



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, January 21, 2019

5:00 PM

City Hall, Room 307

Call To Order

PRESENT: 4 - Q.A. Shakoor II, Mary Land, Tracey Larrin and Jason Meekma

ABSENT: 1 - Terry McCarthy

Chairman Comments

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

Approval of Minutes for the January 7, 2019 Meeting.

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

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.

Fiscal Note: Not known at this time.

A motion was made by Alderman Land, seconded by Alderman Larrin, that this file be Deferred.

0028-19

Subject: Communication from the Public Health Administrator requesting permission to enter into a contract agreement and accept funding in the amount of \$102,713 from the Dept. of Health Services for the WI Well Woman Program.

Recommendation of the Finance & Personnel Committee on

01-21-2019: That permission be granted to the Mayor and City Clerk to enter into a contract agreement and to accept funding in the amount of \$102,713 from the State of Wisconsin Department of Health Services for the Local Public Health Departments Performance Consolidated Programs.

Fiscal Note: The Consolidated Contract covers allocations of \$97,175 for Well Woman Coordination and \$5,538 for Well Woman Screening. The funds will be used for the continuation of programs. There is no match required of the City.

Dottie-Kay Bowersox, Public Health Administrator, 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.

[0030-19](#)

Subject: Communication from the Public Health Administrator requesting permission to enter into a contract agreement and accept funding from the Dept. of Health Services in the amount of \$103,509 for the Consolidated programs.

Recommendation of the Finance & Personnel Committee on

01-21-2019: That permission be granted to the Public Health Administrator to enter into a contract agreement and accept funding from the Dept. of Health Services in the amount of \$103,509 for the Consolidated programs.

Fiscal Note: The Consolidated Contract covers allocations of \$35,640 for Immunization, \$27,327 for Childhood Lead and \$40,542 for Maternal Child Healthcare. The funds will be used for the continuation of programs. There is a soft match of \$30,407 required of the City for Maternal Child Healthcare.

Dottie-Kay Bowersox, Public Health Administrator, 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.

[0057-19](#)

Subject: Communication from the Director of City Development requesting to apply for the 2019 USEPA Brownfield Cleanup Grant for Water Street Redevelopment Properties (700, 900, and 1010 Water Street, and 615 Marquette Street).

Recommendation of the Finance & Personnel Committee on

01-21-2019: That permission be granted to apply for the 2019 USEPA Brownfield Cleanup Grant for Water Street Redevelopment Properties

(700, 900, and 1010 Water Street and 615 Marquette Street).

Fiscal Note: \$600,000 project costs include \$407,000 for Water Street Redevelopment properties, \$146,000 for 615 Marquette Street and \$47,000 for Program Management and Community Involvement. \$500,000 Grant with a \$100,000 local match funded through 2019 Budgeted Intergovernmental Revenue Sharing Fund.

Amy Connolly, Director of City Development, 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.

[0058-19](#)

Subject: Communication from the City Administrator and the Executive Director of the Redevelopment Authority for approval of a contract with Franke Development Advisors, LLC and the Rinka Architecture Firm to provide economic development and redevelopment consulting and planning services. Further, to waive formal bidding procedures requiring the advertisement and solicitation of bids for professional services exceeding \$25,000 for such consulting and planning services and to declare each such contract appropriately "sole-sourced".

Recommendation of the Finance & Personnel Committee on

01-21-2019: To recommend and authorize the use of \$90,875 in 2019 Budgeted Intergovernmental Funds to engage the services of Franke Development Advisors., LLC and Rinka Architecture Inc., to perform economic development consulting, planning and marketing services and to waive formal bidding procedures for engaging same by declaring justification that each is an appropriate sole source provider.

Fiscal Note: Total Costs - \$90,875; Franke Development Advisors: six-month period at a rate of \$5,250/month (\$31,500); Rinka Architecture 50% of complete Phase I conceptual designs and MasterPlanning efforts (\$30,250) and 50% Phase II Schematic designs and final Master Plan (\$29,125)

James Palenick, City Administrator, 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.

[0079-19](#)

Subject: Communication from the Mayor to authorize the City to apply to the 2019 Smart Cities Readiness Challenge.

Recommendation of the Finance & Personnel Committee on

01-21-2019: That permission be granted to the Mayor to authorize the City to apply for the 2019 Smart Cities Readiness Challenge.

Fiscal Note: No City Match

Mayor Mason, 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.

[0055-19](#)

Subject: Communication from the City Attorney presenting proposed modifications to the City of Racine Ordinances to carry into effect the City of Racine 2019 Budget action constituting the City Assessor position and Human Resources Director position as Administrative Managers of the City of Racine.

Recommendation of the Finance & Personnel Committee on

01-21-2019: To direct the City Attorney to present amended ordinances to the Common Council to effect the Common Council's direction in passing the 2019 Budget and in passing Resolution 0350-18 to reconstitute the City Assessor position and Human Resources Director position as Administrative Managers of the City of Racine.

Fiscal Note: As provided in the 2019 approved budget.

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.

[0056-19](#)

Subject: Communication from the City Attorney presenting proposed modifications to the City of Racine non-represented employee compensation structure to classify the Communications Coordinator position and Manager of Strategic Initiatives and Community Partnerships position, in the Office of the Mayor and to reclassify the City Assessor position and Human Resources Director positions to be consistent with the City of Racine 2019 budget.

Recommendation of the Finance & Personnel Committee on

01-21-2019: To modify the non-represented compensation structure to reclassify the Human Resources Director position from Grade O to Grade S, to reclassify the City Assessor position from Grade O to Grade Q, to place the Manager of Strategic Initiatives and Community Partnerships at Grade M, and to place the Communications Coordinator position at Grade J.

Fiscal Note: As provided in the 2019 approved budget.

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.

[0019-19](#)

Subject: Communication from the City Attorney submitting the claim of Sharron Ivy for consideration.

Recommendation of the Finance & Personnel Committee on 01-21-2019: 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, Assistant City Attorney, appeared before the Committee to speak on the item.

A motion was made by Alderman Land, seconded by Alderman Larrin, that this claim be denied. The motion was APPROVED on a voice vote.

Adjournment

There being no further business to come before the Committee, the meeting adjourned at 5:27 p.m. on Monday, January 21, 2019 at City Hall, Room 307.

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