



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
Dennis Wiser
Jeff Coe
Ronald D. Hart

Monday, June 9, 2014

5:00 PM

City Hall, Room 106

Call To Order

PRESENT: 4 - Chairman Shakoor, II, Vice Chairman McCarthy, Jeff Coe and Ronald D. Hart
EXCUSED: 1 - Dennis Wiser

Approval of Minutes for the May 12, 2014 Meeting.

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

1. [14-10047](#) **Subject:** Communication from the Deputy City Attorney and Human Resources Manager requesting to present information in response to the request of the Aldermen of the 9th and 11th Districts that staff develop a cafeteria benefits plan including vacation and sick time, providing flexibility to employees and cost certainty to the City.

Recommendation of the Finance & Personnel Committee on 5-12-14: Defer the item until the July 21, 2014 Finance & Personnel meeting.

Fiscal Note: N/A

Scott Letteney, Deputy City Attorney and Rae Anne Beaudry, The Horton Group, 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 Deferred. The motion **PASSED** by a Voice Vote.

2. [14-10195](#) **Subject:** Developers Agreement for Land and Lakes Business Park on International Drive in the Village of Mt. Pleasant

Recommendation of the Racine Waterworks Commission on 5/29/14: That the Mayor and City Clerk be authorized to sign the Developer's Agreement

Recommendation of the Finance & Personnel Committee on 6-9-14: To authorize the Mayor and City Clerk to sign the Developer's

Agreement for Land and Lakes Business Park on International Drive in the Village of Mt. Pleasant.

Fiscal Note: N/A

Attachments: [land and lakes developers agrmt](#)

Mike Gitter, Chief of Operations, Wastewater, 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.

3. [14-10197](#)

Subject: Communication from the Police Chief requesting waiver of formal bidding requirements and instruct the Purchasing Agent to negotiate sole-source procurement with CI Technologies Inc., of Bellingham, WA, for the purchase of IA Pro, a Professional Standards software package.

Recommendation of the Finance & Personnel Committee on 6-9-14: Defer the item until the July 7, 2014 Finance & Personnel meeting and consult with the Human Resources Department regarding purchase.

Fiscal Note: Approximate cost i \$12,000. Funded with Federal Asset Forfeiture Funds.

Attachments: [C2C-IAPro](#)

Carlos Lopez, Deputy Chief of Police, appeared before the Committee to speak on the item.

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

4. [14-10222](#)

Subject: Communication from the Director of Parks, Recreation & Cultural Services requesting permission to accept a donation of \$29,313.00 from the Racine Community Foundation for Lockwood Park.

Recommendation of the Finance & Personnel Committee on 6-9-14: Authorize the Director of Parks, Recreation & Cultural Services to accept a donation of \$29,313.00 from the Racine Community Foundation for Lockwood Park.

Fiscal Note: No City match required.

Attachments: [Lockwood Donation from RCF](#)

No one 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.

5. [14-10241](#)

Subject: (Direct Referral) Communication from the Assistant Executive Director requesting authorization to apply for a Wisconsin Economic Development Corporation Site Assessment Grant. (Grant Control #2014-023)

Recommendation of the Redevelopment Authority on 6-2-14: That the Authority request funds and assistance available from the WEDC under the assessment grant and comply with rules for the program; and

That Brian F. O'Connell, Executive Director, or his authorized agent, act on behalf of the Authority to: submit an application to the Wisconsin Economic Development Corporation to aid in the site assessment in the RootWorks redevelopment, sign documents, and take necessary action to undertake, direct, and complete approved grant activities.

Recommendation of the Finance & Personnel Committee on 6-9-14: Authorize the Redevelopment Authority apply for funds and assistance available from the WEDC under the assessment grant and comply with rules for the program; and that Brian F. O'Connell, Executive Director of City Development, or his authorized agent, act on behalf of the Authority to: submit an application to the Wisconsin Economic Development Corporation to aid in the site assessment in the RootWorks redevelopment, sign documents, and take necessary action to undertake, direct, and complete approved grant activities.

Fiscal Note: The grant application is for \$30,000.00. The City's match is \$30,000.00 which will come from a USEPA site assessment grant. Sufficient funding exists in Account 919 to cover \$2,000.00 in programmatic expenses. The environmental firm of Symbion has offered to prepare and submit the grant application, at no cost to the City, as part of their City-wide environmental services contract.

Attachments: [RDA WEDC-SAG Res_001](#)
[Rootworks 2014 Strategic Plan - \(2.17.14\)](#)

Matt Sadowski, Assistant Director/Principal Planner, Department of City Development, 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.

6. [14-10242](#)

Subject: (Direct Referral) Communication from the Assistant

Executive Director requesting authorization to apply for a Wisconsin Assessment Monies grant. (Grant Control #2014-024)

Recommendation of the Redevelopment Authority on 6-2-14: That the Authority request funds and assistance available from the Wisconsin Department of Natural Resources Wisconsin Assessment Monies (WDNR-WAM) grant and comply with of rules of the program; and

That Brian F. O'Connell, Executive Director, or his authorized agent act on the behalf of the Authority to: submit an application to WDNR for a WAM grant to aid in site assessment in the RootWorks redevelopment area, sign documents, and take necessary action to undertake, direct, and complete approved grant activities.

Recommendation of the Finance & Personnel Committee on 6-9-14: Authorize the Redevelopment Authority to apply for funds and assistance available from the Wisconsin Department of Natural Resources Wisconsin Assessment Monies (WDNR-WAM) grant and comply with of rules of the program; and that Brian F. O'Connell, Executive Director of City Development, or his authorized agent act on the behalf of the Authority to: submit an application to WDNR for a WAM grant to aid in site assessment in the RootWorks redevelopment area, sign documents, and take necessary action to undertake, direct, and complete approved grant activities.

Fiscal Note: The grant application is for \$70,000.00. The DNR administers the grant directly so there is no City match required. The environmental firm of Symbiont has offered to prepare and submit the grant application, at no cost to the City as part of their City-wide environmental services contract.

Attachments: [Rootworks 2014 Strategic Plan - \(2.17.14\)](#)
[RDA WDNR-WAM Res 001](#)
[WAM Overview](#)

Matt Sadowski, Assistant Director/Principal Planner, Department of City Development, 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.

7. [14-10111](#)

Subject: (Direct Referral) Communication from the Assistant Executive Director of the Redevelopment Authority requesting authorization to apply for a Wisconsin Economic Development Corporation Site Assessment Grant for the property at 1505 High Street. (Grant Control # 2014-018) (Res. No. 14-0208)

Recommendation of the Redevelopment Authority on 5-5-14: That

the Authority requests funds and assistance available from the WEDC under the assessment grant and complies with rules for the program.

Further, that Brian F. O'Connell, Executive Director, or his authorized agent, act on the behalf of the Authority to: submit an application to Wisconsin Economic Development Corporation to aid in the site assessment of 1505 High Street, sign all documents, and take necessary action to undertake, direct, and complete approved grant activities.

Recommendation of the Finance & Personnel Committee on

5-12-14: Permission be granted to the Assistant Executive Director of City Development to apply for a Wisconsin Economic Development Corporation Site Assessment Grant for the property at 1505 High Street. (Grant Control # 2014-018) Further, that Brian F. O'Connell, Executive Director, or his authorized agent, act on the behalf of the Authority to: submit an application to Wisconsin Economic Development Corporation to aid in the site assessment of 1505 High Street, sign all documents, and take necessary action to undertake, direct, and complete approved grant activities.

Recommendation of the Finance & Personnel Committee on

6-9-14: The item be referred to the Redevelopment Authority.

Fiscal Note: The grant application is for \$100,000 with a required match of 100% of the grant request (\$100,000) from the City. The property is tax delinquent and WEDC allows the delinquent taxes to be used as the local match.

Attachments: [RDA Res. 14-12 \(1505 High Street\)](#)
[WEDC 1505 High grant request-submit 14-10111](#)

Matt Sadowski, Assistant Director/Principal Planner, Department of City Development, 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 Further Consideration. The motion PASSED by a Voice Vote.

8. [Res.14-0208](#)

Wisconsin Economic Development Corporation Site Assessment Grant for Property at 1505 High Street

Resolved, that permission is granted to the Assistant Executive Director of City Development to apply for a Wisconsin Economic Development Corporation Site Assessment Grant for the property at 1505 High Street. (Grant Control # 2014-018)

Further resolved, that Brian F. O'Connell, Executive Director, or his authorized agent, act on the behalf of the Authority to submit an application to Wisconsin Economic Development Corporation to aid in

the site assessment of 1505 High Street, sign all documents, and take necessary action to undertake, direct, and complete approved grant activities.

Fiscal Note: The grant request is for \$100,000.00 with a required match of 100% of the grant request (\$100,000.00) from the City. The property is tax delinquent and WEDC allows the delinquent taxes to be used as the local match.

Sponsors: Q.A. Shakoor, II

Matt Sadowski, Assistant Director/Principal Planner, Department of City Development, 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 Further Consideration. The motion PASSED by a Voice Vote.

9. [14-10160](#)

Subject: (Direct Referral) Request from the Assistant Director of City Development to accept from the Wisconsin Historical Society a \$4,000 increase to a Certified Local Government sub-grant for the preparation of a nomination of a property to the National Register of Historic Places. (Grant Control Number 2013-33)

Recommendation of the Landmarks Preservation Commission on 5-12-14: That the acceptance of the \$4000 increase to a Certified Local Government sub-grant for the preparation of a property to the National Register of Historic Places be approved.

Further that this item be referred to the Finance and Personnel Committee.

Recommendation of the Finance & Personnel Committee on 6-9-14: Authorize the Assistant Director of City Development to accept from the Wisconsin Historical Society a \$4,000 increase to a Certified Local Government sub-grant for the preparation of a nomination of a property to the National Register of Historic Places. (Grant Control Number 2013-33)

Fiscal Note: There is no city match required. (Grant Control #2013-33)

Attachments: [14-10160](#)

Matt Sadowski, Assistant Director/Principal Planner, Department of City Development, 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.

10. [14-10234](#)

Subject: Communication from the City Attorney submitting the claim

of William Dronso for consideration.

Recommendation of the Finance & Personnel Committee on

6-9-14: The claim of William Dronso for broken windshield after a branch from a City-owned tree allegedly fell on his car parked in the 1400 block of Thurston Avenue on or about April 14, 2014 be denied.

Fiscal Note: N/A

Attachments: [dronso_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.

11. [14-10170](#)

Subject: Communication from the City Attorney submitting the claim of Eulogia Guardiola for consideration.

Recommendation of the Finance & Personnel Committee on

6-9-14: The claim of Eulogia Guardiola for damages after her aging water service pipe allegedly broke during the replacement of the water meter in her home on or about February 17, 2014 be approved.

Fiscal Note: Reimbursement in the amount of \$3,705.00.

Attachments: [guardiola_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 Approval. The motion PASSED by a Voice Vote.

12. [14-10163](#)

Subject: Communication from the City Attorney submitting the claim of Nona Hiler for consideration.

Recommendation of the Finance & Personnel Committee on

6-9-14: The claim of Nona Hiler for alleged damages after she tripped on an anchor for a guy-wire in the parkway for a BUS stop adjacent to 1602 Phillips Avenue on February 20, 2014 be denied.

Fiscal Note: N/A

Attachments: [hiler_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.

13. [14-10208](#)

Subject: Communication from the City Attorney submitting the claim of Jodi Liddell for consideration.

Recommendation of the Finance & Personnel Committee on 6-9-14: The claim of Jodi Liddell for injuries arising from an alleged slip and fall on the sidewalk adjacent to 2515 LaSalle Street on or about February 14, 2014 be denied.

Fiscal Note: N/A

Attachments: [liddell_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.

14. [14-10159](#)

Subject: Communication from the City Attorney submitting the claim of James Miller and MaeJoyce Miller for consideration.

Recommendation of the Finance & Personnel Committee on 6-9-14: The claim of James Miller and MaeJoyce Miller for alleged damages after a sewer backup in their basement on February 20, 2014 be denied.

Fiscal Note: N/A

Attachments: [miller_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.

15. [14-10207](#)

Subject: Communication from the City Attorney submitting the claim of Judith Swanson for consideration.

Recommendation of the Finance & Personnel Committee on 6-9-14: The claim of Judith Swanson for injuries arising from an alleged trip and fall on the sidewalk adjacent to 1211 Main Street on or about May 30, 2011 be denied.

Fiscal Note: N/A

Attachments: [swanson_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.

16. [14-10230](#)

Subject: Communication from the Finance Director requesting staff meet with the Finance and Personnel Committee at their next scheduled meeting on June 9, 2014 to discuss appropriating recaptured bonded capital project funds from prior years.

Recommendation of the Finance & Personnel Committee on 6-9-14: That \$1,100,000 of recaptured capital project bond funds be appropriated for road improvement projects (\$700,000) and the BUS storage facility roof repair (\$400,000).

Fiscal Note: The recaptured funds will be appropriated as follows:

21st Street, Green Bay Road to Loni Lane, \$190,000

21st Street, Monroe Avenue to Virginia Street, \$250,000

Carlton Drive, St. Clair Street to Douglas Avenue,
\$260,000

BUS Storage Facility roof repair \$400,000

Attachments: [Direct Referral - Finance Director](#)

Kathleen Fischer, Assistant Finance Director, appeared before the Committee to speak on the item.

A motion was made by Vice Chairman Terry McCarthy, seconded by Jeff Coe, 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 6:12 p.m. The next scheduled meeting of this Committee is at 5:00 p.m. on Monday, June 23, 2014 at City Hall, Room 303.

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

