



**MINUTES
CITY FINANCE COMMITTEE
INCLUDING
JOINT MEETING WITH THE
BOARD OF WATER COMMISSIONERS
Monday, May 14, 2012**

PRESENT: Chairperson Hammond, Ald. Dekker, Bohren and Carlson

EXCUSED: Ald. Mary Lynn Donohue

ALSO PRESENT: Jim Amodeo, David Biebel, David Augustin, Stephen McLean, Nancy Buss, Chad Pelishek, Sharon Winkle, Joe Trueblood, Vernon Koch, Phil Cosson, Ray Haen, Gerald VanDeKreeke, Art Stewart, Dolcye Johnson, Maeve Quinn, Henry Nelson, Marge Mattern and Michael Brunette.

1. Chairperson Hammond called the meeting to order.

2. Pledge of Allegiance was recited by all present.

3. MINUTES – APRIL 16, 2012

Motion by Ald. Dekker, second by Ald. Carlson to approve the minutes.

MOTION CARRIED, ALL AYE

4. FINANCE DIRECTOR'S UPDATE - None

5. **EHLERS & ASSOC.** TIF Analysis

DISCUSSION ONLY

JOINT MEETING

Joint Meeting of City Finance Committee and Board of Water Commissioners.

CALLED TO ORDER 5:30 P.M.

**6. COMMUNICATION
HELD 4/16/2012**

Regarding Water Utility Assessments in excess of \$50,000 and assessments outside the City.

**ACTION: HOLD
MOTION: ALD. CARLSON
SECOND: ALD. DEKKER
MOTION CARRIED, ALL AYE**

**7. RO 14-11-12
DOC. 5.6
(5/07/2012)**

The 2011 Annual Financial Statements, including Independent Auditor's Report submitted by the Sheboygan Water Utility.

**ACTION: ACCEPT AND FILE
MOTION: ALD. DEKKER
SECOND: ALD CARLSON
MOTION CARRIED, ALL AYE**

JOINT MEETING

Joint Meeting of City Finance Committee and Board of Water Commissioners.

ADJOURNED 6:10 P.M.

8. **RC 400-11-12
DOC. 6.8
(4/16/2012)** Resolution No. 182-11-12 authorizing a transfer of appropriations in the 2012 Budget for the purpose of establishing appropriation for 2012 Mead Public Library Budget Modifications for the merit plan; recommends filing document. **ACTION: ACCEPT & FILE
MOTION: ALD. BOHREN
SECOND: ALD. CARLSON
MOTION CARRIED, ALL AYE**

9. **RO 22-12-13
DOC. 5.14
(5/07/2012)** 2011 Mead Public Library Board Annual Report. **ACTION: ACCEPT & FILE
MOTION: ALD. CARLSON
SECOND: ALD. DEKKER
MOTION CARRIED, ALL AYE**

CLOSED SESSION

**ACTION: CONVENE IN
CLOSED SESSION** under the exemption provided in 19.85 (1)(g) of the Wisconsin Statutes for the purpose of conferring with legal counsel for the City who is rendering oral or written advice concerning strategy to be adopted with respect to litigation in which it is or is likely to become involved. **MOTION: ALD. CARLSON
SECOND: ALD. BOHREN
MOTION CARRIED, ALL AYE**

OPEN SESSION

**ACTION: RE-CONVENE IN
OPEN SESSION
MOTION: ALD. DEKKER
SECOND: ALD. BOHREN
MOTION CARRIED, ALL AYE**

10. **RO 55-10-11** Notice of Intent to pursue claim from Progressive Northern Insurance Company on behalf of their insured Gary Gabryel regarding a claim arising out of a motor vehicle vs. bicyclist accident. **ACTION: ACCEPT & FILE
MOTION: ALD. BOHREN
SECOND: ALD. CARLSON
MOTION CARRIED, ALL AYE**

11. **RO 424-11-12
DOC 4.2
(4/16/2012)** Notice of injury from Gendlin, Liverman & Rymer, S.C. relative to their client Lisa Lee for alleged injuries while riding the City of Sheboygan Shoreline Metro bus. **ACTION: ACCEPT & FILE
MOTION: ALD. BOHREN
SECOND: ALD. CARLSON
MOTION CARRIED, ALL AYE**

12. **RO 425-11-12
DOC 4.3
(4/16/2012)** Notice of foreclosure sale in the matter of WI Housing & Economic Development Authority vs. Peter J. Zabel et al. **ACTION: ACCEPT & FILE
MOTION: ALD. BOHREN
SECOND: ALD. CARLSON
MOTION CARRIED, ALL AYE**

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| <p>13. RO 18-12-13 DOC 5.10 (5/07/2012)</p> | <p>Claim from Dustin VerVelde for alleged damages to his vehicle when a City fire truck ran into his parked car.</p> | <p>APPROVE & ISSUE CHECK IN THE AMOUNT OF \$1,698.33 MOTION: ALD. BOHREN SECOND: ALD. CARLSON MOTION CARRIED, ALL AYE</p> |
| <p>14. RO 19-12-13 DOC 5.1 (5/07/2012)</p> | <p>Summons & Complaint in the matter of Bank of America, N.A. vs. Kasey C. Sipiorski et al.</p> | <p>ACTION: ACCEPT & FILE MOTION: ALD. BOHREN SECOND: ALD. CARLSON MOTION CARRIED, ALL AYE</p> |
| <p>15. RO 23-12-13 DOC 5.15 (5/07/2012)</p> | <p>Amended Summons & Complaint in the matter of Wells Fargo Bank, N.A. vs. Jose A. Avina et al.</p> | <p>ACTION: ACCEPT & FILE MOTION: ALD. BOHREN SECOND: ALD. CARLSON MOTION CARRIED, ALL AYE</p> |
| <p>16. RO 11-12-13 DOC. 5.3 (5/07/2012)</p> | <p>A breakdown of hardware, software and related equipment for the complete replacement of the IT Department's main (core) server appliance, main electronic switch and related equipment, including software</p> | <p>ACTION: ACCEPT & FILE MOTION: ALD. BOHREN SECOND: ALD. CARLSON MOTION CARRIED, ALL AYE</p> |
| <p>17. RO 12-12-13 DOC. 5-4 (5/07/2012)</p> | <p>Communication from Dee Ware, Real Estate Acquisition Specialist, SBA Communications Corp., regarding the SBA Ground Lease W121282A Wilson Avenue & 3333 Lakeshore Drive.</p> | <p>ACTION: APPROVE MOTION: ALD. BOHREN SECOND BY ALD. CARLSON MOTION FAILED, ALL NAY</p> <p>ACTION: ACCEPT & FILE MOTION: ALD. DEKKER SECOND: ALD. CARLSON MOTION CARRIED, ALL AYE</p> |
| <p>18. RO 17-12-13 DOC 5.9 (5/07/2012)</p> | <p>Communication from John Elmendorf, Progressive Beginnings, LLC, requesting that the City repurchase the two-acre parcel located at the northwest corner of Concord and Gateway Drive within the City of Sheboygan Business Park property back from Progressive Beginnings, LLC, as they are no longer in a position to move forward with the construction project as they originally intended.</p> | <p>ACTION: HOLD MOTION: ALD. CARLSON SECOND: ALD. DEKKER MOTION CARRIED, ALL AYE</p> |

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| <p>19. RES 6-12-13 DOC. 6-4 (5/07/2012)</p> | <p>Resolution authorizing the Purchasing Agent to enter into contract for the purchase of hardware and software to complete the upgrade of the main (core) server and switch located in the IT Department's data center and serving all City of Sheboygan departments</p> | <p>ACTION: APPROVE MOTION: ALD. BOHREN SECOND: ALD. CARLSON MOTION CARRIED, ALL AYE</p> |
| <p>20. RES 8-12-13 DOC 6.6 (5/07/2012)</p> | <p>Resolution to authorize a transfer of appropriations in the 2012 Budget for the purpose of establishing appropriation for purchase of IT equipment from IT Fund Reserves.</p> | <p>ACTION: APPROVE MOTION: ALD. CARLSON SECOND: ALD. BOHREN MOTION CARRIED, ALL AYE</p> |
| <p>21. RES 9-12-13 DOC 6.7 (5/07/2012)</p> | <p>Resolution to authorize a transfer of appropriations in the 2012 Budget for the purpose of establishing appropriation for the Sheboygan River habitat Restoration with the WI Department of Natural Resources.</p> | <p>ACTION: APPROVE MOTION: ALD. BOHREN SECOND: ALD. CARLSON MOTION CARRIED, ALL AYE</p> |

MATTERS INTRODUCED

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| <p>22. COMPUTER POLICY</p> | <p>The policy establishes requirements and responsibilities that will be carried out to implement, maintain and enhance the City of Sheboygan's network, computer systems and related services in order to protect taxpayer investments</p> | <p>ACTION: APPROVE MOTION: ALD. BOHREN SECOND: ALD. CARLSON MOTION CARRIED, ALL AYE</p> |
| <p>23. INSURANCE RESOLUTION</p> | <p>Resolution authorizing the City of Sheboygan to enter into a contract for buildings and property insurance coverage.</p> | <p>ACTION: APPROVE MOTION: ALD. BOHREN SECOND: ALD. DEKKER MOTION CARRIED, ALL AYE</p> |
| <p>24. 2012 BUDGET TRANSFER RESOLUION</p> | <p>Resolution to authorize the following transfers of appropriations in the 2012 Budget for the purposes of:</p> <ul style="list-style-type: none"> ➤ Establish estimated revenue and appropriation for temporary help, Schedule X employee, in the Building Inspection Department. ➤ Establish estimated revenue and appropriation for donation from the Northwood's Casket Company for Urban Forestry in Wisconsin. | <p>ACTION: APPROVE MOTION: ALD. CARLSON SECOND: ALD. DEKKER MOTION CARRIED, ALL AYE</p> |

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| | <p>➤ Establish estimated revenue and appropriation for training aids from the State of WI Department of Justice for the Police Department.</p> | |
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25. SET DATE OF NEXT MEETING: June 11, 2012

26. Motion by Ald. Carlson, second by Ald. Dekker to adjourn.

MOTION CARRIED, ALL AYE

SUBMITTED BY:

NANCY BUSS
SANDY DIENER