



FINANCE AND PERSONNEL COMMITTEE MEETING AGENDA

June 22, 2026 at 5:00 PM

Council Chambers, 828 Center Avenue, Sheboygan, WI

Notice that the Finance and Personnel Committee will meet at 5:00 p.m. or immediately following the Licensing, Hearings and Public Safety Committee .

**This meeting may be viewed LIVE on:
Charter Spectrum Channel 990, AT&T U-Verse Channel 99
and: www.wcsssheboygan.com/vod.**

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 by 12:00 p.m. on meeting day to be called upon during the meeting. All Committee members may attend the meeting remotely.

OPENING OF MEETING

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of Minutes**
Finance and Personnel Committee Meeting held on June 8, 2026
5. **Public Comment**
Limit of three minutes per person with comments limited to items on this agenda.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

6. Res. No. 40-26-27 by Alderpersons Mitchell and Perrella approving the proposed 2027 Budget Schedule and 2027 preliminary budget fiscal factors for guidance prior to departmental budget preparation.
7. Res. No. 41-26-27 by Alderpersons Mitchell and Perrella authorizing an amendment to the 2026 budget for the hiring of additional part-time employees at Uptown Social.

TENTATIVE DATE OF NEXT REGULAR MEETING

8. Tentative Next Meeting Date - July 13, 2026

ADJOURN MEETING

9. 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
RESOLUTION 40-26-27**

BY ALDERPERSONS MITCHELL AND PERRELLA.

June 22, 2026

A RESOLUTION approving the proposed 2027 Budget Schedule and 2027 preliminary budget fiscal factors for guidance prior to departmental budget preparation.

RESOLVED: That Common Council approves the following 2027 Budget Schedule as follows:

- | | |
|--------------------|--|
| June 15, 2026 | City Administrator communicates to department heads the parameters for 2027 budget submittals. |
| June 16, 2026 | Finance Department provides budget entry training to staff. |
| June 22, 2026 | City Administrator presents budget parameters to Finance & Personnel Committee. |
| July 20, 2026 | Aldersperson budget/finance training. |
| August 3, 2026 | Finance Director provides year-to-date 2026 budget update and high-level 2027 budget outlook to Common Council. |
| August 14, 2026 | Department heads submit preliminary departmental operating and capital budget submittals. |
| | Finance Department completes salary and benefit projections. |
| August 24-28, 2026 | Department head one-on-one meetings with Administration and Finance Departments to review budget requests. |
| August 31, 2026 | Department heads review 2026 preliminary budget requests for all departments. |
| September 8, 2026 | Department head review of budget as proposed to Council by City Administrator |
| September 14, 2026 | Committee of the Whole Budget Workshop. Full preliminary budget will be posted ahead of this workshop. Workshop will be high-level overview. |

September 26, 2026 Staff publishes Notice of Public Hearing on 2026 Proposed Budget.

October 14, 2026 Committee of the Whole reviews and refers final 2027 Proposed Budget and 2027-2031 Capital Plan to Common Council. Public Hearing on 2027 Proposed Budget.

November 2, 2026 Common Council adopt Budget Resolution and 2027-2031 Capital Plan

BE IT FURTHER RESOLVED: That Common Council approves the 2027 preliminary budget fiscal factors for guidance prior to departmental budget submittals as follows:

1. General Fund Budget – retains eligibility for Wisconsin’s Expenditure Restraint Program.
2. Equalized tax rate to increase no more than inflationary levels.
3. Maintain city services with no decrease in service level.
4. Leverage city resources through partnerships and shared services/facilities with other entities.
5. Leverage intergovernmental funding to help offset city cost for projects or programs that promote the City of Sheboygan Work Plan Focus Areas.
6. Funding for anticipated wage/benefit increase for the city workforce due to union contracts and inflationary factors.
7. Review user fees including utility rates.
8. Identify planned borrowed funds to assist in maintenance of the City’s current Aa2 bond rating and remain consistent with Debt Management plan.
9. Balance all Fund budgets, if necessary, utilize applied fund balance or planned borrowed fund proceeds.
10. Incorporate 2027 projects, equipment and vehicles identified in the 2027 – 2031 Capital Plan.

- 11. Maintain a minimum of 25% unassigned Fund Balance in the General Fund budget.

PASSED AND ADOPTED BY THE CITY OF SHEBOYGAN COMMON COUNCIL

_____.

Presiding Officer

Attest

Ryan Sorenson, Mayor, City of
Sheboygan

Meredith DeBruin, City Clerk, City of
Sheboygan

CITY OF SHEBOYGAN
RESOLUTION 41-26-27

BY ALDERPERSONS MITCHELL AND PERRELLA.

JUNE 22, 2026.

A RESOLUTION authorizing an amendment to the 2026 budget for the hiring of additional part-time employees at Uptown Social.

WHEREAS, the Friends of Uptown Social has secured funding in order to support an additional 20 hours per week of customer service staff at Uptown Social in addition to the 20 hours per week previously funded for 2026; and

WHEREAS, the additional part-time employees will allow for an increased level of service for participants.

NOW, THEREFORE, BE IT RESOLVED: That the Finance Director be authorized to amend the 2026 budget to allow Uptown Social to hire additional part-time staff:

INCREASE:

Senior Services Fund – Uptown Social – Part Time Salaries (Acct. No. 253530-510120)	\$26,010
Senior Services Fund – Uptown Social – Social Security (Acct. No. 253530-520310)	\$1,613
Senior Services Fund – Uptown Social – Medicare (Acct. No. 253530-520311)	\$377
Senior Services Fund – Uptown Social – Contributions/Donations (Acct. No. 253-485000)	\$28,000

PASSED AND ADOPTED BY THE CITY OF SHEBOYGAN COMMON COUNCIL

_____.

Presiding Officer

Attest

Ryan Sorenson, Mayor, City of
Sheboygan

Meredith DeBruin, City Clerk, City of
Sheboygan