



City of Racine

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

Meeting Agenda - Revised Finance and Personnel Committee

Chairman Q.A. Shakoor II
Vice Chair Terry McCarthy
Alderman Mary Land
Alderman Tracey Larrin
Alderman Jason Meekma

Monday, February 11, 2019

5:00 PM

City Hall, Room 307

Call to Order

Chairman Comments

Roll Call

Approval of Minutes for the February 11, 2019 Meeting

- [0071-19](#) **Subject:** Joint Engineering/Construction Management Agreement between the City of Racine, Racine Water Utility and Village of Sturtevant

Recommendation of the Waterworks Commission on 1-29-19: That the Mayor and City Clerk enter into this joint agreement.

Staff Recommendation to the Finance & Personnel Committee on 02-11-2019: That the Mayor and City Clerk enter into this joint agreement.

Fiscal Note: The Water Utility will provide plans and specifications to the Village of Sturtevant for incorporation into one project. The Water Utility will be responsible for all water main associated costs.

Attachments: [sturtevant cost sharing agreement joint](#)
- [0125-19](#) **Subject:** Communication from the Director of Parks, Recreation, and Cultural Services presenting a proposed modification to the City of Racine Non-Represented employee compensation structure to reclassify the Community Center Recreation Supervisor - Lead position.

Staff Recommendation to the Finance & Personnel Committee on 02-11-2019: That approval be granted to the Director of Parks, Recreation and Cultural Services to reclassify the Community Center Recreation Supervisor - Lead position to the Superintendent of Recreation and Cultural Services.

Fiscal Note: A possible \$7000.00 increase in full-time staff salary which will be offset by savings through full-time staff retirement.

Attachments: [Superintendent of Recreation Reclassification](#)

3. [0040-19](#) **Subject:** Communication from the Alderman of the 6th District requesting all bid solicitation, notices, and bids solicited by the City of Racine be posted on the City website.

Recommendation of the Finance & Personnel Committee on 01-21-2019: That this item be deferred to the next scheduled Finance & Personnel Committee meeting on 02-11-2019.

Staff Recommendation to the Finance & Personnel Committee on 02-11-2019: None at this time.

Fiscal Note: Not known at this time.

4. [0111-19](#) **Subject:** Purchasing Agent wishing to discuss the bid results for Official Notice #1-2019 - Request for Proposals for Green Infrastructure Design.

Staff Recommendation to the Finance & Personnel Committee on 02-11-2019: The Purchasing Agent be authorized to negotiate and contract with AECOM for the provision of Green Infrastructure Design for Priority Locations.

Fiscal Note: Funds for this service are available in 20201 52200 through grant funding provided by the Fund for Lake Michigan. The cost for this service is approximately \$54,820.

Attachments: [Scan-06-Feb-2019:04:57:22](#)
[Scores green infrastructure.xlsx](#)

5. [0112-19](#) **Subject:** Communication from the Purchasing Agent asking permission to waive formal bidding and negotiate a one year contract with Melrose Pyrotechnics for 4th of July fireworks.

Staff Recommendation to the Finance & Personnel Committee on 02-11-2019: That the Purchasing Agent be instructed to negotiate a new one year contract with Melrose Pyrotechnics for the year 2019.

Fiscal Note: The fireworks show costs \$40,000 per year. The City pays

\$40,000 with donations in the amount of \$22,500 offsetting those funds coming from sponsorship and private donations. Funds for this expense are available in account 11202 53470.

Attachments: [Scan-06-Feb-2019:04:58:23](#)

6. [0126-19](#) **Subject:** A communication from the Director of City Development requesting approval of the 2019 general contract for economic development services with Racine County Economic Development Corporation (RCEDC).

Staff Recommendation to the Finance & Personnel Committee on 02-11-2019: That the request by the Director of City Development for the use of \$82,400.00 from the Department of City Development Economic Development fund for the General Economic Development Services contract with RCEDC be approved for 2019. Further that the Mayor and City Clerk be authorized and directed to enter into the agreement with RCEDC.

Fiscal Note: Funds have been set aside in the city's General Fund 2019 budget under line item Economic Development.

Attachments: [\(0126-19\) 2019.CITY OF RACINE General CONTRACT. FINAL.update](#)
[\(0126-19\) RCEDC 2018 Q1-Q3 Snapshots](#)

7. [0117-19](#) **Subject:** Communication from the Mayor regarding the wage schedule for part-time employees.

Staff Recommendation to the Finance & Personnel Committee on 02-11-2019: To approve the 2019 part-time schedule as presented.

Fiscal Note: The citywide additional cost of adopting the proposed part-time wage schedule matrix is estimated at \$198,000. While the majority of City Departments and Programs will be able to absorb or adjust for the additional cost, General Fund Departments will require an additional appropriation of \$118,000 from the Wage Provision Account.

Attachments: [2019 PT Schedule 01252019 FINAL](#)

8. [0118-19](#) **Subject:** Communication from the Mayor proposing that Martin Luther King, Jr. Day of each year be declared an official holiday of the City of Racine, and the corresponding ordinance be amended to reflect the change.

Staff Recommendation to the Finance & Personnel Committee on 02-11-2019: That Martin Luther King, Jr. Day be declared an official holiday of the City of Racine, and the corresponding ordinance be amended to reflect the change.

Fiscal Note: N/A**Sponsors:**

Tracey Larrin, Steve Smetana, Maurice Horton, Terry McCarthy, Mary Land, Henry Perez, Melissa Lemke, Mollie Jones, Q.A. Shakoor II, John Tate II and Jason Meekma

9. [0132-19](#) **Subject:** Communication from the President of the Common Council requesting that a timeline be established for the temporary appointment of a municipal judge.

10. [0123-19](#) **Subject:** Communication from Alder Weidner seeking to discuss bidding requirements related to the 2018 study on sexism and racism in the Racine Police Department and requesting a copy of the study as had been completed in September 2018.

Staff Recommendation to the Finance & Personnel Committee on 02-11-2019: None at this time.

Fiscal Note: None at this time.

Attachments:

[Sec. 46-39. - Procurement of professional services](#)

11. [0080-19](#) **Subject:** Communication from the City Attorney requesting permission to accept a \$200.00 donation from Tex Reynold's Toys for Tots.

Staff Recommendation to the Finance & Personnel Committee on 02-11-2019: That permission be granted to accept a \$200.00 donation from Tex Reynold's Toys for Tots.

Fiscal Note: N/A

Attachments:

[Donation from Toys for Tots](#)

12. [0121-19](#) **Subject:** Communication from the City Attorney submitting the claim of Adrian Fernandez for consideration.

Staff Recommendation to the Finance & Personnel Committee on 02-11-2019: That this claim be denied.

Fiscal Note: Assuming the recommendation to deny this claim is adopted; this item would have a \$0.00 impact on the City's budget.

Attachments:

[fernandez_001](#)

[0121-19_Agenda Briefing Memorandum - Adrian Fernandez](#)

13. [0122-19](#) **Subject:** Communication from the City Attorney submitting the claim of Antonio Luna for consideration.

Staff Recommendation to the Finance & Personnel Committee on 02-11-2019: That this claim be denied.

Fiscal Note: Assuming the recommendation to deny this claim is adopted; this item would have a \$0.00 impact on the City's budget.

Attachments:

[luna_001](#)

[0122-19 Agenda Briefing Memorandum - Antonio Luna](#)

14. [0159-19](#)

Subject: (Direct Referral) Communication from the City Attorney submitting the claim of Sandra Patino-Ibarra for consideration.

Staff Recommendation to the Finance & Personnel Committee on 02-11-2019: That this claim be denied.

Fiscal Note: Assuming the recommendation to deny this claim is adopted; this item would have a \$0.00 impact on the City's budget.

Attachments:

[patino ibarra_001](#)

15. [Ord.0002-19](#)

Ordinance 0002-19 - Administrative Managers

An ordinance to amend Chapters 2 and 62 of the Code of Ordinances, of the City of Racine, Wisconsin.

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

Part 1: Amend Chapter 2, Article IV, Division 7, Section 2-431, of the Code of Ordinances of the City of Racine as follows:

Delete the words "The city attorney shall serve as the administrative manager of the human resources department. The city attorney may appoint one member of the human resources professional staff to manage the daily operations of the human resources department."

Part 2: Amend Chapter 2, Article IV, Division 7, Section 2-432, of the Code of Ordinances of the City of Racine as follows:

Delete the words "The city attorney may delegate this duty to the appointed manager of the human resources department." from subsection (1).

Delete the word "superintendent" and substitute the word "director" therefor, and delete the words "or as may be assigned by the city attorney"

from subsection (14).

Part 3: Amend Chapter 2, Article V, Division 1, Section 2-437(a), of the Code of Ordinances of the City of Racine as follows:

Insert the words “city assessor, human resources director” after the words “are the” and delete the words “The city attorney shall function as the administrative manager for the human resources department.”

Part 4: Amend Chapter 2, Article V, Division 4, Section 2-482, of the Code of Ordinances of the City of Racine as follows:

Delete the words “(6) Be the administrative head of the assessor and shall supervise the work of the office of the assessor.”

Part 5: Amend Chapter 62, Article II, Section 62-28, of the Code of Ordinances of the City of Racine as follows:

Delete the word “manager” and substitute the word “director” therefor.

Part 6: Amend Chapter 62, Article II, Section 62-32, of the Code of Ordinances of the City of Racine as follows:

Delete the word “manager” and substitute the word “director” therefor in two instances.

Part 7: 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.

Fiscal Note: As provided in the 2019 approved budget.

Sponsors:

Q.A. Shakoor II

16. [COOrd.0001-19](#) Charter Ordinance 0001-19 - Officers and Employees

An ordinance to amend Article II of the Charter Ordinances of the City of Racine, Wisconsin.

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

Part 1: Amend Article II, Section 2-1, of the Charter Ordinances of the City of Racine, Wisconsin, as follows:

Insert the words “city assessor” after the words “city clerk” and insert the words “human resources director” after the words “director of information

systems.”

Part 2: Amend Article II, Section 2-2, of the Charter Ordinances of the City of Racine, Wisconsin, as follows:

Insert the words “human resources director” after the words “purchasing agent.”

Part 3: This ordinance shall take effect sixty days after its passage by a two-thirds vote of the members-elect of the Racine Common Council and publication as required by law.

Fiscal Note: As provided in the 2019 approved budget.

Sponsors:

Q.A. Shakoor II

Adjournment

If you are disabled and have accessibility needs or need information interpreted for you, please contact Human Resources at 262-636-9176 at least 48 hours prior to this meeting.