CITY OF PLYMOUTH, WISCONSIN
TUESDAY, JULY 30, 2024 COMMITTEE OF THE WHOLE MEETING
CITY HALL, 128 SMITH STREET

OFFICIAL MINUTES

1. **Call to Order and Roll Call:** Mayor Pohlman called the meeting to order. On the call of the roll the following were present: Diane Gilson, Mike Penkwitz, Dave Herrmann, Greg Hildebrand, John Nelson and John Binder. Also present were: City Administrator/Utilities Manager Tim Blakeslee, Finance Director Chris Russo, Police Chief Ken Ruggles, Director of Public Works Cathy Austin, Assistant Electrical Operation Manager / Electrical Engineer Nick Whipple, Electrical Operation Manager Ryan Roehrborn and City Clerk Anna Voigt.

2. **Approve the Minutes from June 25, 2024:** Motion was made by Binder/Herrmann to approve the minutes from June 25, 2024. A unanimous aye vote was cast. Motion carried.

3. **Discussion and Recommendation on Parking Ordinance:** City Administrator/Utilities Manager Blakeslee explained that the City of Plymouth regulates the number of parking stalls required for an individual parcel's particular use in the zoning code. Parking requirements are outlined in 13-1-92. It has come to the attention of City Staff, based on conversation with developers, that some of Plymouth's parking codes related to retail and office uses are outdated due to changes in consumer habits related to online shopping, increases in order pickup as opposed to shopping in-store. Staff is seeking direction of the Committee of the Whole on adding the wording "except as otherwise deemed appropriate by the Plan Commission" Binder asked if the Plan Commission would be the ones with the final say or if it would come back to Council. Blakeslee stated that sit plans would not come back to Council they would only go to Plan Commission. Herrmann asked if this would stay consistent? Blakeslee said yes, the developer will have to provide a parking study to support the proposed use.

4. **Discussion and Recommendation on Outage Management System:** City Administrator / Utilities Manager Blakeslee explained that the Plymouth 2023-2026 Strategic Plan included an initiative to develop an Outage Management System (OMS). An OMS will help establish real-time connections between our internal systems to meet Electric Utility goals of faster outage response and data-driven decisions for electric distribution system upgrades and maintenance. Whipple explained that the 2024 budget included funds to purchase to Regional Network Interface from Sensus and software from mPower Innovations, which included an OMS, data storage, and analytics. The RNI and OMS are both intended to integrate with the billing system. Whipple explained what was not included in the 2024 budget was work required to provide a real-time interface between all the disparate software systems. Motion was made to Herrman/Penkwitz to recommend the Common Council approve the addition to the Outage Management System Project with a one-time, not-to-exceed cost of $41,775. Upon the call of the roll, all voted aye. Motion carried.

5. **Adjourn:** Motion was made by Herrmann/Gilson to adjourn the meeting. A unanimous aye vote was cast. Motion carried.