

FINANCE COMMITTEE (Monday, May 23, 2016) 4: 00 PM MINUTES Generated by Sandy Diener on Tuesday, May 24, 2016

1. OPENING OF MEETING

1.1 ROLL CALL:

COMMITTEE MEMBERS PRESENT:

Chairman Todd Wolf, Vice-Chair Jim Bohren, Ald. John Belanger and Ald. Mary Lynn Donohue

COMMITTEE MEMBERS UNEXCUSED:

Ald. Andrew Schneider

STAFF PRESENT:

Darrell Hofland-City Administrator, Nancy Buss-Finance Director, Fire Chief Mike Romas, City Attorney Charles Adams, David Augustin-IT Director, Nancy Wasmer-Comptroller and Debbie DeAmico-Business Manager, Mead Public Library

OTHER OFFICIALS PRESENT:

Mayor Mike Vandersteen

PUBLIC PRESENT: Bryan Grunewald-Schenck SC, Phillip Bock-Sheboygan Press and Miller Jozwiak-Sheboygan Press

1.2 CALL MEETING TO ORDER: Chair Wolf

1.3 PLEDGE OF ALLEGIANCE: Recited by all those present

2. MINUTES

2.1 APPROVAL OF MINUTES - MAY 09, 2016: MOTION BY ALD. DONOHUE, SECOND BY ALD.

BOHREN TO APPROVE. ALL AYES, MOTION CARRIED.

3. CITY ADMINISTRATOR

3.1 UPDATE: Darrell Hofland: Staff received 2017 budget instructions. Staff will complete a mission statement which will include analytical information.

4. PRESENTATION

4.1 Bryan Grunewald, Schenck SC: 2015 Financials

5. ITEMS FOR DISCUSSION & POSSIBLE ACTION

5.1 RO / FINANCE DIRECTOR / JUNE 06, 2016: Submitting the annual financial report of the City of Sheboygan for the year ended December 31, 2015, prepared by Schenck SC. MOTION BY ALD. BELANGER, SECOND BY ALD. BOHREN TO RECOMMEND THE COMMON COUNCIL ACCEPT AND FILE. ALL AYES, MOTION CARRIED.

5.2 RO 25 - 16 - 17 / MAY 16, 2016 / DOC

3.1: Claim from American Orthodontics Corp. for a refund for personal property taxes assessed for the 2015 tax year. MOTION BY ALD. BELANGER, SECOND BY ALD. BOHREN TO RECOMMEND THE COMMON COUNCIL APPROVE AND REIMBURSE AMERICAN ORTHODONTICS PURSUANT TO THE STATE BOARD OF ASSESSORS RULING. ALL AYES, MOTION CARRIED.

5.3 Eliminate organization code for the Assessor's Office in the 2017 budget, amend the Table of Organization and establish oversight for assessing activities with the Finance Department. MOTION BY ALD. BOHREN, SECOND BY ALD. BELANGER TO RECOMMEND THE COMMON COUNCIL APPROVE THE RC ELIMINATING THE ORGANIZATION CODE FOR THE ASSESSOR'S OFFICE AND AMEND THE TABLE OF ORGANIZATION AND ESTABLISH OVERSIGHT FOR ASSESSING ACTIVITIES WITH THE FINANCE DEPARTMENT. ALL AYES, MOTION CARRIED.

5.4 RES / ALD. WOLF / JUNE 06, 2016: Resolution revising Section II - Meals, of the travel expense guidelines adopted by RES # 64 - 78 - 79. as revised. MOTION BY ALD. DONOHUE, SECOND BY ALD. BOHREN TO RECOMMEND THE COMMON COUNCIL APPROVE THE REVISION. ALL AYES, MOTION CARRIED.

6. ADJOURN

6.1 MOTION BY ALD. BELANGER, SECOND BY ALD. BOHREN TO ADJOURN AT 4: 45 PM. ALL AYES, MOTION CARRIED.