



City of Racine

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

Meeting Agenda - Final Finance and Personnel Committee

Chair Marcus West
Vice Chair Maurice Horton
Alder Mary Land
Alder Amanda Paffrath
Alder Terry McCarthy

Monday, November 27, 2023

5:30 PM

City Hall, Room 303

Call To Order

Roll Call

Approval of Minutes for the November 13, 2023 Meeting.

[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.

Staff Recommendation: 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](#)

[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.

Staff Recommendation: That the Purchasing Agent be authorized and directed to negotiate Contract #2024002- RFP Event Management Services, award the contract to 5K Events LLC, and 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](#)

[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.

Staff Recommendation: That the 2024-2025 Election Officials be approved.

Fiscal Note: N/A

Attachments:

[2024 Election Officials - Final](#)

[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.

Staff Recommendation: 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](#)

[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.

Staff Recommendation: That the list of voting locations for all elections in the 2024 calendar year be approved.

Fiscal Note: N/A

Attachments:

[Polling Locations 2024](#)

[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.

Staff Recommendation: 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](#)

[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.

Staff Recommendation: 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](#)

[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.

Staff Recommendation: 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](#)

[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.

Staff Recommendation: 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.

Staff Recommendation: 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.

Staff Recommendation: 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.

Staff Recommendation: 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.

Staff Recommendation: 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.

Staff Recommendation: 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.

Staff Recommendation: That the claim be disallowed.

Fiscal Note: N/A

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

Closed Session

It is intended that the Finance and Personnel Committee will convene in closed session pursuant to Wisconsin Statutes section 19.85(1)(g) to discuss strategy for litigation in which the City of Racine is or is likely to become involved.

[1126-23](#) **Subject:** Communication sponsored by Alder West, on behalf of the City Attorney, requesting the City Attorney discuss strategy for litigation in *Darcy Mohr v. City of Racine*, ERD Case No. CR202202107/EEOC Case No. 26G202201242.

Staff Recommendation: N/A

Fiscal Note: N/A

[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.

Staff Recommendation: N/A

Fiscal Note: N/A

Open Session

The Finance and Personnel Committee will return to open session and may take action on any item discussed in closed session.

Adjournment

All persons, including alders, interested in committee agenda items shall be permitted to provide input. Immediately after calling each agenda item, the chair shall permit input from any person, including alders, which input shall be limited to such agenda item. The chair may limit each person providing input to a reasonable time, based upon the circumstances.

If you are disabled and have accessibility needs or need information interpreted for you, please contact the Finance Department at (262) 636-9148 at least 48 hours prior to this meeting.

This meeting will be streaming live to City of Racine, On the Lake Facebook page.