



City of Racine

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

Meeting Minutes Finance and Personnel Committee

*Chairman Thomas Friedel, Vice Chair James T. Spangenberg, Alderman David L. Maack,
Alderman Robert Anderson, Alderman Michael Shields*

Monday, May 12, 2008

5:00 PM

City Hall, Room 301

Call to Order and Roll Call

PRESENT: 5 - James T. Spangenberg, Thomas Friedel, David L. Maack, Robert Anderson and Michael Shields

Approval of minutes for the 4-21-08 Meeting. to Approve the Minutes

1. [08-2076](#) **Subject:** Communication from the President and CEO of the Racine Zoo wishing to discuss the financial terms of the operating agreement between the Society and the City of Racine.

Also refer to the Board of Parks, Recreation & Cultural Services.

Recommendation of the Finance & Personnel Committee on 05-12-08: The item be referred to the Committee of the Whole.

Fiscal Note: N/A

Attachments: [Zoo fin. terms](#)

Jay Christie, President and CEO of the Racine Zoo, appeared before the Committee to discuss the financial terms of the operating agreement between the Zoo and the City of Racine. The Committee requests that the item go before the Committee of the Whole.

Recommended For Further Consideration

2. [08-1953](#) **Subject:** Communication from the Downtown Rotary Club of Racine requesting the City provide 950 linear feet of wood slat fencing with 95 fencing stands for the 54th Annual Post Prom May 17, 2008.

Recommendation of the Board of Parks, Recreation & Cultural Services 4-23-08: that the request be approved on an ongoing basis. Further recommend the item be referred to the Finance Committee.

Recommendation of the Finance & Personnel Committee on 05-12-08: Permission granted for the City of Racine to provide annually 950 linear feet of fencing with 95 fencing stands for the Downtown Rotary Club of Racine for their annual Post Prom.

Fiscal Note: There will be minimal cost to the City. The Rotary Club

will pickup and setup fencing.

Attachments: [post prom 08](#)

Daniel Risch, Post Prom Facilities Chairperson, appeared before the Committee requesting the City of Racine provide annually 950 linear feet of fencing with 95 fencing stands for the Downtown Rotary Club of Racine for their annual Post Prom.

Recommended For Approval

3. [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.

Recommendation of the Committee of the Whole on 06-17-07: That staff enter into negotiations with Duncan Solutions (aka Professional Account Management) for a new 2 year contract, and report back to the Finance & Personnel Committee and the Public Safety & Licensing Committee.

Recommendation of the Finance & Personnel Committee on 05-12-08: The Mayor and City Clerk be authorized and directed to enter into a 5-year contract with Citation Management, also known as Professional Account Management LLC, for the processing of parking citation collection and an evaluation be done in a 12-month period.

Fiscal Note: Their are sufficient funds for the contract.

Attachments: [DOC070223parking problems Processing Agreement \(041808\)\(2\).doc](#)

Art Howell, Deputy Chief of Police, appeared before the Committee to discuss the Citation Management contract, formerly known as Professional Account Management LLC. Because of their concern with the level of service from Citation Management, they are requesting the Police Department field the phone calls and to receive the payments. They want to continue working with Citation Management because of the software and hardware that they utilize.

Recommended For Approval

4. [08-2074](#)

Subject: Communication from the Aldermen of the 6th and 14th District requesting to meet with the appropriate committee to discuss reviewing the interest rate and changing the 10-year street assessment pay-off to a 20-year for street paving.

Recommendation of the Finance & Personnel Committee on 05-12-08: Defer the item.

Fiscal Note: N/A

Attachments: [Street Paving 20 year pay-off and Interest.pdf](#)

Because further detail was required the Committee recommended the item be deferred.

Deferred

5. [08-2056](#)

Subject: Communication from the General Manager of the Wastewater Utility wishing to discuss an amendment to the 2008 Capital Improvement Program that will enable the Racine Water Utilities to furnish, install and maintain SCADA data collection equipment at the Mt. Pleasant and Sturtevant areas.

Recommendation of the Wastewater Commission on 04-29-08: Approved and further recommends the item be referred to the Finance and Personnel Committee.

Recommendation to the Finance & Personnel Committee on 05-12-08: Permission granted for the General Manager of Racine Water Utilities to amend the 2008 Capital Improvement Program. The additional funding will be utilized to furnish, install and maintain SCADA data collection equipment at the Mt. Pleasant and Sturtevant areas.

Fiscal Note: Funds are available in the utility reserves.

Attachments: [2008 CIP Amendment.pdf](#)

Alderman Friedel stated he spoke with Keith Haas, General Manager of Water Utilities, who stated it only requires Council's approval because of the sewer agreement amendment.

Recommended For Approval

6. [08-2104](#)

Subject: Communication from the City Clerk submitting the bid received for printing the Common Council Proceedings and legal notices.

Recommendation of the Finance & Personnel Committee on 05-12-08: Racine Journal Times be awarded the bid of publishing the Common Council proceedings and all legal notices for the period of June 1, 2008 through May 31, 2009, they being the only bidder.

Fiscal Note: There are sufficient funds available in account 101-010-5540 City Council Proceedings.

Attachments: [Printing Council Proceedings.pdf](#)

Dave Brown, Finance Director, stated only 1 bid was received and Janice Johnson-Martin, City Clerk, wishes to select the bidder.

Recommended For Approval

7. [08-2070](#)

Subject: Communication from the City Attorney submitting the claim of Adam Modrow and Jessie Modrow for consideration.

Recommendation of the Finance & Personnel Committee on

05-12-08: The claim of Adam Modrow and Jessie Modrow, 1949 State Street, requesting reimbursement of \$82,500 for the teardown and reconstruction of their commercial building that was damaged on June 25, 2007 by a construction company working under a City contract be denied.

Fiscal Note: N/A

Attachments: [Modrow claim_001](#)

Nicole Loop, Assistant City Attorney, appeared before the Committee requesting to deny the claim of Adam & Jessie Modrow.

Recommended For Denial

8. [08-2007](#)

Subject: Communication from Chief of Police Wahlen, requesting to apply for the Wisconsin Department of Transportation 2008 Alcohol Enforcement Mobilization grant (Grant Control # 2008-014).

Recommendation of the Finance & Personnel Committee on

05-12-08: Permission granted for the Chief of Police to apply for an \$18,000 grant with the Wisconsin Department of Transportation 2008 Alcohol Enforcement Mobilization grant (Grant Control No. 2008-014).

Recommendation of the Public Safety & Licensing Committee on

5-12-08: That the Chief of Police be granted permission to apply for an \$18,000 grant with the Wisconsin Department of Transportation for the 2008 Alcohol Enforcement Mobilization grant. (Grant Control No. 2008-014).

Fiscal Note: The grant requires a 25% soft match (\$4,500) on the part of the City.

Attachments: [2008 alcohol enf grant_001](#)

Police Chief Wahlen appeared before the Committee requesting permission to apply for the 2008 Alcohol Enforcement Mobilization grant.

Recommended For Approval

9. [08-2009](#)

Subject: Communication from Chief of Police Wahlen, requesting to apply for the Wisconsin Department of Transportation 2008 Pedestrian

Safety Enforcement grant (Grant Control # 2008-015).

Recommendation of the Finance & Personnel Committee on

05-12-08: Permission granted for the Chief of Police to apply for a \$4,000 grant with the Wisconsin Department of Transportation 2008 Pedestrian Safety Enforcement grant (Grant Control No. 2008-015).

Recommendation of the Public Safety & Licensing Committee on

5-12-08: That the Chief of Police be granted permission to apply for a \$4,000.00 grant with the Wisconsin Department of Transportation for the 2008 Pedestrian Safety Enforcement grant. (Grant Control No. 2008-015).

Fiscal Note: There is a 25% (\$1,000) soft match required on the part of the City.

Attachments: [2008 pedest sfty grant 001](#)

Police Chief Wahlen appeared before the Committee requesting permission to apply for the 2008 Pedestrian Safety Enforcement grant.

Recommended For Approval

10. [08-2013](#)

Subject: Communication from Chief of Police Wahlen, requesting to apply for the Wisconsin Department of Transportation 2008 Bicycle Safety Grant (Grant Control # 2008-016).

Recommendation of the Finance & Personnel Committee on

05-12-08: Permission granted for the Chief of Police to apply for a \$4,000 grant with the Wisconsin Department of Transportation 2008 Bicycle Safety grant (Grant Control No. 2008-016).

Recommendation of the Public Safety & Licensing Committee on

5-12-08: That the Chief of Police be granted permission to apply for a \$4,000.00 grant with the Wisconsin Department of Transportation for the 2008 Bicycle Safety grant. (Grant Control No. 2008-016).

Fiscal Note: There is a 25% (\$1,000) soft match required on the part of the City.

Attachments: [2008 bike sfty grant 001](#)

Police Chief Wahlen appeared before the Committee requesting permission to apply for the 2008 Bicycle Safety grant.

Recommended For Approval

11. [08-2005](#)

Subject: Communication from Chief of Police Wahlen, requesting to add items to the 2008 Asset Forfeiture Spending Plan.

Recommendation of the Finance & Personnel Committee on

05-12-08: The 2008 Asset Forfeiture Spending Plan be amended by increasing account 241.000.5770 Machinery & Equipment - Interview Room Remodeling & Rewiring by \$5,000; Neighborhood Security Cameras by \$25,000 and Wireless PC Sgt. & Investigation Offices by \$20,000. Account 241.000.5890 Canine (Investigations) - Recertification Training increase by \$3,000.

Recommendation of the Public Safety & Licensing Committee on 5-12-08: The 2008 Asset Forfeiture Spending Plan be amended by increasing the outlay account to a total of \$53,000.00 for use by the Police Department accounts 241.000.5770 Machinery & Equipment - Interview Room Remodeling & Rewiring by \$5,000; Neighborhood Security Cameras by \$25,000 and Wireless PC Sgt. & Investigation Offices by \$20,000. Account 241.000.5890 Canine (Investigations) - Recertification Training increase by \$3,000.

Fiscal Note: Sufficient funds are available for the appropriation.

Attachments: [2008 asset for plan_001](#)

Police Chief Wahlen appeared before the Committee requesting permission to amend the Asset Forfeiture Spending Plan by increasing it by \$53,000.

Recommended For Approval

12. [08-2096](#)

Subject: Communication from Terry Parker, Human Resources Manager requesting additional funding in the amount of \$14,490.00 from the Contingency Fund for advertising in 2008.

Recommendation of the Finance & Personnel Committee on 05-12-08: Item to be received and filed.

Fiscal Note: N/A

Attachments: [HR Documents](#)

Terry Parker, Human Resource Manager, appeared before the Committee requesting to add additional funds in the advertising account because of the numerous positions opened within the City. The Committee recommended the item be received and filed so as to see how the budget goes through the year with the possibility of transferring money from one account into another within the Human Resource budget.

Recommended to be Received and Filed

13. [08-2092](#)

Subject: Communication from the Finance Director requesting to appear before the Finance & Personnel Committee to discuss modifications to the position description and classification of the City Clerk and Treasury Manager.

Recommendation of the Finance & Personnel Committee on 05-12-08: Permission granted for the Finance Director to change the

City Clerk position to City Clerk/Treasury Manager and reclassify from NR-14 to NR-15. Further recommends to change the Treasury Manager position to Assistant City Clerk/Assistant Treasury Manager and reclassify from NR-12 to NR-11.

Fiscal Note: N/A

Attachments: [Ctiy Clerk Treasury position.pdf](#)

David Brown, Finance Director, appeared before the Committee requesting to change the City Clerk position to City Clerk/Treasury Manager and reclassify from NR-14 to NR-15. Also the Treasury Manager position to Assistant City Clerk/Assistant Treasury Manager and reclassify from NR12 to NR-11.
Recommended For Approval

Miscellaneous Business

None

There being no further business to come before the Committee, the meeting adjourned at 6:08 p.m. The next scheduled meeting of this Committee is at 5:00 p.m. on Monday, May 27, 2008.