



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

Monday, February 11, 2019

5:00 PM

City Hall, Room 307

Call to Order

PRESENT: 5 - Q.A. Shakoor II, Terry McCarthy, Mary Land, Tracey Larrin and Jason Meekma

Chairman Comments

Also Present: David Brown, Finance Director, Felicia Nitsch, Human Resources Clerk, James Palenick, City Administrator, Scott Letteney, City Attorney, Alderman Weidner, Alderman Perez, Mayor Mason and Marisa Roubik, Assistant City Attorney.

Approval of Minutes for the January 21, 2019 Meeting

A motion was made by Alderman Land, seconded by Alderman Meekma, that this file be to Approve the Minutes

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.

Recommendation of 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.

Vice Chairman, Alderman McCarthy, appeared before the Committee to speak on the item.

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

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.

Recommendation of 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.

Tom Molbeck, Director of Parks, Recreation and Cultural Services, appeared before the Committee to speak on the item.

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

[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.

Recommendation of the Finance & Personnel Committee on 02-11-2019: To Receive and File.

Fiscal Note: N/A

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

A motion was made by Alderman Land, seconded by Alderman Larrin, that this file be Received and Filed

[0111-19](#)

Subject: Purchasing Agent wishing to discuss the bid results for Official Notice #1-2019 - Request for Proposals for Green Infrastructure Design.

Recommendation of the Finance & Personnel Committee on

02-11-2019: That 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.

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

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

[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.

Recommendation of 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.

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

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

[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).

Recommendation of 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 for the use of \$82,400.00 under line item Economic Development.

James Palenick, City Administrator and Laura Million, Business Development Manager, RCEDC, appeared before the Committee to speak on the item.

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

[0117-19](#)

Subject: Communication from the Mayor regarding the wage schedule for part-time employees.

Recommendation of 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.

Mayor Mason, Tom Molbeck, Director of Parks, Recreation and Cultural Services and Bill Folstrom, Superintendent of Solid Waste and Street Maintenance appeared before the Committee to speak on the item.

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

[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.

Recommendation of the Finance & Personnel Committee on

02-11-2019: That Martin Luther King, Jr. Day of each year be declared an official holiday of the City of Racine, and that the corresponding resolution and employee handbook be amended to reflect the change and that the City Attorney negotiate with represented employees for future contracts.

Fiscal Note: N/A

Mayor Mason and Scott Letteney, City Attorney, appeared before the Committee to speak on the item.

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

[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.

Recommendation of the Finance and Personnel Committee on

02-11-2019: To recommend that the Common Council fill the temporary appointment of municipal judge by no later than March 31, 2019.

Recommendation of the Executive Committee on 02-12-2019: To recommend that the Common Council follow the proposed timeline for the appointment of a new municipal judge.

Fiscal Note: None at this time.

Alderman Meekma and 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

[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.

Recommendation of the Finance & Personnel Committee on 02-11-2019: To Receive and File.

Fiscal Note: None at this time.

Alderman Weidner, Scott Letteney, City Attorney and 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 Received and Filed

[0080-19](#)

Subject: Communication from the City Attorney requesting permission to accept a \$200.00 donation from Tex Reynold's Toys for Tots.

Recommendation of 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

Scott Letteney, City Attorney, appeared before the Committee to speak on the item.

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

[0121-19](#)

Subject: Communication from the City Attorney submitting the claim of Adrian Fernandez for consideration.

Recommendation of 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.

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

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

[0122-19](#)

Subject: Communication from the City Attorney submitting the claim of Antonio Luna for consideration.

Recommendation of 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.

Marisa Roubik, Asst. 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.

[0159-19](#)

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

Recommendation of 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.

Marisa Roubik, Asst. 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.

[0164-19](#)

Subject: Charter Ordinance 0001-19 - Officers and Employees

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

Recommendation of the Finance and Personnel Committee on 02-11-2019: That Charter Ordinance 0001-19 to amend Article II of the Charter Ordinances of the City of Racine, Wisconsin be approved.

Fiscal Note: N/A

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

[0163-19](#)**Subject:** Ordinance 0002-19 - Administrative Managers

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

Recommendation of the Finance and Personnel Committee on 02-11-2019: That Ordinance 0002-19 to create Code of the City of Racine, Wisconsin be approved.

Fiscal Note: N/A

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

Adjournment

There being no further business to come before the Committee, the meeting adjourned at 6:40 p.m. on Monday, February 11, 2019 at City Hall, Room 307.

Respectfully submitted,

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