



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 James Morgenroth
Alderman Dennis Wiser
Alderman Michael Shields
Alderman Mary Land

Monday, June 13, 2016

5:00 PM

City Hall, Room 307

Call To Order

PRESENT: 5 - Chairman Q.A. Shakoor II, James Morgenroth, Dennis Wiser, Michael Shields and Mary Land

Approval of Minutes for the May 23, 2016 Meeting.

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

Chairmans Comments

1. [0516-16](#)

Subject: Bids for Official Notice #10-2016, Ash Tree Felling and Removal.

Recommendation of the Finance & Personnel Committee on 6/13/2016: Award the Johnson Park and Colonial portion of Official Notice #10-2016, Ash Tree Felling and Removal to Koerner Forest Products at their bid prices of \$32,870 and \$1,900 respectively and the Washington Park portion of Official Notice #10-2016, Ash Tree Felling and Removal to Asplundh at their bid price of \$46,598.

Fiscal Note: Funding for these contracts will be provided for in the 2017 CIP Budget. Work is take place in calendar year 2017.

Attachments: [council letter ash tree felling](#)

Kathy Kasper, Purchasing Agent, appeared before the Committee to speak on the item.

A motion was made by Vice Chair Morgenroth, seconded by Alderman Wiser, that this file be Recommended For Approval

2. [0517-16](#)

Subject: Bids for Official Notice #11-2016, Community Center Custodial & Cleaning Services.

Recommendation of the Finance & Personnel Committee on 6/13/2016: Award Official Notice #11-2016, Community Center

Custodial & Cleaning Services to Cleanco at their bid prices of \$116,707.

Fiscal Note: Funding has been provided in each Community Centers Contracted Services accounts. The initial one year contract allows for the option of two one-year extensions.

Attachments: [council letter janitorial](#)

Kathy Kasper, Purchasing Agent, appeared before the Committee to speak on the item.

A motion was made by Vice Chair Morgenroth, seconded by Alderman Wisner, that this file be Recommended For Approval

3. [0518-16](#)

Subject: Bids for Official Notice #12-2016, One 64,000 GVW Truck Chassis with Rear Mounted Log Loader.

Recommendation of the Finance & Personnel Committee on 6/13/2016: Award Official Notice #12-2016, One 64,000 GVW Truck Chassis with Rear Mounted Log Loader, to Lakeside International of Sturtevant, WI at their bid price of \$173,975 and accept their trade in offer of \$35,000 on existing Equipment.

Fiscal Note: Funding is available in account 45050-573100, Parks - Equipment - Vehicles.

Attachments: [grapple truck council letter](#)

Kathy Kasper, Purchasing Agent, appeared before the Committee to speak on the item.

A motion was made by Vice Chair Morgenroth, seconded by Alderman Wisner, that this file be Recommended For Approval

4. [0519-16](#)

Subject: Bids for Official Notice #13-2016, One Compact Articulated Wheel Loader.

Recommendation of the Finance & Personnel Committee on 6/13/2016: Award Official Notice #13-2016, One Compact Articulated Wheel Loader, to LF George of Waukesha, WI at their bid price of \$72,150.

Fiscal Note: Funds are available in account 45150 57300, Parks-Equipment.

Attachments: [council letter wheel loader](#)

Kathy Kasper, Purchasing Agent, appeared before the Committee to speak on the item.

A motion was made by Vice Chair Morgenroth, seconded by Alderman Wisner, that this file be Recommended For Approval

5. [Ord.0002-16](#) Ordinance 02-16 - Ambulance Billings

An ordinance to repeal and recreate Sec. 38-22. - Ambulance Billings of the Municipal Code of the City of Racine, Wisconsin.

The Common Council of the City of Racine, Wisconsin do ordain as follows:

Part 1: To repeal and recreate subsection (a)(1) of Section 38-22. - Ambulance Billings of the Municipal Code of the City of Racine, Wisconsin as follows:

“(1) Basic Life Support On Scene Care or Invalid Assistance for non-emergency assistance where no transport or medical assistance is needed:

\$200.00 City of Racine or Contract Area of Service Resident

\$225.00 Non-resident living outside the City of Racine or contracted area of service”

Part 2: To recreate subsection (a)(2) of Section 38-22. - Ambulance Billings of the Municipal Code of the City of Racine, Wisconsin by repealing the amount of “\$425.00” and replacing it with “\$550.00” and repealing the amount of “\$475.00” and replacing it with “\$675.00.”

Part 3: To recreate subsection (a)(3) of Section 38-22. - Ambulance Billings of the Municipal Code of the City of Racine, Wisconsin by repealing the amount of “\$600.00” and replacing it with “\$675.00” and repealing the amount of “\$650.00” and replacing it with “\$800.00.”

Part 4: To amend subsection (a)(4) of Section 38-22. - Ambulance Billings of the Municipal Code of the City of Racine, Wisconsin by repealing the amount of “\$700.00” and replacing it with “\$775.00” and repealing the amount of “\$750.00” and replacing it with “\$900.00.”

Part 5: To renumber the current subsection “(a)(4)” of Section 38-22. - Ambulance Billings of the Municipal Code of the City of Racine, Wisconsin to “(a)(5).”

Part 6: To create a new subsection (a)(4) of Section 38-22. - Ambulance Billings of the Municipal Code of the City of Racine, Wisconsin as follows:

“(4) Advance Life Support response and NO Transport - ON SCENE care only

\$775.00 City of Racine or Contract Area of Service Resident

\$900.00 Non-resident living outside the City of Racine or contracted area of service”

Part 7: To renumber the current subsection “(a)(5)” of Section 38-22. - Ambulance Billings of the Municipal Code of the City of Racine, Wisconsin to “(a)(6).”

Part 8: To renumber the current subsection “(a)(6)” of Section 38-22. - Ambulance Billings of the Municipal Code of the City of Racine, Wisconsin to “(a)(7)” and add the following new line item:

“\$65.00 Oxygen”

Part 9: This ordinance shall take effect upon passage by a majority vote of the members-elect of the City Common Council and publication or posting as required by law.

Recommendation of the Finance & Personnel Committee on 6/13/2016: Common Council adoption of Ordinance 0002-16, Ambulance Billings.

Fiscal Note: This action codifies ambulance billing amounts formerly adopted and currently being billed.

Steve Hansen, Fire Chief, appeared before the Committee to speak on the item.

A motion was made by Vice Chair Morgenroth, seconded by Alderman Wiser, that this file be Recommended For Approval

6. [0426-16](#)

Subject: Authorize the General Manager to File Application for Financial Assistance from State of Wisconsin Environmental Improvement Fund

Recommendation of the Waterworks Commission on 5/31/16: That the General Manager be authorized to file application for financial assistance from the State of Wisconsin Environmental Improvement Fund.

Recommendation of the Finance & Personnel Committee on 6/13/16: That the General Manager be authorized to file application for financial assistance from the State of Wisconsin Environmental Improvement Fund.

Fiscal Note: This action authorizes the Water Utility General Manager to submit a loan application to the State for a low-interest safe drinking water loan for upcoming work. The Water Utility is responsible for all costs related to this activity.

Attachments: [LSL Water Authorized Agent Resolution](#)

Keith Haas, General Manager, appeared before the Committee to speak on the item.

A motion was made by Vice Chair Morgenroth, seconded by Alderman Wiser, that this file be Recommended For Approval

7. [0427-16](#)

Subject: Resolution Regarding Declaration of Official Intent to Reimburse Lead Service Lateral Replacement

Recommendation of the Waterworks Commission on 5/31/16:
Approve

Recommendation of the Finance & Personnel Committee on 6/13/16: Common Council adoption of a comfort resolution declaring Official Intent to Reimburse Lead Service Lateral Replacements with funds from the State of Wisconsin Environmental Improvement Fund.

Fiscal Note: This action will allow the Utility to begin work on the project and allow cost reimbursements from future financing proceeds.

Attachments: [LSL Water Comfort Resolution](#)

Keith Haas, General Manager, appeared before the Committee to speak on the item.

Alderman Shields arrived to the meeting.

A motion was made by Vice Chair Morgenroth, seconded by Alderman Wiser, that this file be Recommended For Approval

8. [0484-16](#)

Subject: Communication from the MIS Director to appear before the Personnel and Finance committee to request the reclassification of the Programmer II (area), PU 20 to a Programmer III PU 22.

Recommendation of the Finance & Personnel Committee on 6/13/2016: The MIS position of Programmer II (area), PU 20, be reclassified to Programmer III, PU 22.

Fiscal Note: Funding for the increase is available in the current budget of the Management Information Systems Internal Service budget.

Attachments: [MIS Reclassification](#)

Paul Ancona, MIS Director, appeared before the Committee to speak on the item.

A motion was made by Vice Chair Morgenroth, seconded by Alderman Wiser, that this file be Recommended For Approval

9. [0502-16](#)

Subject: Subject: Communication from the Director of City

Development from the Racine County Economic Development Corporation (RCEDC) to present the annual certification of the RLF Fund that RCEDC administers for the City of Racine.

Recommendation of the Finance & Personnel Committee on 6/13/2016: That the City certify for the semi-annual reporting period ending March 31, 2016: the City-Revolving Loan Fund (City-RFL) Plan is consistent with and supportive of the area's current economic and adjustment strategy; and the City-FLF 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: [Communication to Mayor and CC- 6.2016](#)
 [3.31.2016 City RLF Plan Certification](#)

Janell Topczewski, Compliance/Closing Specialist of the Racine County Economic Development Corporation, appeared before the Committee to speak on the item.

A motion was made by Vice Chair Morgenroth, seconded by Alderman Wisner, that this file be Recommended For Approval

10. [0496-16](#)

Subject: (Direct Referral) Request by the Executive Director of the Redevelopment Authority for the approval of the Development Agreement between the City, the Redevelopment Authority of the City, Herman & Kittle Properties, Inc., 1520 Clark Street, L.P. and Wisconsin Social Services of Wisconsin and Upper Michigan, Inc.

Recommendation of the Redevelopment Authority on 6-6-2016:
That the development agreement between the City, the Redevelopment Authority, Herman & Kittle Properties, Inc., 1520 Clark Street, L.P. and Wisconsin Social Services of Wisconsin and Upper Michigan, Inc. be approved. Further that the Mayor, City Clerk, and Director of City Development be authorized to execute the agreement providing up to \$676,000 (including capitalized interest) in financial assistance and an optional \$75,000 of financial assistance to reimburse a subgrant fund for the proposed Veteran's Development (both from TIF District Increment) at 1520 and 1536 Clark Street through the Brownfield Cleanup Revolving Loan Fund (BC-RLF) as set forth under the terms of the development agreement.

Recommendation of the Finance & Personnel Committee on 6-13-2016: That the development agreement between the City, the Redevelopment Authority, Herman & Kittle Properties, Inc., 1520 Clark Street, L.P. and Wisconsin Social Services of Wisconsin and Upper Michigan, Inc. be approved. Further that the Mayor, City Clerk, and Director of City Development be authorized to execute the agreement

providing up to \$676,000 (including capitalized interest) in financial assistance and an optional \$75,000 of financial assistance to reimburse a subgrant fund for the proposed Veteran's Development (both from TIF District Increment) at 1520 and 1536 Clark Street through the Brownfield Cleanup Revolving Loan Fund (BC-RLF) as set forth under the terms of the development agreement.

Fiscal Note: Funds were budgeted in the BC-RLF proposal for a Veteran's project in Uptown this year.

Attachments: [20160613 City staff Memo to Finance Committee re Herman and Kittle](#)
[H&K 2 RCEDC Staff Memo](#)
[H&K 3 Renderings](#)
[H&K 4 Photos](#)
[H&K 5 6-10-16 Development Agreementcopy](#)
[H&K 6 Draft Amortization Schedule with accrued interest](#)
[RDA Res. 16-10 Herman and Kittle Development Agreement for Veterans Development](#)

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

A motion was made by Vice Chair Morgenroth, seconded by Alderman Wisner, that this Communication be Recommended For Approval. The motion PASSED by the following vote:

AYES: 4 - James Morgenroth, Dennis Wisner, Michael Shields and Mary Land

ABSTENTIONS: 1 - Chairman Q.A. Shakoor II

11. [0497-16](#)

Subject: (Direct Referral) Request by the Executive Director of the Redevelopment Authority to fund The Racine Redevelopment Partnership (RRP) for a grant of \$150,000 to fund their organizational activities as a Community Housing Development Organization (CHDO).

Recommendation of the Redevelopment Authority on 6-6-16: That a grant of \$150,000 to the Racine Revitalization Partnership (The Partnership) to create a new Community Housing Development Organization (CHDO) be approved. Further that Mayor, City Clerk, the Executive Director of the Authority be authorized to execute a written agreement with The Partnership.

Recommendation of the Finance & Personnel Committee on 6-13-16: That a grant of \$150,000 to the Racine Revitalization Partnership (The Partnership) to create a new Community Housing Development Organization (CHDO) be approved. Further that Mayor, City Clerk, the Executive Director of the Authority be authorized to execute a written agreement with The Partnership.

Fiscal Note: Funding will be provided through the newly created Uptown TID (TID No. 19). Funds from Intergovernmental Revenue Sharing Account will be used until TID increment is sufficient to reimburse the IG Funds Account.

Attachments: [RRP 1 Staff Memo](#)
 [RRP 2 Proposal](#)
 [RDA Res. 16-11 Racine Redevelopment Partnership grant](#)

Amy Connolly, Director of City Development, and Mary Beth, Puddle, appeared before the Committee to speak on the item.

A motion was made by Vice Chair Morgenroth, seconded by Alderman Wisner, that this file be Recommended For Approval

12. [0498-16](#)

Subject: (Direct Referral) Request by the Executive Director of the Redevelopment Authority to accept a proposal for brokerage services to market the South Side Industrial Park from Paul McBride of RFP Commercial, Inc.

Recommendation of the Redevelopment Authority on 6-6-16: That the proposal for brokerage services from Paul McBride of RFP Commercial, Inc. to market the South Side Industrial Park be approved. Further that the Executive Director of the Authority be authorized and directed to sign the brokerage agreement, as proposed.

Recommendation of the Finance & Personnel Committee on 6-13-16: That the proposal for brokerage services from Paul McBride of RFP Commercial, Inc. to market the South Side Industrial Park be approved. Further that the Executive Director of the Authority be authorized and directed to sign the brokerage agreement, as proposed.

Fiscal Note: Terms of the agreement are from July 1, 2016 to January 1, 2017. The property will be listed for \$390,000 and the broker's commission will be 8% of the asking price of \$390,000. Funds will be taken from the Intergovernmental Revenue Sharing Account until Tax Increment District No. 10 produces sufficient increment, at which time the IG Account will be reimbursed.

Attachments: [SSIP 1 City Staff Memo](#)
 [SSIP 2 RCEDC Memo](#)
 [SSIP 3 Listing Contract](#)
 [RDA Res. 16-12 Brokerage Services with Paul McBride South Side Industrial Park](#)

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

A motion was made by Vice Chair Morgenroth, seconded by Alderman Wisser, that this file be Recommended For Approval

13. [0460-16](#)

Subject: Communication from the Chief of Police requesting to apply for and accept the 2016 Multi Jurisdiction Speed Wave Grant (Grant Control number 2016-00093).

Recommendation of the Finance & Personnel Committee on 6/13/2016: To apply for and accept the Wisconsin Department of Transportation 2016 Speed Wave Grant. The grant is in the amount of \$60,000, with a 25% soft match of \$13,750. The Grant is a Multi Jurisdiction grant with the Mt. Pleasant Police Department.

Fiscal Note: Grant Control Number 2016-00093.

Attachments: [2016.05.WI.DDJ.SpeedWave](#)

Arthell Howell, Police Chief, appeared before the Committee to speak on the item.

A motion was made by Vice Chair Morgenroth, seconded by Alderman Wisser, that this file be Recommended For Approval

14. [0461-16](#)

Subject: Communication from the Chief of Police requesting to apply and accept the WI DOJ Personal and Professional Breakthroughs for Law Enforcement Grant (Grant Control #00095).

Recommendation of the Finance & Personnel Committee on 6/13/2016: To apply for and accept the WI DOJ Personal and Professional Breakthroughs for Law Enforcement Grant.

Fiscal Note: The grant is in the amount of \$2,100 with no City match required.

Attachments: [2016.05.WI.DDJ](#)

Arthell Howell, Police Chief, appeared before the Committee to speak on the item.

A motion was made by Vice Chair Morgenroth, seconded by Alderman Wisser, that this file be Recommended For Approval

15. [0462-16](#)

Subject: Communication from the Chief of Police requesting to apply for and accept the 2016 Bulletproof Vest Partnership (BVP) Grant (Grant Control #00092).

Recommendation of the Finance & Personnel Committee on 6/13/2016: To apply and accept the 2016 Bulletproof Vest Partnership (BVP) Grant (Grant Control #00092).

Fiscal Note: This grant is in the amount of \$7,433.75 which is a 50% reimbursement for the cost of 25 vests.

Attachments: [2016.05.BulletproofVest.Grant](#)

Arthell Howell, Police Chief, appeared before the Committee to speak on the item.

A motion was made by Vice Chair Morgenroth, seconded by Alderman Wisner, that this file be Recommended For Approval

16. [0463-16](#)

Subject: Communication from the Chief of Police requesting to apply for and accept the 2016 Bureau of Justice Association (BJA) Edward Byrne Assistance Grant (JAG) (Grant Control #00098).

Recommendation of the Finance & Personnel Committee on 6/13/2016: To apply for and accept the 2016 Bureau of Justice Association (BJA) Edward Byrne Assistance Grant (JAG) (Grant Control #00098).

Fiscal Note: The grant is in the amount of \$36,133 which will be evenly split between Racine County and the City. No City match is required.

Attachments: [2016.05.BJA.JAG](#)

Arthell Howell, Police Chief, appeared before the Committee to speak on the item.

A motion was made by Vice Chair Morgenroth, seconded by Alderman Wisner, that this file be Recommended For Approval

17. [0400-16](#)

Subject: (Direct Referral) Communication from the Chief of Police requesting to appear before the Finance Committee on Monday, May 9th, 2016, to discuss the proposed RUSD/RPD School Safety partnership.

Recommendation of the Finance & Personnel Committee on 5/9/2016: Defer until 5/23/16.

Recommendation of the Finance & Personnel Committee on 5/23/2016: Defer until 6/13/16.

Recommendation of the Finance & Personnel Committee on 6/13/2016: Defer until 6/27/16.

Fiscal Note: N/A

Attachments: [School Safety & Security](#)

Arthell Howell, Police Chief, appeared before the Committee to speak on the item.

Alderman Wisner left the meeting.

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

18. [0453-16](#) **Subject:** (Direct Referral) Communication from the Chief of Police Art Howell requesting to review the MOU for the RUSD/RPD School Safety Partnership.

Recommendation of the Finance & Personnel Committee on 5/23/16: To review the MOU for the RUSD/RPD School Safety partnership.

Staff Recommendation to the Finance & Personnel Committee on 6/13/16: Receive and File as this is a duplication of Item 0400-16.

Fiscal Note: N/A

Attachments: [2016.05.RUSD.RPD.MOU.DR](#)

A motion was made by Vice Chair Morgenroth, seconded by Alderman Land, that this file be Recommended to be Received and Filed

19. [0515-16](#) **Subject:** Communication from the Finance Director to amend Resolution #0167-16 created May 17, 2016 related to Common Council Proceedings and legal notices for the period of June 1, 2016 through May 31, 2017.

Recommendation of the Finance & Personnel Committee on 6/13/2016:
Resolution 0167-16 be amended to read as follows:

Printing of Common Council Proceedings and Legal Notices

Resolved, that the contract for printing the Common Council Proceedings for the period of June 1, 2016 through May 31, 2017 is awarded to the Journal Times for the sum of \$0.41 per line, \$1.00 per affidavit of publication, \$13.50 per page for printing Council Proceedings and \$55.00 per book of annual Council Proceedings.

Further resolved that the contract for printing legal notices for the period of June 1, 2016 through May 31, 2017 is awarded to the Journal Times for the sum of \$0.40 per line for the first insertion, \$0.39 per line for each subsequent insertion and \$1.00 per affidavit of publication.

Fiscal Note: There is an increase in the legal notice rate from \$.38 to \$.40 for first insertion, and from \$.37 to \$.39 for each subsequent insertion. For Common Council proceedings the rate has increased from \$.39 to \$.41. Copies of Council proceedings have increased from \$13.00 per page to \$13.50 per page and from \$50.00 per book to \$55.00 per

book. Funds are available in account 11001 52315; City Council Advertising.

Fiscal Note: N/A

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

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

20. [0501-16](#)

Subject: Communication from the Finance Director to discuss the 2015 to 2016 budget carry overs.

Recommendation of the Finance & Personnel Committee on 6/13/2016: 2015 to 2016 Budget carry overs be approved.

Fiscal Note: These budget carry overs fund commitments that were existing, encumbered and funded in prior years as well as projects that have spending periods over one year in length. There is existing funding for this action.

Attachments: [2015 - 2016 Budget Carry Overs](#)
[2015-2016 Carry Forwards](#)

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

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

Closed Session

It is intended that the Finance & Personnel Committee will convene into closed session pursuant to Wisconsin Statutes section 19.85 (1)(e), to consider strategy where bargaining reasons require a closed session, and pursuant to Wisconsin Statutes section 19.85(1)(g), to confer with legal counsel concerning strategy with respect to litigation in which the City of Racine is or is likely to become involved.

21. [0507-16](#)

Subject: Communication from the Director of PRCS requesting to present a contract proposal for the continued operation of the Charles A. Wustum Museum of Fine Arts to the Finance and Personnel Committee.

Recommendation of the Finance & Personnel Committee on 6/13/2016: A contract for the continued operation of the Charles A. Wustum Museum of Fine Arts be approved.

Fiscal Note: Funding for the Museum operations is provided for in the annual City Budget.

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

22. [0527-16](#)

Subject: (Direct Referral) Communication from the City Attorney and the City Assessor requesting to appear before the Finance & Personnel Committee in closed session, pursuant to Sec. 19.85 (1)(e) and (g) of the Wisconsin Statutes, specifically regarding potential settlement of property assessments for CAVE Holdings WI, LLC/Burger King Corp., for the 2015 and 2016 tax years.

Recommendation of the Finance and Personnel Committee on 6/13/16: That the property assessments for CAVE Holdings WI, LLC/Burger King Corp., for the 2015 tax years be settled as presented by the City Attorney and City Assessor.

Fiscal Note: \$6,601.83

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

Open Session

The Chairman then announced that the Committee would reconvene in open session.

Roll Call Taken:

Ayes: Chairman Q.A. Shakoor II, Vice Chair James Morgenroth, Alderman Shields and Land.

A motion was made by Vice Chair Morgenroth, seconded by Alderman Land, that the communications be recommended for approval.

Adjournment

There being no further business to come before the Committee, the meeting adjourned at 6:11 p.m. The next scheduled meeting of this Committee is at 5:00 p.m. on Monday, June 27 at City Hall, Room 307.

Respectfully submitted,

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