



# 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, November 12, 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, Felicia Nitsch, Human Resources Clerk, Marisa Roubik, Assistant City Attorney, Mayor Mason.

#### Roll Call

#### Approval of Minutes for the October 22, 2018 Meeting.

A motion was made by Alderman McCarthy, seconded by Alderman Larrin to Approve the Minutes.

#### [1151-18](#)

**Subject:** Communication from Devin Sutherland, representing Business Improvement District No. 4, Douglas Avenue, for approval of its proposed 2019 Operating Plan.

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

**11/12/2018:** To approve the Business Improvement District No. 4, Douglas Avenue, proposed 2019 Operating Plan and direct the Finance Director to include the Districts special charges on the 2018 property tax bills of affected parcels.

**Fiscal Note:** N/A

A motion was made by Vice Chair McCarthy, seconded by Alderman Larrin, that this file be Recommended for Approval

#### [1152-18](#)

**Subject:** Communication from Devin Sutherland, representing Business Improvement District No. 3, Uptown, for approval of its proposed 2019 Operating Plan.

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

**11/12/2018:** To approve the Business Improvement District No. 3, Uptown, proposed 2019 Operating Plan and direct the Finance Director to include the Districts special charges on the 2018 property tax bills of affected parcels.

**Fiscal Note:** N/A

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

[1078-18](#)

**Subject:** Communication from Kelly Kruse, representing Business Improvement District No. 1, Downtown, for approval of its proposed 2019 Operating Plan.

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

**10/22/2018:** To Defer this item to the next scheduled Finance & Personnel Committee meeting on Monday, November 12, 2018, to allow Kelly Kruse, representing the Business Improvement District No. 1, Downtown, the opportunity to speak before the Committee.

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

**11/12/2018:**To approve the Business Improvement District No. 1, Downtown, proposed 2019 Operating Plan and direct the Finance Director to include the Districts special charges on the 2018 property tax bills of affected parcels.

**Fiscal Note:** N/A

*Kelly Kruse, Business Improvement District No. 1 Board Member, 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 Recommended For Approval**

[1118-18](#)

**Subject:** Permission for the General Manager of the Water Utility to be authorized to file applications for Financial Assistance from the State of Wisconsin Environmental Improvement Fund

**Recommendation of the Racine Waterworks Commission on**

**10-30-18:** To approve

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

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

**11/12/2018:**That permission be granted to the General Manager of the Water Utility to be authorized to file applications for Financial Assistance

from the State of Wisconsin Environmental Improvement Fund.

**Fiscal Note:** N/A - As part of the loan process, the State requires that an authorized representative be appointed. General Manager, Keith Haas, shall be appointed.

*Keith Haas, General Manager of the Water 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**

[1119-18](#)

**Subject:** Permission for the General Manager of the Water Utility to enter a Declaration of Official Intent with the City of Racine for reimbursement of the Water Treatment Plant Pumping Improvements project

**Recommendation of the Racine Waterworks Commission on**

**10-30-18:** To approve and authorize the Mayor and City Clerk to sign the Comfort Resolution regarding Declaration of Official Intent to Reimburse for Water Treatment Plant pumping improvements.

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

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

**11/12/2018:** That permission be granted to the General Manager of the Water Utility to enter a Declaration of Official Intent with the City of Racine for reimbursement of the Water Treatment Plant Pumping improvements.

**Fiscal Note:** The Racine Water Utility is applying for a Safe Drinking Water Fund Loan. It may expend internal funds that would be reimbursed by loan proceeds in the future.

*Keith Haas, General Manager of the Water 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**

[1121-18](#)

**Subject:** Permission for the General Manager of the Wastewater Utility to be authorized to file applications for Financial Assistance from the State of Wisconsin Environmental Improvement Fund

**Recommendation of the Racine Wastewater Commission on**

**10-31-18:** To approve

FURTHER RECOMMEND THAT THIS ITEM BE REFERRED TO THE FINANCE AND PERSONNEL COMMITTEE

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

**11/12/2018:** That permission be granted to the General Manager of the Wastewater Utility to be authorized to file applications for Financial Assistance from the State of Wisconsin Environmental Improvement Fund.

**Fiscal Note:** N/A - As part of a loan, the State requires that an authorized representative be appointed. General Manager, Keith Haas, shall be appointed.

*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**

[1122-18](#)

**Subject:** Permission for the General Manager of the Wastewater Utility to enter a Declaration of Official Intent with the City of Racine for reimbursement of the West 6th Street Interceptor Sewer Relocation project

**Recommendation of the Racine Waterworks Commission on**

**10-30-18:** To approve and authorize the Mayor and City Clerk to sign the Comfort Resolution regarding Declaration of Official Intent to Reimburse for the West 6th Street Interceptor Relocation project.

FURTHER RECOMMEND THAT THIS ITEM BE REFERRED TO THE FINANCE AND PERSONNEL COMMITTEE

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

**11/12/2018:** That permission be granted to the General Manager of the Wastewater Utility to enter a Declaration of Official Intent with the City of Racine for reimbursement of the West 6th Street Interceptor Relocation project.

**Fiscal Note:** The Racine Wastewater Utility is applying for a Clean Water Fund Loan. It may expend internal funds that would be reimbursed by loan funds in the future.

*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 Larrin, that this file be Recommended For Approval**

[1128-18](#)

**Subject:** Communication from Chief Howell requesting to apply for and accept the Beat Patrol Overtime Grant for 2019

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

**11/12/2018:** That permission be granted to the Chief of Police to apply for and accept the Beat Patrol Overtime Grant for 2019.

**Fiscal Note:** \$100,000 grant with no match required on the part of the City.

*Mark Schulz, Deputy Chief of Police, 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**

[1129-18](#)

**Subject:** Communication from Chief Howell requesting to apply for and accept the 2019 Beat Patrol Grant

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

**11/12/2018:** That permission be granted to the Chief of Police to apply for and accept the 2019 Beat Patrol Grant.

**Fiscal Note:** \$121,434 grant with a minimum 25% cost sharing match required. Given City wages and fringe benefits, match is estimated to be \$88,466 which is provided for in the 2019 adopted budget.

*Mark Schulz, Deputy Chief of Police, 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 Recommended For Approval**

[1143-18](#)

**Subject:** Communication from the Fire Chief requesting to waive formal bidding to acquire a new Ford/Horton Medical Response Unit from Foster Coach of Sterling, Illinois.

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

**11/12/2018:** That permission be granted to the Fire Chief to waive formal bidding to acquire a new Ford/Horton Medical Response Unit from Foster Coach of Sterling, Illinois.

**Fiscal Note:** \$190,000 of funding for this purchase is available in the 2019 CIP Program.

*Steve Hansen, Fire Chief, 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**

[1132-18](#)

**Subject:** Communication from the Alderman of the 9th District wishing to consider closing the City's current account with Wells Fargo Bank and barring them from being an approved Public Depository for the City of Racine.

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

**11/12/2018:** That this item be deferred to allow a representative from Wells Fargo an opportunity to appear before the Finance & Personnel Committee.

**Fiscal Note:** The City currently has one State/Local government checking account with Wells Fargo Bank.

*Alderman McCarthy, Alderman of the 9th District, 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**

[1007-18](#)

**Subject:** Communication from the Alderman of the 9th District requesting to improve Racine government transparency by providing a subscription email service for all published agendas available to any member of the public, staff or elected official.

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

**11/12/2018:** That this item be deferred to allow the MIS department an opportunity to review the logistics and cost involved with the City providing a subscription email service for all published agendas available to any member of the public, staff or elected official.

**Fiscal Note:** None at this time.

*Alderman McCarthy, Alderman of the 9th District, 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**

[1126-18](#)

**Subject:** Communication from the City Attorney submitting the claim of Devonne Wilhoit for consideration.

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

**11/12/2018:** That this claim be denied.

**Fiscal Note:** N/A

*Marisa Roubik, Assistant City Attorney, appeared before the Committee to speak on the item.*

**A motion was made by Vice Chair McCarthy, seconded by Alderman Land, that this claim be denied. The motion was APPROVED on a voice vote.**

[1127-18](#)

**Subject:** Communication from the City Attorney submitting the claim of Gerhard Scherfer for consideration.

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

**11/12/2018:**That this claim be denied.

**Fiscal Note:** N/A

*Marisa Roubik, Assistant City Attorney, appeared before the Committee to speak on the item.*

**A motion was made by Vice Chair McCarthy, seconded by Alderman Land, that this claim be denied. The motion was APPROVED on a voice vote.**

[1149-18](#)

**Subject:** Communication from the City Attorney and the Human Resources Manager submitting the Staff Officers Association of the Racine Fire Department 2018-2020 collective bargaining agreement for consideration.

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

**11/12/2018:**To approve the Staff Officers Association of the Racine Fire Department 2018 - 2020 collective bargaining agreement.

**Fiscal Note:** Association wages shall be adjusted to maintain a minimum of a 15% base pay differential for RFD SOA Battalion Chief position, 12.5% base pay differential for Division Chief 1 position and 10% base pay differential for Division Chief 2 position, all above the IAFF Local 321 Captain Firefighter/Paramedic highest base pay (i.e., end of 11th year) per Appendix 'A' of the Local 321 collective bargaining agreement. Anticipated additional costs: 2018, \$44,000; 2019, \$25,700; 2020, \$15,000. 2019 increase is included in the 2019 adopted budget.

*Scott Letteney, City Attorney, 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 Recommended for Approval**

[1150-18](#)

**Subject:** Communication from the City Attorney and the Human Resources Manager submitting the Racine Professional Employees Association 2019 collective bargaining agreement for consideration.

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

**11/12/2018:** To approve the Racine Professional Employees Association 2019 collective bargaining agreement for consideration.

**Fiscal Note:** 2.25% annual 2019 increase is the same as all non-represented employees. Anticipated additional cost of \$64,450 is included in the 2019 adopted budget.

*Scott Letteney, City Attorney, 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**

[1174-18](#)

**Subject:** (Direct Referral) Acceptance of 2018 Energy Innovation Grant in the amount of \$78,000.00 from the Public Service Commission of Wisconsin.

Recommendation of the Finance & Personnel Committee on 11/12/2018: To accept the 2018 Energy Innovation Grant in the amount of \$78,000.00 from the Public Service Commission of Wisconsin.

Fiscal Note: Soft match of \$33,000.00 covered by City Staff salaries and fringe benefits.

*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 Recommended for Approval**

### **Adjournment**

**There being no further business to come before the Committee, the meeting adjourned at 5:56 p.m. The next scheduled meeting of this Committee is at 5:00 p.m. on Monday, November 26, 2018 at City Hall, Room 307.**

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