

*****ATTACHMENTS*****

CITY OF SHEBOYGAN
LICENSING, HEARINGS, AND PUBLIC SAFETY COMMITTEE MINUTES
OCTOBER 16, 2019

MEMBERS PRESENT: Chair Alderperson Ryan Sorenson, Vice Chair Alderperson Trey Mitchell, Alderperson Dean Dekker, Alderperson Mary Lynne Donohue, Alderperson Barbara Felde

STAFF/OFFICIALS PRESENT: City Attorney Charles C. Adams, Police Chief Christopher Domagalski, Licensing Clerk Julie Wieck, Legal Assistant Kathy Hoffman

OTHERS PRESENT: None

1. OPENING OF MEETING

1.1 Roll Call

1.2 Call to Order

Chair Alderperson Ryan Sorenson called the meeting to order at 4:00 p.m.

1.3 Pledge of Allegiance

The Pledge of Allegiance was recited.

1.4 Introduction of Committee members, staff and guests

2. MINUTES

2.1 Approval of Minutes - September 25, 2019

Motion by Alderperson Donohue, seconded by Alderperson Dekker, to approve the minutes of the previous meeting held September 25, 2019. Motion carried 5-0.

3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 Res. No. 97-19-20 (10-7-19) A Resolution authorizing the appropriate City officials to execute the Joint Powers Agreement for Sheboygan County and City of Sheboygan 911 Emergency Systems

Chief Domagalski spoke regarding the Joint Powers Agreement which the City must enter into each year.

Motion by Alderperson Felde, seconded by Alderperson Dekker, to recommend the Common Council adopt Res. No. 97-18-19. Motion carried 5-0.

3.2 R.O. No. 80-19-20 (9-16-19) Submitting various license applications for the period ending December 31, 2019 and June 30, 2021. Bev.Op. Lic. App. No. 2939 (Semir Mahmutagic)

City Attorney Adams informed the committee that Mr. Mahmutagic's application has been withdrawn.

Motion by Alderperson Donohue, seconded by Alderperson Mitchell, to accept the withdrawal of the application of Bev. Op. Lic. App. No. 2939 (Semir Mahmutagic) and to file the application. Motion carried 5-0.

3.3 R.O. No. 87-19-20 (10-7-19) Submitting various license applications for the period ending December 31, 2019, June 30, 2020 and June 30, 2021

Motion by Alderperson Mitchell, seconded by Alderperson Dekker, to grant all license applications for individuals and entities listed on the above-referenced R.O. Motion carried 5-0.

4. NEXT MEETING DATE

4.1 Next meeting date will be October 30, 2019

<https://go.boarddocs.com/wi/coswi/Board.nsf/Public>

10-17-19 Notified Clerk to release 3:45 PM

The next committee meeting is scheduled to be held on October 30, 2019 at 4:00 p.m. in Conference Room 106 on the first floor of City Hall, 828 Center Avenue.

5. ADJOURN

5.1 Motion to adjourn

Motion by Alderperson Dekker, seconded by Alderperson Felde, to adjourn at 4:03 p.m. Motion carried 5-0.



QUARTERLY PERFORMANCE REPORT
 DEPARTMENT OF CITY DEVELOPMENT: BUILDING INSPECTION
 Third Quarter of Fiscal Year 2019: July 1, 2019 – September 30, 2019

This report covers the third quarter of fiscal year 2019 and provides a progress update toward achieving the performance measures in the annual budget book.

For more information about this report, contact Chad Pelishek, Director of Planning and Development at (920) 459-3383.

Building Permits

	2017 Actual \$	2018 Actual \$	2018 YTD #	2018 YTD \$	2019 YTD #	2019 YTD \$
Building	\$395,216	\$402,912	1,586	\$352,873	1,607	\$327,193
Electrical	\$156,050	\$243,815	232	\$212,050	321	\$129,905
HVAC	\$153,045	\$129,260	290	\$108,480	396	\$179,842
Plumbing	\$79,400	\$103,813	332	\$61,117	250	\$86,200
Wrecking/Razing	\$4,799	\$2,950	12	\$1,581	6	\$844
Sign permits	\$10,653	\$10,149	38	\$6,311	50	\$6,881
Occupancy Inspections	\$5,100	\$8,000	19	\$5,250	32	\$8,050
Weights/Measures	\$31,623	\$29,436	6	\$530	0	\$0
Contractor Licensing	\$78,415	\$66,430	94	\$14,375	46	\$43,462
Park Impact Fees	\$72,250	\$9,846	0	\$0		\$131,827
Totals	\$986,551	\$1,001,611	1,602	\$762,567	2,708	\$914,204

Code Compliance

	2017 Actual	2018 Actual	2018 YTD	2019 YTD	2019 Goals
Number of Inspections Performed	6,860	7,179	3,997	4,671	8,000

Nuisance

Number of sanitation orders issued	710	543	448	391	500
Number of zoning orders issued	24	31	27	22	25
Number of off street parking orders issued	157	158	60	90	60
Number of nuisance citations issued	201	149	95	162	100

Housing

Number of inspections with violations	1,331	677	585	574	700
Number of violations fixed	1,480	815	596	644	500
Number of housing citations issued	469	315	199	233	300

CITY OF SHEBOYGAN

REQUEST FOR LICENSING, HEARINGS, AND PUBLIC SAFETY CONSIDERATION

ITEM DESCRIPTION: Third Quarterly Performance Report for the Department of City Development: Building Inspection Division.

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

REPORT DATE: October 22, 2019

MEETING DATE: October 30, 2019

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

BACKGROUND / ANALYSIS:

As part of the annual budgeting process, the department has developed performance benchmarks to track progress of the department's activities.

STAFF COMMENTS:

Most of the goals are on track to be met. Revenues are very strong for 2019 as well as the number of permits issued. A number of new construction projects starting in the 4th quarter should give us a strong year-end on revenues.

Code compliance continues to be strong. The two part-time code enforcement officers are very busy following up on code orders issued in the targeted neighborhoods including the Riverbend, Riverwatch, South Lake, South Calumet, and King Park. Contractor licensing and Weights and Measure licensing happens in the fourth quarter.

ACTION REQUESTED:

For discussion purposes only.

ATTACHMENTS:

- I. Quarterly Performance Report for July 1, 2019 – September 30, 2019.

CITY OF SHEBOYGAN

**REQUEST FOR LICENSING, HEARINGS AND PUBLIC SAFETY COMMITTEE
CONSIDERATION**

ITEM DESCRIPTION: Report of Officer, submitting the Police Department Quarterly Report for the period commencing July 1, 2019 and ending September 30, 2019.

REPORT PREPARED BY: Christopher Domagalski, Chief of Police

REPORT DATE: October 23, 2019

MEETING DATE: October 30, 2019

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: Sec. 54-65

BACKGROUND / ANALYSIS:

The Quarterly Report of Benchmarks for the Police Department for the Period commencing July 1, 2019 and ending September 30, 2019 is presented for information and discussion as required by section 54-65 of the Municipal Code.

STAFF COMMENTS:

Highlights of the report are as follows:

- Part 1 Crime for the Period was down 6% in comparison to the same period in 2018 (690 vs 736). Although, there continues to be an increase in assaults.
- There was a decrease in Traffic accidents during the period (1209 vs. 1238) in comparison to 2018.
- Involuntary commitments decreased for the period from 108 to 86, which appears to be a positive, indicating that more individuals in mental health crisis are being directed to resources through voluntary means.

ACTION REQUESTED:

Motion to receive and file Report of Officer No. 93- 19 - 20.

ATTACHMENTS:

- I. R.O No. 93 – 19 - 20

R. O. No. 93 19 - 20.

By CHIEF OF POLICE CHRISTOPHER DOMAGALSKI.
October 21, 2019.

4.3

Pursuant to section 54-65 of the Municipal Code, I herewith submit my quarterly report showing the Benchmark Measurements for my department for the period commencing July 1, 2019 and ending September 30, 2019.

	2017	Y-T-D	2018	Y-T-D	2019
<u>Patrol and Investgations</u>	<u>Actual</u>	<u>09/30/18</u>	<u>Actual</u>	<u>09/30/19</u>	<u>Goals</u>
Homicide	0	0	0	1	0
Rape	24	14	21	23	20
Robbery	11	7	11	7	15
Aggravated Assault	85	88	128	95	100
Violent Crime Total	120	109	160	116	125
Burglary	91	71	89	60	100
Theft	702	537	703	499	900
Motor Vehicle Theft	32	14	25	13	30
Arson	12	5	8	2	5
Property Crime Total	837	627	825	574	1050
Percent of Offenses Cleared	46%	62%	52%	63%	70%
Value of Property Stolen	\$554,070	\$335,298	\$485,282	\$1,087,944	%500,00
Value of Property Recovered	\$184,216	\$128,592	\$179,946	\$607,931	%200,00
Percent of Stolen Recovered	33%	38%	37%	56%	40%
Accident Investigations	1,736	1,238	1,677	1,209	1,500
Traffic Stops	6,157	4,438	5,270	3,914	No Goal
Traffic Arrests	4,669	3,798	4,509	3,014	No Goal
Other Arrests	3,006	2,539	3,406	2,400	No Goal
Speed Trailer Deployments	7	15	17	14	20
HVEE Deployments	6	14	14	17	12
Parking Tickets Issued	10,476	7,422	9,032	6,311	10,000
Bicycles Recovered	139	109	158	119	150
Involuntary Commitments	161	108	121	86	No Goal
<u>Administration</u>					
District Attorney Request for Digital Evidence	1,008	876	1,321	910	2,750
Open Records Requests	3,778	2,846	4,804	4,569	4,000
Nixle Messages Sent	263	189	283	182	250
Press Releases	25	33	41	22	50
Tweets	298	222	236	170	350
Facebook likes	8,045	9,534	10,042	11,756	11,500
Reported Crime Maps	103	72	89	63	104
Crime Comparison Reports	44	31	36	20	26

AHP

CHIEF OF POLICE

CITY OF SHEBOYGAN

**REQUEST FOR LICENSING, HEARINGS, AND
PUBLIC SAFETY COMMITTEE CONSIDERATION**

ITEM DESCRIPTION: Quarterly Performance Report for City Attorney's Office

REPORT PREPARED BY: Charles C. Adams, City Attorney

REPORT DATE: October 25, 2019

MEETING DATE: October 30, 2019

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

BACKGROUND / ANALYSIS:

The City Administrator asks departments to present a quarterly performance report to their oversight committees. The report is to include year-to-date numbers related to workload and effectiveness and any additional narrative as may be helpful to the committee members.

STAFF COMMENTS:

The report for the third quarter of 2019 is attached.

ACTION REQUESTED:

No action; for discussion only.

ATTACHMENTS:

- I. City Attorney's Office Quarterly Performance Report, 3rd Quarter of 2019

QUARTERLY PERFORMANCE REPORT

CITY ATTORNEY'S OFFICE

Third Quarter of Fiscal Year 2019 (through September 30, 2019)

	2019 Goal	2019 as of 9/30
<u>Workload Measurement</u>		
Municipal Court cases prosecuted	832	591
Circuit Court cases prosecuted	6	5
Abatements	2	0
Inspection Warrants	4	1
Raze Orders	4	4
Business Development Loans	5	2
Real estate closings	6	6
Lawsuits against City (pending)	3	4
Foreclosures	4	3
Bankruptcies	18	7
<u>Effectiveness</u>		
Departments indicating a positive response to promptness	80%	98%
Departments indicating a positive response to court as an approachable service	80%	95%
Resident Satisfaction Rating	80%	89%

III

5.2

Res. No. 102- 19 - 20. By Alderpersons Sorenson and Mitchell.
October 21, 2019.

A RESOLUTION authorizing the Purchasing Agent to issue a purchase order for the purchase of six police squad car vehicles for the Sheboygan Police Department.

WHEREAS, with the redesign of police squad car vehicles for the 2020 model year, Ford Motor Co. is experiencing a backlog of production orders for police squad car vehicles; and

WHEREAS, given this backlog, it is in the best interest of the City to place its order prior to the new year; and

WHEREAS, funding for the purchase of the six police squad car vehicles identified in this Resolution is included in the 2020 budget and a pre-order of the vehicles now will not result in the City taking delivery of the vehicles or making payment for them until 2020; and

WHEREAS, state law and the City's Procurement Policy allows the City to join with other units of government in cooperative purchasing plans when the best interest of the City would be served; and

WHEREAS, the State of Wisconsin has a number of cooperative purchasing agreements, which municipalities may use to take advantage of competitive, pre-negotiated prices; and

WHEREAS, having reviewed the State of Wisconsin's cooperative purchasing agreements for the purchase of vehicles, City staff believes, and the Council agrees, that this is the best procurement method for this purchase; and

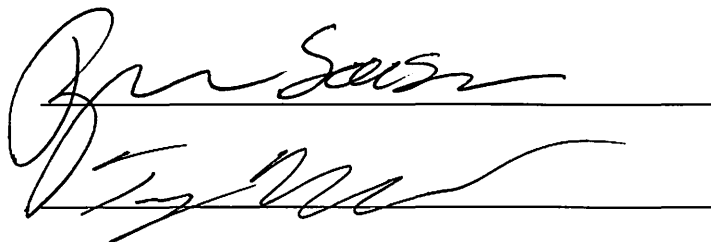
WHEREAS, once the six police squad car vehicles purchased pursuant to this Resolution have been received, the vehicles that are being replaced will be put to public auction.

NOW, THEREFORE, BE IT RESOLVED: That the Purchasing Agent is authorized to issue a Purchase Order to Ewald Automotive Group of Oconomowoc, Wisconsin for the purchase of four (4) Police marked squad vehicles, one (1) Undercover squad vehicle for CID and one (1) Vehicle for K-9 patrol usage (collectively the "Vehicles").

BE IT FURTHER RESOLVED: That the Council understands that these Purchase Orders will be subject to the terms and conditions set forth in the State of Wisconsin's cooperative purchase agreement (Contract Number 505ENT-M19-2019VEHICS-00), a copy of which is available at vendornet.wi.gov.

RHP

BE IT FURTHER RESOLVED: That in the 2020 calendar year, if sufficient funds are appropriated in the City's budget approved by the Council, the appropriate City Officials are hereby authorized to draw funds in the amount of \$225,940.00, which includes license and title fees, from the 2020 Capital Project Fund - Police-Fleet Vehicles Account No. 40021140-641100 for the purchase of the Vehicles and their associated license and title fees.



Two handwritten signatures are present, each written over a horizontal line. The top signature is in cursive and appears to read 'Dan Sauer'. The bottom signature is also in cursive and is less legible.

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

CITY OF SHEBOYGAN

REQUEST FOR LICENSING, HEARINGS AND PUBLIC SAFETY COMMITTEE

ITEM DESCRIPTION: Res. No.102-19-20 by Alderpersons Sorenson and Mitchell authorizing the Purchasing Agent to issue a purchase order for the ordering of police vehicles from Ewald's Hartford Ford for the Sheboygan Police Department.

REPORT PREPARED BY: Bernard R. Rammer Purchasing Agent

REPORT DATE: October 11, 2019

MEETING DATE: October 30, 2019

FISCAL SUMMARY:

Budget Line Item: 40021140-641100
Budget Summary: 2020 Capital Projects
Police Vehicles
Budgeted Expenditure: \$ 225,940.00
Budgeted Revenue: N/A

STATUTORY REFERENCE:

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

BACKGROUND / ANALYSIS:

The Sheboygan Police Department included funding in the 2020 Capital Projects budget for the purchase of (4) standard police squad vehicles, (1) CID Squad Vehicle and (1) K-9 patrol squad vehicle.

STAFF COMMENTS:

Ford Motor Co. redesigned the Police vehicles for the 2020 model year. As a result, they are experiencing higher than normal order volumes and backlogs. Ordering the vehicles prior to the end of 2019 will ensure that the City receives the vehicles sooner in 2020 than it would if the order is placed after January 1, 2020. Under no circumstances will the vehicles arrive prior to the end of Calendar 2019. The City will not be invoiced for the purchase until the vehicles are received.

Upon receipt and deployment of the new vehicles, the current vehicles to be replaced will be sent to auction with the proceeds placed on deposit with the Finance Director.

ACTION REQUESTED:

A Motion to recommend that the Council adopt Res. No. 102-19-20.

ATTACHMENTS:

- I. Res. No. 102-19-20

III

5.3

Res. No. 103-19-20. By Alderpersons Sorenson and Mitchell.
October 21, 2019.

A RESOLUTION authorizing the appropriate City officials to issue a Purchase Order for the purchase of tactical body armor and related equipment for the Sheboygan Police Department.

WHEREAS, the Sheboygan Police Department originally included funding in its 2017 budget to purchase new Tactical Body Armor; and

WHEREAS, because the Tactical Body Armor had not yet been purchased, there is funding in the 2019 Capital Improvements Program for the replacement of Tactical Body Armor and related equipment for (16) Officers; and

WHEREAS, the Sheboygan Police Department performed significant research and testing of products from various manufacturers and solicited quotes from several distributors during the process; and

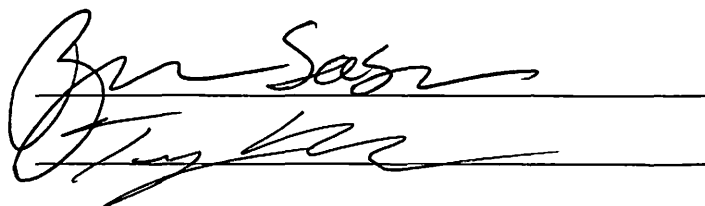
WHEREAS, the Sheboygan Police Department has determined that the Point Blank brand of Tactical Body Armor proposed by Advantage Police Supply Inc. met all of the Department's specifications and was the lowest cost of the products quoted; and

WHEREAS, because of the improvements to Tactical Body Armor since 2017 and inflation, it is necessary to use additional budgeted funds to complete the purchase.

NOW, THEREFORE, BE IT RESOLVED: That the appropriate City officials are hereby authorized to issue a Purchase Order to Advantage Police Supply Inc. of Winneconne, Wisconsin in the amount of \$39,040 for the Purchase of sixteen (16) sets of Tactical Body Armor and Ballistic Plates.

LIPS

BE IT FURTHER RESOLVED: That the appropriate City officials are hereby authorized to draw funds in the amount of \$35,000 from the 2019 Capital Project Fund-Other Equipment Account No. 40021100-649100, \$3,098.91 Forfeiture Account No. 1012100-521800 and \$941.19 from Tactical Team Supplies Account No. 10121120-530550 in payment of same.



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

CITY OF SHEBOYGAN

REQUEST FOR LICENSING, HEARINGS AND PUBLIC SAFETY COMMITTEE

ITEM DESCRIPTION: Res. No. 103-19-20 by Alderpersons Sorenson and Mitchell authorizing the appropriate City Officials to issue a purchase order in the amount of \$39,040.00 for the purchase of Tactical Body Armor and related equipment for the Sheboygan Police Department from Advantage Police Supply, Inc. of Winneconne WI.

REPORT PREPARED BY: Bernard R. Rammer Purchasing Agent

REPORT DATE: October 11, 2019

MEETING DATE: October 30, 2019

FISCAL SUMMARY:

Budget Line Item: 40021100-649100
Budget Summary: 2019 Capital Projects
Other Equipment
Budgeted Expenditure: \$ 35,000.00
Budgeted Revenue: N/A

STATUTORY REFERENCE:

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

BACKGROUND / ANALYSIS:

The Sheboygan Police Department included funding in the 2019 Capital Projects budget for the purchase of (16) sets of Tactical Body Armor and accessories.

STAFF COMMENTS:

The tactical body armor being purchased offers crucial personal protection for the officers of The Sheboygan Police Department. The Department investigated a number of supplier's offerings and issued several formal requests for quotation during the process. All of the vendors who distribute this equipment include government pricing discounts in their bid. The body armor being purchased meets all of the department needs and is the lowest cost.

Improvements to body armor and a slight inflationary increase necessitate the use of additional budgeted funds in addition to the Capital funding as follows: \$3,098.91 from the Police Forfeiture account #10121100-521800 and \$ 941.19 from Tactical Team Supplies account # 10121120-530550 for a total purchase of \$ 39,040.00

ACTION REQUESTED:

A Motion to recommend that the Council adopt Res. No. 103-19-20.

ATTACHMENTS:

- I. Res. No. 103-19-20

II

Other Matters.

R. O. No. 014 - 19 - 20. By CITY CLERK. October 21, 2019.

Submitting various license applications for the period ending June 30, 2020 and June 30, 2021.

City Clerk

BEVERAGE OPERATOR'S LICENSE (June 30, 2021) (NEW)

<u>No.</u>	<u>Name</u>	<u>Address</u>
2950	Antes, Selena A.	1323 Jefferson Avenue
2978	Doying, Samantha A.	1503 John Court
2988	Esson, Scott A.	3814 Pine View Drive
2979	Franklin, Holly N.	825 Dillingham Avenue
2983	Griffith, Carol E.	1214 S. 13 th Street
2987	Harris, Trisha M.	919 Forest Avenue
9148	Hephner, Christina M.	1610 N. 4 th Street
9513	Kaemmer, Tracey R.	1231 Huron Avenue
2986	Koene, Kayla A.	926 Erie Avenue
2981	Kimmel, Brittany A.	1731 N. 1 st Street
2980	Lindstedt-Vaughn, Allianna	2407 Calumet Drive
2982	Nichols, Kaleb A.	4782 Ridgeview Avenue
0209	Reiner, Kate E.	2419 N. 29 th Street
2663	Themer, Lorie A.	2109 N. 10 th Street
2985	Walter, Susan B.	1006 Union Avenue
2977	Ybanez, Samantha E.	3438D Eisner Court

"CLASS B" LIQUOR LICENSE (June 30, 2020) (NEW)

<u>No.</u>	<u>Name</u>	<u>Address</u>
3427	Pacifico Mexican Bar and Grill	820 Indiana Avenue

RHP