



# City of Racine

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

## Meeting Minutes Finance and Personnel Committee

*Chairman Q.A. Shakoor, II*  
*Vice Chairman Terry McCarthy*  
*Dennis Wiser*  
*Jeff Coe*  
*Ronald D. Hart*

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Monday, December 8, 2014

5:00 PM

City Hall, Room 303

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### Call To Order

**PRESENT:** 5 - Chairman Shakoor-II, Vice Chairman McCarthy, Dennis Wiser, Jeff Coe and Ronald D. Hart

### Approval of Minutes for the November 24, 2014 Meeting.

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

1. [14-10762](#)

**Subject:** Communication from Jason Greenwood on the behalf of the Splash and Dash Foundation requesting a reduction or waiver of the \$175.00 park reservation fee for the Splash and Dash event to be held at North Beach on Thursday, January 1, 2015.

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

**12-8-14:** The request for a reduction or waiver of the \$175.00 park reservation fee for the Splash and Dash event be denied.

**Fiscal Note:** Park reservation fee is \$175.00

**Attachments:** [Splash & Dash Fee Waiver Request](#)

*No one appeared to speak on the item.*

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.

2. [14-10836](#)

**Subject:** (Direct Referral) Communication from the Deputy City Attorney presenting a plan to continue the City's obligation to provide certain life insurance benefits to certain retired employees with a MetLife plan. Note: The City has a remaining liability of \$681,000 for 357 employees retired as of December 31, 2014. The total premium for the proposed plan is \$413,584, payable over five years (Year 1: \$117,301, Years 2 through 5: \$82,620).

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

**12-8-14:** The MetLife proposal as presented by the Horton Group be implemented. Further recommend that 2015 budgeted funds of \$92,941.17 be transferred from account 101.990.5970, Non-Departmental Contingency, to account 101.850.5140, Non-Departmental Life Insurance.

**Fiscal Note:** 2015: \$117,301 premium to be funded as follows: (\$115,159.06 - 101.850.5140 Non-Departmental Life Insurance (after \$92,941.17 transfer from the Contingency Account); \$1,120.50 - 9265000 Water Utility Life Insurance; \$1,021.44 - 6605040 Wastewater Utility Life Insurance. There are sufficient funds available for the transfer and payment of the premium.

**Attachments:** [Proposal](#)  
[Racine Rpt and Recommendation](#)

*Scott Letteney, Deputy City Attorney, and Rae Anne Beaudry, Executive Vice President/Consultant for Horton Group, appeared before the Committee to speak on the item.*

*A motion was made by Vice Chairman Terry McCarthy to Deny the item. The motion failed due there being no seconder.*

**A motion was made by Ronald D. Hart, seconded by Dennis Wisner, that this be Recommended For Approval. The motion PASSED by a Voice Vote.**

3. [14-10789](#)

**Subject:** Communication from the Purchasing Agent submitting bid results on Official Notice #12 Emergency Medical Supplies for the Racine Fire Department.

**Recommendation of the Finance & Personnel Committee on 12-8-14:** That the Purchasing Agent enter into multiple agreements with the lowest responsive responsible bidders for items listed in Official Notice #12 EMS Supplies.

**Fiscal Note:** Funding for this expense in FY2015 is \$100,000 in account 101.300.5690

**Attachments:** [Official Notice #12 award](#)

*Kathryn Kasper, Purchasing Agent, 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.**

4. [14-10794](#)

**Subject:** Communication from the Racine County Economic Development Corporation (RCEDC) requesting to present the semi-annual plan certifications for the period ending September 30,

2014 for the City Revolving Loan Fund (City-RLF).

**Recommendation of the Finance & Personnel Committee on 12-8-14:** That the City certify for the semi-annual reporting period ending September 30, 2014: the City-Revolving Loan Fund (City-RLF) Plan is consistent with and supportive of the area's current economic and adjustment strategy; and the City-RLF is being operated in accordance with the policies and procedures contained in the City-RLF Plan and the loan portfolio meets the standards contained therein.

**Fiscal Note:** N/A

**Attachments:** [Sep 30 2014- FINAL Communication to Mayor and CC- Sep Certs](#)

*Janell Topczewski, Portfolio Manager/Closer from Racine County Economic Development Corporation, 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.**

5. [14-10778](#)

**Subject:** Developers Agreement with Ashley Capital for Water Main Construction in the Village of Sturtevant

**Recommendation of the Waterworks Commission on 11/25/14:**  
Approve

FURTHER RECOMMENDS THAT THIS ITEM BE REFERRED TO THE FINANCE AND PERSONNEL COMMITTEE FOR APPROVAL

**Recommendation of the Finance & Personnel Committee on 12-8-14:** That the Mayor and City Clerk be authorized to enter in the Developers Agreement with Ashley Capital for Water Main Construction in the Village of Sturtevant.

**Fiscal Note:** The developer shall bear all costs

**Attachments:** [ashley developers agrmt](#)

*Keith Haas, General Manager of Racine Water Utility, 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.**

6. [14-10793](#)

**Subject:** (Direct Referral) Communication from the City Attorney requesting authorization to represent Racine police officers F. Miller and R. Rasmussen in the lawsuit filed in the U.S. District Court, Eastern District of Wisconsin under Case No. 14-C-1175, Eric S.

Conley-Eaglebear v. Off. Miller, et al.

**Recommendation of the Finance & Personnel Committee on 12-8-14:** Permission be granted to the City Attorney to represent Racine police officers F. Miller and R. Rasmussen in the lawsuit filed in the U.S. District Court, Eastern District of Wisconsin under Case No. 14-C-1175, Eric S. Conley-Eaglebear v. Off. Miller, et al.

**Fiscal Note:** None at this time

**Attachments:** [Conley-Eaglebear lawsuit\\_001](#)

*Scott Letteney, Deputy City Attorney, 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. [14-10781](#)

**Subject:**(Direct Referral) Communication from the Deputy City Attorney and Human Resources Manager submitting modifications to the City of Racine Employee Handbook for consideration.

**Recommendation of the Finance & Personnel Committee on 11-24-14:** Defer the item until the December 8, 2014 Finance & Personnel meeting.

**Recommendation of the Finance & Personnel Committee on 12-8-14:** Recommend approval of the proposed modifications to the City of Racine Employee Handbook.

**Fiscal Note:** N/A

**Attachments:** [Employee Handbook Changes F&P](#)  
[Employee Handbook - F&P](#)  
[Page 48](#)  
[Page 15](#)  
[Employee Handbook Changes](#)

*Scott Letteney, Deputy City Attorney, and Dave Brown, 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 For Approval. The motion PASSED by a Voice Vote.**

**Adjournment**

**There being no further business to come before the Committee, the meeting adjourned at 5:38 p.m. The next scheduled meeting of this Committee is at 5:00 p.m. on Monday, December 22, 2014 at City Hall Room 303.**

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