



# City of Racine

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

## Meeting Minutes Finance and Personnel Committee

*Chairman Q.A. Shakoor, II*  
*Vice Chairman Terry McCarthy*  
*Ronald D. Hart*  
*Dennis Wiser*  
*Edward E. Diehl*

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Monday, June 24, 2013

5:00 PM

City Hall, Room 301

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### Call To Order & Roll Call

**PRESENT:** 5 - Q.A. Shakoor, II, Terry McCarthy, Ronald D. Hart, Dennis Wiser and Edward E. Diehl PhD

### Approval of Minutes for the June 10, 2013 Meeting.

to Approve the Minutes

1. [13-9082](#) **Subject:** (Direct Referral) Communication from the Director of Parks and Recreation requesting a transfer of CIP funds for a beach groomer and a GPS system for Parks vehicles.

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

**6-24-13:** Permission be granted for the Director of Parks, Recreation and Cultural Services to purchase a beach groomer and a GPS system for Parks vehicles.

Further recommend a transfer of \$13,500 from 943.700.5030 (Tractor) to new account 943.700.5090 (Barber 2013 SandMan Model 850), and a transfer of \$10,000 from 943.700.5030 (Tractor) and \$2,000 from 943.700.5010 (4x4 Pick Up with Plow) to new account 943.700.5100 (GPS System-Park vehicles).

**Fiscal Note:** There are sufficient funds available for the transfer.

**Attachments:** [Request Transfer Funds GPS Systems](#)  
[Request Transfer Funds Sandman Model 850](#)

*Tom Molbeck, Director of Parks, Recreation and Cultural Services and Mike Willis, Parks Superintendent appeared before the Committee to speak on the items.*

**A motion was made by Vice Chairman Terry McCarthy, seconded by Ronald D. Hart, that this be Recommended For Approval. The motion PASSED by a Voice Vote.**

2. [13-9065](#) **Subject:** Communication from the Finance Director requesting to discuss modifying the property tax collection schedule to two installments, putting us in line with all the other governmental jurisdictions in Racine County.

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

**6-24-13:** Permission be granted for the Finance Director to modify the property tax collection schedule to two installments, putting us in line with all the other governmental jurisdictions in Racine County and to reduce the workload burden that the Finance Department is currently under with reduced staffing levels.

Fiscal Note: N/A

**Attachments:** [Modifying property tax collection](#)

*David Brown, Finance Director, appeared before the Committee to speak on the item.*

**A motion was made by Vice Chairman Terry McCarthy, seconded by Dennis Wisner, that this be Recommended For Approval. Alderman Hart and Alderman Diehl opposed. The motion PASSED by a Voice Vote.**

## CLOSED SESSION

A motion was made by Alderman McCarthy and seconded by Alderman Hart that the Committee be convened in closed session pursuant to Sec. 19.85 (1)(g) of the Wisconsin Statutes to confer with the Office of the City Attorney concerning strategy and/or possible settlement.

Roll Call taken:

Ayes: Alderman Shakoor II, McCarthy, Hart, Wisner and Diehl

Noes: None

The Chairman then announced that the Committee would convene in closed session for the reason stated in the motion and pursuant to Wisconsin Statute 19.85(1)(g).

Also present: David Brown, Finance Director; Scott Lettney, Deputy City Attorney; Ray Anderson, Interim City Assessor; Attorney Robert Henkel

The Committee reconvened in open session at 5:30 p.m.

3. [13-8830](#) **Subject:** Communication from the City Attorney submitting the claim of Regency West Apartments LLC for an excessive real estate assessment and taxes of the property located at 2300 Loni Lane for the 2012 tax year for consideration.

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

**4-22-13:** Defer the item until the next scheduled Finance & Personnel Meeting.

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

**5-28-13:** Defer the item until the next scheduled Finance & Personnel Meeting to be held in closed session with legal consult.

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

**6-10-13:** The claim of Regency West Apartments LLC for an excessive real estate assessment and taxes of the property located at 2300 Loni Lane for the 2012 tax year be denied.

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

**6-24-13:** Defer the item.

**Fiscal Note:** N/A

A motion was made by Vice Chairman Terry McCarthy, seconded by Ronald D. Hart, that this be Deferred. The motion PASSED by a Voice Vote.

4. [13-9053](#)

**Subject:** communication from the City Attorney submitting the claim of Andrew Zeien for consideration.

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

**6-24-13:** The claim of Andrew Zeien, claiming damages be denied.

**Fiscal Note:** N/A

**Attachments:** [zeien\\_001](#)

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

A motion was made by Vice Chairman Terry McCarthy, seconded by Ronald D. Hart, that this be Recommended For Denial. The motion PASSED by a Voice Vote.

5. [13-9067](#)

**Subject:** communication from the City Attorney submitting the claim of Frank Krescanko for consideration.

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

**6-24-13:** The claim of Frank Krescanko, 2009 Center St Suite A, Racine, WI 53403, claiming damages in the amount of \$50.88 for alleged damage to his automobile tire be denied.

**Fiscal Note:** N/A

**Attachments:** [krescanko\\_001](#)

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

A motion was made by Vice Chairman Terry McCarthy, seconded by Ronald D. Hart, that this be Recommended For Denial. The motion PASSED by a Voice Vote.

6. [13-8697](#) **Subject:** (Direct Referral) Communication from the Human Resources Manager and Deputy City Attorney submitting the City of Racine Employee Handbook for consideration.

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

**2-27-13:** To defer the item with the intention of reviewing the City of Racine Employee Handbook by article. The meetings are scheduled for the following dates to review the articles:

Article 1 & 2, Second meeting of March, 2013

Article 3, First meeting of April, 2013

Article 3.10 through Article 4.12, Second meeting of April, 2013

Article 5, First meeting of May, 2013

Article 6 & 7, Second meeting of May, 2013

All Alderman will be made aware of the schedule for the meetings.

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

**5-28-13:** To defer the item with consideration of PTO at the First meeting of June 2013. Final wrap up of document as amended at the Second meeting of June 2013.

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

**6-10-13:** To defer the item until the next scheduled meeting to review the handbook with changes to the existing articles.

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

**6-24-13:** To approve the City of Racine Employee Handbook with the necessary amendments.

**Fiscal Note:** N/A

**Attachments:** [Employee Handbook - F&P Recommended Draft - 6-24-13](#)

*Scott Letteney, Deputy City Attorney and Terry Parker, Human Resources Manager; appeared before the Committee to speak on the item.*

**A motion was made by Vice Chairman Terry McCarthy, seconded by Ronald D. Hart, that this be Recommended For Approval. The motion PASSED by a Voice Vote.**

**Adjournment**

**There being no further business to come before the Committee, the meeting adjourned at 6:09 p.m. The next scheduled meeting of this Committee is at 5:00 p.m. on Monday, July 8, 2013 at City Hall, Room 301.**

**Respectfully submitted,**

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