



# 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, June 11, 2018

5:00 PM

City Hall, Room 307

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#### 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, Emelia Roso, Human Resources Assistant, Marisa Roubik, Assistant City Attorney, Mayor Mason.*

#### Approval of Minutes for the May 21, 2018 Meeting.

**A motion was made by Vice Chair McCarthy, seconded by Alderman Land, that this file be to Approve the Minutes**

#### [0563-18](#)

**Subject:** Communication from the Director of Parks, Recreation & Cultural Services requesting permission to accept donations from United Healthcare and AMNJ, Inc. for the Gus Macker Tournament.

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

**06/11/2018:** Permission be granted to the Director of Parks, Recreation & Cultural Services to accept donations from United Healthcare and AMNJ, Inc. for the Gus Macker Tournament.

**Fiscal Note:** \$3,000.00 is to be donated from United Healthcare Services, Inc. and \$5,000.00 is to be donated from AMNJ Enterprises, Inc. (Dominos Pizza). No City match required.

**Attachments:** [GusMackerDon\\_UHC\\_AMNJ](#)

*Tom Molbeck, Director of Parks, Recreation, and Cultural Services 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**

#### [0480-18](#)

**Subject:** Developers Agreement for Mt. Pleasant Business Park - Phase 2 (Globe Drive) in the Village of Mt. Pleasant.

**Recommendation of the Waterworks Commission on 5/29/18:**

Approve

**Recommendation of the Finance & Personnel Committee on 06/11/2018:** That the Mayor and acting City Clerk be authorized to sign the Developer's Agreement Contract for Utility Improvements.

**Fiscal Note:** Fees invoiced for municipal services and facilities will be the responsibility of the Village of Mt. Pleasant.

**Attachments:** [devel agrmt globe dr ph 2 rev](#)

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

[0522-18](#)

**Subject:** Amendment No. 2 to the Retail Water Agreement with Mt. Pleasant

**Recommendation of the Waterworks Commission on 5/29/18:** That the Mayor and City Clerk be authorized to sign Amendment No. 2 to the Intergovernmental Retail Water Service Agreement between the City of Racine, Racine Water Utility and the Village of Mt. Pleasant.

**Recommendation of the Finance & Personnel Committee on 06/11/2018:** That the Mayor and acting City Clerk be authorized to sign Amendment No. 2 to the Intergovernmental Retail Water Service Agreement between the City of Racine, Racine Water Utility and the Village of Mt. Pleasant.

**Fiscal Note:** Fees invoiced for municipal services and facilities will be the responsibility of the Village of Mt. Pleasant.

**Attachments:** [water agrmt amendment 2 rev coolidge](#)

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

[0547-18](#)

**Subject:** 16th Street Water Main Extension and Road Reconstruction Agreement

**Recommendation of the Waterworks Commission on 5/29/18:**

Approve

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

**06/11/2018:** That the Mayor and acting City Clerk be authorized to sign the 16th Street Water Main Extension and Road Reconstruction Agreement.

**Fiscal Note:** The Village of Mt. Pleasant will pay all costs associated with the water main extension.

**Attachments:** [16th st wm ext rd const agrmt](#)

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

[0525-18](#)

**Subject:** Communication from the General Manager of the Wastewater Utility to discuss the Financial Assistance Agreement for the Clean Water Fund Loan Program (CWFLP), Project No. 4285-19, Lift Station No. 2 Storage Project

**Recommendation of the Wastewater Commission on 5/29/18:** To approve and authorize the Mayor and acting City Clerk to enter into the Financial Assistance Agreement (FAA)

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

**06/11/2018:** To approve and authorize the Mayor and acting City Clerk to enter into the Financial Assistance Agreement (FAA) for the Clean Water Fund Loan Program (CWFLP), Project No. 4285-19, Lift Station No. 2 Storage Project.

**Fiscal Note:** The FAA will make available up to \$13,788,291 with up to \$700,000.00 in principal forgiveness for the Lift Station No. 2 Storage Project.

**Attachments:** [faa cwfl 4285-19 ls 2 strg](#)

*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**

[0587-18](#)

**Subject:** Communication from the Chief of Police requesting to use up to \$100,000.00 from existing Racine Police Department Budget to conduct a management study.

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

**06/11/2018:** To authorize the use up to \$100,000.00 from existing Racine Police Department Budget to conduct a management study.

Further recommend to transfer \$100,000.00 from account 13101-50100, PD Salaries to account 13101-52100, PD Professional Services.

**Fiscal Note:** Sufficient funds are available for the transfer.

*Arthel Howell, Chief of Police, 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**

[0545-18](#)

**Subject:** Communication from Chief Howell requesting permission to accept \$2,047.00 from April S. Cruz for the Racine Police Department K-9 Unit.

**Recommendation of the Finance & Personnel Committee on 06/11/2018:** Permission be granted to accept \$2,047.00 from April S. Cruz for the Racine Police Department K-9 Unit.

**Fiscal Note:** No City match required.

**Attachments:** [RPD K-9 Donation Acceptance Request](#)

*Arthel Howell, 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**

[0607-18](#)

**Subject:** (Direct Referral from the Redevelopment Authority) A request from the Executive Director of the Redevelopment Authority that the remaining funds allocated to the RDA for the Event Center Phase I project be placed into the 2018 RDA Budget for professional services.

**Recommendation of the Finance & Personnel Committee on 06/11/2018:** To approve that the remaining funds allocated to the RDA for the Event Center Phase I project be placed into the 2018 RDA Budget for professional services.

**Fiscal Note:** Approximately \$53,000 are available to be placed into the 2018 RDA Budget for professional services.

**Attachments:** [ABM on Event Center Close monies](#)

*James Palenick, City Administrator, 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**

[0549-18](#)

**Subject:** A request from the City Administrator to seek approval for a Letter of Intent between the City of Racine as Purchaser, and Johnson Bank, as Seller for the fee simple acquisition of the property at 441 Lake

Avenue, consisting of an underground parking structure, surface lot and canopy drive through.

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

**06/11/2018:**To approve the purchase of the property at 441 Lake Avenue from Johnson Bank consistent with the terms of the Letter of Intent attached. Further to direct City Staff to execute and enter into the Letter of Intent and to prepare a final agreement for purchase and conveyance of said property in fulfillment thereof.

**Fiscal Note:** Cost to the City for the property, which is currently assessed for tax purposes at a fair market value of \$552,600, would be the appraised "land value" , which is expected to not materially exceed \$100,000. Sufficient funds are available in the City's Intergovernmental Revenue Fund (IG).

**Attachments:** [CITY OF RACINE ABM -441 lake avenue](#)  
[Letter of Intent 441 Lake Avenue](#)  
[Johnson Bank Condition Report - Carl Walker April 2018](#)

*James Palenick, City Administrator, 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**

[0570-18](#)

**Subject:** Communication from the Mayor requesting a modification to Racine Ordinance sections 2-482(5) and 2-454 removing the Finance Director as the City Clerk's Administrative Manager, Supervisor, and Reporting Official and substituting the Mayor as the City Clerk's Supervisor and Reporting Official.

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

**06/11/2018:** To defer in order for the Mayor to draft a modified ordinance as well as an operating plan reflecting the removal of the Finance Director as the City Clerk's Administrative Manager, Supervisor, and Reporting Official and substituting the Mayor as the City Clerk's Supervisor and Reporting Official. The drafted ordinance and operating plan must be presented to the Finance and Personnel Committee.

**Fiscal Note:** N/A

*Mayor Mason, David Brown, Finance Director 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 Deferred. Alderwoman Land voted no, Alderwoman Larrin voted no. Q.A. Shakoor II voted yes.**

[0516-18](#)

**Subject:** Communication from the City Attorney submitting the claim of Bonnie Ayers for consideration.

**Recommendation of the Finance & Personnel Committee on 06/11/2018:** That the claim be denied.

**Fiscal Note:** N/A

**Attachments:** [ayers\\_001](#)  
[Agenda Briefing Memorandum - Bonnie Ayers.pdf](#)

*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 Meekma, that this claim be denied. The motion was APPROVED on a voice vote.**

[0515-18](#)

**Subject:** Communication from the City Attorney submitting the claim of Mary Myers for consideration.

**Recommendation of the Finance & Personnel Committee on 06/11/2018:** That the claim be denied.

**Fiscal Note:** N/A

**Attachments:** [myers\\_001](#)  
[Agenda Briefing Memorandum - Mary Myers.pdf](#)

*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 Meekma, that this claim be denied. The motion was APPROVED on a voice vote.**

[0517-18](#)

**Subject:** Communication from the City Attorney submitting the claim of Evette Smith for consideration.

**Recommendation of the Finance & Personnel Committee on 06/11/2018:** That the claim be denied.

**Fiscal Note:** N/A

**Attachments:** [smith\\_001](#)  
[Agenda Briefing Memorandum - Evette Smith.pdf](#)

*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.**

[0509-18](#)

**Subject:** Communication from the Finance Director requesting to appear at the Finance and Personnel Committee to discuss our 2017 to 2018 budget carry overs.

**Recommendation of the Finance & Personnel Committee on 06/11/2018:** Approval of a resolution authorizing 2017 to 2018 Budget carry overs.

**Fiscal Note:** These budget carry overs fund commitments that were existing, encumbered and funded in prior years as well as projects that have spending periods over one year in length. There is existing funding for this action.

**Attachments:** [0509-18 \(1\)](#)  
[Carryforward 2017 to 2018](#)

*Dave Brown, Finance Director, 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 6:48 p.m. The next scheduled meeting of this Committee is at 5:00 p.m. on Monday, June 25, 2018 at City Hall, Room 307.**

**Respectfully submitted,**

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