



# City of Racine

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

## Meeting Minutes - Final

### Finance and Personnel Committee

*Chairman Q.A. Shakoor II*  
*Vice Chair Terry McCarthy*  
*Alderman Mary Land*  
*Alderman Tracey Larrin*  
*Alderman Jason Meekma*

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Monday, May 7, 2018

5:00 PM

City Hall, Room 307

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#### Call To Order

**PRESENT:** 4 - Q.A. Shakoor II, Terry McCarthy, Mary Land and Tracey Larrin

**EXCUSED:** 1 - Jason Meekma

#### Chairman Comments

*Also Present: David Brown, Finance Director, Emelia Roso, Human Resources Assistant, Marisa Roubik, Assistant City Attorney.*

#### Approval of Minutes for the April 23, 2018 Meeting.

A motion was made by Vice Chair McCarthy, seconded by Alderman Land, that this file be to Approve the Minutes

#### [0433-18](#)

**Subject:** Communication from the Director of Parks, Recreation & Cultural Services requesting permission to accept a \$1,500.00 donation from United Healthcare Services, Inc.

**Recommendation of the Finance & Personnel Committee on 5/7/2018:** To defer.

**Fiscal Note:** No City match required.

**Attachments:** [UnitedHealthcare Donation](#)

A motion was made by Alderman Land, seconded by Vice Chair McCarthy, that this file be Deferred

#### [0426-18](#)

**Subject:** Communication from the Manager of Housing and Community Development requesting to accept 910 Hagerer Street, a vacant lot, from Racine County and transfer the property to Racine Habitat for Humanity.

**Recommendation of the Finance & Personnel Committee on 5/7/2018:** Permission be granted to the Manager of Housing and Community Development to accept 910 Hagerer Street, a vacant lot,

from Racine County and transfer the property to Racine Habitat for Humanity.

**Fiscal Note:** Habitat for Humanity will reimburse the City the title transfer recording fee for the property estimated to be \$30. No other funds will be owed by the City of Racine to accept and donate the property.

**Attachments:** [910 Hagerer Street Letter to City County](#)  
[May7ABM 910Hagerer](#)

*Laura Detert, Manager of Housing and Community Development, appeared before the Committee to speak on the item.*

**A motion was made by Vice Chair McCarthy, seconded by Alderman Land, that this file be Recommended For Approval**

[0458-18](#)

**Subject:** Request by the Director of City Development for approval of the final negotiated terms of the grant agreement with Wild Root Market Cooperative for the construction of a cooperative market at 500 Walton Avenue, as approved by Common Council in Resolution 0115-18.

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

**5/7/2018:** To approve the final negotiated terms of the grant agreement with Wild Root Market Cooperative for the construction of a cooperative market at 500 Walton Avenue with the understanding that "Grantee" is changed to "Grantor" under section "GRANT AGREEMENT".

**Fiscal Note:** The grant would consist of a "Phase I" \$290,000 disbursement after specific requirements have been met and a "Phase II" \$100,000 matching grant that is available after the Phase I funds are disbursed and matching funds have been raised by the Cooperative. Funds for the grant could come from the City's Intergovernmental Revenue Funds. There are sufficient funds in the account to support the grant.

**Attachments:** [ABM for Wild Root Market v Finance and Personnel Committee 4.5.2018](#)  
[RDA Resolution 18\\_08 Wild Root Market Grant](#)  
[Wild Root Market Grant Agreement Draft for F&P Committee May 2 2019](#)

*Amy Connolly, Director of City Development, appeared before the Committee to speak on the item.*

**A motion was made by Vice Chair McCarthy, seconded by Alderman Land, that this file be Recommended For Approval**

[1023-17](#)

**Subject:** Communication from the General Manager of the Wastewater Utility wishing to discuss the Financial Assistance Agreement for the Clean Water Fund Loan Program (CWFLP), Project No. 4285-22 -

Kinzie/Roosevelt Interceptor Reconstruction

**Recommendation of the Wastewater Commission dated 4/24/18:**

Approve

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

**5/7/2018:** To approve.

**Fiscal Note:** The City will enter into a Financial Assistance Agreement for a Clean Water Fund Loan in the amount of \$531,270.00 at an interest rate of 1.87%. The City will also receive \$227,688.00 in principal forgiveness.

**Attachments:** [Racine 4285-22 FAA \(1\)](#)

*Keith Haas, General Manager of the Wastewater Utility, appeared before the Committee to speak on the item.*

**A motion was made by Vice Chair McCarthy, seconded by Alderman Land, that this file be Recommended For Approval**

[0397-18](#)

**Subject:** Developer's Agreement for the Settlement at Hoods Creek - Addition 2

**Recommendation of the Waterworks Commission on 4/24/18:**

Approve

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

**5/7/2018:** To approve.

**Fiscal Note:** Fees invoiced for professional inspection and construction review services will be the responsibility of HPC2, LLC (Developer)

**Attachments:** [settlement @ hoods creek add 2 devel agrmt](#)

*Keith Haas, General Manager of the Wastewater Utility, appeared before the Committee to speak on the item.*

**A motion was made by Vice Chair McCarthy, seconded by Alderman Land, that this file be Recommended For Approval**

[0437-18](#)

**Subject:** Communication from the City Clerk submitting the bid received for printing the Common Council Proceedings and legal notices for the period of June 1, 2018 through May 31, 2019.

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

**5/7/2018:** To award Journal Times the bid for printing the Common Council Proceedings and legal notices for the period of June 1, 2018 through May 31, 2019.

**Fiscal Note:** 2018/2019 Council proceedings publication rate is \$0.43 per line (an increase of \$0.02 per line), session printing is \$14.00 per page (an increase of \$0.50 per page) and annual books are \$60.00 (an increase of \$5.00 per book). Funds for Council Proceedings publication are appropriated in account 11001 52315; City Council Advertising.

**Attachments:**     [Journal Times Bid](#)  
                              [F+P Request](#)

*David Brown, Finance Director, appeared before the Committee to speak on the item.*

**A motion was made by Vice Chair McCarthy, seconded by Alderman Land, that this file be Recommended For Approval**

[0430-18](#)

**Subject:** Communication from the City Administrator presenting a proposed Policy on the Use of Room Tax Proceeds detailing the desired, appropriate, and lawful use of room tax proceeds received as revenue by the City and expended consistent with State Statutes and City Budget priorities.

**Recommendation of the Finance & Personnel Committee on 5/7/2018:** To defer in order to amend, addressing the concern of the element of events.

**Fiscal Note:** N/A

**Attachments:**     [City of Racine START Grant program](#)  
                              [Room Tax Proceeds policy](#)  
                              [CITY OF RACINE ABM - Room tax proceeds policy](#)

*James Palenick, City Administrator, appeared before the Committee to speak on the item.*

**A motion was made by Vice Chair McCarthy, seconded by Alderman Land, that this file be Deferred**

[0447-18](#)

**Subject:** Communication from the Mayor proposing an ordinance change to repeal the Health and Sanitation Appeal Board.

**Recommendation of the Finance and Personnel Committee on 5/7/2018:** To defer.

**Fiscal Note:** N/A

*James Palenick, City Administrator, appeared before the Committee to speak on the item.*

**A motion was made by Vice Chair McCarthy, seconded by Alderman Larrin, that this file be Deferred**

**Adjournment**

**There being no further business to come before the Committee, the meeting adjourned at 5:44 p.m. The next scheduled meeting of this Committee is at 5:00 p.m. on Monday, May 21, 2018 at City Hall, Room 307.**

**Respectfully submitted,**

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