



City of Racine

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

Meeting Minutes Finance and Personnel Committee

Chairman Alderman Q.A. Shakoor, II
Vice Chairman Terry McCarthy
Dennis Wiser
Ronald D. Hart
O. Keith Fair

Monday, November 21, 2011

5:00 PM

City Hall, Room 301

Call to Order & Roll Call

PRESENT: 4 - Q.A. Shakoor, II, Terry McCarthy, Dennis Wiser and Ronald D. Hart

EXCUSED: 1 - O. Keith Fair

Approval of minutes for the November 7, 2011 meeting.

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

1. [11-7074](#)

Subject: (Direct Referral) Communication from Gordon Kacala of Racine County Economic Development Corporation requesting authorization to apply for and accept a matching grant from the US Economic Development Administration to recapitalize the City's Industrial/Commercial Building Revolving Loan Fund.

Recommendation of the Redevelopment Authority on 11-8-11: that the Authority supports the use of funds from the Intergovernmental Revenue Sharing Fund to match a grant from the US EDA for recapitalizing the Industrial/Commercial Building Revolving Loan Fund.

Further recommends, that the Executive Director of RCEDC be authorized and directed on behalf of the City of Racine to apply for and to accept from the US EDA the proposed grant.

Further recommends, that the Finance Director be authorized and directed to segregate and restrict in a separate account five hundred thousand dollars (\$500,000.00) from the Intergovernmental Revenue Sharing account no. 919.000.1180 for the local match for the grant.

Further recommends, that the Mayor and City Clerk be authorized and directed to execute such grant agreements with US EDA and RCEDC as may be necessary to implement this resolution.

Further recommends, that this item be referred to the Finance and

Personnel Committee of the Common Council for its review and approval.

Fiscal Note: The funds are available in the Intergovernmental Revenue Sharing (919) Account.

Recommendation of the Finance & Personnel Committee on 11-21-11: Adopt the November 8, 2011 recommendation of the Redevelopment Authority.

Fiscal Note: The funds are available in the Intergovernmental Revenue Sharing (919) Account.

Attachments: [RDA Res. 11-16 \(I CB-RLF\)](#)

Brian O'Connell, Director of City Development and Carolyn Engel, Business Finance Manager of Racine County Economic Development Corporation, appeared before the Committee to discuss 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.

2. [11-7082](#)

Subject: Communication from the Police Chief, requesting to discuss his request for sole-source procurement for the purchase of a server system upgrade for the DIMS digital imaging management software solution.

Recommendation of the Finance & Personnel Committee on 11-21-11: Formal bidding procedures be waived and the Purchasing Agent be authorized and directed to purchase a server system upgrade for the DIMS digital imaging management software solution with Linear Systems, Law Enforcement Division with the stipulation that the equipment be competitively priced.

Fiscal Note: The approximate cost of the software will be \$34,999. There are sufficient funds available in Account 254.000.5210.

Attachments: [LEGISTAR ID 11-7082_001 \(2\)](#)

Police Chief Kurt Wahlen and Michael Ferderer, Workstation Support Tech, appeared before the Committee to discuss 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.

3. [11-7092](#)

Subject: Communication from the Fire Chief requesting to appear before the Finance and Personnel Committee to request a transfer of \$15,000 from Account 101.300.5180 - Longevity to Account 101-300-5770 - Equipment to be utilized to purchase a Power Cot

(gurney) and use \$5,000 from Account 991.300.5070 for tile floor repairs at Fire Station #5 (2430 Blaine Ave).

Recommendation of the Finance & Personnel Committee on

11-21-11: Permission be granted for the Fire Chief to transfer \$15,000 from Account 101.300.5180 - Longevity to Account 101-300-5770 - Equipment to be utilized to purchase a Power Cot (gurney) and utilize \$5,000 from Account 991.300.5070 for tile floor repairs at Fire Station #5 (2430 Blaine Ave).

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

Attachments: [asbestos abatement and power cot request 11 11 11](#)

Fire Chief Steve Hansen appeared before the Committee to discuss the item. The tile is breaking up in areas of the floor that have asbestos tile and asbestos mastic gluing. They need to have it removed and carpet put in its place. The cost will be up to \$5,000. Chief also stated he researched the workman's comp claims and found that the majority was from the rescue squads that were lifting type injuries. He would like to purchase a power cot gurney that should drop the claims. The cost will be \$15,000.

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.

4. [11-7115](#)

Subject: (Direct Referral) Communication from Peg Rousar-Thompson, Board Member of the Compassionate Friends, requesting to have fees waived for the use of Mound Cemetery Chapel on the evening of December 11, 2011.

Recommendation of the Finance & Personnel Committee on

11-21-11: Permission be granted for the fees of \$800 for the use of Mound Cemetery Chapel by Compassionate Friends on the evening of December 11, 2011 be waived with the understanding they will no longer be waived for future use. City staff is to inform the Committee who the employee is that will be with them during the event.

Fiscal Note: They will be utilizing the building for 4 hours and the fee would have been \$200/hr.

Attachments: [11-7115 Peg Rousar-Thompson The Compassionate Friends 11-15-11](#)

Peg Rousar-Thompson, Board member of the Compassionate Friends, appeared before the Committee to discuss 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.

5. [11-7098](#)

Subject: Communication from the Grants Facilitator requesting to appear before the Finance & Personnel Committee to apply for a

\$300,000 grant with the Great Lakes Higher Education Corporation Community Investments Program.

Recommendation of the Finance & Personnel Committee on

11-21-11: Permission be granted for the Grants Facilitator to apply for the \$300,000 grant with the Great Lakes Higher Education Corporation Community Investments Program (Grant Control No. 2011-037) to be utilized for the EXCEL and Racine AfterZones Programs.

Fiscal Note: The grant is in the amount of \$300,000 and no match is required on the part of the City.

Attachments: [Great Lakes Grant](#)

Debbie Embry, Grant Facilitator, appeared before the Committee to discuss the item. The grant will be utilized for the EXCEL and Racine AfterZones Programs for school students. The School District does an evaluation of the Program at the end of the school year. The Committee requested to see the report when it is available.

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.

6. [11-7070](#)

Subject: (Direct Referral) Communication from the Finance Director requesting that the Common Council action for item 11-6859 taken on September 20, 2011 be reversed, eliminating the vacant new position of part-time Customer Service Specialist and reestablishing the full-time position of Customer Service Specialist in the Finance Department.

Recommendation of the Finance & Personnel Committee on

11-07-11: Defer the item.

Fiscal Note: Funding for the reestablished position will need to be provided in a Committee of the Whole amendment to the Proposed 2012 City of Racine Budget.

Recommendation of the Finance & Personnel Committee on

11-21-11: Permission be granted to revise the recommendation of 9-20-11 of Item 11-6859 eliminating the vacant new position of part-time Customer Service Specialist and reestablishing the full-time position of Customer Service Specialist in the Finance Department.

Fiscal Note: There are sufficient funds available for the full-time position

Attachments: [Cust Serv](#)

The Committee has discussed this at previous Council meetings.

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.

7. [11-7129](#)

Subject: (Direct Referral) Communication from the Transit and Parking System Manager requesting permission to accept a \$4,760,000 grant with the Federal Transportation Administration under the State of Good Repair Program to be utilized to purchase 14 (fourteen) 35' low floor buses.

Recommendation of the Finance & Personnel Committee on 11-21-11: The Mayor and City Clerk be authorized and directed to enter into a \$4,760,000 agreement with the the Federal Transportation Administration under the State of Good Repair Program to be utilized to purchase 14 (fourteen) 35' low floor buses.

Fisal Note: The City of Racine has a 20% match required in the amount of \$1,190,000 that is included in the 2013 Capital Improvement Plan.

Attachments: [Accept grant 14 buses](#)

Mark Yehlen, Commissioner of Public Works/City Engineer appeared before the Committee to discuss 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.

8. [11-7130](#)

Subject: (Direct Referral) Communication from the Transit and Parking System Manager requesting to waive formal bidding and for the Purchasing Agent to purchase 14 (fourteen) 35' low floor buses from Gillig Corporation of Hayward California.

Recommendation of the Finance & Personnel Committee on 11-21-11: Formal bidding procedures be waived and the Purchasing Agent to purchase 14 (fourteen) 35' low floor buses from Gillig Corporation of Hayward California.

Fiscal Note: The purchased amount of the 14 (fourteen) buses will not exceed \$5,950,000. The City of Racine awarded Federal funding for the buses in the amount of \$4,760,000 and the City's cost will be \$1,190,000 that will be provided in the 2013 CIP with the funds available in account number 105.900.5050.

Attachments: [Purchase 14 - 35' low floor buses](#)
[11-7130](#)

Mark Yehlen, Commissioner of Public Works/City Engineer appeared before the

Committee to discuss on the item. Kenosha County Transit did the bid process for these buses. Mark will be informing the Committee how the buses are to be delivered to Wisconsin from California.

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.

9. [11-7095](#)

Subject: Communication from the Human Resource Manager requesting to appear before the Finance & Personnel Committee to discuss the renewal of the City's Stop Loss Insurance plan for 2012.

Recommendation of the Finance & Personnel Committee on 11-21-11: The Mayor and City Clerk be authorized and directed to enter into an agreement under the terms of the City's 2012 Health Insurance Stop Loss Coverage with SLG through the Horton Group at an increased stop loss level of \$210,000 at no rate increase.

Fiscal Note: There will be no rate increase for the renewal contract.

Attachments: [2012 Stop Loss Insurance](#)

Terry Parker, Human Resource Manager, and Julie Anastasio, Human Resource Benefit Coordinator, appeared before the Committee to discuss the item. The premium and commission are the same as last year for the Horton Group.

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.

Miscellaneous

Alderman Q.A. Shakoor II will not be able to attend the Common Council meeting of December 6, 2011.

Alderman Ron Hart will be excused for the December 12th meeting of the Finance & Personnel Committee

Adjournment

There being no further business to come before the Committee, the meeting adjourned at 5:58 p.m. The next scheduled meeting of this Committee is at 5:00 p.m. on Monday, December 12, 2011 at City Hall, Room 301.

Respectfully submitted,

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