



# City of Racine

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

## Meeting Agenda - Final Common Council

*Alder Jeff Coe  
Alder Mollie Jones  
Alder Olivia Davis  
Alder Amanda Paffrath  
Alder Melissa Kaprelian  
Alder Jeffrey Peterson  
Alder Maurice Horton  
Alder Marcus West  
Alder Terry McCarthy  
Alder Sam Peete  
Alder Mary Land  
Alder Henry Perez  
Alder Renee Kelly  
Alder Alicia Jarrett  
Alder Cory Sebastian*

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Tuesday, December 5, 2023

6:00 PM

City Hall, Room 205

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### A. Call To Order

### B. Pledge of Allegiance To The Flag

### C. Approval of Journal of Council Proceedings (Minutes) November 21, 2023

### D. Proclamations Universal Declaration of Human Rights Day

### E. Public Comments

### F. Committee Reports

#### Finance and Personnel Committee Report, by Ald. West

[1092-23](#)

**Subject:** Communication sponsored by Alder West, on behalf of the City Attorney's Office, submitting the claim of AT&T c/o the Claims Center, LLC for consideration for disallowance.

**Recommendation of the Finance and Personnel Committee on  
11-27-2023:** That the claim be disallowed.

**Fiscal Note:** N/A

**Attachments:**     [AT&T \(Henley\)-Disallowance Memo](#)  
[Agenda Briefing Memo-AT&T](#)

[1093-23](#)     **Subject:** Communication sponsored by Alder West, on behalf of the City Attorney's Office, submitting the claim of Renee Schoff for consideration for disallowance.

**Recommendation of the Finance and Personnel Committee on 11-27-2023:** That the claim be disallowed.

**Fiscal Note:** N/A

**Attachments:**     [Schoff-Disallowance Memo](#)  
[Agenda Briefing Memo-Schoff](#)

[1094-23](#)     **Subject:** Communication sponsored by Alder West, on behalf of the City Attorney's Office, submitting the claim of Jeffrey and Nancy Mueller for consideration for disallowance.

**Recommendation of the Finance and Personnel Committee on 11-27-2023:** That the claim be disallowed.

**Fiscal Note:** N/A

**Attachments:**     [Mueller-Disallowance Memo](#)  
[Agenda Briefing Memo-Mueller](#)

[1095-23](#)     **Subject:** Communication sponsored by Alder West, on behalf of the City Attorney's Office, submitting the claim of Delesia Jackson for consideration for disallowance.

**Recommendation of the Finance and Personnel Committee on 11-27-2023:** That the claim be disallowed.

**Fiscal Note:** N/A

**Attachments:**     [Jackson-Disallowance Memo](#)  
[Agenda Briefing Memo-Jackson](#)

[1096-23](#)     **Subject:** Communication sponsored by Alder West, on behalf of the City Attorney's Office, submitting the claim of Marianne Goodwin for consideration for disallowance.

**Recommendation of the Finance and Personnel Committee on 11-27-2023:** That the claim be disallowed.

**Fiscal Note:** N/A

**Attachments:**      [Goodwin-Disallowance Memo](#)  
[Agenda Briefing Memo-Goodwin](#)

[1098-23](#)      **Subject:** Communication sponsored by Alder West, on behalf of the City Attorney's Office, submitting the claim of Matthew Britson for consideration for disallowance.

**Recommendation of the Finance and Personnel Committee on 11-27-2023:** That the claim be disallowed.

**Fiscal Note:** N/A

**Attachments:**      [Britson-Disallowance Memo](#)  
[Agenda Briefing Memo-Britson](#)

[1099-23](#)      **Subject:** Communication sponsored by Alder West, on behalf of the City Attorney's Office, submitting the claim of Steven R. Panyk for consideration for disallowance.

**Recommendation of the Finance and Personnel Committee on 11-27-2023:** That the claim be disallowed.

**Fiscal Note:** N/A

**Attachments:**      [Panyk-Disallowance Memo](#)  
[Agenda Briefing Memo-Panyk](#)

[1114-23](#)      **Subject:** Communication sponsored by Alder West, on behalf of the City Clerk, requesting permission that the list of alternate early absentee voting locations for all elections in the 2024 calendar year be approved.

**Recommendation of the Finance and Personnel Committee on 11-27-2023:** That the list of alternate early absentee voting locations for all elections in the 2024 calendar year be approved.

**Fiscal Note:** N/A

**Attachments:**      [Satellite Locations 2024 - Updated](#)  
[#1114-23 Resolution](#)

[1115-23](#)      **Subject:** Communication sponsored by Alder West, on behalf of the City Clerk, requesting permission to enter into an agreement with the Wisconsin Election Commission for a memorandum of understanding relating to badger books.

**Recommendation of the Finance and Personnel Committee on 11-27-2023:** That the City Clerk be authorized to enter into an agreement with the Wisconsin Election Commission for a memorandum of

understanding relating to badger books.

**Fiscal Note:** N/A

**Attachments:** [Badger Book MOU Final V1.0](#)  
[#1115-23 Resolution](#)

[1116-23](#)

**Subject:** Communication sponsored by Alder West, on behalf of the City Clerk, requesting permission that the list of voting locations for all elections in the 2024 calendar year be approved.

**Recommendation of the Finance and Personnel Committee on 11-27-2023:** That the list of voting locations for all elections in the 2024 calendar year be approved.

**Fiscal Note:** N/A

**Attachments:** [Polling Locations 2024](#)  
[#1116-23 Resolution](#)

[1118-23](#)

**Subject:** Communication sponsored by Alder West, on behalf of the City Clerk, requesting permission to submit the 2024-2025 Election Officials for approval.

**Recommendation of the Finance and Personnel Committee on 11-27-2023:** That the 2024-2025 Election Officials be approved.

**Fiscal Note:** N/A

**Attachments:** [2024 Election Officials - Final](#)  
[Party nom list - R](#)  
[Party Nom List - D](#)  
[#1118-23 Resolution](#)

[1123-23](#)

**Subject:** Communication sponsored by Alder West, on behalf of the Purchasing Agent, requesting permission to submit the bid results for Official Notice #12-2023 RFP Event Management Services Contract #2024002.

**Recommendation of the Finance and Personnel Committee on 11-27-2023:** That the Purchasing Agent be authorized and directed to negotiate Contract #2024002- RFP Event Management Services, award the contract to 5K Events LLC, and pending review by the Finance and Personnel Committee, execute a two year contract for the period 01/01/2024 and ending 12/31/2025.

**Fiscal Note:** Annual base management fee is estimated to be \$150,000 per year. Funding is available in #60686-52290 Management Fee.

**Attachments:** [ABM- RFP Event Management](#)  
[#1123-23 Resolution](#)

[1124-23](#)

**Subject:** Communication sponsored by Mayor Mason, on behalf of the Human Resources Director, requesting permission to submit the updated City of Racine Employee Handbook for consideration.

**Recommendation of the Finance and Personnel Committee on 11-27-2023:** That the updated City of Racine Employee Handbook be approved and take effect on January 1, 2024.

**Fiscal Note:** The updates to the employee handbook primarily focus on expanding leave time opportunities, which may result in additional overtime in some departments. Anticipated costs associated with these changes have been incorporated in the 2024 budget.

**Attachments:** [ABM-2024 Employee Handbook](#)  
[\\_Updated Employee Handbook 11-17-2023\\_CLEAN](#)  
[\\_Updated Employee Handbook 11-17-2023\\_REDLINE](#)  
[#1124-23 Resolution](#)

[1136-23](#)

**Subject:** Communication sponsored by Alder West, on behalf of the Director of Parks, Recreation & Cultural Services, requesting permission to submit a one year extension of the Racine Zoological Society Gardens Operating Agreement for consideration.

**Recommendation of the Finance and Personnel Committee on 11-27-2023:** That the Mayor and City Clerk be granted permission to approve and execute a one year extension of the Operating Agreement for the Racine Zoological Gardens between the City of Racine and the Racine Zoological Society, Inc. upon the terms presented.

**Fiscal Note:** The City's Zoo subsidy of \$510,000 in account 15099 52100 was approved in the 2024 budget.

**Attachments:** [5thAddendumZoo111523](#)  
[#1136-23 Resolution](#)

[1138-23](#)

**Subject:** Communication sponsored by Mayor Mason, on behalf of the City Clerk, requesting permission to enter into a three year interstate agreement with Carahsoft Technology Corporation for the purchase of Polimorphic Customer Relationship Management (CRM) Software.

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

**11-27-2023:** That the Mayor and City Clerk be granted permission to enter into a three year agreement with Carahsoft Technology Corporation for the purchase of Polimorphic Customer Relationship Management (CRM) Software.

**Fiscal Note:** \$250,000 of initial funding is available in the 2024 capital budget. Year 2 and Year 3 will be budgeted in subsequent years operational budgets.

**Attachments:** [ABM-Polimorphic](#)

[#1138-23 Resolution](#)

[1139-23](#)

**Subject:** Communication sponsored by Alder West, on behalf of the City Attorney, requesting the City Attorney present a proposed settlement for the litigation in the matter of *Stature High Ridge, LLC v. City of Racine*, Racine County Case No. 22 CV 840.

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

**11-27-2023:** To approve the settlement in *Stature High Ridge, LLC v. City of Racine*, Racine County Case No. 22 CV 840, as presented.

**Fiscal Note:** Payment of \$50,854.40 will be issued to Stature High Ridge, LLC, as a refund of the property tax overpayment for the 2022 tax year. There are sufficient funds available for payment of this settlement in Account 11202-53420, Misc-Property Taxes Cancelled. Approximately half of the refund will be charged back to the other taxing jurisdictions. Additionally, the 2022 real estate assessment will be set at \$2,370,000.

**Attachments:** [#1139-23 Resolution](#)

**Public Works and Services Committee Report, by Ald. Jones**

[1125-23](#)

**Subject:** Communication sponsored by Alder Jones, on behalf of the Department of Parks, Recreation and Cultural Services, submitting Change Order No.1 to Contract 2023131 - Washington Park Bowl-Pavement/Drainage Project, Wanasek Corporation, Contractors.

**Recommendation of the Public Works and Services Committee on**

**11.28.23:** That Change Order No.1 to Contract 2023131 - Washington Park Bowl-Pavement/Drainage Project, Wanasek Corporation, Contractors in the deduct amount of (\$3,444.60), be approved.

**Fiscal Note:** Funding for this change order is credited in the following Org-Objects: 45050 57110 Parks Land Improvements

**Attachments:**     [Park bowl CCO 1](#)  
[#1125-23 Resolution](#)

[1128-23](#)

**Subject:** Communication sponsored by Alder Jones, on behalf of the Department of Parks, Recreation and Cultural Services, to submit final payment for Contract 2023131 - Washington Park Bowl-Pavement/Drainage Project, Wanasek Corporation, Contractors.

**Recommendation of the Public Works and Services Committee**

**on 11.28.23:** That the work completed by Wanasek Corporation, Contractors, on Contract 2023131 - Washington Park Bowl-Pavement/Drainage Project, be accepted and final payment authorized for a total contract of \$60,240.40. Final Payment to include retainage.

**Fiscal Note:** Contract 2023131 was authorized under Resolution No.0529-23 dated June 6, 2023.

**Attachments:**     [Park bowl final pay](#)  
[#1128-23 Resolution](#)

[1129-23](#)

**Subject:** Communication sponsored by Alder Jones, on behalf of the Department of Parks, Recreation and Cultural Services, submitting Change Order No.1 to Contract 2022083 - Park Services Building Parking Lot Paving, A.W. Oakes & Son, Inc., Contractors.

**Recommendation of the Public Works and Services Committee on**

**11.28.23:** That Change Order No.1 to Contract 2022083 - Park Services Building Parking Lot Paving, A.W. Oakes & Son, Inc., Contractors in the deduct amount of (\$1,369.16), be approved.

**Fiscal Note:** Funding for this change order is credited in the following Org-Objects: 45050 57110 Parks Land Improvements

**Attachments:**     [CCO 1 2022083](#)  
[#1129-23 Resolution](#)

[1130-23](#)

**Subject:** Communication sponsored by Alder Jones, on behalf of the Department of Parks, Recreation and Cultural Services, to submit final payment for Contract 2022083 - Park Services Building Parking Lot Paving, A.W. Oakes & Son, Inc., Contractors.

**Recommendation of the Public Works and Services Committee**

**on 11.28.23:** That the work completed by A.W. Oakes & Son, Inc., Contractors, on Contract 2022083 - Park Services Building Parking Lot Paving, be accepted and final payment authorized for a total contract of \$196,727.84. Final Payment to include retainage.

**Fiscal Note:** Contract 2022083 was authorized under Resolution No.0542-22 dated August 16, 2022.

**Attachments:** [Final Payment 2022083](#)  
[#1130-23 Resolution](#)

[1131-23](#) **Subject:** Communication sponsored by Alder Jones, on behalf of the Department of Parks, Recreation and Cultural Services, submitting Change Order No.1 to Contract 2023201- Sam Myers Park Restoration, A.W. Oakes & Son, Inc., Contractors.

**Recommendation of the Public Works and Services Committee on 11.28.23:** That Change Order No.1 to Contract 2023201- Sam Myers Park Restoration, A.W. Oakes & Son, Inc., Contractors, be approved in the deduct amount of (\$2,894.88), be approved.

**Fiscal Note:** Funding for this change order is credited in the following Org-Objects: 45050 57110 Parks Land Improvements

**Attachments:** [CCO #1 2023201](#)  
[#1131-23 Resolution](#)

[1132-23](#) **Subject:** Communication sponsored by Alder Jones, on behalf of the Assistant Commissioner of Public Works, to Waive Formal Bidding for the Purchase of Case Wheel Loader Vehicles.

**Recommendation of the Public Works and Services Committee on 11.28.23:** That the request of the Assistant Commissioner of Public Works/Operations to waive formal bidding procedures for the purchase of wheel loaders for the City be approved.

**Fiscal Note:** Funding to defray the cost of the materials is available in Org-Object 45140-57311, DPW-Equipment Vehicles.

**Attachments:** [Waive Formal Wheel Loader](#)  
[#1132-23 Resolution](#)

[1133-23](#) **Subject:** Communication sponsored by Alder Jones, on behalf of the Assistant Commissioner of Public Works to Waive Formal Bidding for the Purchase of Neenah Foundry Sewer Related Materials.

**Recommendation of the Public Works and Services Committee on 11.28.23:** That the request of the Assistant Commissioner of Public Works to waive formal bidding procedures for the purchase of Neenah Foundry products be approved.



**Fiscal Note:** These negotiations will be done on an as-needed basis with funding available in ORg-Object 22640-57560, Sanitary Sewer and Org-Object 60484-57570, Storm Sewers.

**Attachments:** [Waive Formal Bid Neenah Foundry](#)  
[#1133-23 Resolution](#)

[1134-23](#)

**Subject:** Communication sponsored by Alder Jones, on behalf of the Assistant Commissioner of Public Works/Operations requesting to waive formal bidding procedures for the purchase of materials for the Johnson Controls Metasys System.

**Recommendation of the Public Works and Services Committee on 11.28.23:** That the request of the Assistant Commissioner of Public Works/Operations to waive formal bidding procedures for the purchase of a Metasys software update and be approved for materials for the Johnson Controls' Metasys Building Automation System.

**Fiscal Note:** Funding to defray the cost of these services is available in Org-Object 70240-57200, Building Improvements.

**Attachments:** [2024 Waive Formal Bidding Materials for Johnson Controls Metasys System](#)  
[#1134-23 Resolution](#)

[1135-23](#)

**Subject:** Communication sponsored by Alder Jones, on behalf of the Department of Public Works, submitting bid results for Contract 2023278 Racine Sump Pump Installation Program.

**Recommendation of the Public Works and Services Committee on 11.28.23:** That Contract 2023278 Racine Sump Pump Installation Program, be awarded to PM Plumbing & Mechanical in the amount of \$546,879.97, they being the lowest responsible, responsive bidder.

**Fiscal Note:** Funding is available in the following Org-Objects: 40101 57560 - Sanitary Sewer.

**Attachments:** [Sump Pump Award Memo](#)  
[Contract 2023278 Bid Tab](#)  
[#1135-23 Resolution](#)

[1140-23](#)

**Subject:** Communication sponsored by Alder Jones, on behalf of the Assistant Commissioner of Public Works, submitting a Professional Services Agreement between the City of Racine and GRAEF-USA Inc. for engineering services in the design of improvements to the City Hall Elevator.

**Recommendation of the Public Works and Services Committee on 11.28.23:** That the Mayor and City Clerk be authorized and directed to enter into the Professional Services agreement with GRAEF-USA Inc. for engineering services in the design of improvements to the City Hall Elevator in the not to exceed amount of \$60,100.00.

**Fiscal Note:** Funding is available in Org-Object 45040-57200.

**Attachments:** [PSA Graef](#)  
[#1140-23 Resolution](#)

### **Public Safety and Licensing Committee Report, by Ald. Peete**

[1060-23](#) **Subject:** Communication sponsored by Alder Peete submitting a renewal application for a Pawnbroker License, Wisconsin Discount, DBA Wisconsin Discount, located at 2724 Sixteenth St., Adel Karen Yasin, Agent. (13th District)

**Recommendation of the Public Safety and Licensing Committee on 11-27-2023:** That the application for a Pawnbroker License, Wisconsin Discount, DBA Wisconsin Discount, located at 2724 Sixteenth St., Adel Karen Yasin, Agent. (13th District), be Approved.

**Fiscal Note:** N/A

**Attachments:** [Wisconsin Discount Pawnbroker Renewal Application](#)

[1112-23](#) **Subject:** Communication sponsored by Alder Peete submitting an application for a "Class B" Retail Fermented Malt Beverage and Intoxicating Liquor License for Crazytown LLC DBA Nemo & Fogg, located at 322 6th Street, Corey Szaryc, Agent. (1st District)

**Recommendation of the Public Safety and Licensing Committee on 11-27-2023:** That the application for a "Class B" Retail Fermented Malt Beverage and Intoxicating Liquor License for Crazytown LLC DBA Nemo & Fogg, located at 322 6th Street, Corey Szaryc, Agent. (1st District), be Approved.

**Fiscal Note:** N/A

**Attachments:** [GN report Nemo and Fogg \(NA 11.22.23\)](#)  
[Signed amendment](#)  
[Nemo & Fogg application](#)  
[Nemo & Fogg letter to appear](#)

### **Office of the Mayor Report, by Ald. McCarthy**

[1121-23](#)

**Subject: (Direct Referral)** Communication sponsored by Mayor Mason, on behalf of the City Clerk, presenting the 2024 Common Council Calendar.

**Staff Recommendation:** To approve the calendar.

**Fiscal Note:** N/A

**Attachments:**

[2024 Proposed Council Dates](#)

[1144-23](#)

**Subject: (Direct Referral)** Communication sponsored by Mayor Mason appointing Daniel Kirchenberg to Interim Chief Building Inspector.

**Attachments:**

[Dan Kirchenberg-resume](#)

[1150-23](#)

**Subject: (Direct Referral)** Communication sponsored by Alder Jones, Alder Peete, and Alder West, presenting the meeting calendars for the Public Works and Services Committee, Public Safety and Licensing Committee, and Finance and Personnel Committee, respectively, for 2024.

**Recommendation of the Standing Committee Chairs:** That each standing committee keep the same date and time as currently in place.

Finance & Personnel- Monday at 5:30PM

Public Works & Services- Tuesday at 5:30PM

Public Safety & Licensing- Monday at 5:00PM

**Fiscal Note:** N/A

## G. Consent Agenda

## H. Common Council Announcements

**Announcements are limited to recognition of City residents and employees, memorials, and non-political community events. Discussion of matters related to governmental business is prohibited.**

## I. Adjourn

### Office of The City Clerk

**If you are disabled and have accessibility needs or need information interpreted for you, please call the City Clerk's Office at 636-9171 at least 48 hours prior to this meeting.**

