



FINANCE AND PERSONNEL COMMITTEE MEETING MINUTES

May 13, 2024 at 5:15 PM

Council Chambers, 828 Center Avenue, Sheboygan, WI

COMMITTEE MEMBERS PRESENT: Chair Alderperson Trey Mitchell, Vice Chair Grazia Perrella, Alderpersons Dean Dekker, Robert La Fave

COMMITTEE MEMBERS EXCUSED: Barb Felde

STAFF / OFFICIALS PRESENT: City Administrator Casey Bradley, City Attorney Chuck Adams, Finance Director Kaitlyn Krueger, Director of Planning & Development Diane McGinnis-Casey, Human Resources and Labor Relations Director Kelly Hendee, Marina Manager Nick Warminsky, Assistant to the City Administrator Marie Foss, Deputy Finance Director Evan Grossen, TV Program Director Scott Mealiff

OPENING OF MEETING

1. Call to Order

Chair Mitchell called the meeting to order at 5:15 p.m.

2. Roll Call

Roll call was completed.

3. Pledge of Allegiance

The Pledge of Allegiance was recited.

4. Introduction of Committee Members and Staff

Introduction of Committee Members and Staff was completed.

MINUTES

5. Approval of Minutes - April 8, 2024

MOTION TO APPROVE THE MINUTES FROM April 8, 2024

Motion made by Alderperson Dekker, Seconded by Alderperson Perrella

Voting Yea: Dekker, La Fave, Perrella, Mitchell

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

6. R. O. No. 7-24-25 / May 6, 2024: Submitting, for information, a copy of the City of Sheboygan Affordable Housing Policy.

MOTION TO RECOMMEND THE COMMON COUNCIL FILE THE REPORT

Motion made by Alderperson Perrella, Seconded by Alderperson Dekker

Voting Yea: Dekker, La Fave, Perrella, Mitchell

7. R. O. No. 8-24-25 / May 6, 2024: Submitting, for information, a copy of the Memo dated April 11, 2024 sent to all Non-Represented Employees regarding updates to the City of Sheboygan's Employee Handbook, along with a copy of the Employee Handbook revised April 2024.

MOTION TO RECOMMEND THE COMMON COUNCIL FILE THE REPORT

Motion made by Alderperson Perrella, Seconded by Alderperson La Fave

Voting Yea: Dekker, La Fave, Perrella, Mitchell

8. R. O. No. 138-23-24 / April 15, 2024: Submitting a Petition, Notice, and List of Tax Liens of Sheboygan County being foreclosed in the matter of the Foreclosure of Tax Liens under Wis. Stat. §75-521 by Sheboygan County, List of Tax Liens for 2019 and 2020.

MOTION TO RECOMMEND THE COMMON COUNCIL FILE THE REPORT

Motion made by Alderperson Perrella, Seconded by Alderperson Dekker

Voting Yea: Dekker, La Fave, Perrella, Mitchell

9. R. O. No. 139-23-24 / April 15, 2024: Submitting an exit interview report for Quarter 1 for the City of Sheboygan.

MOTION TO RECOMMEND THE COMMON COUNCIL FILE THE REPORT

Motion made by Alderperson Perrella, Seconded by Alderperson Dekker

Voting Yea: Dekker, La Fave, Perrella, Mitchell

10. Res. No. 2-24-25 / May 6, 2024: A RESOLUTION authorizing City staff to file a claim in *In re Payment Card Interchange Fee and Merchant Discount Antitrust Litigation, MDL 1720 (MKB) (JO)*.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion made by Alderperson Dekker, Seconded by Alderperson Perrella

Voting Yea: Dekker, La Fave, Perrella, Mitchell

11. Res. No. 4-24-25 / May 6, 2024: A RESOLUTION authorizing an amendment to the 2024 budget for the transfer of remaining cash balances from the TID 6, 10, 12, 13, 14 and 15 Funds to the Affordable Housing Fund.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion made by Alderperson Perrella, Seconded by Alderperson Dekker

Voting Yea: Dekker, La Fave, Perrella, Mitchell

12. Res. No. 5-24-25 / May 6, 2024: A RESOLUTION discontinuing collection efforts for historical warrant fees.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion made by Alderperson Perrella, Seconded by Alderperson Dekker

Voting Yea: Dekker, La Fave, Perrella, Mitchell

13. Res. No. 8-24-25 / May 6, 2024: A RESOLUTION authorizing entering into a Tax Incremental District Development Agreement with Van Horn Properties of Sheboygan LLC regarding the development improvements to be located on Wilgus Avenue in the City of Sheboygan.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion made by Alderperson Dekker, Seconded by Alderperson La Fave

Voting Yea: Dekker, La Fave, Perrella, Mitchell

14. Res. No. 14-24-25 / May 6, 2024: A RESOLUTION authorizing the appropriate City officials to execute an engagement letter with Quarles & Brady LLP to serve as bond counsel and disclosure counsel for the City of Sheboygan.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion made by Alderperson Perrella, Seconded by Alderperson Dekker

Voting Yea: Dekker, La Fave, Perrella, Mitchell

15. Res. No. 15-24-25 / May 6, 2024: A RESOLUTION authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$23,165,000 General Obligation Promissory Notes, Series 2024A.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion made by Alderperson Perrella, Seconded by Alderperson Dekker

Voting Yea: Dekker, La Fave, Perrella, Mitchell

16. R. C. No. 262-23-24 by Finance and Personnel Committee to whom was referred R. O. No. 126-23-24 by City Clerk submitting a claim from Albert J. Istvanek for alleged injuries to his dog at the Dog Run Park on 18th Street; recommends filing.

MOTION TO RECOMMEND THE COMMON COUNCIL FILE THE REPORT

Motion made by Alderperson Dekker, Seconded by Alderperson La Fave

Voting Yea: Dekker, La Fave, Perrella, Mitchell

17. Direct Referral R. O. No. 10-24-25 by City Administrator Casey Bradley submitting a communication from City Administrator Casey Bradley to Mayor Ryan Sorenson and Common Council members providing background information on the proposed development agreement between the City of Sheboygan and Van Horn Properties of Sheboygan LLC.

MOTION TO RECOMMEND THE COMMON COUNCIL FILE THE REPORT

Motion made by Alderperson Dekker, Seconded by Alderperson Perrella

Voting Yea: Dekker, La Fave, Perrella, Mitchell

18. Direct Referral Res. No. 16-24-25 by Alderpersons Mitchell and Perrella authorizing the Harbor Centre Marina Manager to offer convenience store-type goods for sale and establishing a framework for such sales.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion made by Alderperson Perrella, Seconded by Alderperson La Fave

Voting Yea: Dekker, La Fave, Perrella, Mitchell

19. Direct Referral Res. No. 17-24-25 by Alderpersons Mitchell and Perrella authorizing entering into an Amended and Restated Development Agreement and a Grant Agreement with Partners for Community Development, Inc. and Gateway Apartments, LLC regarding an affordable housing project to be located at the corner of North 13th Street and Erie Avenue.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion made by Alderperson La Fave, Seconded by Alderperson Dekker

Voting Yea: Dekker, La Fave, Perrella, Mitchell

DATE OF NEXT REGULAR MEETING

20. Next Meeting Date - TBD

ADJOURN

21. Motion to Adjourn

MOTION TO ADJOURN 5:56 PM

Motion made by Alderperson Dekker, Seconded by Alderperson La Fave

Voting Yea: Dekker, La Fave, Perrella, Mitchell