	<b>\$ 905,000</b>	<b>\$ 708,776</b>	<b>\$ 708,399</b>
<b><u>PERSONAL SERVICES</u></b>					
510110 FULL TIME SALARIES - REGULAR	141,830	145,092	148,661	148,661	150,165
510130 TEMPORARY SALARIES - REGULAR	2,625	349	4,000	-	4,000
510310 FICA	8,796	9,059	9,465	9,465	9,429
510311 MEDICARE	2,057	2,117	2,215	2,215	2,206
510320 WI RETIREMENT FUND	9,678	9,420	9,874	9,874	10,022
510340 HEALTH INSURANCE	12,861	-	-	-	5,773
510350 DENTAL INSURANCE	1,402	91	1,093	1,093	1,889
510351 UNFUNDED PENSION LIABILITY	144	144	144	144	144
510360 LIFE INSURANCE	149	151	154	154	246
510400 WORKERS COMPENSATION	168	168	168	168	168
<b>TOTAL</b>	<b>\$ 179,711</b>	<b>\$ 166,591</b>	<b>\$ 175,774</b>	<b>\$ 171,774</b>	<b>\$ 184,042</b>
<b><u>NON-PERSONAL SERVICES</u></b>					
521207 SURETY BONDS	-	325	350	-	-
521720 JAIL SERVICES	50	-	1,000	-	-
521900 CONTRACTED SERVICES	-	-	-	500	1,000
523120 COMPUTER MAINTENANCE	432	450	477	477	506
523122 SOFTWARE MAINTENANCE	8,345	7,970	8,756	8,615	8,615
524110 BUILDING EXTERIOR MAINTENANCE	-	8,000	4,000	4,000	4,000
525120 TELEPHONE	8	8	-	5	-
525135 INTERNET	120	120	120	120	120
526105 BOOKS - REFERENCE	-	77	300	300	300
526110 PROFESSIONAL ORGANIZATIONS	180	190	190	190	890
526125 TRAINING & CONFERENCES	1,660	1,498	2,663	1,140	2,663
526155 FILING & RECORDING FEES	1,695	2,310	2,400	3	-
530100 OFFICE SUPPLIES	6,547	7,632	12,750	10,000	12,750
530259 IT SMALL EQUIPMENT	-	2,927	981	-	-
590100 CONTRIBUTIONS	298,827	310,191	291,600	226,800	226,800
<b>TOTAL</b>	<b>\$ 317,864</b>	<b>\$ 341,697</b>	<b>\$ 325,587</b>	<b>\$ 252,150</b>	<b>\$ 257,644</b>
<b><u>CAPITAL OUTLAY</u></b>					
642200 IT EQUIPMENT	1,264	-	-	-	-
<b>TOTAL</b>	<b>\$ 1,264</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>INTERGOVERNMENTAL TRANSFER</u></b>					
811101 INTERFUND EXP-GENERAL FUND	424,723	296,077	401,389	401,389	401,389
<b>TOTAL</b>	<b>\$ 424,723</b>	<b>\$ 296,077</b>	<b>\$ 401,389</b>	<b>\$ 401,389</b>	<b>\$ 401,389</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 923,562</b>	<b>\$ 804,365</b>	<b>\$ 902,750</b>	<b>\$ 825,313</b>	<b>\$ 843,075</b>
<b>REVENUES LESS EXPENSES</b>	<b>\$ (997)</b>	<b>\$ 29,937</b>	<b>\$ 2,250</b>	<b>\$ (116,536)</b>	<b>\$ (134,676)</b>
<b><u>FUND BALANCE</u></b>					

## MUNICIPAL COURT FUND

FUND 275

BEGINNING FUND BALANCE	\$	997	\$	0	\$	29,937	\$	29,937	\$	(86,599)
ENDING FUND BALANCE	\$	0	\$	29,937	\$	32,187	\$	(86,599)	\$	(221,276)
ENDING FUND BALANCE CONSISTS OF:										
ASSIGNED	\$	0	\$	29,937	\$	32,187	\$	(86,599)	\$	(221,276)
FUND BALANCE TOTAL	\$	0	\$	29,937	\$	32,187	\$	(86,599)	\$	(221,276)

**CITY OF SHEBOYGAN**

**REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION**

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**ITEM DESCRIPTION:** Res. No. 103-20-21 by Alderperson Donohue and Sorenson establishing the 2021 Budget appropriations and 2020 Tax Levy use during the calendar year.

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**REPORT PREPARED BY:** Eric Bushman, Information Technology Director

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**REPORT DATE:** October 8, 2020

**MEETING DATE:** October 12, 2020

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**FISCAL SUMMARY:**

Budget Line Item: N/A  
Budget Summary: N/A  
Budgeted Expenditure: N/A  
Budgeted Revenue: N/A

**STATUTORY REFERENCE:**

Wisconsin Statutes: N/A  
Municipal Code: N/A

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**BACKGROUND / ANALYSIS:**

The 2021 Executive Program Budget in brief contains summary financial data which includes the Cable TV budget.

- A decrease of \$10,786 in Contracted Services with elimination of LiveU Upgrade.

Details are provided on the attached Mission Page(s).

**STAFF COMMENTS:**

None

**ACTION REQUESTED:**

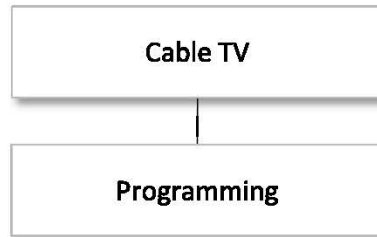
Motion to recommend the Common Council adopt Res. No. 103-20-21 by Alderperson Donohue and Sorenson regarding the Cable TV 2021 budget as presented.

**ATTACHMENTS:**

1. 2021 Cable TV Mission Page

# CABLE TV FRANCHISE FUND

FUND 270



**Total Employees: 1.25**

## Fund Purpose

To provide cable television services, video products, and services that meet the requirements of the City of Sheboygan, the affiliated organizations and the public in a quality and cost effective manner.

## Fund Description

This program is administered by the Information Technology Department. As a customer service based and quality focused department, the Cable TV Division provides media production and distribution services to support goals and strategic directions of its customers within the parameters of the core values in the following manner:

1. Research and implementation of current technologies in the broadcasting industry.
2. Form partnerships with other media organization(s) to work in a collaborative manner.
3. Leverage underwriting and video production capabilities as a service to provide for other organizations.
4. Broadcast live city meetings and events along with other events requested.
5. Produce a variety of informational video productions.

## 2021 Budget Highlights

The 2021 Budget includes the following change:

- A decrease of \$10,786 in Contracted Services with elimination of LiveU upgrade.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Permanent Staffing</b>					
Program Director	1.00	1.00	1.00	1.00	1.00
Production Technician	0.50	0.50	0.25	0.25	0.25
<b>Total Staffing</b>	<b>1.50</b>	<b>1.50</b>	<b>1.25</b>	<b>1.25</b>	<b>1.25</b>

## CABLE TV FRANCHISE FUND

FUND 270

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Revenues</b>					
Licenses and Permits	554,735	661,424	486,000	486,000	486,000
Charges for Service	924	955	640	640	640
Miscellaneous Revenue	6,010	14,750	7,000	11,595	10,635
<b>Total Revenues</b>	<b>561,670</b>	<b>677,129</b>	<b>493,640</b>	<b>498,235</b>	<b>497,275</b>

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Expenditures</b>					
Personal Services	133,210	120,903	117,007	112,527	120,990
Non-Personal Services	34,158	66,713	91,166	58,666	55,663
Capital Outlay	47,967	176,486	40,000	30,000	0
Interfund Transfers	425,000	425,000	304,549	304,549	304,549
<b>Total Expenditures</b>	<b>640,336</b>	<b>789,102</b>	<b>552,722</b>	<b>505,742</b>	<b>481,202</b>

**Strategic Plan Focus Area:** Communication.

**Goal:** To provide open and transparent coverage of municipal meetings, and quality community programs to viewers.

**Objectives:**

1. Maintain the number of programs produced.
2. Maintain Internet viewership.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Measurements</b>					
<b>Workload</b>					
Number of programs produced	338	622	500	500	500
Number of PSAs Produced	5	1	9	6	6
Number of televised Common Council- Committee of the Whole meetings / Missed	N/A	20/9	29	28/1	29/0
<b>Effectiveness</b>					
On-Demand viewing	8,298	4,375	8,400	4,000	4,500
On-Demand unique visitors	3,500	2,359	3,500	3,500	3,500

**Strategic Plan Focus Area:** Communication.

**Goal:** To ensure quality TV programming is provided to its viewers.

**Objectives:**

1. Replace aging intercom system in studio.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Measurements</b>					
<b>Workload</b>					
Number of programs produced	7,074	6,931	7,000	7,000	7,000
<b>Effectiveness</b>					

**CABLE TV FRANCHISE FUND**

FUND 270

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Resident Satisfaction Rating	89%	94%	80%	84%	80%
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# CABLE TV FRANCHISE FUND

FUND 270

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>REVENUES</b>					
<b>LICENSES &amp; PERMITS</b>					
422941 CATV FRANCHISE FEE	554,735	661,424	486,000	486,000	486,000
<b>TOTAL</b>	<b>\$ 554,735</b>	<b>\$ 661,424</b>	<b>\$ 486,000</b>	<b>\$ 486,000</b>	<b>\$ 486,000</b>
<b>CHARGES FOR SERVICES</b>					
443911 PUBLIC RELATION ADS	576	95	300	300	300
449916 TAPE REPRODUCTIONS	348	360	300	300	300
449921 FILM PRODUCTIONS	-	500	40	40	40
<b>TOTAL</b>	<b>\$ 924</b>	<b>\$ 955</b>	<b>\$ 640</b>	<b>\$ 640</b>	<b>\$ 640</b>
<b>MISCELLANEOUS REVENUE</b>					
461101 INTEREST ON INVESTMENTS	1,754	14,750	5,000	9,595	8,635
469101 SALE OF EQUIPMENT	-	-	2,000	2,000	2,000
469999 OTHER MISCELLANEOUS REV	4,256	-	-	-	-
<b>TOTAL</b>	<b>\$ 6,010</b>	<b>\$ 14,750</b>	<b>\$ 7,000</b>	<b>\$ 11,595</b>	<b>\$ 10,635</b>
<b>TOTAL REVENUES</b>	<b>\$ 561,670</b>	<b>\$ 677,129</b>	<b>\$ 493,640</b>	<b>\$ 498,235</b>	<b>\$ 497,275</b>
<b>PERSONAL SERVICES</b>					
510110 FULL TIME SALARIES - REGULAR	74,242	69,183	69,824	69,824	72,283
510130 TEMPORARY SALARIES - REGULAR	13,267	7,615	7,980	3,500	7,980
510310 FICA	5,172	4,426	4,671	4,671	4,809
510311 MEDICARE	1,209	1,035	1,092	1,092	1,125
510320 WI RETIREMENT FUND	4,950	4,557	4,714	4,714	4,879
510340 HEALTH INSURANCE	21,717	23,790	24,876	24,876	26,064
510341 RETIREE HEALTH INSURANCE	8,902	6,528	-	-	-
510350 DENTAL INSURANCE	1,529	1,536	1,606	1,606	1,606
510351 UNFUNDED PENSION LIABILITY	1,236	1,236	1,236	1,236	1,236
510360 LIFE INSURANCE	38	51	60	60	60
510400 WORKERS COMPENSATION	948	948	948	948	948
<b>TOTAL</b>	<b>\$ 133,210</b>	<b>\$ 120,903</b>	<b>\$ 117,007</b>	<b>\$ 112,527</b>	<b>\$ 120,990</b>
<b>NON-PERSONAL SERVICES</b>					
521400 ADVERTISING & MARKETING	664	-	2,640	2,640	1,000
521900 CONTRACTED SERVICES	17,431	36,505	19,442	19,442	8,656
522110 VEHICLE MAINTENANCE	-	-	1,920	1,920	1,920
523110 OFFICE EQUIPMENT MAINTENANCE	70	21	1,440	1,440	-
523120 COMPUTER MAINTENANCE	-	-	13,316	13,316	12,986
523122 SOFTWARE MAINTENANCE	-	-	200	200	200
523125 IT SERVICES	7,200	8,944	8,211	8,211	8,704
525120 TELEPHONE	3,356	4,289	502	502	502
525135 INTERNET	-	40	1,700	1,700	1,700
526125 TRAINING & CONFERENCES	2,143	1,464	1,975	1,975	3,975
527100 CAR ALLOWANCE	650	1,139	920	920	920
530100 OFFICE SUPPLIES	532	506	600	600	600
530230 GASOLINE	327	240	420	420	420
530255 TOOLS & SMALL EQUIPMENT	1,411	4,792	34,300	1,800	10,500
530259 IT SMALL EQUIPMENT	309	8,700	3,500	3,500	3,500
540210 INSURANCE DEDUCTIBLE	66	75	80	80	80
<b>TOTAL</b>	<b>\$ 34,158</b>	<b>\$ 66,713</b>	<b>\$ 91,166</b>	<b>\$ 58,666</b>	<b>\$ 55,663</b>
<b>CAPITAL OUTLAY</b>					

# CABLE TV FRANCHISE FUND

FUND 270					
642300 COMMUNICATIONS EQUIPMENT	40	5,342	40,000	30,000	-
642400 AUDIO VISUAL EQUIPMENT	47,927	171,144	-	-	-
<b>TOTAL</b>	<b>\$ 47,967</b>	<b>\$ 176,486</b>	<b>\$ 40,000</b>	<b>\$ 30,000</b>	<b>\$ -</b>
<b><u>INTERGOVERNMENTAL TRANSFER</u></b>					
811101 INTERFUND EXP-GENERAL FUND	425,000	425,000	304,549	304,549	304,549
<b>TOTAL</b>	<b>\$ 425,000</b>	<b>\$ 425,000</b>	<b>\$ 304,549</b>	<b>\$ 304,549</b>	<b>\$ 304,549</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 640,336</b>	<b>\$ 789,102</b>	<b>\$ 552,722</b>	<b>\$ 505,742</b>	<b>\$ 481,202</b>
<b>REVENUES LESS EXPENSES</b>	<b>\$ (78,666)</b>	<b>\$ (111,973)</b>	<b>\$ (59,082)</b>	<b>\$ (7,507)</b>	<b>\$ 16,073</b>
<b><u>FUND BALANCE</u></b>					
<b>BEGINNING FUND BALANCE</b>	<b>\$ 823,776</b>	<b>\$ 745,110</b>	<b>\$ 633,137</b>	<b>\$ 633,137</b>	<b>\$ 625,630</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 745,110</b>	<b>\$ 633,137</b>	<b>\$ 574,055</b>	<b>\$ 625,630</b>	<b>\$ 641,703</b>

**CABLE TV FRANCHISE FUND**

FUND 270

ENDING FUND BALANCE CONSISTS OF:

ASSIGNED	\$	745,110	\$	633,137	\$	574,055	\$	625,630	\$	641,703
FUND BALANCE TOTAL	\$	745,110	\$	633,137	\$	574,055	\$	625,630	\$	641,703

**CITY OF SHEBOYGAN**

**REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION**

---

**ITEM DESCRIPTION:** Res. No. 103-20-21 by Alderperson Donohue and Sorenson establishing the 2021 Budget appropriations and 2020 Tax Levy use during the calendar year.

---

**REPORT PREPARED BY:** Eric Bushman, Information Technology Director

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**REPORT DATE:** October 8, 2020

**MEETING DATE:** October 12, 2020

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**FISCAL SUMMARY:**

Budget Line Item: N/A  
Budget Summary: N/A  
Budgeted Expenditure: N/A  
Budgeted Revenue: N/A

**STATUTORY REFERENCE:**

Wisconsin Statutes: N/A  
Municipal Code: N/A

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**BACKGROUND / ANALYSIS:**

The 2021 Executive Program Budget in brief contains summary financial data which includes the Information Technology budget.

Details are provided on the attached Mission Page(s).

**STAFF COMMENTS:**

None

**ACTION REQUESTED:**

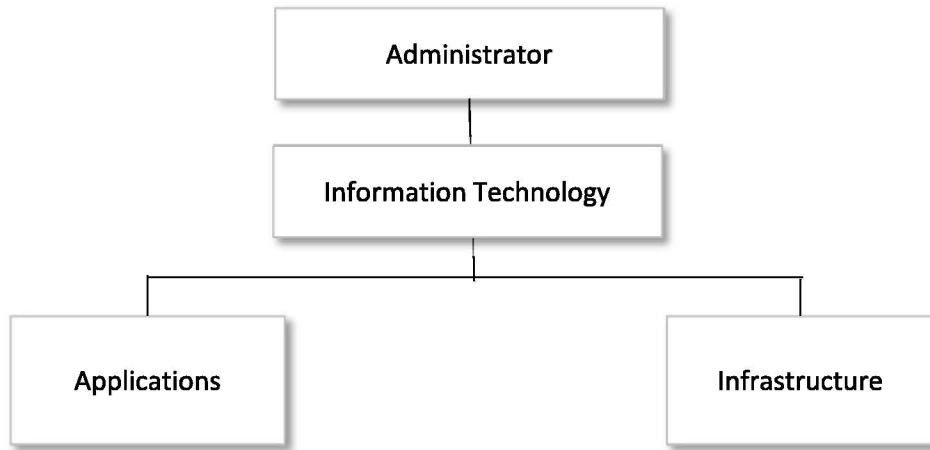
Motion to recommend the Common Council adopt Res. No. 103-20-21 by Alderperson Donohue and Sorenson regarding the Information Technology 2021 budget as presented.

**ATTACHMENTS:**

1. 2021 Information Technology Mission Page

# INFORMATION TECHNOLOGY FUND

FUND 707



**Total Employees: 5.00**

## Fund Purpose

To provide products and services that meet the requirements of the City of Sheboygan, the affiliated organizations, and the public in such a manner that is easy to understand, access, and use.

## Fund Description

As a customer service based, and quality focused department, the Information Technology Department provides a vibrant infrastructure, an integrated tool set of applications and information access services to support current and future technology goals and the strategic plan focus areas of the City of Sheboygan. This program is administered by the Information Technology Department.

## 2021 Budget Highlight

There are no notable changes in the 2021 Budget.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Permanent Staffing</b>					
IT Director	1.00	1.00	1.00	1.00	1.00
Systems Analyst	2.00	2.00	2.00	2.00	2.00
Network Administrator	1.00	1.00	2.00	1.00	1.00
PC Specialist	1.00	1.00	1.00	1.00	1.00
<b>Total Staffing</b>	<b>5.00</b>	<b>5.00</b>	<b>6.00</b>	<b>5.00</b>	<b>5.00</b>

## INFORMATION TECHNOLOGY FUND

FUND 707

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Revenues</b>					
Intergovernmental Revenue	0	24,348	8,116	8,116	8,603
Charges for service	880,618	937,361	992,310	998,138	1,057,512
Miscellaneous Revenue	18,587	11,062	6,000	366,925	4,432
<b>Total Revenues</b>	<b>899,205</b>	<b>972,770</b>	<b>1,006,426</b>	<b>1,373,179</b>	<b>1,070,547</b>

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Expenditures</b>					
Personal Services	539,109	616,227	584,657	573,157	590,341
Non-Personal Services	280,894	336,109	362,902	681,344	374,060
Depreciation	50,794	89,853	50,794	50,794	50,794
<b>Total Expenditures</b>	<b>870,797</b>	<b>1,042,190</b>	<b>998,353</b>	<b>1,305,295</b>	<b>1,015,195</b>

**Strategic Plan Focus Area:** Governing and Fiscal Management.

**Goal:** To deliver technical services in a timely manner.

**Objectives:**

1. Close all Critical/High IT Help Request tickets within a 5 day window.

<b>Measurements</b>	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Workload</b>					
Average days to close for critical/high IT help request types	N/A	4.8	5	5	5
<b>Efficiency</b>					
Percent of IT help request	N/A	75%	90%	90%	90%

**Strategic Plan Focus Area:** Governing and Fiscal Management.

**Goal:** Keep technology components current.

**Objectives:**

1. Maintain the firmware and software on all core servers and network switches to be the most current level or one revision back from what is publicly available.

<b>Measurements</b>	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Workload</b>					
Core servers/network switches maintained	N/A	98%	100%	100%	100%

# INFORMATION TECHNOLOGY FUND

FUND 707

**Strategic Plan Focus Area:** Governing and Fiscal Management.

**Goal:** To reduce the areas of risk where a security breach may occur.

**Objectives:**

1. Deploy the FortiClient anti-virus on city computers.
2. Conduct regular security assessments by an outside firm.
3. Implement SANS top 20 Security Controls.

**Measurements**

**Workload**

System availability

2018	2019	2020	2020	2021
Actual	Actual	Amended	Estimated	Executive
N/A	97%	99%	99%	99.5%

# INFORMATION TECHNOLOGY FUND

FUND 707

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>REVENUES</b>					
<b><u>INTERGOVERNMENTAL REVENUE</u></b>					
437221 INTERGOVERNMENTAL REVENUE	-	24,348	8,116	8,116	8,603
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 24,348</b>	<b>\$ 8,116</b>	<b>\$ 8,116</b>	<b>\$ 8,603</b>
<b><u>CHARGES FOR SERVICES</u></b>					
441611 PUBLIC INFORMATION REQUEST	-	94	-	-	-
441701 IT EQUIPMENT RENTAL	132,910	133,455	140,887	146,033	154,794
441725 IT SERVICES CHARGE	739,118	795,202	842,873	843,555	894,168
441726 INTERNET ACCESS	8,590	8,610	8,550	8,550	8,550
<b>TOTAL</b>	<b>\$ 880,618</b>	<b>\$ 937,361</b>	<b>\$ 992,310</b>	<b>\$ 998,138</b>	<b>\$ 1,057,512</b>
<b><u>MISCELLANEOUS REVENUE</u></b>					
461101 INTEREST ON INVESTMENTS	11,072	11,062	6,000	4,925	4,432
469999 OTHER MISCELLANEOUS REV	7,515	-	-	362,000	-
<b>TOTAL</b>	<b>\$ 18,587</b>	<b>\$ 11,062</b>	<b>\$ 6,000</b>	<b>\$ 366,925</b>	<b>\$ 4,432</b>
<b>TOTAL REVENUES</b>	<b>\$ 899,205</b>	<b>\$ 972,770</b>	<b>\$ 1,006,426</b>	<b>\$ 1,373,179</b>	<b>\$ 1,070,547</b>
<b><u>PERSONAL SERVICES</u></b>					
510110 FULL TIME SALARIES - REGULAR	398,470	443,418	428,299	428,299	437,961
510111 FULL TIME SALARIES - OVERTIME	219	288	-	500	-
510130 TEMPORARY SALARIES - REGULAR	13,570	4,170	12,000	-	12,000
510310 FICA	24,654	26,700	26,967	26,967	27,535
510311 MEDICARE	5,766	6,244	6,310	6,310	6,440
510320 WI RETIREMENT FUND	40,983	59,421	28,913	28,913	29,562
510340 HEALTH INSURANCE	36,472	50,801	54,714	54,714	57,328
510341 RETIREE HEALTH INSURANCE	7,121	14,361	16,595	16,595	8,653
510350 DENTAL INSURANCE	2,391	2,952	2,926	2,926	2,926
510351 UNFUNDED PENSION LIABILITY	6,360	6,360	6,360	6,360	6,360
510360 LIFE INSURANCE	905	1,050	1,105	1,105	1,108
510399 FRINGE BENEFITS-WLRLI	1,730	(7)	-	-	-
510400 WORKERS COMPENSATION	468	468	468	468	468
<b>TOTAL</b>	<b>\$ 539,109</b>	<b>\$ 616,227</b>	<b>\$ 584,657</b>	<b>\$ 573,157</b>	<b>\$ 590,341</b>
<b><u>NON-PERSONAL SERVICES</u></b>					
521900 CONTRACTED SERVICES	61,692	43,724	52,945	62,945	65,820
523120 COMPUTER MAINTENANCE	36,890	56,605	43,232	43,232	61,000
523122 SOFTWARE MAINTENANCE	145,318	168,909	166,767	176,767	177,530
525120 TELEPHONE	25,180	24,671	27,800	27,800	27,900
525125 MOBILE TELEPHONE	628	550	3,000	1,000	3,000
526125 TRAINING & CONFERENCES	5,901	11,552	17,310	2,000	18,160
527100 CAR ALLOWANCE	1,787	2,524	3,500	3,000	3,500
530100 OFFICE SUPPLIES	1,036	1,215	1,200	600	1,200
530255 TOOLS & SMALL EQUIPMENT	50	626	2,000	2,000	2,000
530259 IT SMALL EQUIPMENT	2,414	25,733	45,148	362,000	13,950
<b>TOTAL</b>	<b>\$ 280,894</b>	<b>\$ 336,109</b>	<b>\$ 362,902</b>	<b>\$ 681,344</b>	<b>\$ 374,060</b>
<b><u>DEPRECIATION</u></b>					
994000 DEPRECIATION-MACHINERY	50,794	89,853	50,794	50,794	50,794
<b>TOTAL</b>	<b>\$ 50,794</b>	<b>\$ 89,853</b>	<b>\$ 50,794</b>	<b>\$ 50,794</b>	<b>\$ 50,794</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 870,797</b>	<b>\$ 1,042,190</b>	<b>\$ 998,353</b>	<b>\$ 1,305,295</b>	<b>\$ 1,015,195</b>

# INFORMATION TECHNOLOGY FUND

FUND 707

<b>REVENUES LESS EXPENSES</b>	<b>\$ 28,408</b>	<b>\$ (69,419)</b>	<b>\$ 8,073</b>	<b>\$ 67,884</b>	<b>\$ 55,353</b>
<b>NET POSITION</b>					
<b>BEGINNING NET POSITION</b>	<b>\$ 1,082,208</b>	<b>\$ 1,109,839</b>	<b>\$ 1,040,419</b>	<b>\$ 1,040,419</b>	<b>\$ 1,108,303</b>
<b>ENDING NET POSITION</b>	<b>\$ 1,109,839</b>	<b>\$ 1,040,419</b>	<b>\$ 1,048,492</b>	<b>\$ 1,108,303</b>	<b>\$ 1,163,656</b>
<b>CAPITAL OUTLAY</b>					
642200 IT EQUIPMENT	32	-	25,000	30,744	230,000
642300 COMMUNICATIONS EQUIPMENT	745	-	-	-	-
649100 OTHER EQUIPMENT	-	-	100,000	90,000	-
<b>TOTAL</b>	<b>\$ 777</b>	<b>\$ -</b>	<b>\$ 125,000</b>	<b>\$ 120,744</b>	<b>\$ 230,000</b>
<b>NET POSITION CONSISTS OF:</b>					
<b>NET INVESTMENT IN CAPITAL ASSETS</b>	<b>\$ 319,366</b>	<b>\$ 636,688</b>	<b>\$ 761,688</b>	<b>\$ 757,432</b>	<b>\$ 549,366</b>
<b>RESTRICTED FOR PENSION BENEFITS</b>	<b>\$ 136,655</b>	<b>\$ 236,485</b>	<b>\$ 236,485</b>	<b>\$ 236,485</b>	<b>\$ 236,485</b>
<b>UNRESTRICTED</b>	<b>\$ 653,818</b>	<b>\$ 167,246</b>	<b>\$ 50,319</b>	<b>\$ 114,386</b>	<b>\$ 377,805</b>
	<b>\$ 1,109,839</b>	<b>\$ 1,040,419</b>	<b>\$ 1,048,492</b>	<b>\$ 1,108,303</b>	<b>\$ 1,163,656</b>

**CITY OF SHEBOYGAN**

**REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION**

---

**ITEM DESCRIPTION:** Res. No. 103-20-21 by Alderperson Donohue and Sorenson establishing the 2021 Budget appropriations and 2020 Tax Levy use during the calendar year.

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**REPORT PREPARED BY:** Vicky Schneider, Interim Director of Senior Services

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**REPORT DATE:** October 6, 2020

**MEETING DATE:** October 12, 2020

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**FISCAL SUMMARY:**

Budget Line Item: N/A  
Budget Summary: N/A  
Budgeted Expenditure: N/A  
Budgeted Revenue: N/A

**STATUTORY REFERENCE:**

Wisconsin Statutes: N/A  
Municipal Code: N/A

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**BACKGROUND / ANALYSIS:**

The 2021 Executive Program Budget in brief contains summary financial data which includes the budget for the Department of Senior Services.

Details are provided on the attached Mission Pages.

**STAFF COMMENTS:**

None

**ACTION REQUESTED:**

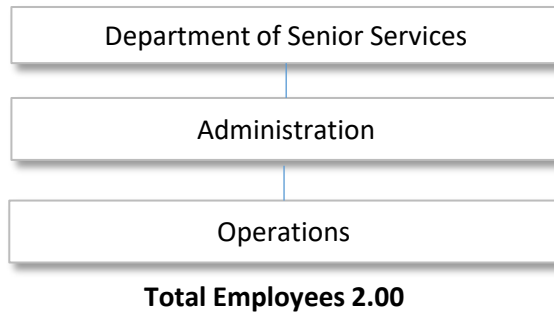
Motion to recommend the Common Council adopt Res. No. 103-20-21 by Alderperson Donohue and Sorenson regarding the Senior Activity Center of Sheboygan 2021 budget as presented.

**ATTACHMENTS:**

1. 2021 Department of Senior Services Mission Pages.

# SENIOR ACTIVITY CENTER

ORG 10156100



## Division Purpose

To provide a dynamic community center encouraging wellness, learning and recreation for Sheboygan’s diverse semi-retired and retired residents.

## Division Description

In collaboration with the Friends of the Senior Activity Center, a private 501c3 organization, city staff coordinates programs, oversees volunteers and manages operations. This program is administered by Senior Services.

## 2021 Budget Highlights

The 2021 Budget includes the following change:

- A net increase of \$39,853 in Personal Services changes: Program Services Coordinator added / Custodian position eliminated.

	2018	2019	2020	2020	2021
	Actual	Actual	Amended	Estimated	Executive
<b>Permanent Staffing</b>					
Director of Senior Services	0.00	0.00	0.00	1.00	1.00
Senior Center Supervisor	1.00	1.00	1.00	0.00	0.00
Assistant Supervisor	0.00	1.00	1.00	0.00	0.00
Coordinator	0.00	0.00	0.00	1.00	1.00
Program Services Coordinator	1.00	0.00	0.00	0.00	1.00
Custodian	0.28	0.28	0.28	0.00	0.00
<b>Total Staffing</b>	<b>2.28</b>	<b>2.28</b>	<b>2.28</b>	<b>2.00</b>	<b>3.00</b>

	2018	2019	2020	2020	2021
	Actual	Actual	Amended	Estimated	Executive
<b>Expenditures</b>					
Personal Services	137,849	163,897	163,689	115,359	203,542
Non-Personal Services	38,056	35,376	41,715	35,271	146,675
Capital Outlay	0	0	3,300	0	6,000
<b>Total Expenditures</b>	<b>175,905</b>	<b>199,273</b>	<b>208,704</b>	<b>150,630</b>	<b>356,217</b>

## SENIOR ACTIVITY CENTER

ORG 10156100

**Strategic Plan Focus Area:** Quality of Life, Governing, Fiscal Mangement, and Communication.

**Goal:** To engage the community as work continues on the Livable Sheboygan initiative.

**Objectives:**

1. Offer programs and opportunities which promote health, wellness and social engagement for older adults.
2. Mainta
3. Develop opportunities for intergenerational experiences with local youth and older adults.
4. Engage Senior Activity Center members in Livable Sheboygan implementation process.
5. To achieve a rating of 80% or higher satisfaction (fair, good or excellent) from residents who live in the City of Sheboygan.

<b>Measurements</b>	2018	2019	2020	2020	2021
<b><u>Workload</u></b>	Actual	Actual	Amended	Estimated	Executive
Total Check-Ins	43,052	18,850	19,500	7,282	19,500
Average daily Check-Ins	169	90	100	45	100
Total membership	653	709	730	794	730
Active members	N/A	278	300	318	300
Volunteer program leaders	20	20	20	25	20
Number of facility rentals	3	4	5	0	5
Community partnerships	17	17	17	17	17
Intergenerational events	5	5	5	0	5
Number of Livable Sheboygan initiative volunteers	N/A	25	25	25	25
<b><u>Effectiveness</u></b>					
Resident satisfaction rating	98%	97%	80%	88%	80%
Member satisfaction rating	100%	80%	80%	N/A	80%

# SENIOR ACTIVITY CENTER

ORG 10156100

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>PERSONAL SERVICES</b>					
510110 FULL TIME SALARIES - REGULAR	91,852	122,034	118,330	70,000	142,616
510111 FULL TIME SALARIES - OVERTIME	185	-	-	-	-
510130 TEMPORARY SALARIES - REGULAR	2,189	1,229	-	-	-
510310 FICA	5,372	7,381	7,178	7,178	8,668
510311 MEDICARE	1,256	1,726	1,679	1,679	2,027
510320 WI RETIREMENT FUND	5,726	6,897	7,387	7,387	9,546
510340 HEALTH INSURANCE	27,329	20,755	24,876	24,876	35,961
510350 DENTAL INSURANCE	1,799	1,730	2,091	2,091	2,576
510351 UNFUNDED PENSION LIABILITY	1,740	1,740	1,740	1,740	1,740
510360 LIFE INSURANCE	17	22	24	24	24
510400 WORKERS COMPENSATION	384	384	384	384	384
<b>TOTAL</b>	<b>\$ 137,849</b>	<b>\$ 163,897</b>	<b>\$ 163,689</b>	<b>\$ 115,359</b>	<b>\$ 203,542</b>
<b>NON-PERSONAL SERVICES</b>					
521900 CONTRACTED SERVICES	3,369	2,595	2,880	2,880	102,880
523110 OFFICE EQUIPMENT MAINTENANCE	2,123	1,877	2,172	2,172	2,172
523125 IT SERVICES	7,500	8,069	8,553	8,553	8,553
524110 BUILDING EXTERIOR MAINTENANCE	8,167	6,820	6,000	8,000	6,000
524135 JANITORIAL SERVICES	1,173	1,058	1,600	500	1,600
525100 ELECTRIC	8,520	8,514	10,094	7,500	15,000
525105 WATER	719	738	700	700	750
525110 SEWER	443	580	396	396	600
525135 INTERNET	90	90	120	120	120
525140 GAS - UTILITY	2,923	2,991	3,700	2,700	5,500
526110 PROFESSIONAL ORGANIZATIONS	-	-	500	500	500
526125 TRAINING & CONFERENCES	-	-	2,500	250	500
527100 CAR ALLOWANCE	196	-	-	-	-
530100 OFFICE SUPPLIES	911	689	1,500	800	1,500
530200 PROGRAM SUPPLIES	-	163	-	-	-
530259 IT SMALL EQUIPMENT	1,922	1,124	1,000	200	1,000
539999 MISCELLANEOUS EXP	-	68	-	-	-
<b>TOTAL</b>	<b>\$ 38,056</b>	<b>\$ 35,376</b>	<b>\$ 41,715</b>	<b>\$ 35,271</b>	<b>\$ 146,675</b>
<b>CAPITAL OUTLAY</b>					
642500 OFFICE FURNITURE/FURNISHINGS	-	-	3,300	-	6,000
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,300</b>	<b>\$ -</b>	<b>\$ 6,000</b>
<b>TOTAL SENIOR ACTIVITY CENTER</b>	<b>\$ 175,905</b>	<b>\$ 199,273</b>	<b>\$ 208,704</b>	<b>\$ 150,630</b>	<b>\$ 356,217</b>

**CITY OF SHEBOYGAN**

**REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION**

---

**ITEM DESCRIPTION:** Res. No. 103-20-21 by Alderperson Donohue and Sorenson establishing the 2021 Budget appropriations and 2020 Tax Levy use during the calendar year.

---

**REPORT PREPARED BY:** Vicky Schneider, Director of Human Resources and Labor Relations

---

**REPORT DATE:** October 6, 2020

**MEETING DATE:** October 12, 2020

---

**FISCAL SUMMARY:**

Budget Line Item: N/A  
Budget Summary: N/A  
Budgeted Expenditure: N/A  
Budgeted Revenue: N/A

**STATUTORY REFERENCE:**

Wisconsin Statutes: N/A  
Municipal Code: N/A

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**BACKGROUND / ANALYSIS:**

The 2021 Executive Program Budget in brief contains summary financial data which includes the Department of Human Resources/Labor. Notable changes include a \$6,500 reduction in contracted services and an increase of \$4,533 for training and conferences. A \$375,000 HSA contribution will be made from the Health Insurance Fund.

Details are provided on the attached Mission Pages.

**STAFF COMMENTS:**

None

**ACTION REQUESTED:**

Motion to recommend the Common Council adopt Res. No. 103-20-21 by Alderperson Donohue and Sorenson regarding the Department of Human Resources/Labor 2021 budget as presented.

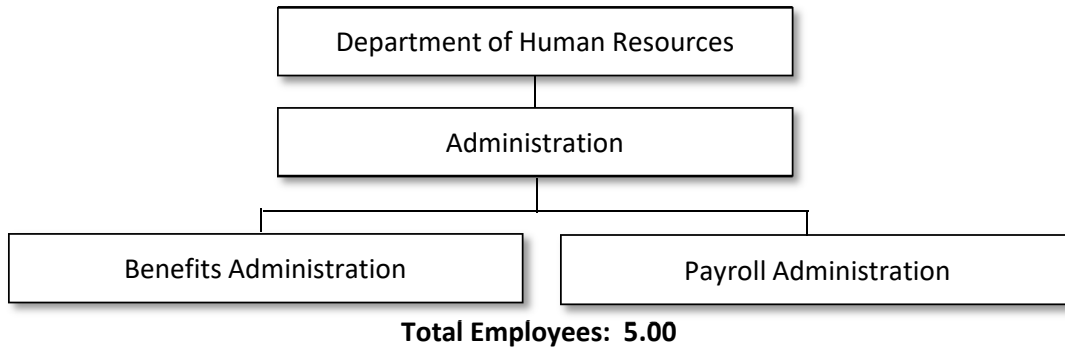
**ATTACHMENTS:**

1. 2021 Department of Human Resources/Labor Mission Page

# HUMAN RESOURCES/LABOR

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ORG 10118100



## Department Purpose

To provide qualified applicants and employees to various departments to successfully serve the City of Sheboygan. In addition, to provide employees with appropriate compensation and benefits programs both during employment and into retirement.

## Department Description

The Human Resources Department is responsible for recruitment of qualified applicants, employee orientation, maintenance of personnel records, administration of employee benefits, retirement processing, compensation administration, job classification and labor market research, employee relations, labor negotiations, health and wellness administration, and regulatory compliance. This program is administered by the Human Resources Department.

### Department Description

The Human Resources Department is responsible for recruitment of qualified applicants, employee orientation, maintenance of personnel records, administration of employee benefits, retirement processing, compensation administration, job classification and labor market research, employee relations, labor negotiations, health and wellness administration, and regulatory compliance. This program is administered by the Human Resources Department.

## 2021 Budget Highlight

The 2021 Budget includes the following changes:

- A decrease in Contracted Services of \$6,500 resulting from a realignment of services.
- A increase in Training and Conferences of \$4,533 to support new initiatives.

## HUMAN RESOURCES/LABOR

ORG 10118100

	2018	2019	2020	2020	2021
	Actual	Actual	Amended	Estimated	Executive
<b>Permanent Staffing</b>					
Director of HR/Labor Relations	1.00	1.00	1.00	1.00	1.00
Payroll Administrator	1.00	1.00	1.00	1.00	1.00
Benefits Administrator/Analyst	1.00	1.00	1.00	1.00	1.00
Human Resources Generalist	1.00	1.00	1.00	1.00	1.00
Accountant I	0.60	0.60	0.60	0.00	0.00
Administrative Services Clerk II	0.00	0.00	0.00	1.00	1.00
<b>Total Staffing</b>	<b>4.60</b>	<b>4.60</b>	<b>4.60</b>	<b>5.00</b>	<b>5.00</b>

	2018	2019	2020	2020	2021
	Actual	Actual	Amended	Estimated	Executive
<b>Expenditures</b>					
Personal Services	185,243	213,776	231,072	231,133	216,597
Non-Personal Services	128,967	129,159	124,342	106,026	136,822
<b>Total Expenditures</b>	<b>314,210</b>	<b>342,935</b>	<b>355,414</b>	<b>337,159</b>	<b>353,419</b>

### Strategic Plan Focus Area: Governing and Fiscal Management

**Goal:** Ensure quality employee and labor relation services.

**Objectives:**

1. To review policies and procedures for relevancy, outlined expectations and consistent execution.
2. To analyze benefit vendors for optimal quality of service, location for our employees, and competitive pricing.
3. To monitor reliability and affordability of service for customers.
4. To research, evaluate and pursue additional funding opportunities through partnerships, relationships and grants.

	2018	2019	2020	2020	2021
<b>Measurements</b>					
<b>Effectiveness</b>	Actual	Actual	Amended	Estimated	Executive
Resident satisfaction rating	90%	96%	80%	81%	80%

# HUMAN RESOURCES/LABOR

ORG 10118100

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>PERSONAL SERVICES</b>					
510110 FULL TIME SALARIES - REGULAR	132,103	155,862	158,761	158,761	139,130
510111 FULL TIME SALARIES - OVERTIME	681	608	-	-	-
510130 TEMPORARY SALARIES - REGULAR	7,438	2,586	-	61	2,500
510310 FICA	8,111	9,133	9,681	9,681	8,517
510311 MEDICARE	1,908	2,169	2,264	2,264	1,993
510320 WI RETIREMENT FUND	8,833	9,890	10,625	10,625	9,325
510340 HEALTH INSURANCE	19,709	14,639	23,027	23,027	28,671
510341 RETIREE HEALTH INSURANCE	-	12,378	19,496	19,496	19,230
510350 DENTAL INSURANCE	2,209	2,281	2,958	2,958	3,052
510351 UNFUNDED PENSION LIABILITY	2,844	2,844	2,884	2,884	2,884
510360 LIFE INSURANCE	231	209	200	200	122
510400 WORKERS COMPENSATION	1,176	1,176	1,176	1,176	1,173
<b>TOTAL</b>	<b>\$ 185,243</b>	<b>\$ 213,776</b>	<b>\$ 231,072</b>	<b>\$ 231,133</b>	<b>\$ 216,597</b>
<b>NON-PERSONAL SERVICES</b>					
521210 NEGOTIATION & ARBITRATION SERV	18,152	1,280	5,000	4,000	5,000
521400 ADVERTISING & MARKETING	7,938	2,915	4,000	2,500	4,000
521900 CONTRACTED SERVICES	36,776	15,647	11,500	11,500	12,000
523110 OFFICE EQUIPMENT MAINTENANCE	3,257	3,833	4,400	4,400	4,400
523120 COMPUTER MAINTENANCE	7,000	7,000	7,420	7,420	7,865
523125 IT SERVICES	18,700	20,118	21,965	21,965	23,283
525125 MOBILE TELEPHONE	440	480	480	480	480
525135 INTERNET	120	120	120	120	120
526110 PROFESSIONAL ORGANIZATIONS	1,250	2,204	2,225	2,225	2,225
526125 TRAINING & CONFERENCES	6,699	13,525	11,816	7,000	16,349
526160 EMPLOYEE RECOGNITION/AWARDS	11,832	15,166	14,000	10,000	14,000
527100 CAR ALLOWANCE	1,128	1,802	2,100	2,100	2,100
530100 OFFICE SUPPLIES	1,969	4,704	6,000	4,000	5,000
530259 IT SMALL EQUIPMENT	1,233	4,548	3,316	3,316	-
550900 WELLNESS INITIATIVE	12,473	35,816	30,000	25,000	40,000
<b>TOTAL</b>	<b>\$ 128,967</b>	<b>\$ 129,159</b>	<b>\$ 124,342</b>	<b>\$ 106,026</b>	<b>\$ 136,822</b>
<b>TOTAL HUMAN RESOURCES/LABOR</b>	<b>\$ 314,210</b>	<b>\$ 342,935</b>	<b>\$ 355,414</b>	<b>\$ 337,159</b>	<b>\$ 353,419</b>

# HEALTH INSURANCE FUND

FUND 704

## Fund Purpose

To provide qualified employees, retirees and their families a health insurance plan that provides coverage in the event medical care is needed, and a program that complies with the requirements of the Affordable Care Act.

## Fund Description

The City of Sheboygan provides a self-insured, health insurance program, administered through UMR, a third-party administrator (“TPA”). The benefit costs are shared with the employees. This program is administered by the Human Resources Department.

## 2021 Budget Highlight

The 2021 Budget includes the following change:

- An increase of \$375,000 in HSA Contributions to employees.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Revenues</b>					
Charges for Services	6,608,964	6,798,403	6,770,405	6,770,405	7,010,667
Miscellaneous Revenue	66,926	117,767	40,000	61,671	55,504
<b>Total Revenues</b>	<b>6,675,889</b>	<b>6,916,170</b>	<b>6,810,405</b>	<b>6,832,076</b>	<b>7,066,171</b>

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Expenditures</b>					
Personal Services	128,261	144,031	146,778	146,778	168,286
Non-Personal Services	7,316,926	6,494,879	6,881,100	6,462,100	7,411,600
<b>Total Expenditures</b>	<b>7,445,187</b>	<b>6,638,910</b>	<b>7,027,878</b>	<b>6,608,878</b>	<b>7,579,886</b>

**Strategic Plan Focus Area:** Governing and Fiscal Management.

**Goal:** To ensure quality employee and labor relations services.

### Objectives:

1. Review policies and procedures for relevancy, outlined expectations and consistent execution.
2. Analyze benefit vendors for optimal quality of service, location for our employees, and competitive pricing.
3. Monitor reliability and affordability of service for customers.
4. Research, evaluate and pursue additional funding opportunities through partnerships, relationships and grants.

# HEALTH INSURANCE FUND

FUND 704

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>REVENUES</b>					
<b><u>CHARGES FOR SERVICES</u></b>					
441911 HEALTH PREMIUMS-ACTIVE	5,472,467	5,636,807	5,810,946	5,810,946	6,088,027
441921 DENTAL PREMIUMS-EMPLOYEE	427,480	409,003	429,728	429,728	431,987
441951 HEALTH PREMIUMS-W/O MED	295,893	318,828	256,733	256,733	290,047
441956 HEALTH PREMIUMS-W/MEDICARE	36,434	34,951	41,270	41,270	18,200
441961 HEALTH PREMIUMS-RETIRES	331,852	364,172	222,357	222,357	180,603
441971 HEALTH PREMIUMS-COBRA	44,838	34,642	9,371	9,371	1,803
<b>TOTAL</b>	<b>\$ 6,608,964</b>	<b>\$ 6,798,403</b>	<b>\$ 6,770,405</b>	<b>\$ 6,770,405</b>	<b>\$ 7,010,667</b>
<b><u>MISCELLANEOUS REVENUE</u></b>					
461101 INTEREST ON INVESTMENTS	66,506	117,767	40,000	61,671	55,504
469999 OTHER MISCELLANEOUS REV	419	-	-	-	-
<b>TOTAL</b>	<b>\$ 66,926</b>	<b>\$ 117,767</b>	<b>\$ 40,000</b>	<b>\$ 61,671</b>	<b>\$ 55,504</b>
<b>TOTAL REVENUES</b>	<b>\$ 6,675,889</b>	<b>\$ 6,916,170</b>	<b>\$ 6,810,405</b>	<b>\$ 6,832,076</b>	<b>\$ 7,066,171</b>
<b><u>PERSONAL SERVICES</u></b>					
510110 FULL TIME SALARIES - REGULAR	88,982	101,179	105,009	105,009	109,375
510111 FULL TIME SALARIES - OVERTIME	273	243	100	100	-
510130 TEMPORARY SALARIES - REGULAR	2,412	-	-	-	-
510310 FICA	5,273	5,873	6,365	6,365	6,330
510311 MEDICARE	1,233	1,374	1,488	1,488	1,480
510320 WI RETIREMENT FUND	7,986	13,696	7,058	7,058	7,375
510340 HEALTH INSURANCE	19,339	19,001	23,954	23,954	40,399
510350 DENTAL INSURANCE	1,670	1,708	2,078	2,078	2,650
510360 LIFE INSURANCE	116	112	126	126	77
510399 FRINGE BENEFITS-WLRLI	377	246	-	-	-
510400 WORKERS COMPENSATION	600	600	600	600	600
<b>TOTAL</b>	<b>\$ 128,261</b>	<b>\$ 144,031</b>	<b>\$ 146,778</b>	<b>\$ 146,778</b>	<b>\$ 168,286</b>
<b><u>NON-PERSONAL SERVICES</u></b>					
521500 ADMINISTRATION SERVICES	219,855	237,572	240,000	240,000	240,000
521900 CONTRACTED SERVICES	16,924	20,992	19,000	-	19,000
530100 OFFICE SUPPLIES	65	49	100	100	100
540205 CLAIMS	5,423,090	4,744,967	5,200,000	4,800,000	5,200,000
540206 STOP LOSS	595,086	527,905	622,000	622,000	750,000
540207 PRESCRIPTIONS	714,665	753,394	800,000	800,000	800,000
550900 WELLNESS INITIATIVE	-	-	-	-	27,500
590100 CONTRIBUTIONS	347,242	210,000	-	-	375,000
<b>TOTAL</b>	<b>\$ 7,316,926</b>	<b>\$ 6,494,879</b>	<b>\$ 6,881,100</b>	<b>\$ 6,462,100</b>	<b>\$ 7,411,600</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 7,445,187</b>	<b>\$ 6,638,910</b>	<b>\$ 7,027,878</b>	<b>\$ 6,608,878</b>	<b>\$ 7,579,886</b>
<b>REVENUES LESS EXPENSES</b>	<b>\$ (769,298)</b>	<b>\$ 277,260</b>	<b>\$ (217,473)</b>	<b>\$ 223,198</b>	<b>\$ (513,715)</b>
<b><u>NET POSITION</u></b>					
<b>BEGINNING NET POSITION</b>	<b>\$ 4,582,285</b>	<b>\$ 3,812,987</b>	<b>\$ 4,090,248</b>	<b>\$ 4,090,248</b>	<b>\$ 4,313,446</b>
<b>ENDING NET POSITION</b>	<b>\$ 3,812,987</b>	<b>\$ 4,090,248</b>	<b>\$ 3,872,774</b>	<b>\$ 4,313,446</b>	<b>\$ 3,799,731</b>
<b><u>CAPITAL OUTLAY</u></b>					
<b>NET POSITION CONSISTS OF:</b>					

**HEALTH INSURANCE FUND**

FUND 704

RESTRICTED

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\$ 3,812,987	\$ 4,090,248	\$ 3,872,774	\$ 4,313,446	\$ 3,799,731
<u>\$ 3,812,987</u>	<u>\$ 4,090,248</u>	<u>\$ 3,872,774</u>	<u>\$ 4,313,446</u>	<u>\$ 3,799,731</u>

# WORKER'S COMP INSURANCE FUND

FUND 706

## Fund Purpose

To provide employees a reputable workers compensation program that assists in the training and prevention of injuries, as well as a program that navigates the process in the event of a workers compensation injury.

## Fund Description

The City of Sheboygan partners with Cities and Villages Mutual Insurance Company ("CVMIC) to provide employees with workers compensation insurance that is compliant with state and federal regulations. This program is administered by the Human Resources Department.

## 2021 Budget Highlight

There are no notable changes for 2021.

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Revenues</b>					
Intergovernmental Revenue	610,752	610,969	610,000	610,000	610,000
Miscellaneous Revenue	29,622	60,507	13,871	34,540	31,086
<b>Total Revenues</b>	<b>640,374</b>	<b>671,477</b>	<b>623,871</b>	<b>644,540</b>	<b>641,086</b>

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>Expenditures</b>					
Personal Services	94,109	149,644	146,228	146,228	191,204
Non-Personal Services	264,998	290,789	509,000	426,000	512,000
<b>Total Expenditures</b>	<b>359,107</b>	<b>440,433</b>	<b>655,228</b>	<b>572,228</b>	<b>703,204</b>

**Strategic Plan Focus Area:** Governing and Fiscal Management.

**Goal:** To ensure quality employee and labor relations services.

### Objectives:

1. Review policies and procedures for relevancy, outlined expectations and consistent execution.
2. Analyze benefit vendors for optimal quality of service, location for our employees, and competitive pricing.
3. Monitor reliability and affordability of service for customers.
4. Research, evaluate and pursue additional funding opportunities through partnerships, relationships and grants.

# WORKER'S COMP INSURANCE FUND

FUND 706

	2018 Actual	2019 Actual	2020 Amended	2020 Estimated	2021 Executive
<b>REVENUES</b>					
<b><u>INTERGOVERNMENTAL REVENUE</u></b>					
437311 PREMIUMS CHARGED TO DEPT'S	610,752	610,969	610,000	610,000	610,000
<b>TOTAL</b>	<b>\$ 610,752</b>	<b>\$ 610,969</b>	<b>\$ 610,000</b>	<b>\$ 610,000</b>	<b>\$ 610,000</b>
<b><u>CHARGES FOR SERVICES</u></b>					
441901 WORKER'S COMP CLAIMS	-	23	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 23</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>MISCELLANEOUS REVENUE</u></b>					
461101 INTEREST ON INVESTMENTS	29,602	60,507	10,000	34,540	31,086
469999 OTHER MISCELLANEOUS REV	20	-	3,871	-	-
<b>TOTAL</b>	<b>\$ 29,622</b>	<b>\$ 60,507</b>	<b>\$ 13,871</b>	<b>\$ 34,540</b>	<b>\$ 31,086</b>
<b>TOTAL REVENUES</b>	<b>\$ 640,374</b>	<b>\$ 671,500</b>	<b>\$ 623,871</b>	<b>\$ 644,540</b>	<b>\$ 641,086</b>
<b><u>PERSONAL SERVICES</u></b>					
510110 FULL TIME SALARIES - REGULAR	67,866	69,733	71,425	71,425	87,258
510111 FULL TIME SALARIES - OVERTIME	409	365	100	100	-
510130 TEMPORARY SALARIES - REGULAR	804	-	-	-	-
510310 FICA	3,929	4,040	4,368	4,368	5,113
510311 MEDICARE	919	945	1,022	1,022	1,195
510320 WI RETIREMENT FUND	5,988	10,347	4,783	4,783	5,883
510340 HEALTH INSURANCE	12,453	9,912	9,028	9,028	35,186
510350 DENTAL INSURANCE	1,151	1,156	1,212	1,212	2,328
510351 UNFUNDED PENSION LIABILITY	192	192	192	192	192
510360 LIFE INSURANCE	116	98	98	98	49
510399 FRINGE BENEFITS-WLRLI	283	208	-	-	-
510400 WORKERS COMPENSATION	-	52,648	54,000	54,000	54,000
<b>TOTAL</b>	<b>\$ 94,109</b>	<b>\$ 149,644</b>	<b>\$ 146,228</b>	<b>\$ 146,228</b>	<b>\$ 191,204</b>
<b><u>NON-PERSONAL SERVICES</u></b>					
521200 LEGAL SERVICES	-	-	1,000	1,000	1,000
521500 ADMINISTRATION SERVICES	72,362	26,688	25,000	25,000	28,000
540205 CLAIMS	192,636	264,101	483,000	400,000	483,000
<b>TOTAL</b>	<b>\$ 264,998</b>	<b>\$ 290,789</b>	<b>\$ 509,000</b>	<b>\$ 426,000</b>	<b>\$ 512,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 359,107</b>	<b>\$ 440,433</b>	<b>\$ 655,228</b>	<b>\$ 572,228</b>	<b>\$ 703,204</b>
<b>REVENUES LESS EXPENSES</b>	<b>\$ 281,268</b>	<b>\$ 231,067</b>	<b>\$ (31,357)</b>	<b>\$ 72,312</b>	<b>\$ (62,118)</b>
<b><u>NET POSITION</u></b>					
<b>BEGINNING NET POSITION</b>	<b>\$ 1,760,767</b>	<b>\$ 2,042,035</b>	<b>\$ 2,273,102</b>	<b>\$ 2,273,102</b>	<b>\$ 2,345,414</b>
<b>ENDING NET POSITION</b>	<b>\$ 2,042,035</b>	<b>\$ 2,273,102</b>	<b>\$ 2,241,745</b>	<b>\$ 2,345,414</b>	<b>\$ 2,283,296</b>
<b>NET POSITION CONSISTS OF:</b>					
<b>UNRESTRICTED</b>	<b>\$ 2,042,035</b>	<b>\$ 2,273,102</b>	<b>\$ 2,241,745</b>	<b>\$ 2,345,414</b>	<b>\$ 2,283,296</b>
	<b>\$ 2,042,035</b>	<b>\$ 2,273,102</b>	<b>\$ 2,241,745</b>	<b>\$ 2,345,414</b>	<b>\$ 2,283,296</b>