



# FINANCE AND PERSONNEL COMMITTEE MEETING AGENDA

**October 10, 2022 at 5:00 PM**

**Council Chambers, 828 Center Avenue, Sheboygan, WI**

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It is possible that a quorum (or a reverse quorum) of the Sheboygan Common Council or any other City committees/boards/commissions may be in attendance, thus requiring a notice pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 N.W.2d 408 (1993).

Persons with disabilities who need accommodations to attend this meeting should contact the Finance Department at 920-459-3311. Persons other than council members who wish to participate remotely shall provide notice to the Finance Department at 920-459-3311 at least 24 hours before the meeting so that the person may be provided a remote link for that purpose.

## **OPENING OF MEETING**

1. Call to Order
2. Roll Call (Alderspersons Mitchell, Filicky-Peneski, Perella, Ackley and Felde may attend remotely)
3. Pledge of Allegiance
4. Introduction of Committee Members and Staff

## **MINUTES**

5. Approval of Minutes - September 26, 2022

## **ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

6. R. O. No. 67-22-23/ October 3, 2022: Submitting the 2023 Business Improvement District (BID) Statement of Purpose, dated September 20, 2022, and the BID's 2023 Operating Budget.
7. Res. No. 77-22-23 / October 3, 2022: A RESOLUTION authorizing the creation of a Crisis Co-Response Pilot Program in conjunction with Sheboygan County and authorizing the expenditure of certain funds to support the Program.
8. Res. No. 78-22-23 / October 3, 2022: A RESOLUTION adopting certain changes to the City's Medical Benefit Plan and Dental Benefit Plan effective for calendar year 2023 coverage and establishing the monthly premium equivalent rates effective for January 2023 coverage and thereafter.
9. Gen. Ord. No. 11-22-23 / October 3, 2022: AN ORDINANCE amending sec. 82-1 of the Sheboygan Municipal Code so as to provide for a minimum wage of \$15.00 per hour for all City of Sheboygan employees whose compensation is under the authority of the Common Council and set by the City's employee classification and compensation program.
10. R. O. No. 38-22-23 by City Clerk submitting a claim from James A. Zietz for alleged damages to his vehicle when it was struck by a City of Sheboygan garbage truck while parked.

- [11.](#) R. O. No. 13-22-23 by City Clerk submitting a pending claim from Nina Stapel for an alleged sewer backup in her basement.
- [12.](#) R. O. No. 69-22-23 by City Clerk submitting a claim from Allstate a/s/o Matthew Friedl for alleged damages to vehicle when it was struck by a City of Sheboygan bus.
- [13.](#) R. O. No. 27-22-23 by City Clerk submitting a claim from Jody Gallaway for alleged damages to vehicle when it was struck by a falling tree branch on North 25th Street.
- [14.](#) R. O. No. 35-22-23 by City Clerk submitting a claim from Khue Vang for alleged damages to vehicle when it struck an open sewer pothole on Arizona Avenue.

#### **ITEMS FOR DISCUSSION ONLY**

- [15.](#) 2023 BUDGETS: Common Council, Office of the City Clerk and Elections
- [16.](#) 2023 BUDGET: Finance Department
- [17.](#) 2023 BUDGET: Office of the City Administrator
- [18.](#) 2023 BUDGET: Office of the Mayor
- [19.](#) 2023 BUDGET: Municipal Court
- [20.](#) 2023 BUDGET: WSCS Cable TV
- [21.](#) 2023 BUDGET: Information Technology Department
- [22.](#) 2023 BUDGET: Senior Services Department
- [23.](#) 2023 BUDGET: Human Resources Department
- [24.](#) 2023 BUDGET: Planning and Development
25. Hiring Process Update - Human Resources Department

#### **DATE OF NEXT REGULAR MEETING**

26. Next Meeting Date - October 24, 2022

#### **ADJOURN**

27. Motion to Adjourn

***In compliance with Wisconsin's Open Meetings Law, this agenda was posted in the following locations more than 24 hours prior to the time of the meeting:***

*City Hall • Mead Public Library  
Sheboygan County Administration Building • City's website*

## CITY OF SHEBOYGAN

### REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION

**ITEM DESCRIPTION:** R. O. No. 67-22-23 by Director of Planning and Development submitting the 2023 Business Improvement District (BID) Statement of Purpose, dated September 20, 2022 and the BID's 2023 Operating Budget.

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

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**REPORT DATE:** October 5, 2022

**MEETING DATE:** October 10, 2022

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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	N/A
Statutes:	
Municipal Code:	N/A

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#### **BACKGROUND / ANALYSIS:**

Per State Statute, the city collects assessments for buildings within the Business Improvement District (BID) for betterment of the downtown. Per State Statute, the BID is required to submit their annual Statement of Purpose to the City to be included in the City's yearly budget. For 2023, the BID plans to focus on marketing, events, communication, partnerships, placemaking and advocacy. Green Bicycle Co. has been contracted for district management, administration, development and planning. The assessment is staying the same as previous years at \$2.78 per \$1,000 of assessed valuation. The BID has a minimum of \$250 and a maximum of \$8,000.

The City of Sheboygan collects these assessments as part of the property tax payments and then in March releases the funds to the BID for their yearly operating budget. The City has historically collected as in-kind contribution to the District.

#### **STAFF COMMENTS:**

None at this time.

#### **ACTION REQUESTED:**

Motion to recommend the Common Council accept and file R. O. No. 67-22-23 by Director of Planning and Development submitting the 2023 Business Improvement District (BID) Statement of Purpose, dated September 20, 2022 and the BID's 2023 Operating Budget

#### **ATTACHMENT**

I. R.O. No. 67-22-23

R. O. No. 67 - 22 - 23. By DIRECTOR OF PLANNING AND DEVELOPMENT.  
October 3, 2022.

Submitting the 2023 Business Improvement District (BID) Statement of Purpose, dated September 20, 2022, and the BID's 2023 Operating Budget.

\_\_\_\_\_  
Director of Planning & Development





# 2023 Statement of Purpose & Budget

Presented to the Executive Committee  
September 13, 2022

Approved by the Board of Directors  
September 20, 2022

Submitted to the City of Sheboygan  
September 20, 2022

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## BID STATEMENT OF PURPOSE (09/20/2022)

Wisconsin State Statute 66.1109 creates a financial tool that allows a municipality to levy a special assessment on property owners within a defined Business Improvement District (BID) upon petition of those property owners. The property owners in the BID district then use the assessment resources to maintain and enhance their business environment.

Property owners join with a municipality to create a BID in order to establish a strong organizational structure where individual concerns, as well as group goals can be addressed. Property owners maintain a direct role within the district, coordinating the use of funds from the pooled assessment, and implementing plans for the development, operation, maintenance and promotion of the BID area.

The Harbor Centre concept formed in 1990 was developed to utilize the historic strengths of the City - the lakefront, riverfront, and downtown. The concept recognizes the need for a coordinated development and marketing approach for the central part of Sheboygan. The concept coordinates and integrates public and private development, traffic and pedestrian circulation, parking, signage, lighting, and landscaping.

The Harbor Centre concept recognizes the individual identity of the downtown, riverfront, and lakefront and builds on the assets of each area. The BID is an important tool that will assist in the implementation of the Harbor Centre Master Plan, Sheboygan's Downtown Districts Plan, and any subsequent plans that impact or include the BID. Further, the BID will foster a positive image for the businesses within Harbor Centre and for the businesses within Harbor Centre and for the community as a whole. A prosperous central area (Harbor Centre) is as important as good schools, good parks, and good roads.

The BID funds will be used to support community and member-driven events and activities taking place in the district, provide streetscape beautification and enhancement, and support investments in the infrastructure and functionality of the district.

# BID BENEFICIARIES

The BID program is designed so that it benefits all business interests within the district.

**RETAILERS:** Money generated through the BID assessment is used to support programs that enhance the business climate in the Harbor Centre.

A comprehensive support program reinforces the existing promotional programs and supports members in creating new programs. Retailers benefit from promotions, traffic and a feeling of vitality created in the central area.

Retail establishments located in the Harbor Centre benefit from the improvements to the physical environment made possible through the organization of the BID. The overall effect of an attractive, clean, active district reflects positively on the businesses and improves each customer's experience.

**SERVICES PROVIDERS:** Service providers benefit from the proposed promotional activities as some of these events enhance the service industry as well.

Service providers located in the Harbor Centre benefit from the improvements to the physical environment made possible through the organization of the BID. The overall effect of an attractive, clean, active district reflects positively on the businesses and improves each customer's experience.

**INDUSTRIAL FIRMS:** Industrial firms located in the Harbor Centre benefit from the improvements to the physical environment made possible through the organization of the BID. The overall effect of an attractive, clean, active business reflects positively on a corporate image.

In addition, BID promotional events will provide a source of recreation and entertainment for employees before and after work and during lunch breaks.

**PROPERTY OWNERS:** Property owners benefit from the BID. Promotional and design programs increase the vitality in the area which, in turn, results in increased property values. Programs that bring increased interest and traffic to the area that are created and supported by the BID impact owners of vacant properties by increasing desirability of the district and exposing the public to available properties.

## BID BOARD OF DIRECTORS

The Board of Directors will manage the Business Improvement District. The Board will meet on a regular basis and will establish an executive committee to oversee the day-to-day activities of the BID. The Board will implement the operating plan and prepare annual reports on the district. The Board will also conduct an annual review and make necessary changes.

The Board shall consist of 12 members in size for two year staggered terms and are composed of five business agents, representing owners of commercial businesses in the district; six property owners, one at large member and one government member, representing the City of Sheboygan, all of whom are appointed by the Mayor and confirmed by the Common Council of the City of Sheboygan.

Board members should be representative of different areas within the district, including representation from a mix of business types. In addition, the Board may choose to have non-voting members representing co-beneficial partner organizations such as the Visit Sheboygan and Sheboygan County Economic Development Corporation.

## BID GOALS AND OBJECTIVES

To continue the promotion and development of the Business Improvement District, in 2023 the Board of Directors will again contract Green Bicycle Co. for district management, administration, development, and planning. With Green Bicycle Co.'s assistance in 2021-2022, the Harbor Centre Business Improvement District created a foundation for structure, communication, and partnership. Building on that foundation, the BID's work in 2023 will support the goals and objectives outlined below:

1. **MARKETING.** The BID will re-establish marketing efforts through social media, promotional assistance for key events, and the creation of promotional assets (i.e. destination itineraries, maps, photography). These elements will assist with marketing the BID to Sheboygan residents and visitors throughout the year.
2. **EVENTS.** The BID will work to identify key, collaborative, seasonal events to assist with coordination. Coordination includes working with BID business and other resources such as the City of Sheboygan Department of Public Works to plan for and execute events. Opportunities to connect with or expand existing events will be explored to leverage foot traffic and impact throughout the BID.
3. **COMMUNICATION.** The BID will continue creating transparent operations and communication with BID members to expand awareness, increase member engagement, and improve two-way communication between BID members and the Board of Directors and its committees.
4. **PARTNERSHIPS.** The BID aims to create synergy and efficiency through the enhancement of mutually beneficial connections with key local organizations, such as Visit Sheboygan, the City of Sheboygan, the Sheboygan County Chamber of Commerce, and others. These partnerships will help maximize resources, support the efficiency and effectiveness of these organizations, and will connect BID members to external opportunities to learn and grow.
5. **PLACEMAKING.** The BID will work to create a beautiful and enticing business district through supporting infrastructure and beautification efforts, and continuing to develop plans to improve the physical appearance and connectivity of the BID. Placemaking efforts will increase vibrancy by creating a welcoming atmosphere that connects locals and visitors to the BID.
6. **ADVOCACY.** The BID will connect with members to identify opportunities for processes or policies (e.g. outdoor seating). The BID will advocate for its members with partners such as the City of Sheboygan to advance or implement these processes or policies. Accountability will be part of committee and Board meetings to ensure progress.

## BID SPECIAL ASSESSMENT AND EXEMPTIONS

The activities proposed in this operating plan will be funded through annual special assessments. Assessments to meet the BID budget will be levied against each property within the district based on its most recent assessed value. Those properties which are used for commercial purposes and those used exclusively for manufacturing will be eligible for assessment.

The proposed BID assessment is \$2.78 per \$1,000 of assessed valuation. The property owners on leased City land will be assessed on the basis of the assessed value of their improvements on the property. In addition, the following minimums and maximums will apply

- a.) BID fee would be a minimum of \$250.00
- b.) BID fee would be a maximum of \$8,000.00

Real property used exclusively for residential purposes will not be assessed as required by Wisconsin Statute 66.1109. Properties which are exempt for paying property taxes such as public utilities, non-profit organizations, religious institutions, and governmental bodies are also exempt from the special assessment.

# BID OPERATING BUDGET

January - December 2023		
Income		
Income	Special Assessments; Interest	\$150,025
Total Income		\$150,025
Expenses		
Operations	Subcontractor; Rent; Insurance; Accounting; Website; Printing	\$60,000
Event/Marketing Support	Event Coordination and Planning Support; Social media; Promotions	\$34,025
Miscellaneous	Miscellaneous	\$1,000
Major District Investments/Enhancements	Major District Projects; Summer Decorations; Winter Decorations	\$55,000
Total Expenses		\$150,025



## CITY OF SHEBOYGAN

## REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION

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**ITEM DESCRIPTION:** Resolution 77-22-23, authorizing the creation of a Crisis Co-Responder Pilot Program with Sheboygan County and authorizing the expenditure of funds to support the program.

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**REPORT PREPARED BY:** Christopher Domagalski, Chief of Police

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**REPORT DATE:** October 5, 2022

**MEETING DATE:** October 10, 2022

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**FISCAL SUMMARY:**

Budget Line Item:	N/A	Wisconsin	N/A
Budget Summary:	N/A	Statutes:	
Budgeted Expenditure:	202000-580100	Municipal Code:	N/A
Budgeted Revenue:	N/A		

**STATUTORY REFERENCE:**

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**BACKGROUND / ANALYSIS:**

Over the past 5 years the Sheboygan Police Department has experienced a consistent increase in calls for service related to mental health problems and substance abuse. The pandemic has added to this problem with the numbers of youth and adults reporting symptoms of anxiety or depressive disorder, suicidal ideation, substance use and drug overdose deaths continuing to rise. Additionally, barriers to accessing care continue to add to the problem.

The Sheboygan Police Department has advocated for a partnership with Sheboygan County to develop a Co-Responder program that would embed a crisis worker within the dispatch center to screen calls and Social Workers within the Police Department to respond together to calls to provide a higher level of trauma informed and Behavioral Health expertise to our emergency services.

**STAFF COMMENTS:**

The Sheboygan Police Department strongly supports the creation of a Crisis Co-Responder Pilot Program and believe that it will have a positive impact on the community.

**ACTION REQUESTED:**

Motion to recommend to Council to Approve the Resolution No. 77-22-23.

**ATTACHMENTS:**

- I. Res. No. 77-22-23

III  
Res. No. 77 - 22 - 23. By Alderpersons Mitchell and Filicky-Peneski.  
October 3, 2022.

A RESOLUTION authorizing the creation of a Crisis Co-Response Pilot Program in conjunction with Sheboygan County and authorizing the expenditure of certain funds to support the Program.

WHEREAS, mental health, substance abuse, crisis response, and barriers to accessing care continue to be of significant concern in our community and nation; and

WHEREAS, the numbers of youth and adults reporting symptoms of anxiety or depressive disorder, suicidal ideation and rates, substance use, and drug overdose deaths have all been on the rise since the start of the pandemic; and

WHEREAS, communities of color, adults with job loss or lower incomes, essential workers, and women with children seem to be especially affected by these concerns; and

WHEREAS, twenty-three individuals representing sixteen Behavioral Health related organizations in Sheboygan County analyzed the major gaps identified by recent community assessments and recommended four services for ARPA funding to improve the behavioral health of our community; and

WHEREAS, the highest priority ranking among those four services was given to a Crisis Co-Response Pilot program involving the Sheboygan Police Department to be used to enhance trauma informed and Behavioral Health expertise of emergency services via embedding County Crisis staff within Dispatch and City of Sheboygan Police vehicles; and

WHEREAS, said program would involve expansion by the Sheboygan County Health and Human Services Department to expand an existing mobile crisis contract with Vista Care to include an additional 8.22 FTEs of crisis staff which would be used to provide 16 hours per day coverage of co-response in the community as well as 16 hours per day coverage of phone response within the dispatch center; and

WHEREAS, this new program would include the provision by the Sheboygan Police Department of office space and fingerprint-based background investigations and clearances so that crisis workers can have full access to the police facility; and

WHEREAS, Behavioral Health Crisis Services are listed as an enumerated eligible use of funding that is responding to public health and negative economic impacts of the pandemic; and

WHEREAS, Sheboygan County, via its Resolution 01 (2022/23) authorized the expenditure of a portion of Sheboygan County's American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Fund Program (SLFRF) funds on a Crisis Co-Response Pilot program with the Sheboygan Police Department; and

WHEREAS, Sheboygan County has committed a total of \$539,494 of SLFRF funds (\$140,268 in 2022, \$194,218 in 2023, and \$205,008 in 2024) to said program; and

WHEREAS, the City of Sheboygan has available to it certain ARPA funds that it is authorized and desires to employ to assist in the funding of the Crisis Co-Response Pilot program.

NOW, THEREFORE, BE IT RESOLVED: That it is in the best interest of the City to fund the Crisis Co-Response Pilot program with ARPA funds it has at its disposal.

BE IT FURTHER RESOLVED: That the officers and employees of the City of Sheboygan shall take all action necessary as reasonably required to carry out, give effect to, and consummate the creation and funding of the Crisis Co-Response Pilot program in conjunction with Sheboygan County.

BE IT FURTHER RESOLVED: That nothing contained in this Resolution or any other instrument shall be construed with respect to the City as incurring a pecuniary liability or charge upon the general credit of the City or against its taxing power, nor shall the breach of any agreement related to the Crisis Co-Response Pilot program authorized by this Resolution or any other instrument or document executed in connection with the program impose any pecuniary liability upon the City or any charge upon its general credit or against its taxing power.

BE IT FURTHER RESOLVED: That, subject to the appropriation of funds, the appropriate City officials are authorized to draw funds in the total amount of \$539,494 (including \$144,640 in 2023, \$192,402 in 2024, and \$202,452 in 2025) from Account No. 202000-580100 (Federal Grants Fund - Contributions/Grants) for the purpose of funding the Crisis Co-Response Pilot Program.

BE IT FURTHER RESOLVED: That the Finance Director is directed to take all actions needed, including the drafting of any needed budget transfer resolutions and inclusion of necessary appropriations in future budget resolutions, so as to provide the opportunity for the Common Council to appropriate the necessary funds in each year.

BE IT FURTHER RESOLVED: That this Resolution shall be effective immediately upon its approval and adoption.

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

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 FINANCE AND PERSONNEL COMMITTEE CONSIDERATION

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**ITEM DESCRIPTION:** Res. No. 78-22-23 by Alderpersons Mitchell and Filicky-Peneski adopting certain changes to the City's Medical Benefit Plan and Dental Benefit Plan effective for calendar year 2023 coverage and establishing the monthly premium equivalent rates effective for January 2023 coverage and thereafter

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**REPORT PREPARED BY:** Kaitlyn Krueger, Finance Director

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**REPORT DATE:** October 7, 2022

**MEETING DATE:** October 10, 2022

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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	N/A
Statutes:	
Municipal Code:	N/A

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**BACKGROUND / ANALYSIS:**

In partnership with USI insurance brokerage, the City of Sheboygan is presenting the insurance premium rates for Health and Dental plans effective January 1, 2023.

**STAFF COMMENTS:**

The City of Sheboygan has a strong relationship with USI which provides support and analysis of benefit requirements for the employees of the City of Sheboygan. The premium rates have remained the same from 2022 to 2023. For 2023, the City has implemented a physical screening requirement to receive the best insurance rates. For full-time employees who participate in the wellness program, their contribution will remain the same as 2022 or 8.75% of the total premium. Employees who choose to not participate in this program will be required to pay 15% of the total premium. There will also be an HSA contribution of \$750/1500 depending on the specific tier of plan coverage.

**ACTION REQUESTED:**

Motion to recommend the Common Council approve Res. No. 78-22-23 by Alderpersons Mitchell and Filicky-Peneski adopting certain changes to the City's Medical Benefit Plan and Dental Benefit Plan effective for calendar year 2023 coverage and establishing the monthly premium equivalent rates effective for January 2023 coverage and thereafter

**ATTACHMENTS:**

I. Res. No. 78-22-23



III

Res. No. 78 - 22 - 23. By Alderpersons Mitchell and Filicky-Peneski.  
October 3, 2022.

A RESOLUTION adopting certain changes to the City's Medical Benefit Plan and Dental Benefit Plan effective for calendar year 2023 coverage and establishing the monthly premium equivalent rates effective for January 2023 coverage and thereafter.

RESOLVED: That the following changes to the City of Sheboygan's Medical Benefit Plan and Dental Benefit Plan effective for calendar year 2023 are hereby adopted\*:

1) 2023 Health Insurance Monthly Premium Rates

- a) The monthly premium for health insurance in 2023 shall be as follows:

Coverage

Single	\$ 914.90
Employee with spouse	\$1,740.56
Employee with children	\$1,577.78
Family	\$2,405.16

- b) The monthly employee premium equivalent rates for full-time employees who participate in the annual physical exam shall be:

Coverage

Single	\$ 80.04
Employee with spouse	\$ 152.30
Employee with children	\$ 138.06
Family	\$ 210.44

\* Nothing in this Resolution shall be interpreted as contradicting any approved collective bargaining agreement. Part-time employees will generally pay 50% of the total monthly premium. However, for example, the City's collective bargaining agreement with Amalgamated Transit Union Local 998 provides that certain part-time employees will pay a lower amount of the total monthly premium.

- c) The monthly employee premium equivalent rates for full-time employees who do not participate in the annual physical exam shall be:

Coverage

Single	\$ 137.24
Employee with spouse	\$ 261.08
Employee with children	\$ 236.67
Family	\$ 360.77

- d) The monthly employee premium equivalent rates for part-time, eligible employees shall be:

Coverage

Single	\$ 457.44
Employee with spouse	\$ 870.28
Employee with children	\$ 788.90
Family	\$1,202.58

- e) The monthly employee premium equivalent rates for retirees shall be:

Coverage

Single	\$ 914.90
Employee with spouse	\$1,740.56
Employee with children	\$1,577.78
Family	\$2,405.16

2) 2023 Dental Insurance Monthly Premium Rates

- a) The monthly premium for dental insurance in 2023 shall be as follows:

Coverage

Single	\$ 47.52
Employee with spouse	\$ 95.88
Employee with children	\$ 107.14
Family	\$ 157.42

- b) The monthly employee premium equivalent rates for full-time employees shall be:

Coverage

Single	\$ 7.14
Employee with spouse	\$ 14.38
Employee with children	\$ 16.08
Family	\$ 23.62

- c) The monthly employee premium equivalent rates for part-time, eligible employees shall be:

Coverage

Single	\$ 23.76
Employee with spouse	\$ 47.94
Employee with children	\$ 53.57
Family	\$ 78.71

- 3) In 2023, the City will partially fund a Health Savings Account (HSA) for employees and/or family members (eligibility follows IRS guidelines) on the City's Health Insurance Plan as of January 1, 2023. Except in the case of a collective bargaining agreement that states otherwise, the maximum City funding amounts will total \$750 for those with single coverage and \$1,500 for those with employee plus spouse, employee plus child(ren), and full family coverage. Additionally:

- a) The City Administrator shall have the authority to determine the schedule on which the City's HSA contributions will be made, so long as at least half of the total contribution is made in January 2023.
- b) HSA contributions are issued to an employee and/or family member based on eligibility of the employee on January 1. Mid-year changes for an active plan participant after January 1 are not eligible for HSA contributions. COBRA-only and retiree participants are not eligible for the City contribution to the HSA.
- c) For the avoidance of doubt, no contributions will be made for those new to the Plan after January 1, 2023.
- d) Employees/retirees who are eligible for the HSA are responsible for notifying the Human Resources Department if the employee/retiree is or will be an active participant of a secondary government-issued health insurance, such as



Medicare or Tricare, as of January 1 of the Plan year. Following IRS guidelines, neither the City nor the employee may contribute to an HSA account if the employee is also participating in the government plan.

- e) Employees and eligible retirees who elect the family plan, employee plus child(ren) plan, or the employee plus spouse plan remain eligible for the applicable HSA contributions, even if their dependent is on a government issued plan, so long as their spouse is not listed on the employee's HSA account. Once an employee is not eligible for the HSA contributions, no HSA contribution will be provided to spouse and/or dependents on the Plan.
- 4) For the sake of clarity, other items relating to the Medical Benefit Plan and the Dental Benefit Plan which are not changed by this Resolution, such as the deductible amount, the co-insurance amount, the maximum out-of-pocket amount, the spousal surcharge, and the opt-out incentive are unchanged for calendar year 2023 coverage. The current status of these items is found in Res. No. 67-20-21.

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

Gen. Ord. No. 11 - 22 - 23. By Alderpersons Perrella, Felde, Ramey, Rust, and Salazar. October 3, 2022.

AN ORDINANCE amending sec. 82-1 of the Sheboygan Municipal Code so as to provide for a minimum wage of \$15.00 per hour for all City of Sheboygan employees whose compensation is under the authority of the Common Council and set by the City's employee classification and compensation program.

THE COMMON COUNCIL OF THE CITY OF SHEBOYGAN DO ORDAIN AS FOLLOWS:

Section 1. Section 82-1 of the Municipal Code entitled "Responsibility for maintenance and approval of program" is hereby amended so as to add subsection (c) to read as follows:

"Sec. 82-1. - Responsibility for maintenance and approval of program.

. . .

- (c) Notwithstanding the terms of the program, no employee of the city, except those excluded pursuant to Sec. 82-23, shall be paid less than \$15.00 per hour. This subsection shall not apply to election inspectors. Any employee whose salary would otherwise be less than \$15.00 per hour because of the terms and calculations within the program shall be paid \$15.00 per hour.
- (d) Boards and commissions may choose to have the provisions of subsection (c) apply to their employees pursuant to Sec. 82-8."

Section 2. General Ordinance No. 48-15-16, establishing the salaries of crossing guards, is hereby repealed.

Section 3. All ordinances or parts thereof in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict, and this ordinance shall be in effect from and after its passage and publication.

_____	_____
_____	_____
_____	_____

I HEREBY CERTIFY that the foregoing Ordinance 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 FINANCE AND PERSONNEL COMMITTEE CONSIDERATION

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**ITEM DESCRIPTION:** R.O. No. 38-22-23 submitting a claim from James Zietz for alleged vehicle damage by a City vehicle on S 21<sup>st</sup> Street.

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**REPORT PREPARED BY:** Margo Wagner, Financial Reporting Analyst

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**REPORT DATE:** October 5, 2022

**MEETING DATE:** October 10, 2022

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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	N/A
Statutes:	
Municipal Code:	N/A

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**BACKGROUND / ANALYSIS:**

R.O. No. 38-22-23 is a claim from James Zietz for damages to a vehicle after it was struck by a City garbage truck. An accident report was filed with DPW indicating negligence by the driver of the City vehicle.

**STAFF COMMENTS:**

City staff have reviewed the above claim and under authorization of City Administrator Todd Wolf in consultation with the City Attorney and the Finance Department, have approved this claim in the amount of \$1,204.78.

**ACTION REQUESTED:**

Motion to recommend the Common Council receive and file the following documents:  
R.O. No. 38-22-23

**ATTACHMENTS:**

- I. R.O. No. 38-22-23

II

R. O. No. 38 - 22 - 23. By CITY CLERK. July 18, 2022.

Submitting a claim from James A. Zietz for alleged damages to his vehicle when it was struck by a City of Sheboygan garbage truck while parked.

---

CITY CLERK

F+P

DATE RECEIVED

7-5-22

RECEIVED BY

MKE

Item 10.

CLAIM NO.

10-22

## CITY OF SHEBOYGAN NOTICE OF DAMAGE OR INJURY

JUL 05 2022

## INSTRUCTIONS: TYPE OR PRINT IN BLACK INK

1. Notice of death, injury to persons or to property must be filed not later than 120 days after the occurrence.
2. Attach and sign additional supportive sheets, if necessary.
3. This notice form must be signed and filed with the Office of the City Clerk.

**4. TWO ESTIMATES MUST BE ATTACHED IF YOU ARE CLAIMING DAMAGE TO A VEHICLE.**

1. Name of Claimant: JAMES A. ZIETZ
2. Home address of Claimant: 1314 SOUTH 21ST
3. Home phone number: 45-25044
4. Business address and phone number of Claimant: N/A
5. When did damage or injury occur? (date, time of day) 6/23/22
6. Where did damage or injury occur? (give full description) SOUTH 21ST ACROSS FROM MY HOUSE
7. How did damage or injury occur? (give full description) BARBAGE TRUCK HIT THE BACK OF MY CAR WITH THE LIFT WHILE PARKED
8. If the basis of liability is alleged to be an act or omission of a City officer or employee, complete the following:
  - (a) Name of such officer or employee, if known: NOT KNOWN
  - (b) Claimant's statement of the basis of such liability: POLICE REPORT CASE NUMBER C-2211173
9. If the basis of liability is alleged to be a dangerous condition of public property, complete the following:
  - (a) Public property alleged to be dangerous: \_\_\_\_\_
  - (b) Claimant's statement of basis for such liability: \_\_\_\_\_



10. Give a description of the injury, property damage or loss, so far as is known at time. (If there were no injuries, state "NO INJURIES").

Item 10.

NO INJURIES

11. Name and address of any other person injured: \_\_\_\_\_

12. Damage estimate: (You are not bound by the amounts provided here.)

Auto:

\$ 1,899

Property:

\$ \_\_\_\_\_

Personal injury:

\$ \_\_\_\_\_

Other: (Specify below)

\$ \_\_\_\_\_

**TOTAL**

\$ 1,899

Damaged vehicle (if applicable)

Make:

CADY

Model:

IMPALA

Year:

2006

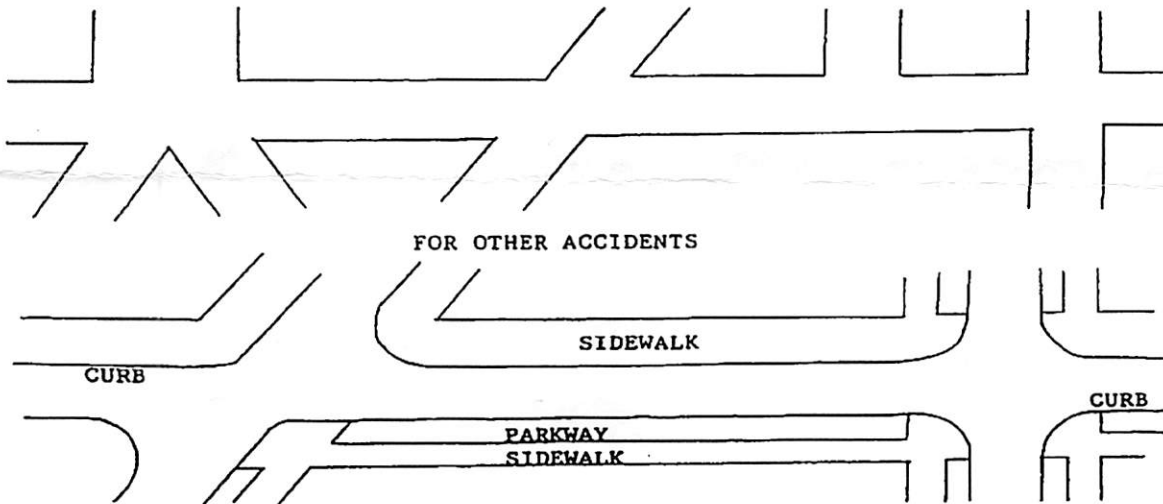
Mileage:

99,000

Names and addresses of witnesses, doctors and hospitals: \_\_\_\_\_

FOR ALL ACCIDENT NOTICES, COMPLETE THE FOLLOWING DIAGRAM IN DETAIL. BE SURE TO INCLUDE NAMES OF ALL STREETS, HOUSE NUMBERS, LOCATION OF VEHICLES, INDICATING WHICH IS CITY VEHICLE (IF APPLICABLE), WHICH IS CLAIMANT VEHICLE, LOCATION OF INDIVIDUALS, ETC.

NOTE: If diagrams below do not fit the situation, attach proper diagram and sign.



SIGNATURE OF CLAIMANT

Jan G. J. J.

DATE

7.2.02

DATE RECEIVED \_\_\_\_\_

RECEIVED BY \_\_\_\_\_

Item 10.

CLAIM NO. \_\_\_\_\_

CLAIM

Claimant's Name: \_\_\_\_\_

Auto \$ \_\_\_\_\_

Claimant's Address: \_\_\_\_\_

Property \$ \_\_\_\_\_

Personal Injury \$ \_\_\_\_\_

Claimant's Phone No. \_\_\_\_\_

Other (Specify below) \$ \_\_\_\_\_

TOTAL \$ 1,899 me

PLEASE INCLUDE COPIES OF ALL BILLS, INVOICES, ESTIMATES, ETC.

WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM.  
(WISCONSIN STATUTES 943.395)

The undersigned hereby makes a claim against the City of Sheboygan arising out of the circumstances described in the Notice of Damage or Injury. The claim is for relief in the form of money damages in the total amount of \$ ~~2000~~.

\$1,899 per phone call mtc

SIGNED

DATE: 7-30

ADDRESS:

MAIL TO: CLERK'S OFFICE  
828 CENTER AVE #100  
SHEBOYGAN WI 53081



**SHEBOYGAN CHEVROLET BUICK  
GMC CADILLAC**

3400 S BUSINESS DR, SHEBOYGAN, WI 53081

Phone: (920) 459-6855

FAX: (920) 459-6286

Workfile ID:

PartsShare:

Federal ID:

Item 10.

6Qcq2v

83-0747810

**Preliminary Estimate**

**Customer: ZIETZ, JAMES**

**Job Number:**

Written By: Patrick Karbe

Insured: ZIETZ, JAMES

Type of Loss:

Point of Impact: 06 Rear

Policy #:

Date of Loss:

Claim #:

Days to Repair: 0

**Owner:**

ZIETZ, JAMES

1314 S. 12TH ST

SHEBOYGAN, WI 53081

(920) 458-5044 Day

**Inspection Location:**

SHEBOYGAN CHEVROLET BUICK GMC  
CADILLAC

3400 S BUSINESS DR

SHEBOYGAN, WI 53081

Repair Facility

(920) 459-6855 Business

**Insurance Company:**

Some 2022 vehicles contain minor changes from the previous year. For those vehicles, prior to receiving updated data from the vehicle manufacturer, labor and parts data from the previous year may be used. The CCC ONE estimator has a list of applicable vehicles. Parts numbers and prices should be confirmed with the local dealership.

Item 10.

The following is a list of additional abbreviations or symbols that may be used to describe work to be done or parts to be repaired or replaced:

#### SYMBOLS FOLLOWING PART PRICE:

m=MOTOR Mechanical component. s=MOTOR Structural component. T=Miscellaneous Taxed charge category. X=Miscellaneous Non-Taxed charge category.

#### SYMBOLS FOLLOWING LABOR:

D=Diagnostic labor category. E=Electrical labor category. F=Frame labor category. G=Glass labor category. M=Mechanical labor category. S=Structural labor category. (numbers) 1 through 4=User Defined Labor Categories.

#### OTHER SYMBOLS AND ABBREVIATIONS:

Adj.=Adjacent. Algn.=Align. ALU=Aluminum. A/M=Aftermarket part. Blnd=Blend. BOR=Boron steel. CAPA=Certified Automotive Parts Association. D&R=Disconnect and Reconnect. HSS=High Strength Steel. HYD=Hydroformed Steel. Incl.=Included. LKQ=Like Kind and Quality. LT=Left. MAG=Magnesium. Non-Adj.=Non Adjacent. NSF=NSF International Certified Part. O/H=Overhaul. Qty=Quantity. Refn=Refinish. Repl=Replace. R&I=Remove and Install. R&R=Remove and Replace. Rpr=Repair. RT=Right. SAS=Sandwiched Steel. Sect=Section. Subl=Sublet. UHS=Ultra High Strength Steel. N=Note(s) associated with the estimate line.

CCC ONE Estimating - A product of CCC Intelligent Services Inc.

The following is a list of abbreviations that may be used in CCC ONE Estimating that are not part of the MOTOR CRASH ESTIMATING GUIDE:

BAR=Bureau of Automotive Repair. EPA=Environmental Protection Agency. NHTSA= National Highway Transportation and Safety Administration. PDR=Paintless Dent Repair. VIN=Vehicle Identification Number.

**ESTIMATE TOTALS**

Category	Basis		Rate	Cost \$
Parts				1, <span style="border: 1px solid black; padding: 2px;">Item 10.</span>
Body Labor	1.9 hrs	@	\$ 62.00 /hr	
Paint Labor	4.2 hrs	@	\$ 62.00 /hr	260.40
Mechanical Labor	1.5 hrs	@	\$ 130.00 /hr	195.00
Paint Supplies	4.2 hrs	@	\$ 42.00 /hr	176.40
Subtotal				1,800.13
Sales Tax	\$ 1,800.13	@	5.5000 %	99.01
<b>Grand Total</b>				<b>1,899.14</b>
Deductible				0.00
<b>CUSTOMER PAY</b>				<b>0.00</b>
<b>INSURANCE PAY</b>				<b>1,899.14</b>

Shoboyan  
Chevrolet

MyPriceLink Estimate ID / Quote ID:

969259534293934080 / 107585142

MOTOR VEHICLE REPAIR PRACTICES ARE REGULATED BY CHAPTER ATPC 132, WIS. ADM. CODE, ADMINISTERED BY THE BUREAU OF CONSUMER PROTECTION, WISCONSIN DEPT. OF AGRICULTURE, TRADE AND CONSUMER PROTECTION, P.O. BOX 8911, MADISON, WISCONSIN 53708-8911.

GEORGIA AVENUE BODY SHOP, INC.  
1819 GEORGIA AVENUE  
SHEBOYGAN, WI 53081  
PHONE: (920)458-3272 FAX: (920)458-3284

\*\*\* PRELIMINARY ESTIMATE \*\*\*

07/02/2022 09:05 AM

Owner

Owner: James Zietz  
Address: 1314 South 12th Street  
City State Zip: Sheboygan, WI 53081

Work/Day: (920)458-5044  
FAX:

Inspection

Inspection Date: 07/02/2022 09:05 AM  
Primary Impact: Left Rear Corner

Inspection Type:  
Secondary Impact:

Contact: James Miller

Repairer

Repairer: Georgia Ave Body Shop  
Address: 1819 Georgia ave

City State Zip: Sheboygan, WI 53081  
Email: gabs@gabsinc.biz

Contact: GEORGIA AVENUE  
Work/Day: (920)458-3272  
FAX: (920)458-3284  
Work/Day:

Target Complete Date/Time:

Days To Repair: 2

Vehicle

OEM Part Price Quote ID: \*\*\*\*

2008 Chevrolet Impala LT 3.5 4 DR Sedan  
6cyl Gasoline 3.5  
4 Speed Automatic

Lic.Plates: 364-ANJ  
Lic Expire:  
Prod Date: 06/2007  
Veh Insp# :  
Condition: Excellent  
Ext. Color: White  
Ext. Refinish: Two-Stage  
Ext. Paint Code: 40U

Lic State: WI  
VIN: 2G1WT58N189138090  
Mileage:  
Mileage Type: Actual  
Code: U4173B  
Int. Color: Gray  
Int. Refinish: Two-Stage  
Int. Trim Code: 83C

Options - AudaVIN Information Received

AM/FM CD Player  
Aluminum/Alloy Wheels  
Center Console  
Dual Airbags  
Head Airbags  
Keyless Entry System  
Power Door Locks  
Power Steering  
Rear Window Defroster

Air Conditioning  
**BodySide Moldings**  
Cruise Control  
Dual Zone Auto A/C  
**Heated Front Seats**  
Lighted Entry System  
Power Drivers Seat  
Power Windows  
Rem Trunk-L/Gate Release

Alarm System  
Cargo/Trunk Net  
Daytime Running Lights  
Floor Mats  
Intermittent Wipers  
Power Brakes  
Power Mirrors  
Rear Bench Seat  
Remote Starter

GEORGIA AVENUE BODY SHOP, INC.  
1875 GEORGIA AVENUE  
FARMINGTON, CT 06030  
PHONE: (860) 282-3212 FAX: (860) 282-3214

## PRELIMINARY ESTIMATE

JUN 22 2002 09:00 AM

OWNER

Monday, June 24, 2002  
FAX: (860) 282-3214

Monday, June 24, 2002  
FAX: (860) 282-3214

## INSPECTION

Inspection Date: 06/22/2002  
Inspection Type: Secondary Impact  
Contact: James Hines  
Primary Impact: Left Rear Corner

## REPAIRS

Contact: GEORGIA AVENUE  
VIN: 3G0M1R823  
Wk: 1022  
Wk: 1022

Repairer: Georgia Avenue Body Shop  
Address: 1875 Georgia Avenue  
Farmington, CT 06030

Estimate #: 0000000000  
Estimate Date: 06/22/2002

## Target Complete Date/Time:

## VEHICLE

DEM Part Price Code ID: \*\*\*\*

2000 Chevy  
4 Speed Automatic  
Cyl: Gasoline 4

Ext. Paint Code: 400  
Ext. Refinish: Two-Stage  
Ext. Color: White  
Condition: Excellent  
VIN: 3G0M1R823  
Mileage: 1022  
Int. Color: Gray  
Int. Trim Code: 820  
Int. Upholstery: Two-Stage

License: 18A-AU  
VIN: 3G0M1R823  
Mileage: 1022  
VIN: 3G0M1R823  
VIN: 3G0M1R823  
VIN: 3G0M1R823  
VIN: 3G0M1R823  
VIN: 3G0M1R823

## Options - Audio/Video Information Retrieved

Alarm System  
Cargo/Tank Net  
Exterior Running Lights  
Front Mesh  
Intermittent Wipers  
Power Brakes  
Power Windows  
Power Seats  
Power Windows

Anti-locking  
Brake System  
On the Control  
Dual Zone Auto A/C  
Heated Seats  
Interior Power System  
Interior Power Seats  
Interior Windows  
Interior Windows

AM/FM CD Player  
Aluminum Alloy Wheels  
Center Console  
Dual Airbags  
Head A/C  
Keyless Entry System  
Power Door Locks  
Power Steering  
Rear Window Defogger



**Split Front Bench Seat**  
Theft Deterrent System  
Tire Pressure Monitor

Sport Suspension  
Tilt Steering Wheel  
Velour/Cloth Seats

Tachometer  
Tinted Glass

**AudaVIN options are listed in bold-italic fonts**

**Damages**

Line	Op	Guide	MC	Description	MFR.Part No.	Price	ADJ% B%	Hours	R
<b>Rear Bumper</b>									
1	OE	566	46	Cover,Rear Bumper	Replace PXN OE Srpls	\$348.00		2.2	SM
2	L	566	13	Cover,Rear Bumper	Refinish			4.2	RF
					3.0 Surface				
					0.6 Two-stage setup				
					0.6 Two-stage				
3	E	1172		Ret,Rear Bumper Cover	11519444 GM Part	\$26.52			SM
				Quantity of 4 @ \$6.63 each					
4	EP	567		Absorber,Rear Bumper	Replace PXN	\$141.00		INC	SM
<b>Manual Entries</b>									
5	L	M03		Flex Additive	Refinish	\$12.00*			RF
6	N	M60		Hazardous Waste Removal	Additional Labor	\$5.25*			SM
6				Items					
			MC	Message					
			13	INCLUDES 0.6 HOURS FIRST PANEL TWO-STAGE ALLOWANCE					
			46	PRINTABLE ALTERNATE PARTS COMPARE					

**Estimate Total & Entries**

OEM Parts				\$26.52	
Other Parts				\$506.25	
Paint & Materials		4.2 Hours @	\$46.00	\$193.20	
Parts & Material Total					\$725.97
Tax on Parts & Material		@	5.500%		\$39.93
Labor	Rate	Replace	Repair Hrs	Total Hrs	
		Hrs			
Sheet Metal (SM)	\$65.00	2.2		2.2	\$143.00
Mech/Elec (ME)	\$90.00				
Frame (FR)	\$80.00				
Refinish (RF)	\$65.00	4.2		4.2	\$273.00
Labor Total				6.4 Hours	\$416.00
Tax on Labor		@	5.500%		\$22.88
Gross Total					\$1,204.78
Net Total					\$1,204.78

Alternate Parts Y/02/01/00/01/01 Cumulative 02/01/00/01/01 Zip Code: 53081 Default  
OEM Part Prices DT 07/02/2022 09:05 AM EstimateID 972499363009929216 QuoteID \*\*\*\*  
Recycled Parts NOT REQUESTED  
Rate Name Default



Audatex Estimating 8.1.325 Update 7 ES 07/02/2022 09:06 AM REL 8.1.325 Update 7 DT 05/01/2022 DB 06/15/2022

State Disclosure:WI

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1.2 HRS WERE ADDED TO THIS ESTIMATE BASED ON AUDATEX'S TWO-STAGE REFINISH FORMULA.

## Op Codes

* = User-Entered Value	^ = Labor Matches System Assigned Rates	E = Replace OEM
NG= Replace NAGS	EC = Replace Economy	OE = Replace PXN OE Srpls
UE = Replace OE Surplus	ET = Partial Replace Labor	EP = Replace PXN
EU = Replace Recycled	TE = Partial Replace Price	PM= Replace PXN Reman/Reblt
UM= Replace Reman/Rebuilt	L = Refinish	PC = Replace PXN Reconditioned
UC = Replace Reconditioned	TT = Two-Tone	SB = Sublet Repair
N = Additional Labor	BR = Blend Refinish	I = Repair
IT = Partial Repair	CG= Chipguard	RI = R & I Assembly
P = Check	AA = Appearance Allowance	RP = Related Prior Damage



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## CITY OF SHEBOYGAN

## REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION

---

**ITEM DESCRIPTION:** R.O. No. 13-22-23 submitting a claim from Nina Stapel for alleged sewer backup.

---

**REPORT PREPARED BY:** Margo Wagner, Financial Reporting Analyst

---

**REPORT DATE:** October 5, 2022

**MEETING DATE:** October 10, 2022

---

**FISCAL SUMMARY:**

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

---

**STATUTORY REFERENCE:**

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

---

**BACKGROUND / ANALYSIS:**

R.O. No. 13-22-23 is a claim from Nina Stapel for damage to her home due to sewer backup. Repair and restoration invoices were submitted. Town of Wilson was contacted in regards to what jurisdiction is the responsible party. Due to a potential for legal action, the Town of Wilson requested that further correspondence would be directed to the Town Attorney.

**STAFF COMMENTS:**

City staff have reviewed the above claim and under authorization of City Administrator Todd Wolf in consultation with the City Attorney and the Finance Department, have denied the claim listed above.

**ACTION REQUESTED:**

Motion to recommend the Common Council receive and file the following documents:  
R.O. No. 13-22-23

**ATTACHMENTS:**

- I. R.O. No. 13-22-23

II

R. O. No. 13 - 22 - 23. By CITY CLERK. May 16, 2022.

Submitting a pending claim from Nina Stapel for an alleged sewer backup in her basement.

---

CITY CLERK

Finance + Personnel

## NOTICE OF CLAIM

To: City of Sheboygan Clerk  
828 Center Avenue Suite 103  
Sheboygan, WI 53081

Pursuant to sec. 893.80, Wis. Stats., you are hereby notified of a claim for damage to the Nina Stapel Residence, 1202 Stahl Road, Sheboygan, WI 53081.

### THE INCIDENT

Date: January 20, 2022

Time: Not exact

Place: Basement of 1202 Stahl Road, Sheboygan, WI

The circumstances giving rise to my claim are as follows:

On the morning of January 21, my daughter came into my house and thought she smelt sewer. It was not till early afternoon that she went downstairs and called me (as I was in Florida) saying, there was water in the basement of my home. After walking thru all the rooms with a video we discovered that it was sewer backup.

I immediately called the City Sewer dept and they got ahold of someone. Who in turn got, Steve Pautz to come and check it out. He came to my door went down with my daughter and the Mr. Lopez from Lakeshore Restoration, determined it was a sewer backup. Mr. Pautz came back and told them as well as myself, as I was on the phone, there were two fail switches that had failed. Mr. Lopez started the assessment and started the process to rid of water, sanitize and started the demolition and continued until finishing the restoration.

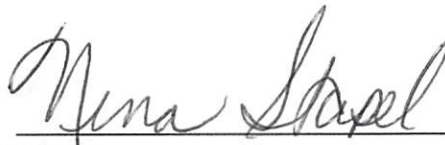
I was moved into the City of Sheboygan with the Kohler Annex and have been paying for my sewer as well as my taxes to the city for a couple of years. All of my taxes and services have almost doubled in cost.

### THE CLAIM

This is a notice as the repairs have not all been finished, and I will inform you of the final amount. Mr. Lopez has finished his work and his bill was \$9,653.59 for the tear down, clean up, and sanitizing. The repair & restoration bill was \$5,200.36. The dumpster and cleaning before carpet is \$745.00. I still need the carpet purchase and installed, and I do not have a cost for that.

I have attached some photos.

May 9, 2022



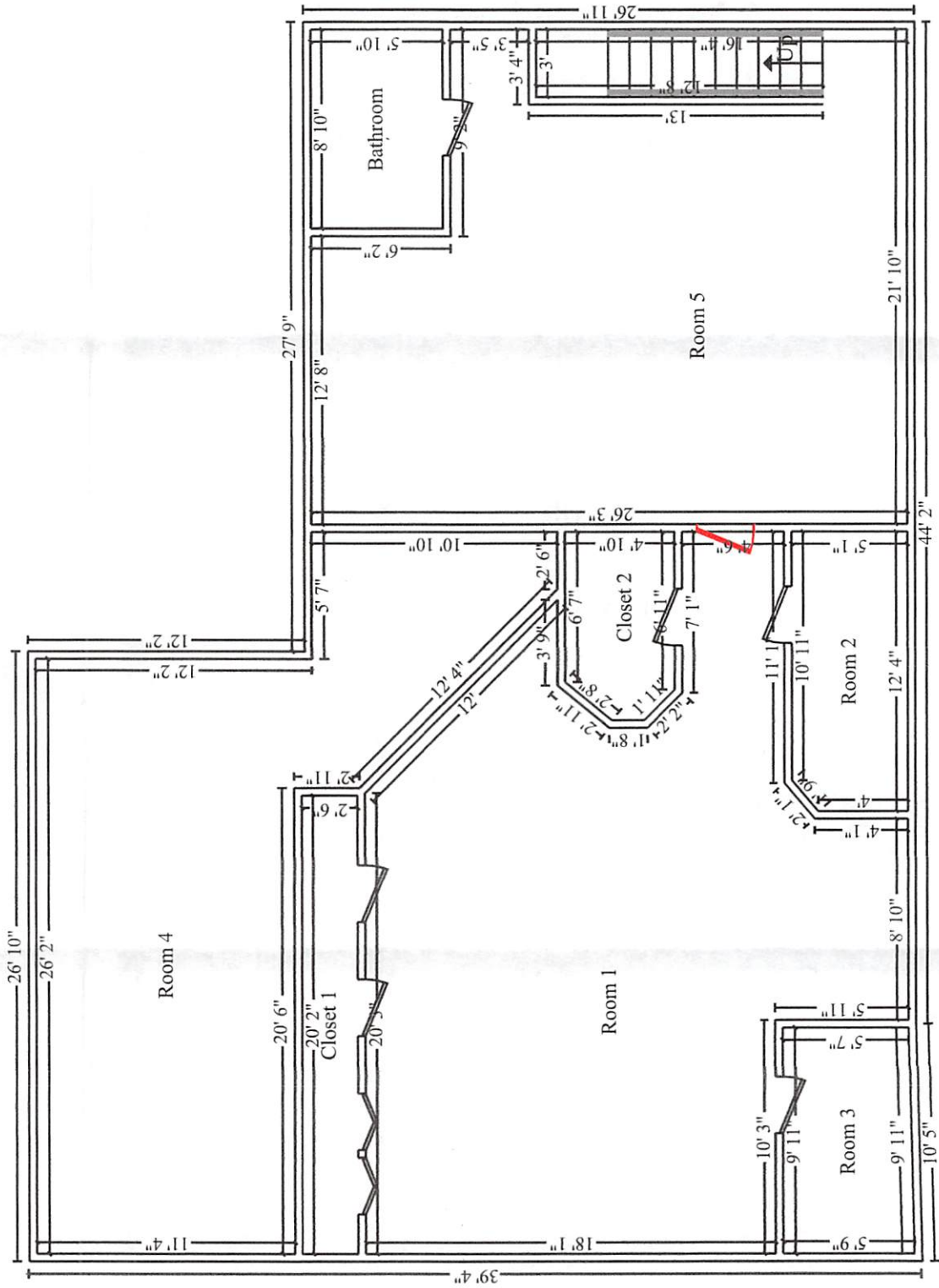
Signature

Nina Stapel  
1202 Stahl Road  
Sheboygan, WI 53081  
Phone: 920-946-4074

Wisconsin Statute section 893.80(1d)(a) requires that "Within 120 days after the happening of the event giving rise to the claim, written notice of the circumstances of the claim signed by the party, agent or attorney" must be served on the clerk of City of Sheboygan.

Thereafter, according to Wisconsin Statute section 893.80(1d)(b), a claim containing the address of the claimant and an itemized statement of the relief sought must be presented to the City of Sheboygan Clerk.

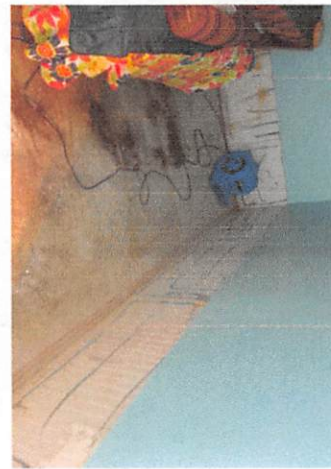
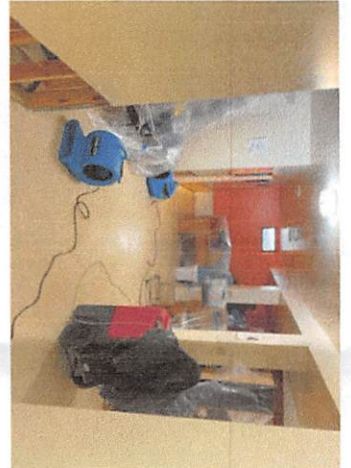
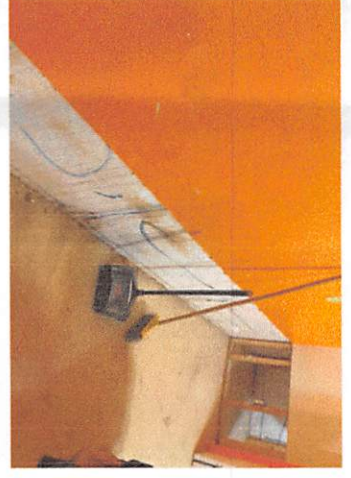
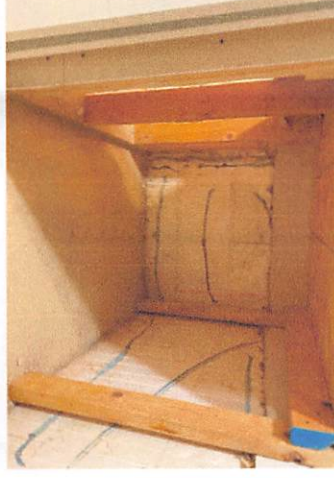
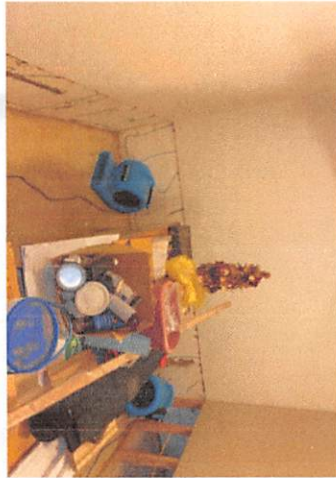
This document serves as the notice of claim, discussed above.











## CITY OF SHEBOYGAN

## REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION

---

**ITEM DESCRIPTION:** R.O. No. 69-22-23 submitting a claim from Matthew Friedl for alleged vehicle damage by Shoreline Metro bus.

---

**REPORT PREPARED BY:** Margo Wagner, Financial Reporting Analyst

---

**REPORT DATE:** October 5, 2022

**MEETING DATE:** October 10, 2022

---

**FISCAL SUMMARY:**

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

---

**STATUTORY REFERENCE:**

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

---

**BACKGROUND / ANALYSIS:**

R.O. No. 69-22-23 is a claim from Matthew Friedl (represented by Allstate) for damage to a vehicle by a Shoreline Metro bus. Estimates were provided. Per communication with Shoreline Metro and the City Attorney, the claim will be denied by the City, and it should be submitted to Shoreline Metro's insurance.

**STAFF COMMENTS:**

City staff have reviewed the above claim and under authorization of City Administrator Todd Wolf in consultation with the City Attorney and the Finance Department, have denied the claim listed above.

**ACTION REQUESTED:**

Motion to recommend the Common Council receive and file the following documents:  
R.O. No. 69-22-23

**ATTACHMENTS:**

- I. R.O. No. 69-22-23



II

Item 12.

R. O. No. 69 - 22 - 23. By CITY CLERK. October 3, 2022.

Submitting a claim from Allstate a/s/o Matthew Friedl for alleged damages to vehicle when it was struck by a City of Sheboygan bus.

\_\_\_\_\_  
CITY CLERK

FIP

DATE RECEIVED 9-20-22

RECEIVED BY MKC

Item 12.

CLAIM NO. 15-22

CITY OF SHEBOYGAN NOTICE OF DAMAGE OR INJURY

INSTRUCTIONS: TYPE OR PRINT IN BLACK INK

1. Notice of death, injury to persons or to property must be filed not later than 120 days after the occurrence.
2. Attach and sign additional supportive sheets, if necessary.
3. This notice form must be signed and filed with the Office of the City Clerk.

**4. TWO ESTIMATES MUST BE ATTACHED IF YOU ARE CLAIMING DAMAGE TO A VEHICLE.**

1. Name of Claimant: Allstate a/s/o Matthew Friedl
2. Home address of Claimant: PO Box 660636 Dallas, TX 75266
3. Home phone number: 972 871 6262
4. Business address and phone number of Claimant: Same as above
5. When did damage or injury occur? (date, time of day) 8/13/2022 345pm
6. Where did damage or injury occur? (give full description) Geele Ave & N 6th Street
7. How did damage or injury occur? (give full description) Our insured was stopped at a stop sign, and planning to head southbound on North six Street when a city of Sheboygan bus traveling eastbound on Geele Avenue attempted to make a left hand turn to drive northbound on N. 6th St. and cut the turn to close and struck our stopped vehicle, causing damage to the driver side front end corner, driver side door and rear driver side door.
8. If the basis of liability is alleged to be an act or omission of a City officer or employee, complete the following:
  - (a) Name of such officer or employee, if known: Jeffrey Bemis
  - (b) Claimant's statement of the basis of such liability: Claimant turned corner too tight causing impact
9. If the basis of liability is alleged to be a dangerous condition of public property, complete the following:
  - (a) Public property alleged to be dangerous: n/a
  - (b) Claimant's statement of basis for such liability: na
10. Give a description of the injury, property damage or loss, so far as is known at this time. (If there were no injuries, state "NO INJURIES").

No injuries

Item 12.

11. Name and address of any other person injured: n/a

12. Damage estimate: (You are not bound by the amounts provided here.)

Auto: \$ 10,054.32

Property: \$ 0.00

Personal injury: \$ 0.00

Other: (Specify below deductible \$ 1,500.00

TOTAL \$ 11,554.32

Damaged vehicle (if applicable)

Make: Toyota Model: Highlander Year: 2016 Mileage: 62,575

Names and addresses of witnesses, doctors and hospitals:

Witness Paul Werth 920 287 5774

FOR ALL ACCIDENT NOTICES, COMPLETE THE FOLLOWING DIAGRAM IN DETAIL. BE SURE TO INCLUDE NAMES OF ALL STREETS, HOUSE NUMBERS, LOCATION OF VEHICLES, INDICATING WHICH IS CITY VEHICLE (IF APPLICABLE), WHICH IS CLAIMANT VEHICLE, LOCATION OF INDIVIDUALS, ETC.

NOTE: If diagrams below do not fit the situation, attach proper diagram and sign.

SIGNATURE OF CLAIMANT

*[Handwritten Signature]*

DATE

9/16/22

BY SIGNING THIS I ACKNOWLEDGE I HAVE READ AND UNDERSTAND THE INSTRUCTIONS

DATE RECEIVED 9.20.22

RECEIVED BY *[Handwritten Signature]*

CLAIM NO. 15-22

## CLAIM

Claimant's Name: Allstate a/s/o Matthew Friedl Auto \$ 10,054.32  
 Claimant's Address: PO Box 660636 Property \$  
 Dallas, TX 75266 Personal Injury \$  
 Claimant's Phone No. 972 871 6262 Other (Specify below) 500.00  
 Other being deductible TOTAL \$ 11,554.32

PLEASE INCLUDE COPIES OF ALL BILLS, INVOICES, ESTIMATES, ETC.

WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM.  
 (WISCONSIN STATUTES 943.395)

The undersigned hereby makes a claim against the City of Sheboygan  
 arising out of the circumstances described in the Notice of Damage or  
 Injury. The claim is for relief in the form of money damages in the total  
 amount of \$ 11,554.32.

SIGNED



DATE:

9/16/2022

ADDRESS:

8901 Ester Blvd Irving TX 75063

BY SIGNING THIS I ACKNOWLEDGE I HAVE READ AND UNDERSTAND THE INSTRUCTIONS.

MAIL TO: CLERK'S OFFICE  
 828 CENTER AVE #100  
 SHEBOYGAN WI 53081



CITY OF SHEBOYGAN  
828 CENTER AVE STE 105  
SHEBOYGAN WI 530814442

September 15, 2022

CLAIM NUMBER: 0680922713 F5G  
DATE OF LOSS: August 13, 2022  
OUR INSURED: MATTHEW FRIEDL  
YOUR FILE NUMBER:  
YOUR INSURED:  
ADDRESS:

PHONE NUMBER: 800-374-4246  
FAX NUMBER: 866-447-4293  
OFFICE HOURS: Mon - Fri 7:00 am - 6:00 pm

CITY STATE ZIP: , ,  
LOSS LOCATION: GEELE AVE AND N 6TH ST, Sheboygan,, WI  
AMOUNT OF LOSS: \$11,554.32

## Re: Subrogation Claim Notice

Dear CITY OF SHEBOYGAN,

Our investigation indicates your insured was responsible for the loss referenced above.

Please accept this letter as notice of our subrogation claim. Enclosed, you will find copies of the supporting documents for which we are seeking reimbursement. To assist you in your review, the following is a breakdown of our subrogation demand:

Auto Damage (Company Paid):	\$10,054.32
Rental:	\$
Towing:	\$
Other:	\$
Deductible (Customer Paid):	\$1,500.00
Salvage Recovery:	\$
Insured Out of Pocket (please send directly to our Insured):	\$626.54

Please forward your payment with our claim number to:

**Allstate Payment Processing Center**  
**P.O. BOX 650271**  
**Dallas, TX 75265 0271**

Be advised that any amounts received from you for less than the amount demanded will be considered an undisputed partial payment amount only, and we retain the right to pursue full payment.

We ask that you direct any future correspondence to the address listed at the top of this letter.

If corresponding by e-mail, please send to [claims@claims.allstate.com](mailto:claims@claims.allstate.com) and refer to the Allstate claim number on the subject line. Thank you.

0680922713 F5G

Sincerely,

***RIKKI WEST***

RIKKI WEST  
800-374-4246 Ext. 8716262  
Allstate Property and Casualty Insurance Company

0680922713 F5G



Report Date: 09/15/2022

**Payment Ledger**

Policy Holder:	LISA A AND MATTHEW J FRIEDL	Total Amount Paid	\$10,054.32
Participant:	MATTHEW FRIEDL	Medical Deductible:	\$0.00
Date of Loss:	08/13/2022	Co-payment Amount	\$0.00
Claim Number:	0680922713		

Payment/Credit Date	Payee/Payor	Check#	Amount
09/12/2022	CRASH CHAMPIONS - WEST BEND	14325	\$ 10,054.32



**Crash Champions - West Bend**  
3000 W Washington St, West Bend, WI 53095  
Phone: (262) 306-1900  
FAX: (262) 306-3460

Workfile ID: d1ec558  
PartsShare: 6Vb32  
Federal ID: 47-1529314  
State ID: NA  
Federal EPA: NA  
State EPA: NA

Item 12.

**Supplement of Record 5 with Summary**

**RO Number: 14003868**

Written By: Dan Ehlke, 9/6/2022 1:40:45 PM

Insured: FRIEDL, MATTHEW      Policy #: 000912858835      Claim #: 000680922713D01  
Type of Loss: Collision      Date of Loss: 8/13/2022 3:45 PM      Days to Repair: 30  
Point of Impact: 11 Left Front

**Owner:**

FRIEDL, MATTHEW  
4512 WHITE OAK LN  
SHEBOYGAN, WI 53083  
(920) 254-8517 Cell

**Inspection Location:**

Crash Champions - West Bend  
3000 W Washington St  
West Bend, WI 53095  
Repair Facility  
(262) 306-1900 Business

**Insurance Company:**

ALLSTATE PROPERTY & CASUALTY  
Allstate Property and Cas  
HOME OFFICE CLAIMS  
Northbrook

**VEHICLE**

2016 TOYO Highlander LE AWD 4D UTV 6-3.5L Gasoline Sequential MPI Black Pri

VIN: 5TDBKRFH1GS251153      Interior Color:      Mileage In: 62,575      Vehicle Out: 9/6/2022  
License: 657-RPJ      Exterior Color: Black Pri      Mileage Out:      Job #: DENNIS/chris  
State: WI      Production Date: 1/2016      Condition:      S

**TRANSMISSION**

Automatic Transmission  
Overdrive  
4 Wheel Drive

**POWER**

Power Steering  
Power Brakes  
Power Windows  
Power Locks  
Power Mirrors  
Heated Mirrors

**DECOR**

Dual Mirrors  
Privacy Glass  
Console/Storage  
Overhead Console

**CONVENIENCE**

Air Conditioning  
Intermittent Wipers  
Tilt Wheel  
Cruise Control  
Rear Defogger  
Keyless Entry  
Message Center  
Steering Wheel Touch Controls  
Rear Window Wiper  
Telescopic Wheel

Climate Control  
Dual Air Condition  
Backup Camera

**RADIO**

AM Radio

FM Radio

Stereo  
Search/Seek  
CD Player  
Auxiliary Audio Connection

**SAFETY**

Drivers Side Air Bag  
Passenger Air Bag  
Anti-Lock Brakes (4)  
4 Wheel Disc Brakes  
Traction Control  
Stability Control  
Front Side Impact Air Bags  
Head/Curtain Air Bags  
Hands Free Device

**ROOF**

Luggage/Roof Rack

**SEATS**

Cloth Seats  
Bucket Seats  
3rd Row Seat

**WHEELS**

Aluminum/Alloy Wheels

**PAINT**

Clear Coat Paint  
Metallic Paint

**OTHER**

Fog Lamps  
Rear Spoiler  
Signal Integrated Mirrors  
California Emissions

## RO Number: 14003868

2016 TOYO Highlander LE AWD 4D UTV 6-3.5L Gasoline Sequential MPI Black Pri

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		<b>FRONT BUMPER</b>					
2	R&I	License bracket				0.2	
3		O/H front bumper				2.2	
4	**	Repl A/M Bumper cover	521190E925	1	<u>182.00</u>	Incl.	3.0
		Note: Morrison Auto					
5		Add for Clear Coat					1.2
6		Add for fog lamps				0.4	
7	**	Repl Opt OEM Lower cover	521290E010	1	<u>185.00</u>	Incl.	
		Note: Torn					
8	**	S03 Repl A/M LT Lamp bezel w/o LED running lamp w/fog lamps	520400E020	1	<u>82.00</u>	Incl.	
9		Repl LT Side retainer tape	758950E010	1	6.58		
10		Repl RT Side retainer tape	758950E010	1	6.58		
11		Repl LT Side retainer clip	5387950020	1	9.42		
12	**	Repl Opt OEM LT Side support	521460E060	1	<u>25.00</u>	Incl.	
13	**	S03 Repl A/M CAPA Energy absorber	526110E091	1	32.00	Incl.	
14	**	Repl Opt OEM Impact bar (UHS)	520210E040	1	<u>345.00</u>	0.4	
15	*	R&I Center grille				Incl.	
16	**	S03 Repl Opt OEM LT Tow brkt cover	521280E926	1	<u>12.07</u>	Incl.	0.2
		Note: MISSING					
17		<b>GRILLE</b>					
18	R&I	R&I grille assy				Incl.	
19		<b>FRONT LAMPS</b>					
20	**	Repl A/M CAPA LT Headlamp assy w/o smoke accent	811500E180	1	<u>253.50</u>	0.3	
		Note: Morrison Auto					
21		R&I RT Headlamp assy w/o smoke accent				0.3	
22	*	S02 Repl LKQ LT Fog lamp assy +25%	8122002160	1	<u>125.00</u>	Incl.	
23		R&I RT Fog lamp assy				Incl.	
24		<b>RADIATOR SUPPORT</b>					
25	R&I	Sight shield				0.2	
26	#	R&I Hood Alarm Switch				0.1	
27		Repl LT Side support w/o Hybrid	532030E070	1	190.26 s	3.2	0.5
28		Aim headlamps				0.5	
29		Evacuate & recharge			m	1.4 M	
30		Refrigerant recovery			m	0.4 M	
31	R&I	R&I upper tie bar			s	0.4	
32		Repl LT Radiator support brace	572260E060	1	20.63	0.2	0.2
33	R&I	LT Side shield				0.1	
34	*	Rpr Lower tie bar			s	<u>0.5</u>	<u>0.3</u>
		Note: Secondary Damage and spot refinish					
35		Overlap Minor Panel					-0.2

## RO Number: 14003868

2016 TOYO Highlander LE AWD 4D UTV 6-3.5L Gasoline Sequential MPI Black Pri

36			R&I	Lock support					0.2	
37			Repl	LT Fender mtg bkt plate	537180E070	1	26.66		0.2	0.2
38			Repl	Sight shield clip	9046707217	4	6.56			
39	*	S01	R&I	Front shield					<u>Incl.</u>	
40	COOLING									
41	*	S01	R&I	R&I radiator			m		<u>2.5</u>	
				Note: LABOR: Time includes R&I/R&R front shield, condenser and R&I shroud as an assembly.						
42	*	S01	R&I	R&I shroud as an assy			m		<u>Incl.</u>	
43			Repl	Duct	329170E010	1	122.20	m	Incl.	
44	**		Repl	A/M Trans cooler	3291048190	1	160.00	m	1.0	
45			Repl	Trans cooler mount bracket	3291348030	1	85.02			
46	#		Repl	Coolant (Extended life/OEM)		2	40.00			
				Note: Per Invoice						
47	AIR CONDITIONER & HEATER									
48	*	S01	R&I	Condenser assy w/o hybrid			m		<u>Incl.</u>	
49	HOOD									
50	#		R&I	Hood Switch					0.2	
51			R&I	R&I hood assy					0.6	
52	FENDER									
53			Repl	LT Outer rail extn (HSS)	571140E010	1	85.02	s	1.5	0.4
54	*		Sect	<u>LT Rail assy w/o hybrid (HSS)</u>	570280E041	1	732.01	s	5.3	0.8
				Note: LABOR: Time is after apron assembly and all necessary bolted-on parts are removed. Time does not include reinforcement bracket. Time is for complete replacement, for sectioning, see SECTIONING OPERATIONS.						
55				Overlap Minor Panel						-0.2
56	#		Repl	PLUG PLATE	90333-30008	4	8.84			
				Note: Plug on Rail section						
57	**		Repl	A/M LT Fender liner 3.5 liter standard cooling	538060E120	1	95.62		Incl.	
58			Repl	LT Mud guard	766220E010	1	36.98		0.2	
59	**		Repl	Opt OEM LT Wheel opng mldg	750860E010	1	<u>100.00</u>		Incl.	
60			Repl	LT Mud guard clip	7586706030	1	6.26			
61	**		Repl	Opt OEM LT Fender (HSS)	538020E100	1	<u>263.00</u>		2.3	2.2
62				Add for Edging						0.5
63			Repl	LT Mud guard grommet	90189A0008	2	2.98			
				Note: 2 of these are required.						
64			R&I	LT Shield					Incl.	
65			R&I	LT Molding assy painted black					Incl.	
66	*		Rpr	LT Front panel			s		<u>1.0</u>	<u>0.3</u>
				Note: Secondary Damage - Spot Refinsih after Fuse box						
67				Overlap Minor Panel						-0.2
68	*		Rpr	LT Inner reinf			s		<u>0.2</u>	<u>0.2</u>
				Note: Spot Refinish and repair for Rad support Repacement						
69				Overlap Minor Panel						-0.2
70	*		Rpr	LT Molding assy painted black					<u>0.5</u>	0.3
				Note: Backedg Damage						
71		S04	Repl	LT Molding assy pad	757930E070	2	19.94			

## RO Number: 14003868

2016 TOYO Highlander LE AWD 4D UTV 6-3.5L Gasoline Sequential MPI Black Pri

Note: PARTS: Part included with body side molding. Part cannot be reused/reinstalled.  
LT and RT per Invoice same number

72	<b>FRAME</b>						
73	#	Rpr	Unibody structural repair			2.0	F
			Note: Pull To Toyota Dimentions				
74	<b>ELECTRICAL</b>						
75	**	S02	Subl	A/M D&R wiring harness - LT Fog Lamp	1	120.00	
				Note: Per Invoice			
76			R&I	Battery 575 CCA		m	0.4
77	*		R&I	LT Relay box			<u>1.0</u>
				Note: Lift and Remove for Rad support Replacement			
78	#			D&R wiring harness	1		0.5
				Note: Loosen and remove for replace of parts			
79	<b>WHEELS</b>						
80	*	S01	Repl	LKQ LT/Front Wheel, alloy 18", type 2 gunmetal +25%	426110E440	1	<u>206.25</u> m <u>0.1</u>
				Note: Machined and painted dmaage			
81	<b>WINDSHIELD</b>						
82			R&I	LT Side molding			0.2
83			Repl	LT Side molding clip	755450E020	2	12.52
				Note: Mont clips broke			
84	<b>RESTRAINT SYSTEMS</b>						
85			R&I	Ft impact sensor LT		m	0.1
86	<b>ROOF</b>						
87			R&I	RT Drip molding front			0.4
88			R&I	RT Drip molding center			0.4
89			R&I	RT Drip molding rear			0.4
90			Blnd	LT Roof side panel outer			0.8
91	*		R&I	<u>Front rail</u>			<u>0.2</u>
92	*		R&I	<u>Rear rail</u>			<u>0.2</u>
93	<b>PILLARS, ROCKER &amp; FLOOR</b>						
94			R&I	LT Scuff plate rear w/o Hybrid			0.1
95			R&I	LT Surround w'strip rear			0.5
96	<b>FRONT DOOR</b>						
97	*		Rpr	<u>LT Outer panel (HSS)</u>			<u>2.5</u> 2.1
				Note: Front to back damage - Scratches and dings form impact			
98				Overlap Major Adj. Panel			-0.4
99	#			Basecoat Reduction	1		-0.3
100			R&I	LT Frame molding			0.3
101			R&I	LT Rocker molding painted black			0.3
102			Repl	LT Frame molding rivet	90269A0006	6	5.16
				Note: 6 of these are required.			
103			R&I	LT Belt molding			0.3
104			R&I	LT R&I mirror			0.3
105			R&I	LT Handle, outside w/o Smart			0.3



## RO Number: 14003868

2016 TOYO Highlander LE AWD 4D UTV 6-3.5L Gasoline Sequential MPI Black Pri

			Key black						
106	*	Rpr	LT Handle, outside w/o Smart Key black					0.3	0.4
107			Overlap Minor Panel						-0.2
108		Blnd	LT Cover black						0.1
109		R&I	LT Lock assy					0.4	
110		R&I	LT R&I trim panel					0.5	
111		R&I	LT Handle base					0.1	
			Note: LABOR: Time is after handle, outside is removed.						
112	*	R&I	LT Water shield					0.1	
113		Repl	LT Rocker molding pad	757930E040	1	12.53			
			Note: PARTS: Part included with body side molding. Part cannot be reused/reinstalled.						
114	*	R&I	LT Weatherstrip ROCKER OUTER, LH					0.1	
115	REAR DOOR								
116	*	R&I	LT Weatherstrip rear					0.2	
117		Repl	LT Weatherstrip front	678960E020	1	16.03		0.2	
			Note: PARTS: Part cannot be reused/reinstalled. LABOR: Time included with R&R door shell and outer panel.						
118	*	Rpr	LT Outer panel (HSS)					2.5	2.1
			Note: Front to back damage - Scratches and dings form impact						
119			Overlap Major Adj. Panel						-0.4
120	#	Refn	Basecoat Reduction						-0.3
121	*	R&I	LT Belt molding					0.3	
122	**	Repl	Opt OEM LT Lower molding	750780E010	1	64.00		0.3	
123		R&I	LT Rocker molding painted black					0.3	
124		R&I	LT Handle, outside black					0.3	
125		R&I	LT Handle base					0.1	
126	#	R&I	Rear Door Ajar Switch					0.1	
127	*	R&I	LT Door trim panel fabric black					0.6	
128	*	R&I	LT Water shield					0.1	
129	*	R&I	LT Door trim panel metallic accent black					0.6	
130		Repl	LT Stone guard	757480E010	1	16.18		0.2	
131		R&I	LT Striker					0.2	
132		Repl	LT Rocker molding pad	757970E030	1	12.53			
			Note: PARTS: Part included with body side molding. Part cannot be reused/reinstalled.						
133	QUARTER PANEL								
134	*	Rpr	LT Quarter panel w/o blind spot					6.5	2.9
			Note: Front Torn - weld tear - Rear Dented by bumper						
135			Overlap Major Adj. Panel						-0.4
136			Add for Lock Pillar						0.5
137	#	Refn	Basecoat Reduction						-0.3
138		R&I	LT Wheelhouse liner					0.3	
139		S02 Repl	LT Seal	616680E030	1	48.01		0.2	
			Note: PARTS: Part cannot be reused/reinstalled. LABOR: Time included with R&R quarter panel.						
140	#	Repl	Urethane Kit		1	15.00			

## RO Number: 14003868

2016 TOYO Highlander LE AWD 4D UTV 6-3.5L Gasoline Sequential MPI Black Pri

141	**	Repl	A/M LT Wheel opng mldg	750880E010	1	59.00	0.3	
142		R&I	LT Roof trim flaxen				0.1	
143		Repl	LT Quarter glass Toyota	627200E150	1	332.52	1.5	
			Note: PARTS: Part cannot be reused/reinstalled. LABOR: Time is after headliner is removed.					
144		R&I	LT Upper qtr trim rear flaxen				0.3	
145		R&I	LT Upper qtr trim front flaxen				0.2	
146	<b>REAR LAMPS</b>							
147		R&I	LT Combo lamp assy				0.3	
148	<b>REAR BUMPER</b>							
149	* <>	Rpr	Bumper cover w/o park assist				2.0	2.6
150			Overlap Major Non-Adj. Panel					-0.2
151			Clear Coat					2.5
152	#	Refn	Basecoat Reduction					-0.3
153		Repl	LT Mud guard	766260E010	1	64.88	0.2	
154		R&I	RT Mud guard				0.2	
155	*	R&I	Lower trim panel				0.7	
156	#	S04 Subl	4 WHEEL ALIGNMENT.		1	100.00	T	
			Note: Attached					
157	#		Corrosion Protection		1	12.00		
158	#		COVER CAR		1	5.00		
159	#		Flex Additive		1	7.00		
160	#		FRAME SET UP MEASURE		1		1.5	
			Note: Frame Damage					
161	#		Hazardous Waste		1	3.00		
162	#	S04 Subl	Tire Mount and Balance +20%		1	46.20		
			Note: Tire M/B Inc Fitting Kit as LKQ Sensor Bad.					
163		S02 R&I	LT Side support				0.1	
164	<b>VEHICLE DIAGNOSTICS</b>							
165	*	Rpr	Pre-repair scan			m	0.5	M
			Note: Pre-Scan necessary to inspect for loss related diagnostic trouble codes					
166	*	S04 Subl	Post-repair scan		1	Incl. X m		
167	#	S04 Subl	ADAS Calibration		1	170.00		
168	<b>MISCELLANEOUS OPERATIONS</b>							
169	#	S02 Repl	Mask jams/openings		1	5.00	0.6	
			Note: LR door opening - Engine Bay, Primer					
170	#	S03	Feather edge prime and block		1	5.00	1.0	
			Note: Mask Body lines - Mask for primer and blkok - prep for paint					
171	#	S04 Repl	Fuel Charge		1	5.00		
			Note: Keystone - invoice attached.					
172	#	S05 Repl	Clips/retainers.		1	17.52		
			Note: Per invoice					
173			OTHER CHARGES					
174	#		Towing		1	761.00		
<b>SUBTOTALS</b>						<b>5,387.46</b>	<b>61.0</b>	<b>20.7</b>

**RO Number: 14003868**

2016 TOYO Highlander LE AWD 4D UTV 6-3.5L Gasoline Sequential MPI Black Pri

**ESTIMATE TOTALS**

<b>Category</b>	<b>Basis</b>	<b>Rate</b>	<b>Cost \$</b>
Parts			4,526.46
Parts Discount	\$ 1,544.94	-2.0 %	-30.90
Body Labor	56.7 hrs @	\$ 61.00 /hr	3,458.70
Paint Labor	20.7 hrs @	\$ 61.00 /hr	1,262.70
Mechanical Labor	2.3 hrs @	\$ 80.00 /hr	184.00
Frame Labor	2.0 hrs @	\$ 70.00 /hr	140.00
Paint Supplies			550.00
Miscellaneous			100.00
Other Charges			761.00
Subtotal			10,951.96
Sales Tax	\$ 10,951.96 @	5.5000 %	602.36
<b>Grand Total</b>			<b>11,554.32</b>
Deductible			1,500.00
<b>CUSTOMER PAY</b>			<b>1,500.00</b>
<b>INSURANCE PAY</b>			<b>10,054.32</b>



RO Number: 14003868

2016 TOYO Highlander LE AWD 4D UTV 6-3.5L Gasoline Sequential MPI Black Pri

## SUPPLEMENT SUMMARY

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
<b>Added Items</b>							
172	#	S05 Repl	Clips/retainers.	1	17.52		
			NOTE: Per invoice				
<b>SUBTOTALS</b>					<b>17.52</b>	<b>0.0</b>	<b>0.0</b>

## TOTALS SUMMARY

Category	Basis	Rate	Cost \$
Parts			17.52
Subtotal			17.52
Sales Tax	\$ 17.52 @	5.5000 %	0.96
Additional Supplement Taxes			0.01
<b>Total Supplement Amount</b>			<b>18.49</b>
<b>NET COST OF SUPPLEMENT</b>			<b>18.49</b>

## CUMULATIVE EFFECTS OF SUPPLEMENT(S)

Estimate	11,388.69	Dan Ehlke
Supplement S01	-341.08	Dan Ehlke
Supplement S02	245.17	Dan Ehlke
Supplement S03	135.05	Dan Ehlke
Supplement S04	108.00	Dan Ehlke
Supplement S05	18.49	Dan Ehlke
<b>Job Total:</b>	<b>\$ 11,554.32</b>	
<b>CUSTOMER PAY:</b>	<b>\$ 1,500.00</b>	
<b>INSURANCE PAY:</b>	<b>\$ 10,054.32</b>	

This estimate has been repaired based on the use of crash parts supplied by a source other than the manufacturer of the motor vehicle. Warranties applicable to these replacement parts are provided by the manufacturer or distributor of these parts rather than the manufacturer of your vehicle.

NO WARRANTY ON RUST.

PART PRICES SUBJECT TO CHANGE.

MOTOR VEHICLE REPAIR PRACTICES ARE REGULATED BY CHAPTER ATPC 132, WIS. ADM. CODE, ADMINISTERED BY THE BUREAU OF CONSUMER PROTECTION, WISCONSIN DEPT. OF AGRICULTURE, TRADE AND CONSUMER PROTECTION, P.O. BOX 8911, MADISON, WISCONSIN 53708-8911.

**RO Number: 14003868**

2016 TOYO Highlander LE AWD 4D UTV 6-3.5L Gasoline Sequential MPI Black Pri

Estimate calculated using a preset user threshold amount for the paint and material cost.

THIS ESTIMATE HAS BEEN PREPARED BASED ON THE USE OF ONE OR MORE REPLACEMENT PARTS SUPPLIED BY A SOURCE OTHER THAN THE MANUFACTURER OF YOUR MOTOR VEHICLE. WARRANTIES APPLICABLE TO THESE REPLACEMENT PARTS ARE PROVIDED BY THE MANUFACTURER OR DISTRIBUTOR OF THE REPLACEMENT PARTS RATHER THAN BY THE MANUFACTURER OF YOUR MOTOR VEHICLE.

Estimate based on MOTOR CRASH ESTIMATING GUIDE and potentially other third party sources of data. Unless otherwise noted, (a) all items are derived from the Guide ARM8470, CCC Data Date 09/01/2022, and potentially other third party sources of data; and (b) the parts presented are OEM-parts. OEM parts are manufactured by or for the vehicle's Original Equipment Manufacturer (OEM) according to OEM's specifications for U.S. distribution. OEM parts are available at OE/Vehicle dealerships or the specified supplier. OPT OEM (Optional OEM) or ALT OEM (Alternative OEM) parts are OEM parts that may be provided by or through alternate sources other than the OEM vehicle dealerships with discounted pricing. Asterisk (\*) or Double Asterisk (\*\*) indicates that the parts and/or labor data provided by third party sources of data may have been modified or may have come from an alternate data source. Tilde sign (~) items indicate MOTOR Not-Included Labor operations. The symbol (<>) indicates the refinish operation WILL NOT be performed as a separate procedure from the other panels in the estimate. Non-Original Equipment Manufacturer aftermarket parts are described as Non OEM, A/M or NAGS. Used parts are described as LKQ, RCY, or USED. Reconditioned parts are described as Recond. Recored parts are described as Recore. NAGS Part Numbers and Benchmark Prices are provided by National Auto Glass Specifications. Labor operation times listed on the line with the NAGS information are MOTOR suggested labor operation times. NAGS labor operation times are not included. Pound sign (#) items indicate manual entries.

Some 2023 vehicles contain minor changes from the previous year. For those vehicles, prior to receiving updated data from the vehicle manufacturer, labor and parts data from the previous year may be used. The CCC ONE estimator has a list of applicable vehicles. Parts numbers and prices should be confirmed with the local dealership.

The following is a list of additional abbreviations or symbols that may be used to describe work to be done or parts to be repaired or replaced:

**SYMBOLS FOLLOWING PART PRICE:**

m=MOTOR Mechanical component. s=MOTOR Structural component. T=Miscellaneous Taxed charge category. X=Miscellaneous Non-Taxed charge category.

**SYMBOLS FOLLOWING LABOR:**

D=Diagnostic labor category. E=Electrical labor category. F=Frame labor category. G=Glass labor category. M=Mechanical labor category. S=Structural labor category. (numbers) 1 through 4=User Defined Labor Categories.

**OTHER SYMBOLS AND ABBREVIATIONS:**

Adj.=Adjacent. Algn.=Align. ALU=Aluminum. A/M=Aftermarket part. Blnd=Blend. BOR=Boron steel. CAPA=Certified Automotive Parts Association. D&R=Disconnect and Reconnect. HSS=High Strength Steel. HYD=Hydroformed Steel. Incl.=Included. LKQ=Like Kind and Quality. LT=Left. MAG=Magnesium. Non-Adj.=Non Adjacent. NSF=NSF International Certified Part. O/H=Overhaul. Qty=Quantity. Refn=Refinish. Repl=Replace. R&I=Remove and Install. R&R=Remove and Replace. Rpr=Repair. RT=Right. SAS=Sandwiched Steel. Sect=Section. Subl=Sublet. UHS=Ultra High Strength Steel. N=Note(s) associated with the estimate line.

**RO Number: 14003868**

2016 TOYO Highlander LE AWD 4D UTV 6-3.5L Gasoline Sequential MPI Black Pri

CCC ONE Estimating - A product of CCC Intelligent Services Inc.

The following is a list of abbreviations that may be used in CCC ONE Estimating that are not part of the MOTOR CRASH ESTIMATING GUIDE:

BAR=Bureau of Automotive Repair. EPA=Environmental Protection Agency. NHTSA= National Highway Transportation and Safety Administration. PDR=Paintless Dent Repair. VIN=Vehicle Identification Number.

**IMPORTANT INFORMATION ABOUT THE NAMED INSURANCE COMPANY'S PARTS POLICY.**

THIS ESTIMATE MAY LIST PARTS FOR USE IN THE REPAIR OF YOUR VEHICLE THAT ARE MANUFACTURED BY A COMPANY OTHER THAN THE ORIGINAL MANUFACTURER OF YOUR VEHICLE. THESE PARTS ARE COMMONLY REFERRED TO AS AFTERMARKET PARTS OR COMPETITIVE PARTS, AND MAY INCLUDE COSMETIC OUTER BODY CRASH PARTS SUCH AS HOODS, FENDERS, BUMPER COVERS, ETC. THE INSURANCE COMPANY GUARANTEES THE FIT AND CORROSION RESISTANCE OF ANY AFTERMARKET/COMPETITIVE OUTER BODY CRASH PARTS THAT ARE LISTED ON THIS ESTIMATE AND ACTUALLY USED IN THE REPAIR OF YOUR VEHICLE FOR AS LONG AS YOU OWN IT. IF A PROBLEM DEVELOPS WITH THE FIT OR CORROSION RESISTANCE OF THESE PARTS, THEY WILL BE REPAIRED OR REPLACED AT THE INSURANCE COMPANY'S EXPENSE. THIS GUARANTEE IS LIMITED TO THE REPAIR OR REPLACEMENT OF THE PART. THE INSURANCE COMPANY DOES NOT SEPARATELY GUARANTEE THE PERFORMANCE OF ORIGINAL EQUIPMENT MANUFACTURER PARTS AND MAKES NO REPRESENTATION ABOUT THE AVAILABILITY OF ANY MANUFACTURER'S GUARANTEE.



## RO Number: 14003868

2016 TOYO Highlander LE AWD 4D UTV 6-3.5L Gasoline Sequential MPI Black Pri

## PARTS SUPPLIER LIST

Line	Supplier	Description	Price
8	Go-Parts 6485 SHILOH RD B #400 ALPHARETTA GA 30005 (770) 965-6400	#TO1038177 A/M LT Lamp bezel w/o LED running lamp w/fog lamps Quote: 333q-31856235-9209 Expires: 08/23/22	\$ 82.00
13	Keystone 4410 N. 132ND STREET, SUITE A BUTLER WI 53007 (414) 463-1019	#TO1070181C A/M CAPA Energy absorber Quote: 1396232168 Expires: 10/14/22	\$ 32.00
20	All Star Auto Lights - ARO 3250 N Post Rd, Bldg 200 INDIANAPOLIS IN 46226 (407) 271-8949	#31211F2LAC1 A/M CAPA LT Headlamp assy w/o smoke accent Quote: 1293465209 Expires: 08/26/22	\$ 253.50
22	Morrison's Auto, Inc 6307 State Road 59 West. Edgerton WI 53534 (800) 866-2277	#22F0862 LKQ LT Fog lamp assy +25% 9/1/15 Quote: CCC-129423641 Expires: 09/02/22	\$ 125.00
27	Wilde Toyota 32252 S. 108th St. West Allis WI 53227	#532030E070 LT Side support w/o Hybrid Quote: 1293312542 Expires: 09/18/22	\$ 190.26
44	1-800-Radiator 3695 N 126TH ST UNIT F BROOKFIELD WI 53005 (262) 781-8888	#24000255AP A/M Trans cooler Quote: 30636564 Expires: 08/30/22	\$ 160.00
57	Go-Parts 6485 SHILOH RD B #400 ALPHARETTA GA 30005 (770) 965-6400	#TO1248195 A/M LT Fender liner 3.5 liter standard cooling Quote: 333q-31855333-4151 Expires: 08/23/22	\$ 95.62
80	Morrison's Auto, Inc 6307 State Road 59 West. Edgerton WI 53534  (608) 884-4436	#22B0206 LKQ LT/Front Wheel, alloy 18", type 2 gunmetal +25% 4/15,18X7-1/2 ALLOY 10 RAISED SPOKE 5 V SPOKE,CENTER INCLUDED,A GRADE, SPUN, W/SENSOR Quote: CCC-129051607 Expires: 08/29/22	\$ 165.00
141	KSI Trading Corp. 5414A West Roosevelt Road	#7167174 A/M LT Wheel opng mldg	\$ 59.00

**RO Number: 14003868**

2016 TOYO Highlander LE AWD 4D UTV 6-3.5L Gasoline Sequential MPI Black Pri

Chicago IL 60644  
(800) 244-2639

Quote: 74209520  
Expires: 08/24/22



For Customer Support refer to the appropriate platform below:

**Police Records Retrieval**

800-934-9698

PoliceRecords.support@lexisnexisrisk.com

**Accurint for Insurance**

866-277-8407

Accurint.support@lexisnexisrisk.com

PAGE COUNT: 7

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CLIENT: 8810  
DIVISION:  
ADJUSTER: OE09B5  
CLAIM: 0680922713

TRANSACTION #: 1850711462  
DATE: 08/22/2022

DATE OF LOSS: 08/13/2022      TIME OF LOSS: 15:45:0  
STREET: NORTH 6TH ST  
CITY: SHEBOYGAN  
COUNTY: SHEBOYGAN  
STATE: WI

INVESTIGATING AGENCY: SHEBOYGAN PD  
REPORT NUMBER: C22-14919  
REPORT TYPE: AUTOACCIDENT  
PARTY1: MATTHEW J FRIEDL  
PARTY2:  
PARTY3:

CAR: HIGHLANDER      MAKE: TOY TRUCKS      YEAR: 2016  
TAG:

ADDITIONAL INFO: MAKING A TURN

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NOTE:

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THANK YOU FOR YOUR ORDER!

G7L0FW8HNV  
C22-14919

WISCONSIN MOTOR VEHICLE  
CRASH REPORT

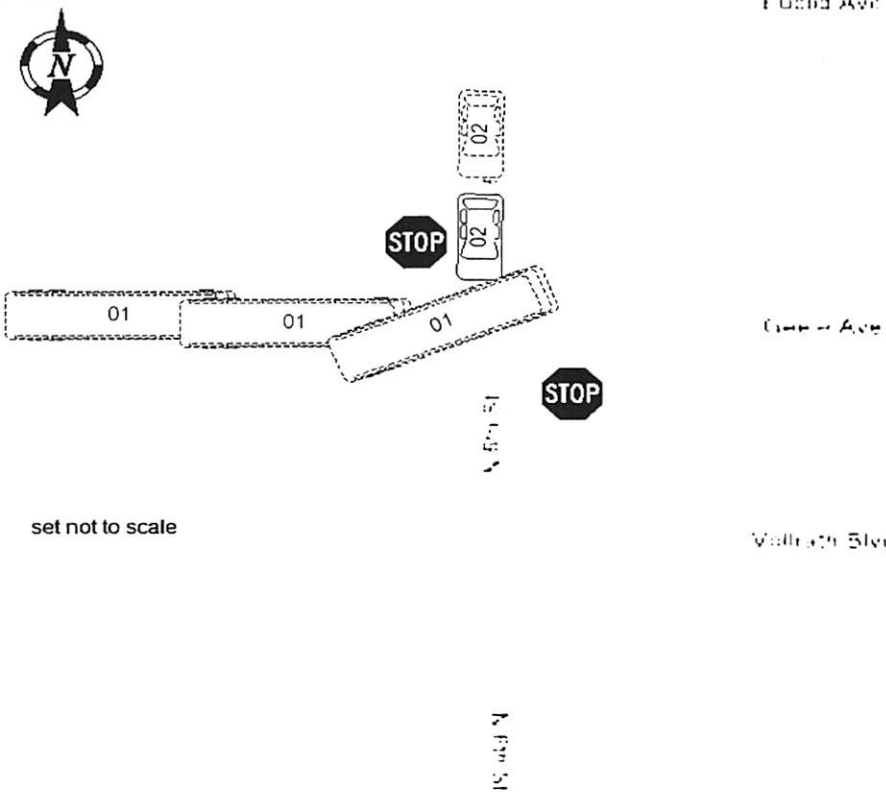
SHEBOYGAN POLICE DEPARTMENT  
1315 N 23RD ST  
SHEBOYGAN, WI 53081  
(920) 459-3333

Item 12.

G7L0FW8HNV

Document Number Override		Primary Crash Document #		Agency Crash Number		Investigating Officer/Deputy <b>OFFICER T. JOHNSON</b>	
Crash Date <b>08/13/2022</b>		Crash Time <b>03:50 PM</b>		Date Arrived <b>08/13/2022</b>		Time Arrived <b>03:56 PM</b>	
Date Notified <b>08/13/2022</b>		Time Notified <b>03:54 PM</b>		Total Units <b>02</b>		Total Injured <b>00</b>	Total Killed <b>00</b>
On Emergency	Hit and Run	Lane Closure	Work Zone	Trailer or Towed		Reporting Threshold	
Government Property	Active School Zone		School Bus Related <b>NO</b>	Tags			
✓ Reportable		Crash Type <b>DT4000 (STANDARD CRASH)</b>		Amended		Secondary Crash	

Description

Diagram		Reconstruction By	
		Photos By <b>OFFICER JOHNSON</b>	
		Additional Information <b>PHOTOS, BODY CAMERA VIDEO</b>	

✓ I, a sworn law enforcement officer, agree that I have not added any CJIS data in this report.

BOTH DRIVERS ID BY WI DL. DRIVER OF VEH 01 INDICATED THAT HE WAS PARKED ON THE SIDE OF GEELE AVE TO DROP OFF ANOTHER INDIVIDUAL. HE INDICATED THAT ONCE HE DROPPED THEM OFF HE GOT BACK ON THE MAIN ROAD AND STARTED TO TURN LEFT TO GO NB ON N 6TH STREET. HE SAID THAT VEH 02 HAD COME UP TO THE SIGN VERY QUICK AT N 6TH AND GEELE AVE TO GO SB. HE INDICATED THAT WHILE HE WAS TURNING VEH 02 HAD HIT THE SIDE OF THE BUS. HE STATED THAT HE FELT VEH 02 WAS SPEEDING UP TO THE STOP SIGN AND DIDN'T STOP. DRIVER OF VEH 02 INDICATED THAT HE WAS STOPPED AT N 6TH AND GEELE. HE SAID THAT WHILE HE WAS STOPPED THE BUS HAD CUT THE TURN TOO TIGHT TO GO NB ON N 6TH AND HAD HIT THE FRONT END OF HIS CAR. HE INDICATED THAT THERE WAS A MAILMAN IN THE AREA WHO HAD ALSO WITNESSED THE INCIDENT. I WAS ABLE TO MAKE CONTACT WITH POSTMAN, PAUL WERTH 920-287-5774, VIA PHONE. HE TOLD ME THAT HE WAS PARKED ON THE SOUTHWEST CORNER OF N 6TH AND GEELE AVE WHEN HEARD A LOUD CRUNCH OCCUR. HE STATED THAT HE SAW THE BUS DRAG THE OTHER VEHICLE, AND THAT VEH 02 WAS PARKED BEHIND THE CROSSWALK BY THE STOP SIGN BEFORE BUT HAD TO PULL FORWARD AFTER IMPACT TO GET OUT OF THEIR VEHICLE. HE STATED THAT HE DID NOT SEE WHAT OCCURRED UNTIL AFTER HE HEARD THE CRASH. THERE WERE NO INJURIES. BOTH VEHICLES WERE TOWED. I WAS ABLE TO REVIEW THE VIDEO FOOTAGE FROM SHORELINE METRO. IN THE VIDEO I OBSERVED VEH 02 COME TO THE STOP SIGN ON N 6TH AND WAS STOPPED BEHIND THE CROSSWALK. I OBSERVED VEH 01 ON GEELE AVE PULL BACK INTO TRAFFIC AND STARTED TO TURN ONTO N 6TH. WHILE TURNING VEH 01 TURNED TOO TIGHT AND

Wisconsin Motor Vehicle Crash  
Form DT4000

This report does not include any CJIS data.  
1 of 6

Crash Date **08/13/2022**  
Crash Time **03:50 PM**



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C22-14919

WISCONSIN MOTOR VEHICLE  
CRASH REPORT

SHEBOYGAN POLICE DEPARTMENT  
1315 N 23RD ST  
SHEBOYGAN, WI 53081  
(920) 459-3333

Item 12.

COLLIDED WITH THE FRONT END OF VEH 02 WHO WAS STILL STOPPED AT THE STOP SIGN.

Location

ON GEELE AVE 6 FT E OF N 6TH ST IN THE CITY OF SHEBOYGAN IN SHEBOYGAN COUNTY	Latitude 43.768362422	Longitude -87.709487506
	X Coordinate 442896.5625	Y Coordinate 4846390.5
	Structure Type	

Crash Scene

First Harmful Event MOTOR VEH IN TRANSPORT	First Harmful Event Location ON ROADWAY	
Manner of Collision 01 - ANGLE	Light Condition DAYLIGHT	
Road Surface Condition(s) DRY	Roadway Factor(s)  NONE	
Environment Factor(s) NONE		
Weather Condition(s) CLEAR		
Animal Type	Relation To Trafficway TRAFFICWAY - ON ROAD	
Crash Classification - Location PUBLIC PROPERTY	Crash Classification - Jurisdiction NO SPECIAL JURISDICTION	
Tribal Land	Access Control NO CONTROL	Special Study
Within Interchange Area NO	Junction Location NON-JUNCTION	Intersection Type NOT AN INTERSECTION

Unit Summary

01 UNIT	Unit Status IN TRANSIT	Vehicle Operating As Classification C CLASS		Unit Type BUS	
	Vehicle Type PASSENGER BUS/TRANSIT BUS			Operating As Endorsements	
	Total Occs 3	Train/Bus # Recorded 1	Total # Citations Issued 0	Total Trailers 0	Total HazMat Types 0
	Insurance? YES	Direction Of Travel NORTHBOUND	Pre Crash Tire Mark	Speed Limit 25	Total Lanes 2
	Most Harmful Event: Collision With MOTOR VEH IN TRANSPORT		Special Function NO SPECIAL FUNCTION	Emergency Motor Vehicle Use NOT APPLICABLE	
	Traffic Way TWO-WAY, NOT DIVIDED		Traffic Control STOP SIGN	Traffic Control Inoperative/Missing NO	
	Surface Type CONCRETE		Road Curvature STRAIGHT	Road Grade LEVEL	
	Truck Bus or HazMat NO				

Vehicle

01 UNIT VEHICLE	License Plate Number C20713	Plate Type MUN - MUNICIPAL	St WI	Country of Issuance UNITED STATES
	Vehicle Identification Number 15GGB2715N3197426	Make GILLIG	Year 2022	Model SHORELINE
	Color WHI - WHITE	Body Style BU - BUS	Bus Use TRANSIT/COMMUTER	
	Initial Contact Point 11 - LEFT FRONT CORNER	Vehicle Damage 08 - LEFT SIDE REAR, 09 - LEFT SIDE MIDDLE, 10 - LEFT SIDE FRONT		
	Extent Of Damage DISABLING DAMAGE			



Wisconsin Motor Vehicle Crash  
Form DT4000

This report does not include any CJIS data.  
2 of 6

Crash Date 08/13/2022  
Crash Time 03:50 PM

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C22-14919

WISCONSIN MOTOR VEHICLE  
CRASH REPORT

SHEBOYGAN POLICE DEPARTMENT  
1315 N 23RD ST  
SHEBOYGAN, WI 53081  
(920) 459-3333

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01	UNIT VEHICLE	Towed Due To Damage <b>TOWED DUE TO DISABLING DAMAGE</b>		Vehicle Removed By <b>LANSER TOWING</b>			
		What Driver Was Doing <b>LEFT TURN</b>		Vehicle Factors <b>NOT APPLICABLE</b>			
		Driver Prior Action Other					
		Driver Actions <b>UNKNOWN</b>					
01	01	Owner Name <b>CITY OF SHEBOYGAN</b>		Owner Address <b>828 CENTER AVE SHEBOYGAN, WI 53081 , US</b>			
<b>Sequence Of Events</b>							
01	01	Event <b>MOTOR VEH IN TRANSPORT</b>					
02	02	Event					
03	03	Event					
04	04	Event					
01	UNIT	<b>Policy Holder</b>					
		Insurance Company <b>TRANSIT-MUTUAL-INS-CORP-OF-WISCONSIN</b>		Organization/Company <b>CITY OF SHEBOYGAN</b>			
01	INDIVIDUAL	<b>Individual</b>					
		Driver <b>JEFFREY HARRY BEMIS (920) 980-5209</b>		Citations Issued <b>0</b>	Sex <b>MALE</b>		
		Date of Birth <b>03/13/1954</b>		Race <b>WHITE</b>			
		Address <b>3424 S 17TH ST SHEBOYGAN, WI 53081 , US</b>		Driver License Number <b>B5204285409305</b> STATE: WISCONSIN COUNTRY: UNITED STATES			
01	002	<b>Safety Equipment</b>		On Duty Crash		Safety Equipment	
		Row <b>01 - FRONT ROW</b>	Seat Position <b>07 - LEFT</b>	<b>SHOULDER &amp; LAP BELT</b>			
		Helmet Use		Helmet Compliance			
		Eye Protection		Tint Compliance			
		<b>Injury</b>		Injury Severity <b>NO APPARENT INJURY</b>	Airbag <b>NON DEPLOYED</b>		
		Ejected <b>NOT EJECTED</b>	Ejection Path <b>NOT EJECTED/NOT APPLICABLE</b>	Trapped/Extricated <b>NOT TRAPPED</b>			
		Medical Transport <b>NOT TRANSPORTED</b>		EMS Agency Identifier		EMS Run #	
		Hospital		Date of Death		Time of Death	
		<b>Distracted By</b>		Distracted By Source <b>NOT APPLICABLE (NOT DISTRACTED)</b>			
		Distracted By Action <b>NOT DISTRACTED</b>					

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WISCONSIN MOTOR VEHICLE  
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SHEBOYGAN POLICE DEPARTMENT  
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(920) 459-3333


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UNIT INDIVIDUAL  01 002	<b>Non Motorist</b>		Striking Unit #	Location	
	Prior Action				
	Action				
	Action Other				
	To/From School				
	<b>Drug &amp; Alcohol</b>		Suspected Alcohol Use NO	Suspected Drug Use NO	
	Alcohol Test Given TEST NOT GIVEN		Alcohol Test Type		Alcohol Test Results
	Drug Test Given TEST NOT GIVEN		Drug Test Type		Drug Test Results
	Drug Type				
	Individual Condition APPEARED NORMAL				

Unit Summary

UNIT 02	Unit Status IN TRANSIT		Vehicle Operating As Classification D CLASS		Unit Type AUTOMOBILE	
	Vehicle Type PASSENGER CAR				Operating As Endorsements	
	Total Occs 1	Train/Bus # Recorded	Total # Citations Issued 0	Total Trailers 0	Total HazMat Types 0	
	Insurance? YES	Direction Of Travel SOUTHBOUND	Pre Crash Tire Mark	Speed Limit 25	Total Lanes 2	
	Most Harmful Event: Collision With MOTOR VEH IN TRANSPORT		Special Function NO SPECIAL FUNCTION		Emergency Motor Vehicle Use NOT APPLICABLE	
	Traffic Way TWO-WAY, NOT DIVIDED		Traffic Control STOP SIGN		Traffic Control Inoperative/Missing NO	
	Surface Type CONCRETE		Road Curvature STRAIGHT		Road Grade LEVEL	
	Truck Bus or HazMat NO					

Vehicle

UNIT VEHICLE 02 02	License Plate Number 657RPJ		Plate Type AUT - AUTOMOBILE	St WI	Country of Issuance UNITED STATES	
	Vehicle Identification Number 5TDBKRFH1GS251153		Make TOYOTA	Year 2016	Model HIGHLANDER	
	Color BLK - BLACK		Body Style UT - SPORT UTILITY VEHICLE		Bus Use	
	Initial Contact Point 11 - LEFT FRONT CORNER		Vehicle Damage			
	Extent Of Damage FUNCTIONAL DAMAGE		10 - LEFT SIDE FRONT, 11 - LEFT FRONT CORNER			
	Towed Due To Damage TOWED DUE TO DISABLING DAMAGE		Vehicle Removed By BRETT'S TOWING			
						



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WISCONSIN MOTOR VEHICLE  
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Item 12.

UNIT VEHICLE	02	What Driver Was Doing <b>GOING STRAIGHT</b>	Vehicle Factors <b>NOT APPLICABLE</b>	
	02	Driver Prior Action Other		
	02	Driver Actions <b>UNKNOWN</b>		
	02	Owner Name <b>MATTHEW JAMES FRIEDL (920) 254-8517</b>	Owner Address <b>4512 WHITE OAK LN SHEBOYGAN, WI 53083 , US</b>	
UNIT INDIVIDUAL	01	<b>Sequence Of Events</b>		
	01	Event <b>MOTOR VEH IN TRANSPORT</b>		
	02	Event		
	03	Event		
	04	Event		
	01	<b>Policy Holder</b>		
	01	Insurance Company <b>ALLSTATE-INS-CO</b>	Individual <b>MATTHEW FRIEDL</b>	
	01	<b>Individual</b>		
	01	Driver <b>MATTHEW JAMES FRIEDL (920) 254-8517</b>	Citations Issued <b>0</b>	Sex <b>MALE</b>
	01	Date of Birth <b>09/24/1976</b>	Race <b>WHITE</b>	
01	Address <b>4512 WHITE OAK LN SHEBOYGAN, WI 53083 , US</b>	Driver License Number <b>F6345507634400</b> STATE: WISCONSIN COUNTRY: UNITED STATES		
UNIT 001	01	<b>Safety Equipment</b>		
	01	On Duty Crash	Safety Equipment	
	01	Row <b>01 - FRONT ROW</b>	Seat Position <b>07 - LEFT</b>	<b>SHOULDER &amp; LAP BELT</b>
	01	Helmet Use	Helmet Compliance	
	01	Eye Protection	Tint Compliance	
	01	Injury <b>NO APPARENT INJURY</b>	Airbag <b>NON DEPLOYED</b>	
	01	Ejected <b>NOT EJECTED</b>	Ejection Path <b>NOT EJECTED/NOT APPLICABLE</b>	Trapped/Extricated <b>NOT TRAPPED</b>
	01	Medical Transport <b>NOT TRANSPORTED</b>	EMS Agency Identifier	EMS Run #
	01	Hospital	Date of Death	Time of Death
	01	<b>Distracted By</b>		
01	Distracted By Source <b>NOT APPLICABLE (NOT DISTRACTED)</b>			
01	Distracted By Action <b>NOT DISTRACTED</b>			
01	<b>Non Motorist</b>			
01	Striking Unit #	Location		

Wisconsin Motor Vehicle Crash  
Form DT4000

This report does not include any CJIS data.  
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Crash Date **08/13/2022**  
Crash Time **03:50 PM**







Rental Agreement # 7D2XWJ

### Renter Information

**Renter Name**

MATT FRIEDL

**Renter Address**

SHEBOYGAN, WI 53083  
USA

### Vehicle Information

**SENT**

License #: FL777ABM

State/Province: IN

Unit #: 8CQHM5

Vehicle #: MY281694

**Vehicle Class Driven**

Midsize 2/4 door/Automatic/Air

**Vehicle Class Charged**

Midsize 2/4 door/Automatic/Air

**Odometer Mileage/Kilometers**

Starting: 33013 Ending: 33545

Total: 532

**Fuel**

Starting: 1/2 Ending: 15/16

**Thank you for renting  
with Enterprise Rent-A-  
Car**

**We appreciate your business!**

This email was automatically generated  
from an unattended mailbox, so please  
do not reply to this e-mail.

If you have any questions about your  
rental, please view our Frequently  
Asked Questions or send us a secured  
message by visiting our [Support Center](#)

### Trip Information

**Pickup**

Wednesday, August 24, 2022 4:43 PM

**SHEBOYGAN**

3060 S BUSINESS DR  
SHEBOYGAN, WI 53081-6521  
USA

**Return**

Wednesday, September 7, 2022 3:06 PM

**SHEBOYGAN**

3060 S BUSINESS DR  
SHEBOYGAN, WI 53081-6521  
USA

**Bill-To:**
**Subtotal**

\$0.00

### Renter Charges

<b>Rental Rate</b>	Time & Distance 15 Day at \$36.99 / Day	\$554.85
<b>Mileage</b>	Unlimited Mileage	Included
<b>Taxes and Fees</b>	State Rental Vehicle Fee (5.00%)	\$28.35
	Title And Registration Fees (\$0.81 / Day)	\$12.15
	Sales Tax (5.50%)	\$31.19

**Total**
**\$626.54**

(Subject to audit)

Amount charged on September 7, 2022 to VISA (3144) (\$626.54)

APN: 43484153452056495341

AID: A0000000031010

Verified: Signature

Entry: Chip

TSI: E800

**Amount Due**
**\$0.00**

## CITY OF SHEBOYGAN

## REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION

---

**ITEM DESCRIPTION:** R.O. No. 27-22-23 submitting a claim from Jody Gallaway for alleged vehicle damage when a tree branch fell on it.

---

**REPORT PREPARED BY:** Margo Wagner, Financial Reporting Analyst

---

**REPORT DATE:** October 4, 2022

**MEETING DATE:** October 10, 2022

---

**FISCAL SUMMARY:**

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

---

**STATUTORY REFERENCE:**

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

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**BACKGROUND / ANALYSIS:**

R.O. No. 27-22-23 is a claim from Jody Gallaway to repair damages to a personal vehicle after a tree branch fell. Damage occurred during a severe wind storm, and no repair estimates were provided. There was no negligence by the City of Sheboygan.

**STAFF COMMENTS:**

City staff have reviewed the above claim and under authorization of City Administrator Todd Wolf in consultation with the City Attorney and the Finance Department, have denied the claim listed above.

**ACTION REQUESTED:**

Motion to recommend the Common Council receive and file the following documents:  
R.O. No. 27-22-23

**ATTACHMENTS:**

- I. R.O. No. 27-22-23

R. O. No. 27 - 22 - 23. By CITY CLERK. July 5, 2022.

Submitting a claim from Jody Gallaway for alleged damages to vehicle when it was struck by a falling tree branch on North 25<sup>th</sup> Street.

TJP  
\_\_\_\_\_  
CITY CLERK

DATE RECEIVED 6-27-22

RECEIVED BY WKC

Item 13.

CLAIM NO. #8-22

CITY OF SHEBOYGAN NOTICE OF DAMAGE OR INJURY

JUN 27 '22 PM12:06

INSTRUCTIONS: TYPE OR PRINT IN BLACK INK

1. Notice of death, injury to persons or to property must be filed not later than 120 days after the occurrence.
2. Attach and sign additional supportive sheets, if necessary.
3. This notice form must be signed and filed with the Office of the City Clerk.

**4. TWO ESTIMATES MUST BE ATTACHED IF YOU ARE CLAIMING DAMAGE TO A VEHICLE.**

→ no estimates - car is not worth cost of repairs.

1. Name of Claimant: JODY GALLAWAY
2. Home address of Claimant: 1824 N. 25 St. Sheboygan 53081
3. Home phone number: 608.485.0168
4. Business address and phone number of Claimant: 1011 N. 8 St. Sheboygan 53081; 920.459.3181
5. When did damage or injury occur? (date, time of day) 6/15/2022 8:23 pm
6. Where did damage or injury occur? (give full description) Car was parked on street in front of house (home address above) tree broke and fell on top of car.
7. How did damage or injury occur? (give full description) Large branch of tree fell on car during storm, Crushed top of car and shattered rear window and cracked front windshield.
8. If the basis of liability is alleged to be an act or omission of a City officer or employee, complete the following:
  - (a) Name of such officer or employee, if known: \_\_\_\_\_
  - (b) Claimant's statement of the basis of such liability: Tree was damaged before storm.
9. If the basis of liability is alleged to be a dangerous condition of public property, complete the following:
  - (a) Public property alleged to be dangerous: Tree
  - (b) Claimant's statement of basis for such liability: crushed car

10. Give a description of the injury, property damage or loss, so far as is known at time. (If there were no injuries, state "NO INJURIES").

Item 13.

NO INJURIES to Humans. Car is totaled.

11. Name and address of any other person injured: \_\_\_\_\_

12. Damage estimate: (You are not bound by the amounts provided here.)

Auto: \$ 2000.00

Property: \$ \_\_\_\_\_

Personal injury: \$ \_\_\_\_\_

Other: (Specify below) \$ \_\_\_\_\_

**TOTAL** \$ 2000.00

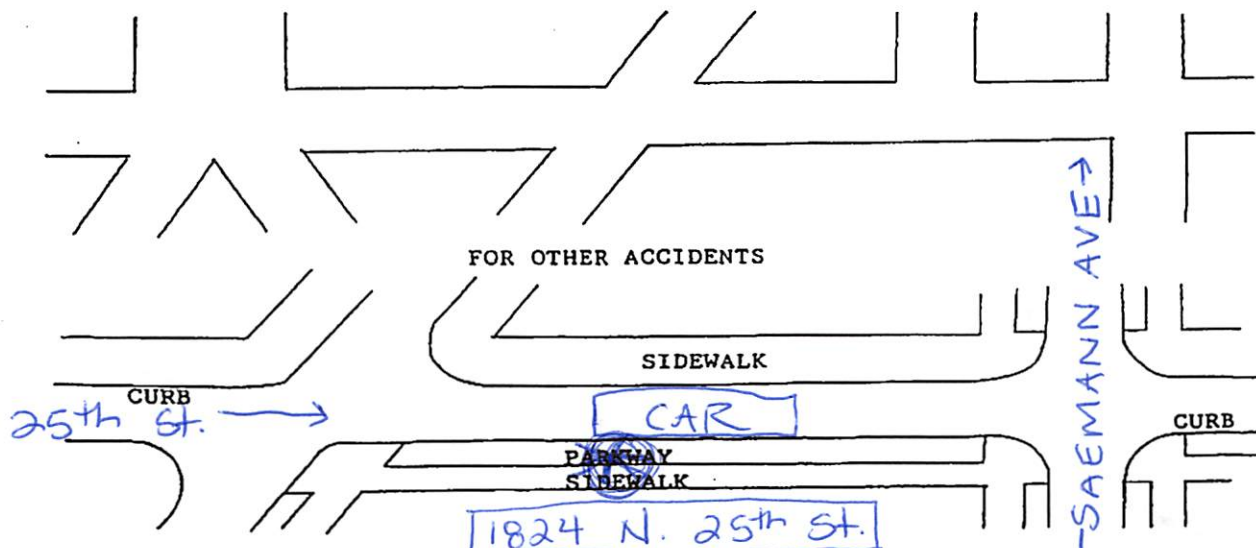
Damaged vehicle (if applicable)

Make: Acura Model: TL Year: 2005 Mileage: 249,366

Names and addresses of witnesses, doctors and hospitals: Sophie Nguyen,  
Bill Alvarez and Jody Gallaway - all residents  
of 1824 N. 25 Street, Sheboygan 53081

FOR ALL ACCIDENT NOTICES, COMPLETE THE FOLLOWING DIAGRAM IN DETAIL. BE SURE TO INCLUDE NAMES OF ALL STREETS, HOUSE NUMBERS, LOCATION OF VEHICLES, INDICATING WHICH IS CITY VEHICLE (IF APPLICABLE), WHICH IS CLAIMANT VEHICLE, LOCATION OF INDIVIDUALS, ETC.

NOTE: If diagrams below do not fit the situation, attach proper diagram and sign.



SIGNATURE OF CLAIMANT

Jody Gallaway  
= tree

DATE

6/26/22



DATE RECEIVED \_\_\_\_\_

RECEIVED BY \_\_\_\_\_

Item 13.

CLAIM NO. \_\_\_\_\_

## CLAIM

Claimant's Name: JODY A. GALLAWAY Auto \$ 2000.00  
Claimant's Address: 1824 N. 25th St. Property \$ \_\_\_\_\_  
Sheboygan, WI 53081 Personal Injury \$ \_\_\_\_\_  
Claimant's Phone No. 608.485.0168 Other (Specify below) \$ \_\_\_\_\_  
TOTAL \$ 2000.00

PLEASE INCLUDE COPIES OF ALL BILLS, INVOICES, ESTIMATES, ETC.

WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM.  
(WISCONSIN STATUTES 943.395)

The undersigned hereby makes a claim against the City of Sheboygan arising out of the circumstances described in the Notice of Damage or Injury. The claim is for relief in the form of money damages in the total amount of \$ 2000.00.

SIGNED

Jody A. Gallaway

DATE:

6/26/2022

ADDRESS:

1824 N. 25th Street, Sheboygan, WI 53081

MAIL TO: CLERK'S OFFICE  
828 CENTER AVE #100  
SHEBOYGAN WI 53081

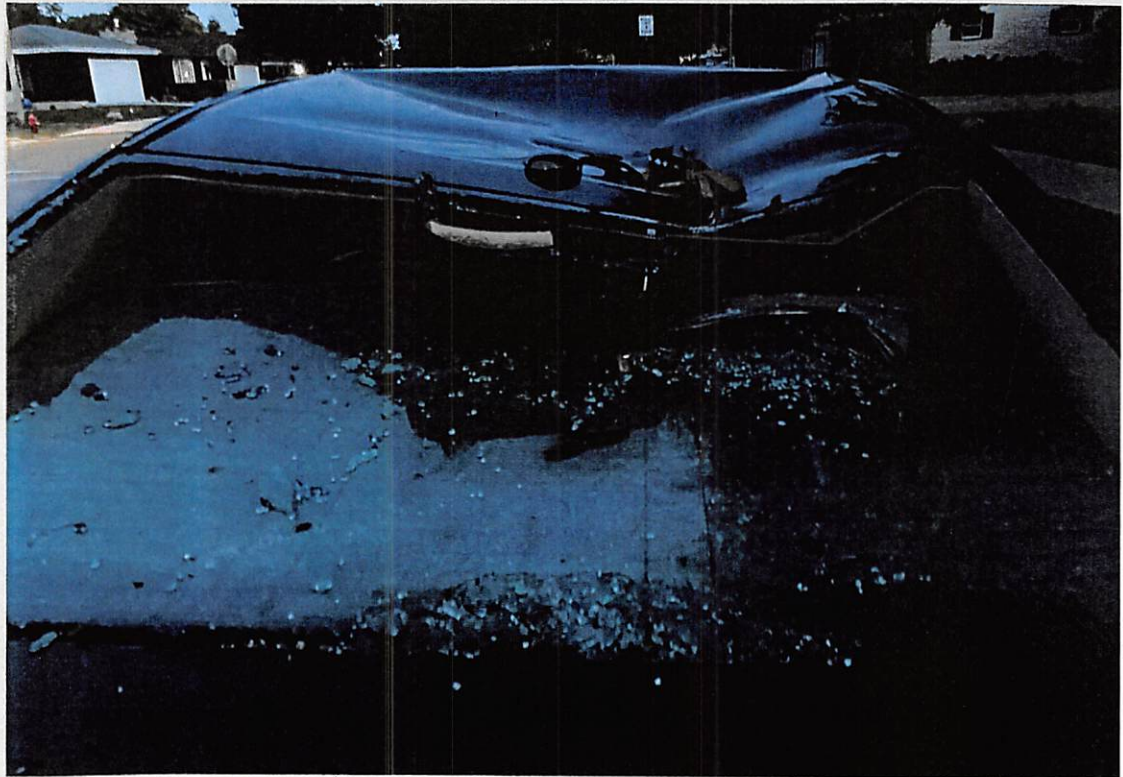




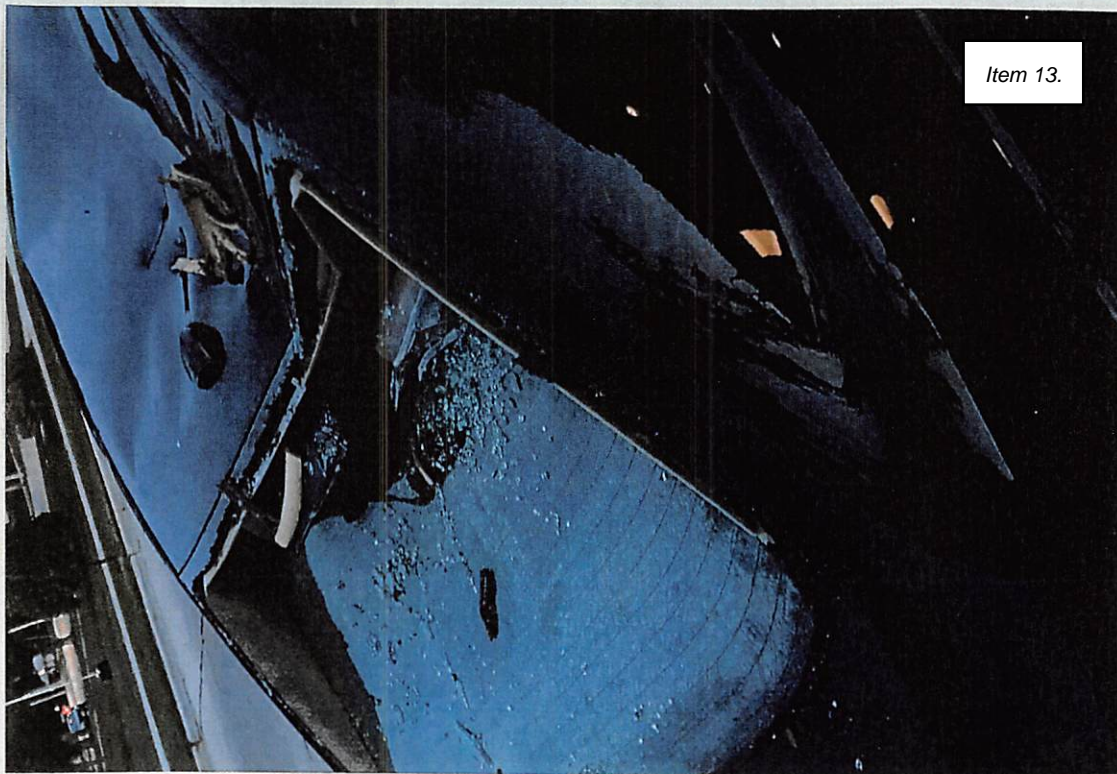
Item 13.











Item 13.

## CITY OF SHEBOYGAN

## REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION

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**ITEM DESCRIPTION:** R.O. No. 35-22-23 submitting a claim from Khue Vang for alleged vehicle damage from roadway.

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**REPORT PREPARED BY:** Margo Wagner, Financial Reporting Analyst

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**REPORT DATE:** October 5, 2022

**MEETING DATE:** October 10, 2022

---

**FISCAL SUMMARY:**

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

---

**STATUTORY REFERENCE:**

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

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**BACKGROUND / ANALYSIS:**

R.O. No. 35-22-23 is a claim from Khue Vang to compensate for a vehicle that was damaged after striking a manhole at an unknown speed. Per the claimant, the vehicle was deemed a total loss. No repair estimates or pictures of the damage were provided. DPW was unaware of the roadway problem before the incident. DPW placed a barricade over the manhole until it could be fixed.

**STAFF COMMENTS:**

City staff have reviewed the above claim and under authorization of City Administrator Todd Wolf in consultation with the City Attorney and the Finance Department, have denied the claim listed above.

**ACTION REQUESTED:**

Motion to recommend the Common Council receive and file the following documents:  
R.O. No. 35-22-23

**ATTACHMENTS:**

- I. R.O. No. 35-22-23



II

R. O. No. 35 - 22 - 23. By CITY CLERK. July 5, 2022.

Submitting a claim from Khue Vang for alleged damages to vehicle when it struck an open sewer pothole on Arizona Avenue.

FAP

\_\_\_\_\_  
CITY CLERK

DATE RECEIVED

6-30-22

Item 14.

RECEIVED BY

NMC

CLAIM NO.

9-22

## CITY OF SHEBOYGAN NOTICE OF DAMAGE OR INJURY

## INSTRUCTIONS: TYPE OR PRINT IN BLACK INK

1. Notice of death, injury to persons or to property must be filed not later than 120 days after the occurrence.
2. Attach and sign additional supportive sheets, if necessary.
3. This notice form must be signed and filed with the Office of the City Clerk.

## 4. TWO ESTIMATES MUST BE ATTACHED IF YOU ARE CLAIMING DAMAGE TO A VEHICLE.

1. Name of Claimant: Khue Vang
2. Home address of Claimant: 1718 Fox Hill Rd, Sheboygan, WI 53081
3. Home phone number: 920-627-1588
4. Business address and phone number of Claimant: NA

5. When did damage or injury occur? (date, time of day) 6/3/22
6. Where did damage or injury occur? (give full description) passenger side rocker panel & frame. Front passenger door.

7. How did damage or injury occur? (give full description) I was driving on Arizona Ave (heading towards S. 17<sup>th</sup> St) when I heard a loud noise. I stopped my vehicle & saw that I ran over an open sewer pothole. Two neighbors came out & shared that the city worker left this pothole open for 2 days already. No traffic safety cones were placed around the pothole either.
8. If the basis of liability is alleged to be an act or omission of a City officer or employee, complete the following:

(a) Name of such officer or employee, if known: City Workers(b) Claimant's statement of the basis of such liability: City worker leftthe pothole open without putting safety cones around the open pothole. Dangerous & caused several accidents.

9. If the basis of liability is alleged to be a dangerous condition of public property, complete the following:

(a) Public property alleged to be dangerous: Sewer Pothole(b) Claimant's statement of basis for such liability: left pothole opencause damage to vehicles

10. Give a description of the injury, property damage or loss, so far as is known at this time. (If there were no injuries, state "NO INJURIES").

Vehicle is deem total loss by a local body Shop - Sheboygan Chev (Patrick Kerbe - consultant)

11. Name and address of any other person injured: No estimate but only visual check by the damage appraiser

12. Damage estimate: (You are not bound by the amounts provided here.)

Auto: \$ 9000 - \$11,000 so will average \$10,000  
 Property: \$ \_\_\_\_\_  
 Personal injury: \$ \_\_\_\_\_  
 Other: (Specify below) \$ \_\_\_\_\_  
**TOTAL** \$ 10,000

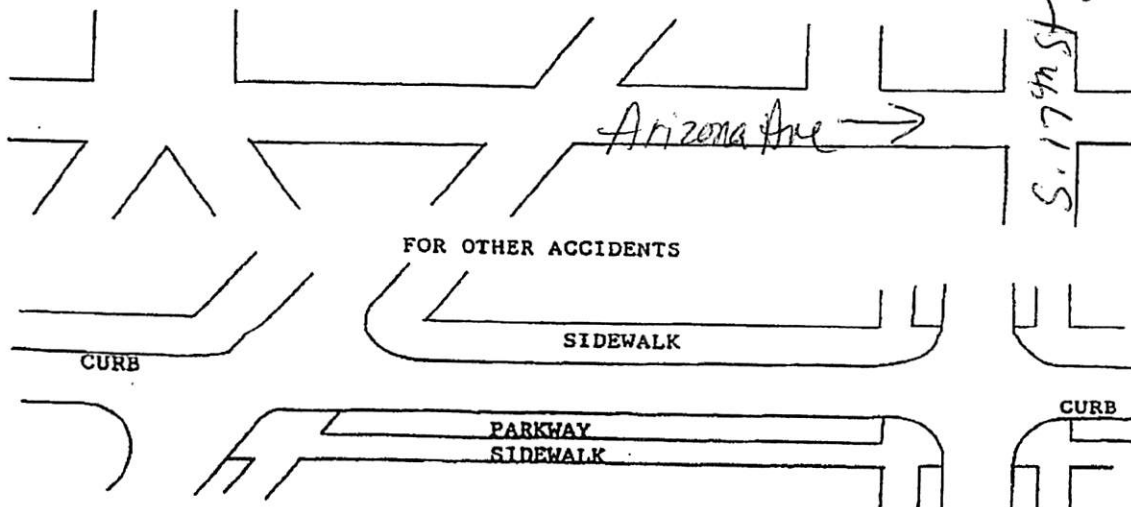
Damaged vehicle (if applicable)

Make: Honda Model: Ridgeline Year: 2007 Mileage: 202,390

Names and addresses of witnesses, doctors and hospitals: Two neighbors that lives on Arizona Ave. One neighbor who is a lady lives at 1731 Arizona Ave. She has video pm.

FOR ALL ACCIDENT NOTICES, COMPLETE THE FOLLOWING DIAGRAM IN DETAIL. BE SURE TO INCLUDE NAMES OF ALL STREETS, HOUSE NUMBERS, LOCATION OF VEHICLES, INDICATING WHICH IS CITY VEHICLE (IF APPLICABLE), WHICH IS CLAIMANT VEHICLE, LOCATION OF INDIVIDUALS, ETC.

NOTE: If diagrams below do not fit the situation, attach proper diagram and sign.



SIGNATURE OF CLAIMANT

Khue Voong

DATE

6/30/22



DATE RECEIVED \_\_\_\_\_

RECEIVED BY \_\_\_\_\_

CLAIM NO. \_\_\_\_\_

## CLAIM

Claimant's Name: Khue VangAuto \$ 10,000Claimant's Address: 1718 Fox Hill Rd

Property \$ \_\_\_\_\_

Sheboygan, WI 53081

Personal Injury \$ \_\_\_\_\_

Claimant's Phone No. 920-627-1588

Other (Specify below) \$ \_\_\_\_\_

I, Khue Vang, authorized the City of Sheboygan to talk to my son David Vang on behalf of this claim.

PLEASE INCLUDE COPIES OF ALL BILLS, INVOICES, ESTIMATES, ETC.

TOTAL \$ 10,000

WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM.  
(WISCONSIN STATUTES 943.395)

The undersigned hereby makes a claim against the City of Sheboygan arising out of the circumstances described in the Notice of Damage or Injury. The claim is for relief in the form of money damages in the total amount of \$ 10,000.

SIGNED Khue VangDATE: 6/30/22ADDRESS: 1718 Fox Hill Rd, Sheboygan, WI 53081

MAIL TO: CLERK'S OFFICE  
828 CENTER AVE #100  
SHEBOYGAN WI 53081

SHEBOYGAN  
CHEVROLET | BUICK | GMC | CADILLAC

SHEBOYGAN  
CHRYSLER | DODGE | JEEP | RAM

"Like Us" On Facebook.

**Patrick Karbe**  
Collision Consultant

920-459-6855 ext. 349 888-459-6855 Fax (920) 459-6286

patrick.karbe@sheboyganauto.com www.sheboyganauto.com  
Exit 123 East I-43 3400 S. Business Drive, Sheboygan, WI 53081

On 6/21/22, son (David Vang) <sup>920-627-1588</sup> took the vehicle to Sheboygan Chevy to get an estimate.

Patrick inspected the visible damage area and told David that based on what he can see (not even lifting the vehicle up), it's a total loss. Once the vehicle is lifted up, there could be additional damage.





## 2023 Annual Budget - Overview and Highlights

**Department/Division:** City Clerk's

**Budget Owner:** Meredith DeBruin

**Date:** October 10, 2022

### Proposed Budget for 2023:

The Office of the City Clerk's 2023 proposed budget provides the summary of three (3) Orgs (Council, City Clerk, and Elections) and reflects a net decrease of 10.8% from 2022. This change is primarily due to the decreased number of elections in 2023 and change from Board Docs to Municode Meetings.

### Department Goals for 2023:

- 1) Complete a successful Board of Review during the second year of revaluation.
- 2) Review all License Ordinances and provide any necessary updates.
- 3) Continue to partner with IT to complete gap analysis from migrating off of the AS400.
- 4) Administer successful elections and begin to recruit for replacement of Election Specialist in 2024.

### Highlights and Significant Changes

- 1) Decrease in temporary salaries from 2022 (election inspectors) and overtime (Clerk's office) due to decrease in number of elections. Slight increase in temporary salaries from 2021 due to request for an increase in election inspector pay to align with other Sheboygan County municipalities.
- 2) No net change in contracted services in City Clerk's budget. However, again in 2023, reallocated funds from scanning services to allow for increased cost for Board of Review during revaluation.
- 3) Decrease in Software in Council budget due to replacing Board Docs with Municode Meetings.

Thank you for your continued guidance and support



## GENERAL FUND

## CITY CLERK

PERSONAL SERVICES	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
510110 FULL TIME SALARIES - REGULAR	274,618	281,340	288,321	288,321	302,459
510111 FULL TIME SALARIES - OVERTIME	19,759	2,165	10,000	10,000	5,000
510130 TEMPORARY SALARIES - REGULAR	62,215	24,393	90,000	90,000	40,000
510140 INTERDEPARTMENT LABOR - REGULA	2,825	1,808	4,000	4,000	-
520310 FICA	18,652	17,379	18,510	18,510	21,272
520311 MEDICARE	4,362	4,064	4,331	4,331	4,977
520320 WI RETIREMENT FUND	16,580	15,239	15,793	15,793	16,433
520340 HEALTH INSURANCE	38,275	43,444	36,356	36,356	36,355
520341 RETIREE BENEFITS	2,652	2,652	-	-	-
520350 DENTAL INSURANCE	2,509	2,623	2,091	2,091	2,091
520360 LIFE INSURANCE	123	150	159	159	158
520400 WORKERS COMPENSATION	762	762	762	762	762
520410 UNEMPLOYMENT COMPENSATION	-	212	-	-	-
<b>TOTAL</b>	<b>\$ 443,334</b>	<b>\$ 396,232</b>	<b>\$ 470,323</b>	<b>\$ 470,323</b>	<b>\$ 429,507</b>

NON-PERSONAL SERVICES	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
531100 CONTRACTED SERVICES	38,888	55,872	11,500	15,174	15,500
533105 IT SERVICE FUND CHARGES	35,487	37,574	39,784	39,784	39,784
533106 SOFTWARE MAINT & SUBSCRIPTIONS	12,000	12,000	12,700	15,310	10,000
536125 EMPLOYEE DEVELOPMENT	19,794	14,449	26,186	23,842	26,664
536145 CODIFICATION SERVICES	7,370	5,855	10,500	10,500	10,500
536150 LEGAL NOTICES	6,767	7,222	7,800	7,800	7,800
536155 FILING & RECORDING FEES	300	60	252	252	250
537100 VEHICLE & PARKING EXPENSES	2,002	2,002	2,270	1,665	1,740
538150 MOTOR VEHICLE SERVICE FUND CHG	-	-	-	605	605
540100 OFFICE SUPPLIES	79,749	52,518	61,600	61,600	33,600
550110 BUILDING MAINT & REPAIR	3,350	1,600	4,400	4,400	2,600
555120 PHONES	-	-	550	550	550
560255 TOOLS & SMALL EQUIPMENT	3,630	341	1,900	1,900	1,900
563110 OFFICE EQUIPMENT MAINTENANCE	11,524	14,245	22,500	22,500	22,500
<b>TOTAL</b>	<b>\$ 220,862</b>	<b>\$ 203,738</b>	<b>\$ 201,942</b>	<b>\$ 205,881</b>	<b>\$ 173,993</b>
<b>TOTAL CITY CLERK</b>	<b>\$ 664,196</b>	<b>\$ 599,970</b>	<b>\$ 672,265</b>	<b>\$ 676,204</b>	<b>\$ 603,500</b>

## SUMMARY OF ORGS

COUNCIL - 101110

CITY CLERK - 101142

ELECTIONS - 101143



## GENERAL FUND

Item 15.

### CITY CLERK

PERSONAL SERVICES	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
510110 FULL TIME SALARIES - REGULAR	274,618	281,340	288,321	288,321	302,459
510111 FULL TIME SALARIES - OVERTIME	19,759	2,165	10,000	10,000	5,000
510130 TEMPORARY SALARIES - REGULAR	62,215	24,393	90,000	90,000	40,000
510140 INTERDEPARTMENT LABOR - REGULA	2,825	1,808	4,000	4,000	-
520310 FICA	18,652	17,379	18,510	18,510	21,272
520311 MEDICARE	4,362	4,064	4,331	4,331	4,977
520320 WI RETIREMENT FUND	16,580	15,239	15,793	15,793	16,433
520340 HEALTH INSURANCE	38,275	43,444	36,356	36,356	36,355
520341 RETIREE BENEFITS	2,652	2,652	-	-	-
520350 DENTAL INSURANCE	2,509	2,623	2,091	2,091	2,091
520360 LIFE INSURANCE	123	150	159	159	158
520400 WORKERS COMPENSATION	762	762	762	762	762
520410 UNEMPLOYMENT COMPENSATION	-	212	-	-	-
<b>TOTAL</b>	<b>\$ 443,334</b>	<b>\$ 396,232</b>	<b>\$ 470,323</b>	<b>\$ 470,323</b>	<b>\$ 429,507</b>

NON-PERSONAL SERVICES	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
531100 CONTRACTED SERVICES	38,888	55,872	11,500	15,174	15,500
533105 IT SERVICE FUND CHARGES	35,487	37,574	39,784	39,784	39,784
533106 SOFTWARE MAINT & SUBSCRIPTIONS	12,000	12,000	12,700	15,310	10,000
536125 EMPLOYEE DEVELOPMENT	19,794	14,449	26,186	23,842	26,664
536145 CODIFICATION SERVICES	7,370	5,855	10,500	10,500	10,500
536150 LEGAL NOTICES	6,767	7,222	7,800	7,800	7,800
536155 FILING & RECORDING FEES	300	60	252	252	250
537100 VEHICLE & PARKING EXPENSES	2,002	2,002	2,270	1,665	1,740
538150 MOTOR VEHICLE SERVICE FUND CHG	-	-	-	605	605
540100 OFFICE SUPPLIES	79,749	52,518	61,600	61,600	33,600
550110 BUILDING MAINT & REPAIR	3,350	1,600	4,400	4,400	2,600
555120 PHONES	-	-	550	550	550
560255 TOOLS & SMALL EQUIPMENT	3,630	341	1,900	1,900	1,900
563110 OFFICE EQUIPMENT MAINTENANCE	11,524	14,245	22,500	22,500	22,500
<b>TOTAL</b>	<b>\$ 220,862</b>	<b>\$ 203,738</b>	<b>\$ 201,942</b>	<b>\$ 205,881</b>	<b>\$ 173,993</b>
<b>TOTAL CITY CLERK</b>	<b>\$ 664,196</b>	<b>\$ 599,970</b>	<b>\$ 672,265</b>	<b>\$ 676,204</b>	<b>\$ 603,500</b>

### SUMMARY OF ORGS

COUNCIL - 101110  
CITY CLERK - 101142  
ELECTIONS - 101143



## 2023 Annual Budget - Overview and Highlights

**Department/Division:** Finance

**Budget Owner:** Kaitlyn Krueger

**Date:** October 7, 2022

### Proposed Budget for 2023:

The Finance Department experienced many positive changes in 2022. We completed our first audit with a new external auditing firm, Baker Tilly. We successfully retained and trained most staff hired in 2020 and 2021, as well as adding two new positions; Financial Reporting Analyst and Grant Administrator/Internal Auditor. Several projects, notably the Tyler Munis Chart of Accounts redesign, were completed; adding additional efficiency and accuracy to our processes. In addition, Finance staff provided necessary support to the Human Resources Department after the entire department turned over in the spring of 2022.

In light of these accomplishments, the Finance Department is proud to present our proposed 2023 budget which reflects a 12% decrease from 2022, a total levy savings of \$303,493. This decrease is largely due to a reserve of \$400,000 that was added in to the 2022 budget to fund the pending compensation study.

***Note - this figure does not include the interfund transfer out shown in object account 811100***

### Department Goals for 2023:

- 1 Implement Tyler Munis Project Ledger
- 2 Reduce audit findings by 10%
- 3 Present quarterly financials at Finance and Personnel committee
- 4 Participate on project team to upgrade tax collection software managed by Sheboygan County
- 5 Select and implement a new purchasing card vendor

### Highlights and Significant Changes

- 1 The 2022 budget included a reserve of \$400,000 for the pending compensation study. This reserve has been allocated in 2023.
- 2 Employee wages increased 6.5% due to the compensation study.

Insurance premiums increased 29% from 2022 budget. Note - the 2022 budget  
3 included premium costs from 2021 due to projections not being provided until  
after the 2022 budget was final. The actual increase from 2022 to 2023 is  
conservatively estimated to be 10%.

4 Contracted Services increased 4.1% due to an increase in purchasing agent expense  
from Sheboygan County.

Thank you for your continued guidance and support





## GENERAL FUND

Item 16.

### FINANCE

PERSONAL SERVICES		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
510110	FULL TIME SALARIES - REGULAR	473,589	431,482	566,890	566,890	606,538
510130	TEMPORARY SALARIES - REGULAR	1,698	3,126	4,400	4,400	4,400
520310	FICA	28,315	25,812	34,773	34,773	36,743
520311	MEDICARE	6,622	6,037	8,134	8,134	8,592
520320	WI RETIREMENT FUND	28,714	27,790	36,866	36,866	41,097
520340	HEALTH INSURANCE	65,254	82,761	116,034	116,034	83,667
520341	RETIREE BENEFITS	13,884	31,262	2,531	-	-
520350	DENTAL INSURANCE	4,274	6,670	10,264	10,264	8,022
520360	LIFE INSURANCE	613	603	750	750	971
520400	WORKERS COMPENSATION	9,732	9,732	9,732	9,732	9,732
520410	UNEMPLOYMENT COMPENSATION	8,380	9,059	-	-	-
<b>TOTAL</b>		<b>\$ 641,075</b>	<b>\$ 634,333</b>	<b>\$ 790,374</b>	<b>\$ 787,843</b>	<b>\$ 799,762</b>

NON-PERSONAL SERVICES		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
531100	CONTRACTED SERVICES	454,427	591,292	591,172	622,591	616,772
531110	FINANCIAL SERVICES FEES	10,317	(1,719)	-	-	-
531206	INSURANCE PREMIUMS	177,222	187,504	200,237	200,237	282,813
533105	IT SERVICE FUND CHARGES	257,368	273,183	289,125	289,125	289,125
536125	EMPLOYEE DEVELOPMENT	3,138	9,597	11,085	3,500	11,784
536150	LEGAL NOTICES	285	149	375	375	375
537100	VEHICLE & PARKING EXPENSES	2,383	2,753	2,730	2,730	3,069
540100	OFFICE SUPPLIES	18,270	20,966	19,000	18,500	18,000
540200	PROGRAM SUPPLIES	869	-	175	-	-
555120	PHONES	460	80	960	700	40
560255	TOOLS & SMALL EQUIPMENT	4,710	147	-	-	-
563110	OFFICE EQUIPMENT MAINTENANCE	3,349	4,314	4,700	4,700	4,700
580210	INSURANCE DEDUCTIBLE & CLAIMS	-	-	93,000	93,000	83,000
580250	TAX ROLL ADJUSTMENTS	26,562	-	35,000	12,000	25,000
580260	INVENTORY ADJUSTMENTS	(992)	27,747	3,000	3,000	3,000
580270	BAD DEBT EXPENSE	155,189	70,631	80,000	80,000	80,000
589999	MISCELLANEOUS EXPENSES	16,197	16,519	-	30,811	-
<b>TOTAL</b>		<b>\$ 1,129,754</b>	<b>\$ 1,203,163</b>	<b>\$ 1,330,559</b>	<b>\$ 1,361,269</b>	<b>\$ 1,417,678</b>
810102	WAGE ADJUSTMENT RESERVE	\$ -	\$ -	\$ 400,000	\$ 400,000	\$ -
811100	INTERFUND TRANSFERS OUT	\$ 16,792	\$ 8,021	\$ 1,003,690	\$ 1,003,690	\$ 2,370,291
<b>TOTAL FINANCE</b>		<b>\$ 1,787,620</b>	<b>\$ 1,845,516</b>	<b>\$ 3,524,622</b>	<b>\$ 3,552,802</b>	<b>\$ 4,587,731</b>

#### SUMMARY OF ORGS

FINANCE - 101150

ASSESSING - 101155

LIABILITY INSURANCE - 101193



## 2023 Annual Budget - Overview and Highlights

**Department/Division:** Office of the City Administrator

**Budget Owner:** City Administrator Todd Wolf

**Date:** September 28, 2022

**Proposed Budget for 2023:** Office of the City Administrator Department

The Office of the City Administrator's 2023 Proposed Budget reflects an 26% total decrease from 2022, with a total levy usage of \$888,524. The main driver of the decrease is the reduction in the city's Contingency account.

### Department Goals for 2023:

- 1 Continue focus related to elimination of IBMi system and expansion of MUNIS ERP system to streamline the city's operating platforms.
- 2 Continue expansion of city-wide employee development, mentorship and training programs to improve service and morale.
- 3 Strengthen internal controls process, oversight, policy and procedure development for safety and security.
- 4 Implementation of 2023-2028 Strategic Plan created with direct resident input.
- 5 Enhance operations and internal culture to transform the City of Sheboygan to a gold standard of operations, continue internal "Leading Change" educational program which servers to expand internal diversity, equity, inclusivity, and belonging.
- 6 Collaborate with businesses/community partners/stakeholders/investors to expand the city's growth potential, plan for future business and housing development and redevelopment.

### Highlights and Significant Changes

- 1 Contingency (810101) - \$325,183 decrease in the city's overall contingency account.
- 2 IT Services (523125) - 6% increase in internal services fees to support technology advancements.
- 3 Vehicle & Parking (537100) - 64% reduction to reflect on historical usage and needs.
- 4 Employee Development (536125) - 9% increase resulting from Rotary Club of Sheboygan annual membership.

Thank you for your continued guidance and support



## GENERAL FUND

Item 17.

### CITY ADMINISTRATOR

PERSONAL SERVICES		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
510110	FULL TIME SALARIES - REGULAR	226,988	228,737	233,606	233,606	242,980
510130	TEMPORARY SALARIES - REGULAR	6,660	-	-	-	-
520310	FICA	13,841	13,331	13,428	13,428	14,061
520311	MEDICARE	3,237	3,171	3,361	3,361	3,396
520320	WI RETIREMENT FUND	13,492	15,326	15,185	15,185	16,441
520340	HEALTH INSURANCE	19,320	26,064	26,337	26,337	26,337
520350	DENTAL INSURANCE	1,827	3,211	3,212	3,212	2,584
520360	LIFE INSURANCE	142	459	512	512	743
520400	WORKERS COMPENSATION	4,590	4,590	4,590	4,590	4,590
<b>TOTAL</b>		<b>\$ 290,097</b>	<b>\$ 294,890</b>	<b>\$ 300,231</b>	<b>\$ 300,231</b>	<b>\$ 311,132</b>

NON-PERSONAL SERVICES		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
531100	CONTRACTED SERVICES	5,158	-	-	-	-
533105	IT SERVICE FUND CHARGES	757	799	849	783	849
536125	EMPLOYEE DEVELOPMENT	5,575	14,272	15,747	15,747	17,208
536140	CITY-WIDE EMPLOYEE DEVELOPMENT	-	-	50,000	50,000	50,000
537100	VEHICLE & PARKING EXPENSES	1,820	682	2,400	1,000	854
540100	OFFICE SUPPLIES	4,108	3,320	3,461	3,461	3,461
540202	COMMUNITY RELATIONS	554	1,693	2,500	2,500	2,500
555120	PHONES	480	480	480	480	520
560255	TOOLS & SMALL EQUIPMENT	2,100	-	400	400	400
563110	OFFICE EQUIPMENT MAINTENANCE	150	-	1,600	1,600	1,600
<b>TOTAL</b>		<b>\$ 20,702</b>	<b>\$ 21,247</b>	<b>\$ 77,437</b>	<b>\$ 75,971</b>	<b>\$ 77,392</b>

810101	CONTINGENCY	\$ -	\$ 70,150	\$ 825,183	\$ 858,799	\$ 500,000
<b>TOTAL CITY ADMINISTRATOR</b>		<b>\$ 310,799</b>	<b>\$ 386,287</b>	<b>\$ 1,202,851</b>	<b>\$ 1,235,001</b>	<b>\$ 888,524</b>

#### SUMMARY OF ORGS

CITY ADMINISTRATOR - 101141



## 2023 Annual Budget - Overview and Highlights

**Department/Division:** Office of the Mayor  
**Budget Owner:** Mayor Ryan Sorenson  
**Date:** October 6, 2022

### Proposed Budget for 2023:

The Office of the Mayor's 2023 Proposed Budget reflects and overall increase of 2.6%, with a total tax levy usage of \$175, 209. This minimal change is due to increases in Personal Services expenses and minor increases and decreases within the Non-Personal Services expenses.

### Department Goals for 2023:

- 1 Promote quality and sustainable economic and community development.
- 2 Ensure stakeholders are well informed and engaged in municipal matters.
- 3 Provide courteous service and timely, accurate information to people who contact the Mayor's office for service needs.
- 4 Build our community image and engender a fuller public appreciation of the city's value.
- 5 Retain and attract quality business and commerce segments to support our local economy.
- 6 Expand and improve the city's housing options at all price levels to serve the varied needs of our changing community.

### Highlights and Significant Changes

- 1 IT Service Fund (533105) - 6% increase in internal service fees to support technology advancements.
- 2 Vehicle & Parking (537100) - 2% reduction to reflect historic actual usage.
- 3 Personal Services Expenditures - increases in various accounts reflective of 2023 anticipated wage increase, including state-mandated increases in Wisconsin Retirement Fund.
- 4 All other Non-Personal Services expenses remain the same.

Thank you for your continued guidance and support



## GENERAL FUND

Item 18.

### MAYOR

PERSONAL SERVICES		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
510110	FULL TIME SALARIES - REGULAR	104,071	105,957	107,857	107,857	115,673
510130	TEMPORARY SALARIES - REGULAR	-	-	-	-	-
520310	FICA	6,019	6,075	6,507	6,507	7,042
520311	MEDICARE	1,408	1,421	1,522	1,522	1,647
520320	WI RETIREMENT FUND	7,025	7,138	7,011	7,011	7,866
520340	HEALTH INSURANCE	31,273	29,008	27,296	27,296	20,036
520341	RETIREE BENEFITS	14,086	7,174	-	-	-
520350	DENTAL INSURANCE	1,898	1,701	1,578	1,578	970
520360	LIFE INSURANCE	267	117	31	31	25
520400	WORKERS COMPENSATION	444	444	444	444	444
<b>TOTAL</b>		<b>\$ 166,491</b>	<b>\$ 159,034</b>	<b>\$ 152,246</b>	<b>\$ 152,246</b>	<b>\$ 153,703</b>

NON-PERSONAL SERVICES		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
531100	CONTRACTED SERVICES	-	3,000	-	3,000	3,000
533105	IT SERVICE FUND CHARGES	775	816	859	769	859
536125	EMPLOYEE DEVELOPMENT	5,021	11,775	11,787	11,787	11,787
537100	VEHICLE & PARKING EXPENSES	739	739	1,000	1,000	980
540100	OFFICE SUPPLIES	690	115	500	500	500
540202	COMMUNITY RELATIONS	1,053	1,245	1,200	1,813	1,200
555120	PHONES	577	442	480	480	480
560255	TOOLS & SMALL EQUIPMENT	1,772	922	1,100	1,100	1,100
563110	OFFICE EQUIPMENT MAINTENANCE	203	1,078	1,600	-	1,600
<b>TOTAL</b>		<b>\$ 10,829</b>	<b>\$ 20,131</b>	<b>\$ 18,526</b>	<b>\$ 20,449</b>	<b>\$ 21,506</b>
<b>TOTAL MAYOR</b>		<b>\$ 177,320</b>	<b>\$ 179,166</b>	<b>\$ 170,772</b>	<b>\$ 172,695</b>	<b>\$ 175,209</b>

#### SUMMARY OF ORGS

MAYOR - 101140





## 2023 Annual Budget - Overview and Highlights

**Department/Division:** Municipal Court  
**Budget Owner:** Municipal Court Judge Natasha Torry  
**Date:** 10/5/2022

**Proposed Budget for 2023:** Municipal Court

The Municipal Court accounts for the collection of court penalty costs and use of the funds for court operations and distribution to the City, State of Wisconsin, Sheboygan County, and Village of Kohler per Wisconsin statute 800.

### Department Goals for 2023:

- 1 To provide fair, equitable, timely, efficient and effective court services for residents of the City of Sheboygan and Village of Kohler
- 2 Manage disbursement of court penalty fines, forfeitures and court costs
- 3 Continue utilization of State Debt Collection through the Department of Revenue
- 4 Continue to collaborate with Sheboygan Area School District to implement truancy program
- 5 Continue to offer affordable community services, including free wedding ceremonies
- 6 Continue to maintain steady community outreach

### Highlights and Significant Changes

- Chart of Accounts conversion realigned Municipal Court with General Fund per State & Federal reporting guidelines. In 2021 the Court's Revenue Minus Expenses totalled \$310,984. In 2022 there's a 14.7% projected increase. In 2023 there's a 53.8% projected increase. This amount represents the courts contribution, after operating costs, to the general fund.
- 2 Court Penalty Costs (451110) - A large portion of this revenue account has been moved to a pass-through balance sheet account. These funds are collected by the court and then disbursed to the Municipality, the County & the State.
  - 3 Contracted Services (531100) - Funds collected as a revenue and disbursed to the Municipality, the County & the State were removed from this fund & moved to a pass-through balance sheet account, \$1600 decrease from discontinuation of Lexis Nexis; this fund now includes copier charges & interpreter fees.
  - 4 Software Maintenance (533106) - 3% increase in TIPSS software subscription.
  - 5 Tools & Small Equipment (560255) - \$1500 for Judge's updated computer equipment in 2023 (offset by Lexis Nexis discontinuation).



## GENERAL FUND

Item 19.

### MUNICIPAL COURT

PERSONAL SERVICES		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
510110	FULL TIME SALARIES - REGULAR	148,173	131,255	142,330	142,330	153,204
510111	FULL TIME SALARIES - OVERTIME	-	392	-	-	-
510130	TEMPORARY SALARIES - REGULAR	-	-	4,000	4,000	-
520310	FICA	9,204	7,975	8,892	8,892	9,324
520311	MEDICARE	2,152	1,865	2,081	2,081	2,180
520320	WI RETIREMENT FUND	9,840	8,475	9,253	9,253	10,337
520340	HEALTH INSURANCE	-	14,195	27,296	27,296	26,337
520341	RETIREE BENEFITS	144	144	-	-	-
520350	DENTAL INSURANCE	1,515	1,099	1,578	1,578	1,606
520360	LIFE INSURANCE	139	76	86	86	84
520400	WORKERS COMPENSATION	168	168	168	168	168
<b>TOTAL</b>		<b>\$ 171,334</b>	<b>\$ 165,644</b>	<b>\$ 195,684</b>	<b>\$ 195,684</b>	<b>\$ 203,240</b>

NON-PERSONAL SERVICES		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
531100	CONTRACTED SERVICES	270,761	343,174	233,575	280,000	1,975
533105	IT SERVICE FUND CHARGES	597	626	656	656	656
533106	SOFTWARE MAINT & SUBSCRIPTIONS	8,615	8,165	8,873	9,173	9,139
536125	EMPLOYEE DEVELOPMENT	1,330	2,365	3,853	1,500	4,588
540100	OFFICE SUPPLIES	9,888	11,464	11,400	7,000	11,400
550110	BUILDING MAINT & REPAIR	4,000	4,000	4,000	4,000	4,000
555120	PHONES	7	7	250	250	250
560255	TOOLS & SMALL EQUIPMENT	837	842	-	-	1,500
589999	MISCELLANEOUS EXPENSES		75,000	-	-	-
<b>TOTAL</b>		<b>\$ 296,035</b>	<b>\$ 445,643</b>	<b>\$ 262,607</b>	<b>\$ 302,579</b>	<b>\$ 33,508</b>
<b>TOTAL MUNICIPAL COURT</b>		<b>\$ 467,369</b>	<b>\$ 611,287</b>	<b>\$ 458,291</b>	<b>\$ 498,263</b>	<b>\$ 236,748</b>

### SUMMARY OF ORGS

MUNICIPAL COURT - 101120



## 2023 Annual Budget - Overview and Highlights

**Department/Division:** Cable TV

**Budget Owner:** Eric Bushman

**Date:** October 10, 2022

### Proposed Budget for 2023:

The Cable TV's 2023 proposed budget reflects an **decrease** of 2.71% (\$5,184) in services from 2022. We estimate the 2023 cable franchise fee will remain flat to 2022.

### Department Goals for 2023:

- 1 Live stream all Common Council and Committee of the Whole meetings.
- 2 Record and publish standing committee meetings.

### Highlights and Significant Changes

- 1 Personal Services **increasing** 17.24% (\$20,696) due to Carlson Dettmann study.
- 2 Tools & Small Equipment **decreasing** 46.98% (\$11,964) due to completion of video editing equipment.
- 3 Contracted Services **decreasing 55.81%** (\$7,855) due to CIP replacement of the Broadcast Server witch includes 3 years of support.
- 1 Software Maintenance & Subscriptions **decreasing 55.38%** (\$5,876) due to CIP replacement of the Broadcast Server witch includes 3 years of support.

Thank you for your continued guidance and support



## SPECIAL REVENUE FUNDS

Item 20.

### CABLE TV FUND 211

REVENUES	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
461200 ADVERTISING	-	3,928	300	300	300
469005 REPRODUCTIONS	57	76	340	340	340
469200 CATV FRANCHISE FEE	380,376	427,096	432,091	432,091	437,530
481100 INTEREST INCOME	8,141	(1,896)	2,100	2,100	2,100
483090 SALE OF EQUIP/PROPERTY	-	-	1,000	1,000	1,000
493000 FUND EQUITY APPLIED	-	-	24,000	24,000	24,000
<b>TOTAL REVENUES</b>	<b>\$ 388,574</b>	<b>\$ 429,204</b>	<b>\$ 459,831</b>	<b>\$ 459,831</b>	<b>\$ 465,270</b>

PERSONAL SERVICES	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
510110 FULL TIME SALARIES - REGULAR	70,509	71,815	72,434	72,434	90,590
510130 TEMPORARY SALARIES - REGULAR	2,158	1,245	7,980	7,980	7,980
520310 FICA	4,150	4,122	4,812	4,812	5,696
520311 MEDICARE	970	964	1,127	1,127	1,332
520320 WI RETIREMENT FUND	4,759	4,837	4,709	4,709	6,160
520340 HEALTH INSURANCE	22,803	26,064	26,337	26,337	26,337
520341 RETIREE BENEFITS	1,236	1,236	-	-	-
520350 DENTAL INSURANCE	1,472	1,606	1,606	1,606	1,606
520360 LIFE INSURANCE	55	61	63	63	63
520400 WORKERS COMPENSATION	948	948	948	948	948
<b>TOTAL</b>	<b>\$ 109,060</b>	<b>\$ 112,897</b>	<b>\$ 120,016</b>	<b>\$ 120,016</b>	<b>\$ 140,712</b>

NON-PERSONAL SERVICES	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
531100 CONTRACTED SERVICES	9,378	11,818	14,075	14,075	6,220
531206 INSURANCE PREMIUMS	85	90	100	100	100
531400 ADVERTISING & MARKETING	-	-	1,000	1,000	1,000
533105 IT SERVICE FUND CHARGES	8,211	8,704	9,226	9,226	9,226
533106 SOFTWARE MAINT & SUBSCRIPTIONS	-	-	10,611	10,611	4,735
536125 EMPLOYEE DEVELOPMENT	2,243	1,047	3,975	3,975	4,000
537100 VEHICLE & PARKING EXPENSES	154	295	1,200	1,200	1,500
540100 OFFICE SUPPLIES	466	467	600	600	600
555120 PHONES	929	1,588	502	502	502
555135 INTERNET	480	946	1,100	1,100	1,560
560255 TOOLS & SMALL EQUIPMENT	8,465	11,740	25,464	25,464	13,500
562110 VEHICLE MAINT & REPAIRS	-	-	1,920	1,920	1,000
<b>TOTAL</b>	<b>\$ 30,411</b>	<b>\$ 36,695</b>	<b>\$ 69,773</b>	<b>\$ 69,773</b>	<b>\$ 43,943</b>

CAPITAL OUTLAY	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
652200 IT EQUIPMENT	-	-	-	-	6,310
652300 COMMUNICATIONS EQUIPMENT	6,307	(42)	-	-	-
652400 AUDIO VISUAL EQUIPMENT	-	-	25,000	25,000	40,000
<b>TOTAL</b>	<b>\$ 6,307</b>	<b>\$ (42)</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 46,310</b>

INTERFUND TRANSFERS	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
811100 INTERFUND TRANSFERS OUT	304,549	304,549	304,549	304,549	304,549
<b>TOTAL</b>	<b>\$ 304,549</b>	<b>\$ 304,549</b>	<b>\$ 304,549</b>	<b>\$ 304,549</b>	<b>\$ 304,549</b>

TOTAL EXPENSES	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
	<b>\$ 450,327</b>	<b>\$ 454,100</b>	<b>\$ 519,338</b>	<b>\$ 519,338</b>	<b>\$ 535,514</b>

TOTAL CABLE TV FUND (REVENUES LESS EXPENSES)	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
	<b>\$ (61,753)</b>	<b>\$ (24,896)</b>	<b>\$ (59,507)</b>	<b>\$ (59,507)</b>	<b>\$ (70,244)</b>

#### SUMMARY OF ORGS

CABLE TV - 211519



## 2023 Annual Budget - Overview and Highlights

**Department/Division:** Information Technology

**Budget Owner:** Eric Bushman

**Date:** October 10, 2022

### Proposed Budget for 2023:

The Information Technology Department's 2023 proposed budget reflects a 3% **increase** (\$32,483) in Services from 2022.

### Department Goals for 2022:

- 1 Continue to enhance our cyber security.
- 2 Continue to retire legacy application off the AS400 computer system.
- 3 Improve our internet connection's resiliency and redundancy.
- 4 Expand our credit card processing with additional MUNIS modules.
- 5 Continue to keep our MUNIS system version current minus one release.

### Highlights and Significant Changes

- 1 Personal Services **increasing** 5.72% (\$34,014) due to promotion, Carlson Dettmann study and employee added to health insurance.
- 2 Contracted Services **increasing** 130% (\$76,903). Added Debt Books SAAS (\$15,000). Enhancing our Cyber Security (\$35,000). Note \$30,000 is moving from Computer Maintenance to this account.
- 3 Computer Maintenance **decreasing** 32% (\$31,720), most of this is moving to Contracted Services.
- 4 Telephone **decreasing** 15% (\$6,800) due to reduction in voice circuits.
- 5 Tools & Small Equipment **decreasing** 67% (\$18,997). In 2022 we finished our 3 year plan to upgrade our switches.
- 6 Software Maintenance **decreasing** 8.8% (\$19,866). In 2022 we completed the Chart of Accounts Conversion.

Thank you for your continued guidance and support





## PROPRIETARY FUNDS

Item 21.

### INFORMATION TECHNOLOGY FUND 713

REVENUES	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
433000 FEDERAL GRANTS - OTHER	446,476	-	-	-	-
437000 LOCAL INTERGOVERNMENTAL REV	8,116	8,603	9,119	9,119	9,666
477100 IT SERVICE FUND CHARGES	998,258	1,057,082	1,120,570	1,120,570	1,120,519
481100 INTEREST INCOME	4,308	(1,433)	4,300	4,300	4,300
483090 SALE OF EQUIP/PROPERTY	(19,665)	-	-	-	-
489000 MISCELLANEOUS REVENUE	2,425	(38)	-	-	-
493000 FUND EQUITY APPLIED	-	-	25,000	25,000	25,000
<b>TOTAL REVENUES</b>	<b>\$ 1,439,918</b>	<b>\$ 1,064,214</b>	<b>\$ 1,158,989</b>	<b>\$ 1,158,989</b>	<b>\$ 1,159,485</b>

PERSONAL SERVICES	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
510110 FULL TIME SALARIES - REGULAR	446,522	426,518	433,030	433,030	459,409
510111 FULL TIME SALARIES - OVERTIME	186	208	-	-	-
510130 TEMPORARY SALARIES - REGULAR	-	-	12,000	12,000	12,000
520310 FICA	25,654	24,772	27,107	27,107	27,736
520311 MEDICARE	6,000	6,056	6,342	6,342	6,486
520320 WI RETIREMENT FUND	32,009	27,992	28,149	28,149	31,240
520340 HEALTH INSURANCE	51,151	67,673	74,476	74,476	84,491
520341 RETIREE BENEFITS	24,010	15,013	8,653	8,653	1,442
520350 DENTAL INSURANCE	2,805	3,599	4,047	4,047	4,047
520360 LIFE INSURANCE	992	978	868	868	983
520399 FRINGE BENEFITS - WLRRI	779	(39,633)	-	-	-
520400 WORKERS COMPENSATION	468	(4,134)	468	468	468
<b>TOTAL</b>	<b>\$ 590,575</b>	<b>\$ 529,042</b>	<b>\$ 595,140</b>	<b>\$ 595,140</b>	<b>\$ 628,302</b>

NON-PERSONAL SERVICES	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
531100 CONTRACTED SERVICES	80,952	34,367	59,022	59,022	135,925
536125 EMPLOYEE DEVELOPMENT	-	20	18,160	18,160	18,160
537100 VEHICLE & PARKING EXPENSES	1,886	2,075	3,500	3,500	3,300
540100 OFFICE SUPPLIES	476	1,428	1,200	1,200	1,200
555120 PHONES	26,492	23,947	46,880	46,880	40,080
560255 TOOLS & SMALL EQUIPMENT	504,810	18,892	28,497	28,497	9,500
563120 COMPUTER MAINTENANCE	37,407	70,302	99,820	99,820	68,100
563122 SOFTWARE MAINTENANCE	148,296	198,647	225,819	225,819	205,954
<b>TOTAL</b>	<b>\$ 800,320</b>	<b>\$ 349,677</b>	<b>\$ 482,898</b>	<b>\$ 482,898</b>	<b>\$ 482,219</b>

OTHER EXPENSES	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
652200 IT EQUIPMENT	(62,184)	4,193	-	-	-
652250 SOFTWARE	-	8,880	25,000	25,000	35,000
652300 COMMUNICATIONS EQUIPMENT	-	-	-	747	-
659100 OTHER EQUIPMENT	87,929	-	-	-	-
991850 DEPRECIATION - MACHINERY	89,386	89,387	50,794	50,794	50,794
<b>TOTAL</b>	<b>\$ 115,131</b>	<b>\$ 102,460</b>	<b>\$ 75,794</b>	<b>\$ 76,541</b>	<b>\$ 85,794</b>
<b>TOTAL EXPENSES</b>	<b>\$ 1,506,025</b>	<b>\$ 981,179</b>	<b>\$ 1,153,832</b>	<b>\$ 1,154,579</b>	<b>\$ 1,196,315</b>

<b>TOTAL IT FUND (REVENUES LESS EXPENSES)</b>	<b>\$ (66,107)</b>	<b>\$ 83,035</b>	<b>\$ 5,157</b>	<b>\$ 4,410</b>	<b>\$ (36,830)</b>
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#### SUMMARY OF ORGS

INFORMATION TECHNOLOGY - 713170



## 2023 Annual Budget - Overview and Highlights

**Department/Division:** Senior Services

**Budget Owner:** Emily Rendall-Araujo

**Date:** October 7, 2022

### Proposed Budget for 2023:

The Senior Services Department's 2023 proposed budget reflects a 49% increase from the 2022 budget, due entirely to personal services. The increase includes the filling of one vacant position due to the Covid-19 pandemic and previous building closure, as well as adjusted salaries from the Carlson-Dettman compensation study.

### Department Goals for 2023:

- 1 Ensure a smooth transition to occupancy in the new building in early 2023
- 2 Rebuild active Uptown Social memberships to 700 or more before 2024
- 3 Rebuild annual program attendance with 30,000 annual attendees
- 4 Write and executive comprehensive internal and external communication plans
- 5 Review and renew Sheboygan's Livability Plan with new objectives for 2023-2028

### Highlights and Significant Changes

- 1 Increase of 66% in personal services due to Engagement Coordinator hiring and adjusted salaries for other department staff.
- 2 Reduction in Tools & Small Equipment as some necessary items will be purchased in 2022 with fewer needs for 2023.
- 3 Small increase in utilities estimated with occupancy of new building.
- 4 Elimination of parking expenses as employees will have free parking in new lot.

Thank you for your continued guidance and support



## GENERAL FUND

Item 22.

### UPTOWN SOCIAL

PERSONAL SERVICES		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
510110	FULL TIME SALARIES - REGULAR	77,304	110,608	116,583	116,583	182,535
520310	FICA	4,684	6,769	7,221	7,221	11,110
520311	MEDICARE	1,095	1,583	1,690	1,690	2,599
520320	WI RETIREMENT FUND	4,472	7,222	7,579	7,579	12,331
520340	HEALTH INSURANCE	10,365	8,247	10,019	10,019	29,077
520341	RETIREE BENEFITS	1,740	1,740	-	-	-
520350	DENTAL INSURANCE	1,113	1,876	2,091	2,091	4,047
520360	LIFE INSURANCE	22	47	56	56	59
520400	WORKERS COMPENSATION	384	384	384	384	384
520410	UNEMPLOYMENT COMPENSATION	560	8,014	-	-	-
<b>TOTAL</b>		<b>\$ 101,740</b>	<b>\$ 146,490</b>	<b>\$ 145,623</b>	<b>\$ 145,623</b>	<b>\$ 242,142</b>

NON-PERSONAL SERVICES		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
531100	CONTRACTED SERVICES	3,412	9,618	4,700	4,700	5,700
533105	IT SERVICE FUND CHARGES	8643	8,643	9,186	9,186	9,186
536125	EMPLOYEE DEVELOPMENT	395	359	-	-	600
537100	VEHICLE & PARKING EXPENSES	131	686	420	420	-
540100	OFFICE SUPPLIES	666	1,082	1,500	1,500	1,000
550110	BUILDING MAINT & REPAIR	7,999	5,830	3,000	3,000	4,256
555100	UTILITIES	12,397	20,411	20,950	20,950	21,800
555120	PHONES	-	600	720	720	560
560255	TOOLS & SMALL EQUIPMENT	1,000	819	10,000	10,000	5,000
563110	OFFICE EQUIPMENT MAINTENANCE	1,149	1,214	1,086	1,086	2,172
564130	JANITORIAL SERVICES	219	-	800	800	1,600
<b>TOTAL</b>		<b>\$ 36,012</b>	<b>\$ 49,263</b>	<b>\$ 52,362</b>	<b>\$ 52,362</b>	<b>\$ 51,874</b>
<b>TOTAL UPTOWN SOCIAL</b>		<b>\$ 137,752</b>	<b>\$ 195,753</b>	<b>\$ 197,985</b>	<b>\$ 197,985</b>	<b>\$ 294,016</b>

### SUMMARY OF ORGS

UPTOWN SOCIAL - 101530



## 2023 Annual Budget - Overview and Highlights

**Department/Division:** Human Resources

**Budget Owner:** Kaitlyn Krueger

**Date:** October 10, 2022

### Proposed Budget for 2023:

The Human Resources Department's 2023 proposed budget reflects a .3% **decrease** from 2022, with a total levy usage of \$260,649. The budget remains flat due to few significant changes requiring adjustments.

### Department Goals for 2023:

- 1 Build back the Human Resources team to full staffing
- 2 Train and provide support to new Human Resources staff
- 3 Improve communications to educate employees on benefit and resource information
- 4 Continue to improve basic Human Resources functions to better assist other departments
- 5 Recognize and plan for process changes to improve the service provided to employees/managers

### Highlights and Significant Changes

- 1 The Contracted Services line increased slightly to reflect the new leave administration contract that has been signed to alleviate workload and ensure compliance relating to FMLA and ADA cases. A full OPEB study is not required for 2023, so the reduction in that cost offset a portion of the increase.
- 2 Employee development decreased slightly reflecting in the reduction of cost for staff to attend the Tyler Munis conference
- 3 Removal of the temporary salaries line because staff feels that Human Resources is not in a place currently to spend time and resources toward mentorship of an intern at this time.
- 4 The two vacant positions were budgeted for with the same allocations as in 2022.

Thank you for your continued guidance and support



## GENERAL FUND

Item 23.

### HUMAN RESOURCES

PERSONAL SERVICES		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
510110	FULL TIME SALARIES - REGULAR	184,961	107,443	98,277	98,277	92,121
510111	FULL TIME SALARIES - OVERTIME	596	180	-	-	-
510130	TEMPORARY SALARIES - REGULAR	60	3,146	2,500	2,500	-
520310	FICA	10,753	7,377	6,108	6,108	5,526
520311	MEDICARE	2,541	1,800	1,428	1,428	1,291
520320	WI RETIREMENT FUND	12,000	11,396	6,362	6,362	6,264
520340	HEALTH INSURANCE	22,744	20,248	20,986	20,986	24,427
520341	RETIREE BENEFITS	22,340	13,700	1,591	1,591	1,590
520350	DENTAL INSURANCE	2,836	2,038	1,283	1,283	642
520360	LIFE INSURANCE	157	88	13	13	38
520400	WORKERS COMPENSATION	1,176	1,173	1,173	1,173	1,173
520410	UNEMPLOYMENT COMPENSATION	4,440	21,421	-	-	-
<b>TOTAL</b>		<b>\$ 264,605</b>	<b>\$ 190,010</b>	<b>\$ 139,721</b>	<b>\$ 139,721</b>	<b>\$ 133,072</b>

NON-PERSONAL SERVICES		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
531100	CONTRACTED SERVICES	8,078	111,210	12,000	80,000	16,985
531200	LEGAL SERVICES	443	5,859	5,000	5,000	8,000
531400	ADVERTISING & MARKETING	697	844	2,000	2,000	2,000
533105	IT SERVICE FUND CHARGES	29,505	31,268	33,137	33,137	33,137
536125	EMPLOYEE DEVELOPMENT	10,821	3,552	18,574	5,000	16,941
537100	VEHICLE & PARKING EXPENSES	1,861	1,763	2,074	2,074	1,234
540100	OFFICE SUPPLIES	6,732	2,025	5,000	5,000	5,000
546160	EMPLOYEE RECOGNITION/AWARDS	14,046	14,410	14,000	14,000	14,000
555120	PHONES	520	480	480	400	480
560255	TOOLS & SMALL EQUIPMENT	3,316	-	-	-	-
563110	OFFICE EQUIPMENT MAINTENANCE	2,044	3,125	4,400	4,400	4,800
580900	WELLNESS INITIATIVE	22,077	23,512	25,000	25,000	25,000
<b>TOTAL</b>		<b>\$ 100,140</b>	<b>\$ 198,048</b>	<b>\$ 121,665</b>	<b>\$ 176,011</b>	<b>\$ 127,577</b>
<b>TOTAL HUMAN RESOURCES</b>		<b>\$ 364,746</b>	<b>\$ 388,058</b>	<b>\$ 261,386</b>	<b>\$ 315,732</b>	<b>\$ 260,649</b>

### SUMMARY OF ORGS

HUMAN RESOURCES - 101144





## 2023 Annual Budget - Overview and Highlights

**Department/Division:** Redevelopment Authority Fund

**Budget Owner:** Chad Pelishek

**Date:** October 10, 2022

### **Proposed Budget for 2023:**

This fund is for redevelopment of existing parcels and maintenance for the parcels that are currently not developed.

### **Department Goals for 2023:**

- 1 No Goals.

### **Highlights and Significant Changes**

- 1 No major changes in this fund.

Thank you for your continued guidance and support



## SPECIAL REVENUE FUNDS

Item 24.

### REDEVELOPMENT AUTHORITY FUND 264

REVENUES		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
413200	PAYMENT IN LIEU OF TAX	22,402	22,608	22,500	22,500	22,500
481100	INTEREST INCOME	970	(2,541)	800	800	800
482905	LOAN PRINCIPAL PAYMENTS	100,000	-	-	-	-
483090	SALE OF EQUIPMENT/PROPERTY	100,000	-	300,000	-	300,000
489000	MISCELLANEOUS REVENUE	-	463,816	-	-	-
<b>TOTAL REVENUES</b>		<b>\$ 223,373</b>	<b>\$ 483,884</b>	<b>\$ 323,300</b>	<b>\$ 23,300</b>	<b>\$ 323,300</b>
NON-PERSONAL SERVICES		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
531100	CONTRACTED SERVICES	8,192	8,903	18,155	35,000	15,000
537100	VEHICLE & PARKING EXPENSES	17,975	10,275	10,276	10,276	10,276
564200	LANDSCAPING SERVICES	16,314	35,427	25,000	25,000	25,000
<b>TOTAL EXPENSES</b>		<b>\$ 42,481</b>	<b>\$ 54,605</b>	<b>\$ 53,431</b>	<b>\$ 70,276</b>	<b>\$ 50,276</b>
<b>TOTAL REDEVELOPMENT AUTHORITY (REV LESS EXP)</b>		<b>\$ 180,892</b>	<b>\$ 429,279</b>	<b>\$ 269,869</b>	<b>\$ (46,976)</b>	<b>\$ 273,024</b>

#### SUMMARY OF ORGS

REDEVELOPMENT AUTHORITY - 264660



## 2023 Annual Budget - Overview and Highlights

**Department/Division:** Federal Grant Fund

**Budget Owner:** Chad Pelishek

**Date:** October 10, 2022

### **Proposed Budget for 2023:**

This fund represents revenues received as part of the American Rescue Plan Act funding received from the US Treasury.

### **Department Goals for 2023:**

- 1 To complete project consistent with the requirements set forth by the US Treasury for the American Rescue Plan Act.

### **Highlights and Significant Changes**

- 1 No major changes in this fund.

Thank you for your continued guidance and support



## SPECIAL REVENUE FUNDS

Item 24.

### FEDERAL GRANT FUND 202

REVENUES	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
433000 FEDERAL GRANTS - OTHER	-	410,383	-	-	-
481100 INTEREST INCOME	-	127,601	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ 537,984</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
PERSONAL SERVICES	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
510110 FULL TIME SALARIES - REGULAR	-	694	9,473	9,473	10,036
520310 FICA	-	39	554	554	568
520311 MEDICARE	-	9	130	130	133
520320 WI RETIREMENT FUND	-	47	616	616	679
520340 HEALTH INSURANCE	-	143	5,213	5,213	5,267
520350 DENTAL INSURANCE	-	9	322	322	321
520360 LIFE INSURANCE	-	-	-	-	4
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 940</b>	<b>\$ 16,308</b>	<b>\$ 16,308</b>	<b>\$ 17,008</b>
NON-PERSONAL SERVICES	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
531100 CONTRACTED SERVICES	-	394,442	-	210,000	10,800,000
580100 CONTRIBUTIONS/GRANTS	-	-	-	9,823,641	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 394,442</b>	<b>\$ -</b>	<b>\$ 10,033,641</b>	<b>\$ 10,800,000</b>
CAPITAL OUTLAY	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
621100 LAND	-	15,000	-	148,925	-
631100 BUILDINGS	-	-	-	785,000	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ 148,925</b>	<b>\$ -</b>
<b>TOTAL EXPENSES</b>	<b>\$ -</b>	<b>\$ 410,382</b>	<b>\$ 16,308</b>	<b>\$ 10,198,874</b>	<b>\$ 10,817,008</b>
<b>TOTAL FEDERAL GRANT FUND (REVENUES LESS EXPENSES)</b>	<b>\$ -</b>	<b>\$ 127,602</b>	<b>\$ (16,308)</b>	<b>\$ (10,198,874)</b>	<b>\$ (10,817,008)</b>

#### SUMMARY OF ORGS

FEDERAL GRANT - 202000



## 2023 Annual Budget - Overview and Highlights

**Department/Division:** Building Inspection

**Budget Owner:** Chad Pelishek

**Date:** October 10, 2022

### **Proposed Budget for 2023:**

The Building Inspection's budget represents an increase in personal services due to the wage scale changes and cost of living adjustments. The non-personal services represents a budget decrease due to the change in contract services being less with the State of Wisconsin for weights and measures.

### **Department Goals for 2023:**

- 1 Ensure quality and safe buildings for residents and the public through code enforcement.
- 2 To provide complete neighborhood revitalization strategies related to code enforcement.
- 3 Implement and enforce codes for construction activities fairly for all aspects of the community.

### **Highlights and Significant Changes**

- 1 Reduction in Contracted Services to represent less charges anticipated from the State of WI.

Thank you for your continued guidance and support





## GENERAL FUND

Item 24.

### BUILDING INSPECTION

PERSONAL SERVICES		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
510110	FULL TIME SALARIES - REGULAR	379,909	411,477	431,116	431,116	479,049
510111	FULL TIME SALARIES - OVERTIME	5,034	126	-	3,000	-
510130	TEMPORARY SALARIES - REGULAR	30,519	-	-	-	3,000
520310	FICA	24,350	24,420	26,238	26,238	28,599
520311	MEDICARE	5,695	5,711	6,139	6,139	6,689
520320	WI RETIREMENT FUND	24,964	25,392	25,903	25,903	29,807
520340	HEALTH INSURANCE	80,153	109,773	116,507	116,507	109,851
520341	RETIREE BENEFITS	25,737	28,109	-	11,964	-
520350	DENTAL INSURANCE	4,944	6,584	6,920	6,920	5,653
520360	LIFE INSURANCE	756	776	951	951	970
520400	WORKERS COMPENSATION	12,984	12,984	12,984	12,984	12,984
520410	UNEMPLOYMENT COMPENSATION	1,447	152	-	-	-
520490	CLOTHING ALLOWANCE	400	400	1,200	1,200	400
<b>TOTAL</b>		<b>\$ 596,890</b>	<b>\$ 625,905</b>	<b>\$ 627,958</b>	<b>\$ 642,922</b>	<b>\$ 677,002</b>

NON-PERSONAL SERVICES		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
531100	CONTRACTED SERVICES	19,997	33,946	69,310	72,000	66,000
533105	IT SERVICE FUND CHARGES	32,307	34,227	36,263	36,263	36,262
536125	EMPLOYEE DEVELOPMENT	3,742	5,811	7,041	4,500	6,556
536150	LEGAL NOTICES	107	50	-	-	-
537100	VEHICLE & PARKING EXPENSES	-	2,730	2,730	2,730	2,730
538150	MOTOR VEHICLE SERVICE FUND CHG	13,917	11,990	12,270	12,270	12,270
540100	OFFICE SUPPLIES	5,473	7,683	-	-	-
540275	SIGNAGE SUPPLIES	4,331	2,017	3,000	2,500	3,000
555120	PHONES	2,326	2,634	2,860	2,860	2,860
560255	TOOLS & SMALL EQUIPMENT	1,325	521	3,450	3,500	5,650
563110	OFFICE EQUIPMENT MAINTENANCE	1,707	3,165	3,900	3,900	3,900
<b>TOTAL</b>		<b>\$ 85,233</b>	<b>\$ 104,775</b>	<b>\$ 140,824</b>	<b>\$ 140,523</b>	<b>\$ 139,228</b>
<b>TOTAL BUILDING INSPECTION</b>		<b>\$ 682,123</b>	<b>\$ 730,679</b>	<b>\$ 768,781</b>	<b>\$ 783,444</b>	<b>\$ 816,230</b>

#### SUMMARY OF ORGS

BUILDING INSPECTION - 101240



## 2023 Annual Budget - Overview and Highlights

**Department/Division:** City Development

**Budget Owner:** Chad Pelishek

**Date:** October 10, 2022

### **Proposed Budget for 2023:**

The City Development's budget represents an increase in personal services due to the wage scale changes and cost of living adjustments. The non-personal services represents a budget decrease due to the change in contract services being less for studies.

### **Department Goals for 2023:**

- 1 To provide quality customer service to residents and developers and provide recommendations to Board/commissions regarding future developments.
- 2 To provide complete neighborhood revitalization strategies to stabilize neighborhoods, increase property values.
- 3 To monitor the zoning code
- 4 Providing resources to residents for safe and affordable housing.
- 5 To assist local businesses through issue of the grants and loans.

### **Highlights and Significant Changes**

- 1 Reduction in contracted services from \$73,553 to \$59,500.

Thank you for your continued guidance and support



## GENERAL FUND

Item 24.

### CITY DEVELOPMENT

PERSONAL SERVICES		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
510110	FULL TIME SALARIES - REGULAR	191,907	189,246	174,810	174,810	188,905
510130	TEMPORARY SALARIES - REGULAR	2,052	-	-	-	-
520310	FICA	11,106	10,935	10,528	10,528	10,979
520311	MEDICARE	2,597	2,557	2,460	2,460	2,568
520320	WI RETIREMENT FUND	12,891	12,741	11,360	11,360	12,840
520340	HEALTH INSURANCE	43,422	48,264	46,404	46,404	46,461
520341	RETIREE BENEFITS	2,820	2,820	-	-	-
520350	DENTAL INSURANCE	2,591	2,906	2,791	2,791	2,797
520360	LIFE INSURANCE	198	223	215	215	380
520400	WORKERS COMPENSATION	780	780	780	780	780
<b>TOTAL</b>		<b>\$ 270,364</b>	<b>\$ 270,471</b>	<b>\$ 249,348</b>	<b>\$ 249,348</b>	<b>\$ 265,710</b>

NON-PERSONAL SERVICES		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
531100	CONTRACTED SERVICES	55,073	62,121	73,553	65,000	59,500
533105	IT SERVICE FUND CHARGES	25335.96	26,834	28,429	28,429	28,429
536125	EMPLOYEE DEVELOPMENT	1,832	1,508	2,800	2,200	2,800
536150	LEGAL NOTICES	543	1,075	1,200	1,500	1,500
537100	VEHICLE & PARKING EXPENSES	1,308	1,024	1,649	1,649	1,649
540100	OFFICE SUPPLIES	4,427	5,329	12,200	12,200	12,200
560255	TOOLS & SMALL EQUIPMENT	622	-	675	675	675
563110	OFFICE EQUIPMENT MAINTENANCE	4,295	3,783	6,000	6,000	6,000
<b>TOTAL</b>		<b>\$ 93,436</b>	<b>\$ 101,674</b>	<b>\$ 126,507</b>	<b>\$ 117,653</b>	<b>\$ 112,753</b>
<b>TOTAL CITY DEVELOPMENT</b>		<b>\$ 363,800</b>	<b>\$ 372,145</b>	<b>\$ 375,855</b>	<b>\$ 367,001</b>	<b>\$ 378,463</b>

### SUMMARY OF ORGS

CITY DEVELOPMENT - 101690



## 2023 Annual Budget - Overview and Highlights

**Department/Division:** Affordable Housing Fund

**Budget Owner:** Chad Pelishek

**Date:** October 10, 2022

### **Proposed Budget for 2023:**

The Affordable Housing Fund's budget represents an increase in personal services of the one employee in City Development. The non-personal services includes the second payment for the Gartman Farms property as well as engineering costs for a subdivision development.

### **Department Goals for 2023:**

- 1 To increase the affordable housing options in the City of Sheboygan.

### **Highlights and Significant Changes**

- 1 Increase in Land for the second payment of \$693,500 to Gartmann and Improvements other buildings to fund the engineering studies to design the subdivision(s).

Thank you for your continued guidance and support



## SPECIAL REVENUE FUNDS

Item 24.

### AFFORDABLE HOUSING FUND 261

REVENUES		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
481100	INTEREST INCOME	484	(1,655)	-	-	-
482105	OTHER CITY RENTAL	-	-	-	-	-
482905	LOAN PRINCIPAL PAYMENTS	-	-	-	-	-
483090	SALE OF EQUIPMENT/PROPERTY	9,530	48,754	-	-	-
492000	INTERFUND TRANSFER IN	691,775	15,426	-	-	3,561,418
<b>TOTAL REVENUES</b>		<b>\$ 701,789</b>	<b>\$ 62,525</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,561,418</b>
PERSONAL SERVICES		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
510110	FULL TIME SALARIES - REGULAR	11,074	16,905	21,641	21,641	23,088
520310	FICA	668	1,000	1,316	1,316	1,357
520311	MEDICARE	156	234	308	308	317
520320	WI RETIREMENT FUND	747	1,139	1,407	1,407	1,570
520340	HEALTH INSURANCE	1,574	3,211	4,008	4,008	4,007
520350	DENTAL INSURANCE	81	157	194	194	194
520360	LIFE INSURANCE	5	10	14	14	14
520400	WORKERS COMPENSATION	125	125	125	125	125
<b>TOTAL</b>		<b>\$ 14,431</b>	<b>\$ 22,780</b>	<b>\$ 29,013</b>	<b>\$ 29,013</b>	<b>\$ 30,672</b>
NON-PERSONAL SERVICES		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
583300	BUSINESS LOANS	2,500	-	-	-	-
583305	HOUSING REHAB LOAN	33,434	120,837	132,800	80,000	75,000
<b>TOTAL</b>		<b>\$ 35,934</b>	<b>\$ 120,837</b>	<b>\$ 132,800</b>	<b>\$ 80,000</b>	<b>\$ 75,000</b>
CAPITAL OUTLAY		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
621100	LAND	-	-	-	3,808	693,500
641100	IMPROVEMENTS OTHER THAN BUILDING	-	166,519	-	3,513	250,000
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ 166,519</b>	<b>\$ -</b>	<b>\$ 3,513</b>	<b>\$ 250,000</b>
<b>TOTAL EXPENSES</b>		<b>\$ 50,365</b>	<b>\$ 310,136</b>	<b>\$ 161,813</b>	<b>\$ 112,526</b>	<b>\$ 355,672</b>
<b>TOTAL AFFORDABLE HOUSING FUND (REV LESS EXP)</b>		<b>\$ 651,424</b>	<b>\$ (247,611)</b>	<b>\$ (161,813)</b>	<b>\$ (112,526)</b>	<b>\$ 3,205,746</b>

#### SUMMARY OF ORGS

AFFORDABLE HOUSING - 261660





## 2023 Annual Budget - Overview and Highlights

**Department/Division:** Community Development Block Grant Fund

**Budget Owner:** Chad Pelishek

**Date:** October 10, 2022

### **Proposed Budget for 2023:**

Revenues in this fund are based on the yearly allocation we received from the U.S. Department of Housing and Urban Development (HUD) as well as revenues projects to be received from the revolving loan funds that the city administers.

### **Department Goals for 2023:**

- 1 To provide opportunities to low to moderate income persons through public services affordable housing, business development, street improvements and other projects.

### **Highlights and Significant Changes**

- 1 No major changes in this fund.

Thank you for your continued guidance and support



## SPECIAL REVENUE FUNDS

Item 24.

### COMMUNITY DEVELOPMENT BLOCK GRANT FUND 260

REVENUES	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
432710 FEDERAL HOUSING/ECONOMIC GRNT	909,861	1,450,636	920,855	920,855	865,259
481100 INTEREST INCOME	50,571	76,353	45,000	45,000	45,000
481110 HRSP LOAN INTEREST	9,356	5,376	9,000	9,000	9,000
482905 LOAN PRINCIPAL PAYMENTS	702,785	861,682	370,000	370,000	370,000
485000 CONTRIBUTIONS/DONATIONS	12,320	(12,320)	-	-	-
489000 OTHER PROGRAM INCOME	-	410	-	-	-
492000 INTERFUND TRANSFER IN	59,112	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 1,744,006</b>	<b>\$ 2,382,137</b>	<b>\$ 1,344,855</b>	<b>\$ 1,344,855</b>	<b>\$ 1,289,259</b>

PERSONAL SERVICES	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
510110 FULL TIME SALARIES - REGULAR	-	-	123,308	123,308	141,353
520310 FICA	-	-	7,424	7,424	8,276
520311 MEDICARE	-	-	1,737	1,737	1,936
520320 WI RETIREMENT FUND	26	-	8,016	8,016	9,602
520340 HEALTH INSURANCE	-	-	34,375	34,375	34,537
520350 DENTAL INSURANCE	-	-	1,987	1,987	1,985
520360 LIFE INSURANCE	-	-	72	72	97
520400 WORKERS COMPENSATION	-	-	175	175	175
<b>TOTAL</b>	<b>\$ 26</b>	<b>\$ -</b>	<b>\$ 177,094</b>	<b>\$ 177,094</b>	<b>\$ 197,961</b>

NON-PERSONAL SERVICES	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
531100 CONTRACTED SERVICES	22,408	40,687	-	-	-
531120 CONTRACTED SERVICES - LOANS	7,336	12,185	14,400	14,400	14,400
531500 ADMINISTRATION SERVICES	206,232	129,572	171,713	171,713	173,051
580100 CONTRIBUTIONS	162,000	178,070	163,000	163,000	187,288
583300 BUSINESS LOANS	203,339	600,000	300,000	500,000	300,000
583305 HOUSING REHAB LOAN	1,390	81,445	105,000	105,000	105,000
583320 COVID-19 GENERAL	257,808	528,196	131,000	131,000	100,000
583325 COVID-19 ADMIN	27,578	43,319	31,194	31,194	15,000
589999 MISCELLANEOUS EXPENSES	-	63,716	-	-	-
<b>TOTAL</b>	<b>\$ 888,091</b>	<b>\$ 1,677,189</b>	<b>\$ 916,307</b>	<b>\$ 1,116,307</b>	<b>\$ 894,739</b>

CAPITAL OUTLAY	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
631100 SECTION 108 PROJECT EXPENSES	-	-	-	2,700,000	-
641100 IMPROVEMENTS OTHER THAN BUILDING	200,659	818,339	282,076	282,076	94,920
641200 STREET IMPROVEMENTS	-	-	234,000	234,000	-
641300 SIDEWALK/TRAIL IMPROVEMENTS	46,618	-	-	-	-
651700 OTHER OPERATING EQUIPMENT	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 247,277</b>	<b>\$ 818,339</b>	<b>\$ 516,076</b>	<b>\$ 3,216,076</b>	<b>\$ 94,920</b>

DEBT PRINCIPAL / INTERFUND TRANSFERS	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
711000 DEBT PRINCIPAL	-	-	-	160,000	160,000
811100 INTERFUND TRANSFERS OUT	378,453	500,000	-	-	-

<b>TOTAL</b>	<b>\$ 378,453</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ 160,000</b>	<b>\$ 160,000</b>
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<b>TOTAL EXPENSES</b>	<b>\$ 1,513,847</b>	<b>\$ 2,995,528</b>	<b>\$ 1,609,477</b>	<b>\$ 4,669,477</b>	<b>\$ 1,347,620</b>
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<b>TOTAL CDBG FUND (REVENUES LESS EXPENSES)</b>	<b>\$ 230,159</b>	<b>\$ (613,391)</b>	<b>\$ (264,622)</b>	<b>\$ (3,324,622)</b>	<b>\$ (58,361)</b>
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#### SUMMARY OF ORGS

COMM DEVELOP BLOCK GRANT - 260660



## 2023 Annual Budget - Overview and Highlights

**Department/Division:** Tourism Fund

**Budget Owner:** Chad Pelishek

**Date:** October 10, 2022

### **Proposed Budget for 2023:**

Revenues on based on the room tax collections by local hotels and paid to the City on a quarterly basis. Personnel services are based on city staff time in Development that work on tourism related projects.

### **Department Goals for 2023:**

- 1 To promote Sheboygan as a year-round tourism destination.

### **Highlights and Significant Changes**

- 1 No major changes in this fund.

Thank you for your continued guidance and support



## SPECIAL REVENUE FUNDS

Item 24.

### TOURISM FUND 250

REVENUES		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
412100	PUBLIC ACCOMODATION TAXES	1,067,779	2,272,506	1,360,279	1,600,000	1,600,000
481100	INTEREST INCOME	3,727	552	-	-	-
483090	SALE OF EQUIPMENT/PROPERTY	-	4,000	-	-	-
489000	MISCELLANEOUS REVENUE	-	(391)	-	-	-
<b>TOTAL REVENUES</b>		<b>\$ 1,071,507</b>	<b>\$ 2,276,667</b>	<b>\$ 1,360,279</b>	<b>\$ 1,600,000</b>	<b>\$ 1,600,000</b>

PERSONAL SERVICES		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
510110	FULL TIME SALARIES - REGULAR	20,283	16,795	7,648	7,648	8,918
510111	FULL TIME SALARIES - OVERTIME	8,183	42,444	35,000	35,000	35,000
510130	TEMPORARY SALARIES - REGULAR	300	209	-	-	-
520310	FICA	1,643	3,562	2,635	2,635	2,694
520311	MEDICARE	384	833	618	618	630
520320	WI RETIREMENT FUND	2,108	5,186	4,158	4,158	2,987
520340	HEALTH INSURANCE	5,205	4,008	1,618	1,618	1,618
520350	DENTAL INSURANCE	268	245	96	96	95
520360	LIFE INSURANCE	7	11	8	8	8
520400	WORKERS COMPENSATION	547	547	547	547	547
<b>TOTAL</b>		<b>\$ 38,928</b>	<b>\$ 73,840</b>	<b>\$ 52,328</b>	<b>\$ 52,328</b>	<b>\$ 52,497</b>

NON-PERSONAL SERVICES		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
531100	CONTRACTED SERVICES	749,783	1,486,065	852,496	852,496	1,150,000
531400	ADVERTISING & MARKETING	17,258	20,498	30,000	25,000	25,000
540100	OFFICE SUPPLIES	2,079	143	150	150	-
540202	COMMUNITY RELATIONS	2,691	3,676	4,000	4,000	24,000
540210	OPERATING SUPPLIES	3,364	11,705	9,220	9,220	8,000
580100	CONTRIBUTIONS	12,513	-	500	-	-
<b>TOTAL</b>		<b>\$ 787,687</b>	<b>\$ 1,522,087</b>	<b>\$ 896,366</b>	<b>\$ 890,866</b>	<b>\$ 1,207,000</b>

INTERFUND TRANSFERS		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
811100	INTERFUND TRANSFERS OUT	531,422	504,255	504,255	504,255	504,255
<b>TOTAL</b>		<b>\$ 531,422</b>	<b>\$ 504,255</b>	<b>\$ 504,255</b>	<b>\$ 504,255</b>	<b>\$ 504,255</b>

<b>TOTAL EXPENSES</b>		<b>\$ 1,358,038</b>	<b>\$ 2,100,182</b>	<b>\$ 1,452,949</b>	<b>\$ 1,447,449</b>	<b>\$ 1,763,752</b>
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<b>TOTAL TOURISM FUND (REVENUES LESS EXPENSES)</b>		<b>\$ (286,531)</b>	<b>\$ 176,484</b>	<b>\$ (92,670)</b>	<b>\$ 152,551</b>	<b>\$ (163,752)</b>
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#### SUMMARY OF ORGS

TOURISM - 250531