



City of Racine Meeting Minutes

City Hall
730 Washington Ave.
Racine, WI 53403
www.cityofracine.org

Finance and Personnel Committee

Monday, March 12, 2007

5:00 PM

City Hall, Room 103

Call To Order

PRESENT: James J. Spangenberg, Thomas Friedel, Pete Karas, Sandy Weidner, Aron Wisneski

Approval of Minutes for the February 26, 2007 Meeting. to Approve the Minutes

1. [07-0137](#) Subject: Communication from ATM Financial regarding placing ATM machines in City Hall and the Safety Building.

Recommendation of the Pubic Works and Services Committee on 2/26/07: Approved.

Recommendation of the Finance & Personnel Committee on 3-12-07: That the City enter into a one-year contract with ATM Financial Company with a hold harmless agreement.

Fiscal Note: N/A
Doug Nicholson, ATM Financial Company, appeared before the Committee regarding placing ATM machines in City Hall and the Safety Building. It was agreed that with Public Works recommendation, a one-year contractual agreement between the City of Racine and ATM Financial be created. The electricity and phone line will be paid for by ATM Financial and the contract will be written with a hold harmless agreement for property damage.
Recommended For Approval

2. [07-0251](#) Subject: Request of the Derby Director of Racine Area Soap Box Derby to waive the fee to close the road for the following dates: May 11, 12 & 13, June 15 & 16, and September 7, 8 & 9.

Recommendation of the Finance & Personnel Committee on 3-12-07: The Racine Area Soap Box Derby is to pay \$101 per event for a total of \$303.

Fiscal Note: N/A
Robert Krencisz, Jr., Derby Director of Racine Area Soap Box Derby appeared before the Committee to inquire waiving the \$909.00 city charge to close Hoefert drive for May 11-13; June 15-16 and September 7-9. Request was denied and the Racine Area Soap Box Derby is to pay \$303.00 for the entire event.
Recommended For Approval

3. [07-0266](#) Subject: Request of Por La Gente Association, for the use of Chavez Community Center at a reduced rate for their basketball invitational tournament.

Recommendation of the Finance & Personnel Committee on 3-12-07: To reduce the fee to half of the standard hourly rate.

Fiscal Note:

Juan Martinez, Por La Gente Association, appeared before the committee to ask for a flat fee of \$200.00 for the weekend event. Request was denied and the Association will need to pay half of the standard hourly rate.

Recommended For Approval

4. [07-0254](#)

Subject: A communication from the Fire Chief Hansen requesting permission to accept the donation of stock certificates to be used in the purchase of four Thermo Imaging Cameras for the Racine Fire Department. It is also requested that the Finance Director be authorized to set up the necessary accounts to facilitate this donation.

Recommendation of the Finance & Personnel Committee on 3-12-07: Permission be granted to the Fire Chief to accept a donation of stock certificates which are valued at approximately \$25,000, and that the Finance Director be authorized to set up the necessary accounts to facilitate this donation.

Recommendation of the Public Safety & Licensing Committee of 03-12-07: That Fire Chief Hansen be granted permission to accept the donation of stock certificates to be used in the purchase of three Thermo Imaging Cameras for the Racine Fire Department.

Fiscal Note: Donation to be placed in Account 711.000.5950.

Steven Hansen, Fire Chief, appeared before the committee to discuss the donation of stock certificates for purchase of four Thermo Imaging Cameras to be utilized by the Racine Fire Department.

Recommended For Approval

5. [07-0236](#)

Subject: Communication from Chief of Police Wahlen, requesting to waive formal bidding for the purchase of an interactive "Smart Board" for the Racine Police Department; further requesting that the Purchasing Agent be authorized and directed to negotiate with Smart Technologies for this purchase.

Recommendation of the Finance & Personnel Committee on 3-12-07: That the Purchasing Agent be authorized and directed to negotiate with Smart Technologies for the purchase of an interactive "Smart Board" for the Racine Police Department and that formal bidding be waived.

Recommendation of the Public Safety & Licensing Committee of 03-12-07: That formal bidding be waived and the Purchasing Agent be authorized and directed to negotiate with a local vendor that is under government contract for this purchase.

Fiscal Note: Funding for this project is estimated at \$9,999 and is available in Account 211.000.5950.

Art Howell, Deputy Chief, appeared before the Committee to discuss purchase of an interactive "Smart Board" for the Racine Police Department. Mr. Powell emphasized that they just revamped their conference room and this product will enable them to do their planning.

Recommended For Approval

6. [07-0303](#)

Subject: (Direct Referral) Communication from the Chief of Police requesting to appear before the Finance & Personnel Committee wishing to discuss waiving formal bidding and purchase a Digital Voice Logging System and that the Purchasing Agent negotiate a price with Word Systems Inc.

Recommendation of the Finance & Personnel Committee on 3-12-07: That the Purchasing Agent be authorized and directed to negotiate with Word Systems Inc. for the purchase of a digital voice logging system and to waive formal bidding.

Fiscal Note: Funding for this item is available in the 2007 capital improvement budget.

Tom Christensen, Deputy Chief, appeared before the committee to discuss the waiver of formal bidding for the purchase of a digital voice logging system for the Police Department. This device records all incoming police and fire phone calls.

Recommended For Approval

7. **07-0223**

Subject: Communication from the City Attorney requesting authorization for settlement of Racine County Circuit Court Case No. 06-CV-1206, Kong Enterprises LLC v City of Racine.

Recommendation of the Finance & Personnel Committee on 3/12/07: Recommend that Racine County Circuit Court Case No. 06-CV-1206, Kong Enterprises LLC v. City of Racine, be settled in the amount of \$13,515.00, which represents 50% of the cleanup and connection expenses.

Fiscal Note: Funding for this settlement is available in Account 101.990.5910

Scott Letteney, Deputy City Attorney, appeared before the Committee to discuss the recommendation that the City make payment in the amount of \$13,515.00 to settle the case.

Recommended For Approval

8. **07-0237**

Subject: Request from the Director of City Development that the City of Racine accept a brownfields grant from the Wisconsin Dept. of Commerce for the Thompson Building redevelopment.

Recommendation of the Finance & Personnel Committee on 3-12-07: That the City of Racine accept a brownfields grant from the Wisconsin Dept. of Commerce for the Thompson Building redevelopment in the amount of \$60,300.00, and that the Mayor & City Clerk be authorized to execute a grant agreement.

Fiscal Note: The required match will be provided from TID No. 12.

Brian O'Connell, Director of City Development, appeared before the Committee to discuss the acceptance of brownfields grant in the amount of \$60,300.00.

Recommended For Approval

9. **07-0249**

Subject: Request of the Director of Parks, Recreation & Cultural Services to meet with the Finance and Personnel Committee and the Cemetery Commission for permission to use additional funds from the Cemetery's maintenance fund and Crypt fund for 2007 projects.

Recommendation of the Finance & Personnel Committee on 3-12-07: Item be deferred.

Donnie Snow, Director of Parks, Recreation & Cultural Services, appeared before the Committee to discuss using the additional funds from the Cemetery's maintenance and Crypt fund for 2007 projects. This request will appear before the Cemetery Commission on 3/19/07.

Deferred

10. **07-0202**

Subject: Request of the Director of Parks, Recreation & Cultural Services to meet with the Finance & Personnel Committee to discuss Parks, Recreation & Cultural Services

fee structure.

Recommendation of the Finance & Personnel Committee on 02-26-07: The item be deferred.

Recommendation of the Finance & Personnel Committee on 3-12-07: Receive and filed.

Fiscal Note: NA

Donnie Snow, Director of Parks, Recreation and Cultural Services appeared before the Committee to discuss the current fee structure. This item will be received and filed.
Received and Filed

11. [07-0264](#) Subject: Request of the Director of Parks, Recreation & Cultural Services to meet with the Finance & Personnel Committee to discuss the use of the remaining funds from Monument Square Site & Landscaping Improvement Project.
- Recommendation of the Finance & Personnel Committee on 3-12-07: Item be deferred.
- Donnie Snow, Director of Parks, Recreation and Cultural Services appeared before the Committee to discuss using the remaining funds from Monument Square Site and Landscaping Improvement Project to enhance the square. Mr. Snow will acquire information on expenditures and refer back to the Committee.*
Deferred
12. [07-0238](#) Subject: Communication from the Public Health Administrator requesting a transfer of funds to pay for laboratory services to be provided by Wheaton Franciscan Healthcare due to the closing of the laboratory.
- Recommendation of the Finance & Personnel Committee on 3-12-07: Permission granted to transfer \$20,000 from Salaries (101.490.5010) to Professional Services (101.490.5610).
- Fiscal Note: There are sufficient funds for this transfer.
- Janelle Grammar, Public Health Administrator, appeared before the Committee to discuss a transfer of funds to pay for laboratory services.*
Recommended For Approval
13. [07-0261](#) Subject: Communication from the Director of Human Resources requesting an opportunity to discuss updating employment status and allocation of benefits for Non-Represented employees.
- Recommendation of the Finance & Personnel Committee on 3-12-07: Item be deferred.
- Sylvia Coronado-Romero, HR Director, appeared before the Committee to discuss changes to the Part-time employee benefits. Ms. Romero will make changes to the document and refer back to the Committee.*
Deferred
14. [07-0269](#) Subject: Communication from the Finance Director requesting to discuss transfers to cover operating shortfalls in the Building Complex Internal Service Fund.
- Recommendation of the Finance & Personnel Committee on 3-12-07: Permission be granted to the Finance Director to transfer sufficient funds to cover operating shortfalls in the Building Complex Internal Service Fund in the amount of \$330,000.

Fiscal Note: Funding for these transfers is available in Account 101.990.5970.

David Brown, Finance Director, appeared before the Committee to discuss transferring sufficient funds to cover operating shortfalls in the Building Complex Internal Service Fund. Transfer will be \$330,000 from General Fund to Internal Services Fund.

Recommended For Approval

15. [07-0270](#) Subject: Communication from the Finance Director requesting to discuss annual carry forwards of unspent 2006 appropriations to 2007.

Recommendation of the Finance & Personnel Committee on 3-12-07: Item be deferred.

Deferred

16. [07-0271](#) Subject: Communication from the Finance Director wishing to discuss the issuance of an annual reimbursement resolution for current year capital projects.

Recommendation of the Finance & Personnel Committee on 3-12-07: Item be deferred.

Deferred

17. [07-0241](#) Subject: Communication from the 7th & 9th District Alderman requesting to discuss concerns regarding the expired City contract with P.A.M., the firm which handles parking ticket collections.

Recommendation of the Finance & Personnel Committee on 3-12-07: The item be referred to the Committee of the Whole.

Recommendation of the Public Safety & Licensing Committee of 03-12-07: That the item be referred to the Committee of the Whole and returned to the Public Safety & Licensing Committee, with their recommendation.

Art Howell, Deputy Chief, and Alderman Ray DeHahn appeared before the Committee to discuss concerns regarding the expired city contract with P.A.M. This issue will go in front of the Committee as a whole within a week.

Recommended For Further Consideration

18. [07-0294](#) Subject: Request from Finance & Personnel Committee to discuss P.I.L.O.T for Properties of the Racine County Housing Authority

Recommendation of the Finance & Personnel Committee on 3-12-07: Authorize the City Attorney to negotiate with the Racine County Housing Authority to amend the existing PILOT agreement.

Fiscal Note: NA.

Joseph J. Muratore, S.C., Law Offices of Joseph Muratore, appeared before the Committee. Discussion included amending the existing agreement to include 1) Negotiate PILOT agreement, 2) Deal with Housing Authorities to pay the correct amount and 3) Verify that the City received spreadsheets. Also, amend the contract to include the provisions to protect the City.

Recommended For Approval

Miscellaneous Business

None

There being no further business to come before the Committee, the meeting adjourned at 7:30 p.m. The next scheduled meeting of this Committee is at 5:00 p.m. on Monday, March 26, 2007.

Respectfully submitted,

**Alderman James Spangenberg, Chairman
Finance and Personnel Committee**