



# City of Racine

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

## Meeting Minutes Finance and Personnel Committee

*Chairman Alderman Q.A. Shakoor, II*  
*Vice Chairman Terry McCarthy*  
*Dennis Wiser*  
*Ronald D. Hart*  
*O. Keith Fair*

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Monday, October 10, 2011

5:00 PM

City Hall, Room 301

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### Call To Order & Roll Call

**PRESENT:** 5 - Q.A. Shakoor, II, Terry McCarthy, Dennis Wiser, Ronald D. Hart and O. Keith Fair

### Approval of Minutes for the September 26, 2011 Meeting.

to Approve the Minutes

1. [11-6951](#)

**Subject:** Communication from Venice Bass requesting a waiver or reduction of fees to reserve the King Center for a Gospel Blast event on October 29, 2011.

#### **Recommendation of the Finance & Personnel Committee on**

**10-10-11:** To deny the request of a waiver or reduction of fees to reserve the King Center for a Gospel Blast event on October 29, 2011.

**Fiscal Note:** N/A

**Attachments:** [11-6951 - King Center Fee Waiver - September 2011](#)

*Venice Bass appeared before the Committee asking for a reduction or waiver of fees for use of the Martin Luther King Community Center to host a Gospel Blast event with free food, games, prizes and family activities.*

**A motion was made by Ronald D. Hart, seconded by Vice Chairman Terry McCarthy, that this be Recommended For Denial. The motion PASSED by a Voice Vote.**

2. [11-6894](#)

**Subject:** Communication from the City Attorney submitting the claim of Nekisha Cobbs for consideration.

#### **Recommendation of the Finance & Personnel Committee on**

**10-10-11:** The claim of Nekisha Cobbs, 4325 Byrd Ave., Racine 53405, claiming reimbursement in the amount of \$250,000.00 for alleged injuries arising from an auto accident involving a DPW front-end loader be denied.

**Fiscal Note:** N/A

**Attachments:**     [cobbs\\_001](#)

*Nicole Loop, Assistant City Attorney, appeared before the Committee to recommend denial of the claim.*

**A motion was made by Vice Chairman Terry McCarthy, seconded by Ronald D. Hart, that this be Recommended For Denial. The motion PASSED by a Voice Vote.**

3.     [11-6799](#)

**Subject:** Communication from the City Attorney submitting the claim of Andre Epps for consideration.

**Recommendation of the Finance & Personnel Committee on**

**10-10-11:** The claim of Andre Epps, 5030 Graceland Blvd. #213C, Racine 53406, claiming reimbursement in the amount of \$145.00 for alleged expenses after his motorcycle was towed from the parking lot at Humble Park Community Center be denied.

**Fiscal Note:** N/A

**Attachments:**     [epps\\_001](#)

*Nicole Loop, Assistant City Attorney, appeared before the Committee to recommend denial of the claim.*

**A motion was made by Vice Chairman Terry McCarthy, seconded by Ronald D. Hart, that this be Recommended For Denial. The motion PASSED by a Voice Vote.**

4.     [11-6914](#)

**Subject:** Communication from the Grant Facilitator requesting to appear before the Finance & Personnel Committee to request acceptance of the Second Chance Act Adult Offender Reentry Program for Planning and Demonstration 2011 Grant in the amount up to \$50,000. (Grant Control #2011-020)

**Recommendation of the Finance & Personnel Committee on**

**10-10-11:** Permission be granted for the Grant Facilitator to accept the Second Chance Act Adult Offender Reentry Program for Planning and Demonstration 2011 Grant in the amount up to \$50,000 with no cash match on the City's part. (Grant Control #2011-020)

**Fiscal Note:** There is a 50% in-kind and cash match for this grant, however the cash requirement has been waived by the Attorney General and the in-kind match is being provided by Vocational Ministries.

**Attachments:**     [2nd Chance Act](#)

*Debbi Embry, Grants Facilitator, appeared before the Committee to speak on the item.*

**A motion was made by Vice Chairman Terry McCarthy, seconded by Ronald D.**

**Hart, that this be Recommended For Approval. The motion PASSED by a Voice Vote.**

Alderman Wisner was excused from the meeting at 5:25 p.m.

5. [11-6965](#) **Subject:** Communication from the Public Health Administrator requesting to accept an amendment to the Prevention Block portion of the Consolidated Grant Contract from the State of Wisconsin Department of Health Services for the Division of Public Health. (Grant Control #2011-002)

**Recommendation of the Finance & Personnel Committee on 10-10-11:** Permission be granted for the Public Health Administrator to sign off on a \$9,661.00 reduction amendment to the Prevention Block portion of the Consolidated Grant Contract from the State of Wisconsin Department of Health Services for the Division of Public Health. (Grant Control #2011-002)

**Fiscal Note:** The City will lose \$9,661.00 in revenue.

**Attachments:** [Cons Prevention Amend 2011](#)

*Dottie-Kay Bowersox, Public Health Administrator, appeared for the Committee and explained that there will be a reduction in the amount of the Prevention Block portion of the Consolidated Grant Contract from the State of Wisconsin.*

**A motion was made by Vice Chairman Terry McCarthy, seconded by Ronald D. Hart, that this be Recommended For Approval. The motion PASSED by a Voice Vote.**

6. [11-6966](#) **Subject:** Communication from the Public Health Administrator requesting permission to apply for and accept \$23,344 from the State of Wisconsin represented by its Division of Public Health of the Department of Health Services for Public Health Emergency Preparedness and Response - CRI. (Grant Control #2011-025)

**Recommendation of the Finance & Personnel Committee on 10-10-11:** That the Mayor and City Clerk be authorized and directed to enter into an agreement and to accept funds in the amount of \$23,344.00 from the State of Wisconsin represented by its Division of Public Health of the Department of Health Services for Public Health Emergency Preparedness and Response - CRI. (Grant Control #2011-025)

**Fiscal Note:** Funds have been appropriated at the State level and are available to the City at this time.

**Attachments:** [CRI Apply Accept 2011](#)

*Dottie-Kay Bowersox, Public Health Administrator, appeared before the Committee to*

*Speak on the item.*

**A motion was made by Vice Chairman Terry McCarthy, seconded by Ronald D. Hart, that this be Recommended For Approval. The motion PASSED by a Voice Vote.**

7. [11-6967](#)

**Subject:** Communication from the Public Health Administrator requesting permission to apply and accept \$64,991 from the Wisconsin Department of Health Services for Public Health Emergency Preparedness and Response (PHEP). (Grant Control #2011-026)

**Recommendation of the Finance & Personnel Committee on 10-10-11:** That the Mayor and City Clerk be authorized and directed to enter into an agreement and to accept funds in the amount of \$64,991.00 from the Wisconsin Department of Health Services for Public Health Emergency Preparedness and Response (PHEP). (Grant Control #2011-026)

**Fiscal Note:** Funds have been appropriated at the State level and are available to the City at this time.

**Attachments:** [PHEP Apply Accept 2011](#)

*Dottie-Kay Bowersox, Public Health Administrator, appeared before the Committee to speak on the item.*

**A motion was made by Vice Chairman Terry McCarthy, seconded by Ronald D. Hart, that this be Recommended For Approval. The motion PASSED by a Voice Vote.**

8. [11-6976](#)

**Subject:** Communication from the Assistant Finance Director requesting to appear before the Finance & Personnel Committee to present the 2010 Single Audit for the City of Racine.

**Recommendation of the Finance & Personnel Committee on 10-10-11:** Receive and File the 2010 Single Audit (Federal and State Awards) for the City of Racine and forward to the Aldermen.

**Fiscal Note:** N/A

**Attachments:** [Single Audit](#)

*Kathleen Fischer, Assistant Finance Director, appeared before the Committee to speak on the item.*

**A motion was made by Vice Chairman Terry McCarthy, seconded by Ronald D. Hart, that this be Recommended To be Received and Filed. The motion PASSED by a Voice Vote.**

Alderman Fair was excused from the meeting at 5:50 p.m.

9. [11-6857](#)

**Subject:** The Common Council referred the item back to the Finance & Personnel Committee on 9-20-11 being a communication from the Finance Director wishing to appear before the Finance & Personnel Committee to discuss changing Section 90-26 of the City of Racine Municipal Code relating to due dates on installment tax payments. (Ordinance No. 10-11)

**Recommendation of the Finance and Personnel Committee on 9-12-11:** That an ordinance be adopted changing Municipal Code Sec. 90-26 and 90-27 to reduce property tax installments to 2 payments effective with 2012 tax roll being collected in 2013 as follows:

**Recommendation of the Finance and Personnel Committee on 9-26-11:** The item be deferred pending further analysis of two options discussed with the Committee and for any other options suggested be submitted in writing by Aldermen. Further recommends that the appropriate authorities review these options.

**Recommendation of the Finance & Personnel Committee on 10-10-11:** The item be deferred to give staff time to contact Racine County.

**Sec. 90-26. Due date; installment tax payments.**

All taxes upon real estate in the city due and payable on or before July 31, 2012 shall be paid on or before January 31 of each year, except that where the tax on a particular parcel amounts to \$100.00 or more, it may be paid in four equal installments, each of which shall become successively due and payable on or before January 31, March 31, May 31 and July 31. On any installment date, the taxpayer may pay the balance of the tax due.

Effective for all payments upon real estate taxes due on or after August 1, 2012, all ~~the~~ taxes upon real estate in the city shall be paid on or before January 31 of each year, except that where the tax on a particular parcel amounts to \$100.00 or more, it may be paid in ~~four~~ two equal installments, each of which shall become successively due and payable on or before January 31, ~~March 31, May 31~~ and July 31. ~~On any installment date, the taxpayer may pay the balance of the tax due.~~

**Sec. 90-27. Delinquent installments; interest and penalty.**

(a) When the first installment of the real estate taxes is not paid on or before January 31, the whole amount of such real estate taxes shall become delinquent as of February 1. All such taxes remaining unpaid on February 1 shall be collected by the city treasurer with interest at the rate of one percent per month or fraction thereof, and penalty of 0.5 percent per month or fraction

thereof from February 1.

(b) For all taxes upon real estate in the city due and payable on or before July 31, 2012, if ~~If~~ the second or any subsequent installment payment of real property taxes is not paid by the due date specified, the entire amount of the remaining unpaid taxes on that parcel is delinquent on the first day of the month after the payment is due. Such taxes shall be collected together with interest of one percent per month or fraction thereof and penalty of 0.5 percent per month or fraction thereof from February 1.

Effective for all payments upon real estate taxes due on or after August 1, 2012, if ~~If~~ the second or any subsequent installment payment of real property taxes is not paid ~~by the due date specified~~ on or before July 31, the entire amount of the remaining unpaid taxes on that parcel is delinquent ~~on the first day of the month after the payment is due~~ August 1. Such taxes shall be collected together with interest of one percent per month or fraction thereof and penalty of 0.5 percent per month or fraction thereof from February 1.

**Fiscal Note:** N/A

**Attachments:** [Tax payment](#)

*David Brown, Finance Director, and Kathleen Fischer, Assistant Finance Director, appeared before the Committee to speak on the item.*

**A motion was made by Ronald D. Hart, seconded by Vice Chairman Terry McCarthy, that this be Deferred. The motion PASSED by a Voice Vote.**

10. [11-6945](#)

**Subject:** The Common Council referred Ordinance No. 10-11 to repeal and recreate Sections 90-26 and 90-27 of the Municipal Code and City of Racine, Wisconsin relating to Taxation to the Finance & Personnel Committee on 9-20-11.

**Recommendation of the Finance & Personnel Committee on 9-26-11:** The item be deferred.

**Staff Recommendation to the Finance & Personnel Committee on 10-10-11:** The item be deferred to give staff time to contact Racine County.

**Fiscal Note:** N/A

*David Brown, Finance Director, and Kathleen Fischer, Assistant Finance Director, appeared before the Committee to speak on the item.*

**A motion was made by Ronald D. Hart, seconded by Vice Chairman Terry McCarthy, that this be Deferred. The motion PASSED by a Voice Vote.**

**Adjournment**

**There being no further business to come before the Committee, the meeting adjourned at 5:57 p.m. The next scheduled meeting of the Committee is at 5:00 p.m. on Monday, October 24, 2011 at City Hall, Room 301.**

**Respectfully Submitted,**

**Ald. Q.A. Shakoor, II, Chairman  
Finance & Personnel Committee**