

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

**CITY OF SHEBOYGAN**  
**COMMITTEE ON LAW AND LICENSING MINUTES**  
**FEBRUARY 13, 2018**

**MEMBERS PRESENT:** Chair Alderperson Susan Holzschuh, Vice Chair Alderperson Mary Lynne Donohue, Alderperson Ron Rindfleisch, Alderperson Rosemarie Trester

**MEMBERS EXCUSED:** Alderperson Scott Lewandoske

**STAFF/OFFICIALS PRESENT:** City Attorney Charles C. Adams, Sgt. Joel Kuszynski, Mayor Michael J. Vandersteen, City Administrator Darrell Hofland, Deputy City Clerk Melissa Clevenger, 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 Susan Holzschuh called the meeting to order at 2:30 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 - January 23, 2018

Motion by Alderperson Donohue, seconded by Alderperson Trester, to approve the minutes of the previous meeting held January 23, 2018. Motion carried 4-0.

**3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

3.1 R.O. No. 261-17-18 (1-2-18) Submitting various license applications for the period ending December 31, 2018 and June 30, 2019. Massage Establishment Lic. [NEW] App. No. 3306 (Best Asian Massage I)

City Attorney Adams informed the committee that this applicant has not yet replied to our letter asking whether they want a hearing.

Motion by Alderperson Trester, seconded by Alderperson Donohue, to hold Massage Establishment Lic. [NEW] App. No. 3306 (Best Asian Massage I). Motion carried 4-0.

3.2 Gen. Ord. No. 37-17-18 (2-5-18) An ordinance repealing and recreating various sections of the Municipal Code so as to further implement the provisions of Res. 141-16-17 implementing changes to the City of Sheboygan committee, commission, and board structure, effective April 2017 and April 2018

Lengthy discussion regarding this proposed general ordinance.

Motion by Alderperson Donohue, seconded by Alderperson Rindfleisch, to approve the proposed ordinance and submit it to the common council with a favorable recommendation. Motion originally carried 3-1 (Alderperson Holzschuh – nay). However, Alderperson Holzschuh then changed her mind and voted yes. Motion carried 4-0.

3.3 R.O. No. 285-17-18 (2-5-18) Submitting various license applications for the period ending June 30, 2018, December 31, 2018 and June 30, 2019

Motion by Alderperson Trester, seconded by Alderperson Donohue, to grant all license applications for individuals and entities listed on the above-referenced R.O. Motion carried 4-0.

#### **4. NEXT MEETING DATE**

4.1 Next meeting date will be February 27, 2018

The next committee meeting is scheduled to be held on February 27, 2018 at 2:30 p.m. in the Common Council Chambers located at City Hall, 828 Center Avenue.

#### **5. ADJOURN**

5.1 Motion to adjourn

Motion by Alderperson Donohue, seconded by Alderperson Rindfleisch, to adjourn at 3:01 p.m. Motion carried 4-0.

**CITY OF SHEBOYGAN**

**REQUEST FOR LAW & LICENSING COMMITTEE CONSIDERATION**

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

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**REPORT PREPARED BY:** Charles C. Adams, City Attorney

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**REPORT DATE:** February 22, 2018

**MEETING DATE:** February 27, 2018

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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 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 fourth quarter of 2017 is attached.

**ACTION REQUESTED:**

No action; for discussion only.

**ATTACHMENTS:**

- I. City Attorney's Office Quarterly Performance Report, 4th Quarter of 2017

## QUARTERLY PERFORMANCE REPORT

### CITY ATTORNEY'S OFFICE

Fourth Quarter of Fiscal Year 2017 (through December 31, 2017)

	2017 Goal	2017 as of 12/31	2018 Goal
<b><u>Workload Measurement</u></b>			
Municipal Court cases prosecuted	840	801	820
Circuit Court cases prosecuted	5	8	5
Abatements	4	2	3
Inspection Warrants	4	3	4
Raze Orders	4	1	1
Business Development Loans	12	1	5
Real estate closings	15	9	5
Lawsuits against City	6	5	0
Foreclosures	15	4	5
Bankruptcies	24	12	8
<b><u>Effectiveness</u></b>			
Departments indicating a positive response to promptness	80%	91%	80%
Departments indicating a positive response to court as an approachable service	80%	94%	80%
Resident Satisfaction Rating	80%	83%	80%

**CITY OF SHEBOYGAN**

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II

Other Matters

10.1

R. O. No. 296 - 17 - 18. (As amended) By CITY CLERK. February 19, 2018.

Submitting various license applications for the period ending June 30, 2018, December 31, 2018 and June 30, 2019.

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City Clerk

CHANGE OF AGENT

Christopher D. Meyer is replacing Joseph R. Lamb as agent effective immediately for Midlake Softball Organization located at 2213 New Jersey Avenue.

BEVERAGE OPERATOR'S LICENSE (NEW) (June 30, 2019)

<u>No.</u>	<u>Name</u>	<u>Address</u>
7538	Beeck, Michael K.	1235 North Avenue
2058	Desmidt, Amber J.	436 Prospect Avenue, Sheb. Falls
0449	Jones, Kearra N.	320 Center Avenue #3
2053	Kunstman, Maria E.	2016 N. 21 <sup>st</sup> Street
2052	Kruse, Kenneth M. (Club)	113 Bryant Court, Sheb. Falls
0529	Miller, Joshua J.	4413 Primrose Court
2055	Nahn, Will JR.	703 Clara Avenue Upper
2057	Trickett, Roy B. Jr.	1711 Alabama Avenue
0422	Vollrath, Miko B.	2311 N. 35 <sup>th</sup> Street
2050	White, Amy D.	1934 Parknoll, Port Washington

TAXICAB DRIVERS LICENSE (December 31, 2018) (NEW)

<u>No.</u>	<u>Name</u>	<u>Address</u>
1870	Staudinger, Edward G.	2113 N. 40 <sup>th</sup> Street
2049	Alexander, Carrte J.	4313 Liberty Court #BB208
2051	Woods, Joshua D.	1411 Marie Court

*Law+ Licensing*