



# 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*  
*O. Keith Fair*

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Monday, May 7, 2012

5:00 PM

City Hall, Room 301

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### Call To Order

**PRESENT:** 3 - Chairman Shakoor, II, Vice Chairman McCarthy and O. Keith Fair

**EXCUSED:** 2 - Ronald D. Hart and Dennis Wiser

### Approval of Minutes for the April 23, 2012 Meeting.

to Approve the Minutes

1. [12-7631](#)

**Subject:** Communication from the City Attorney requesting to carry forward unused funds from the 2011 budget in account 101-990-5910, Judgment & Claims.

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

**5-7-12:** That the remaining 2011 balance of \$118,196.88 in account 101.990.5910, Judgments and claims, be carried forward from 2011 to 2012.

**Fiscal Note:** There are sufficient funds available to be carried forward.

**Attachments:** [carry forward\\_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 O. Keith Fair, that this be Recommended For Approval. The motion PASSED by a Voice Vote.**

2. [12-7639](#)

**Subject:** Communication from the City Attorney submitting the claim of Daisy Canady for consideration.

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

**5-7-12:** That the Claim of Daisy Canady, 1709 Winslow St., Racine 53404, claiming reimbursement in the amount of \$210.20 for car expenses allegedly arising from a tree branch falling onto her car while it was parked in the street in front of her residence be denied.

**Fiscal Note:** N/A

**Attachments:** [Canady 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 O. Keith Fair, that this be Recommended For Denial. The motion PASSED by a Voice Vote.**

3. [12-7535](#)

**Subject:** Communication from Event Co-Chair of Relay for Life of Racine requesting to use the parking lot located near Wisconsin Street and Walton Avenue as well as to waive the fee for the Relay for Life of Racine event being held at the Racine Zoo on June 8, 2012 and June 9, 2012.

**Recommendation of the Finance & Personnel Committee on 4-9-12:** Receive and file.

**Recommendation of the Board of Parks, Recreation and Cultural Services on 4-18-12:** To approve the usage of the parking lot located near Wisconsin Street and Walton Avenue with a \$300.00 fee.

**Recommendation of the Finance & Personnel Committee on 5-7-12:** That Municipal Ordinances be waived to allow Relay for Life participants to park overnight in the City owned parking lot at Wisconsin Street and Walton Avenue on June 8 and 9, 2012 at no cost. Further recommend that the Police Department be notified of this action and that they suspend the issuance of citations in this lot on these nights.

**Fiscal Note:** This Parks Department parking lot has never had fees associated with it at any time. As such, there is no fee to waive and no revenue will be lost by the City.

**Attachments:** [Relay for Life 2012](#)

*Nona Dahlbe, Relay for Life Committee Member, appeared before the Committee to request that people parking overnight in the lot at Wisconsin Ave. and Walton Ave. not be ticketed.*

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

4. [12-7536](#)

**Subject:** Communication from Nona Dahlbe, member of Racine Relay for Life Committee, requesting North Beach Park closure signs be removed the night of June 8, 2012, to allow Relay for Life participants to use the North Beach parking lot over night. (Res. No. 12-3119)

**Recommendation of the Board of Parks, Recreation and Cultural Services on 4-18-12:** To approve the usage of the North Beach parking lot from 10:00 p.m. June 8, 2012 until 10:00 a.m. on June 9, 2012 with \$150 fee.

**Fiscal Note:** To charge a usage fee of \$150.00.

**Recommendation of the Finance & Personnel Committee on 5-7-12:** To approve the usage of the North Beach parking lot from 10:00 p.m. June 8, 2012 until 6:00 a.m. on June 9, 2012 with \$150 fee.

**Fiscal Note:** The \$150 fee is in conformity with the Parks Department fee schedule and past practice.

**Attachments:** [Relay for Life 2012 Over night parking](#)

*Nona Dahlbe, Relay for Life Committee Member, and Vicki Seifert appeared before the Committee to request that people parking overnight in the lot at North Beach parking lot not be ticketed.*

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

5. [12-7608](#)

**Subject:** Communication from the Fire Chief requesting the Mayor and City Clerk be authorized to sign the Wisconsin Emergency Management/State Regional Hazardous Materials Response Team contract for the period of July 1, 2012 through June 30, 2013.

**Recommendation of the Finance & Personnel Committee on 5-7-12:** That the Mayor and City Clerk be authorized and directed to sign the Wisconsin Emergency Management/State Regional Hazardous Materials Response Team contract for the period of July 1, 2012 through June 30, 2013.

**Fiscal Note:** The City will receive \$107,504 for the services rendered and there is no local levy dollars needed to support the team.

**Attachments:** [authorization for mayor and city clerk sign for hazmat response team contract 041612-DMA HAZMAT contract for Racine\(4 16 2012\)](#)

*Steve Hansen, Fire Chief, appeared before the Committee to speak on the item.*

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

6. [12-7658](#)

**Subject:** Communication from the Chief of Police, requesting to apply for the 2012 Wisconsin Department of Transportation Safe Routes to

School Grant. (Grant control # 2012-017)

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

**5-7-12:** Permission be granted for the Chief of Police to apply for the 2012 Wisconsin Department of Transportation Safe Routes to School Grant. (Grant Control #2012-017)

**Fiscal Note:** The grant is for \$429,100 over a three year period with no City match required.

**Attachments:** [LEGISTAR 12-7658\\_001](#)

*Arthel Howell, Police Chief, appeared before the Committee to speak on the item.*

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

7. [12-7587](#)

**Subject:** Communication from the Public Health Administrator requesting permission to accept additional funding of \$16,478 from the Wisconsin Division of Public Health, Department of Health Services for the Women, Infants and Children (WIC) Program. \$14,180 is allocated for the continued employment of a Breastfeeding Peer Counselor, and \$2,298 is allocated for the WIC Farmers' Market Nutrition Program. (Grant Control #2010-046)

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

**5-7-12:** Permission be granted for the Public Health Administrator to accept additional funding of \$16,478 from the Wisconsin Division of Public Health, Department of Health Services for the Women, Infants and Children (WIC) Program. (Grant Control #2010-046)

**Fiscal Note:** There is no match required by the City.

**Attachments:** [WIC Breastfeeding-Farmer's Market Amend 2012](#)

*Dottie-Kay Bowersox, Public Health Administrator, appeared before the Committee to speak on the item.*

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

8. [12-7591](#)

**Subject:** Communication from the Public Health Administrator requesting permission for the City of Racine Health Department Laboratory to enter into a Contract Agreement with Michigan State University to develop an electronic qPCR training manual. The City will be paid \$10,000 for services, and an additional \$1,000 for expenses incurred. The project commences with the signing of all involved parties, and concludes on 12/31/2012. Payment will be received at the completion of the project.

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

**5-7-12:** Permission be granted for the City of Racine Health Department Laboratory to enter into a Contract Agreement with Michigan State University to develop and electronic qPCR training manual.

**Fiscal Note:** The City will be paid \$10,000 for services, and an additional \$1,000 for expenses incurred.

**Attachments:** [MSU qPCR Contract Permission](#)

*Dottie-Kay Bowersox, Public Health Administrator, appeared before the Committee to speak on the item.*

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

9. [12-7592](#)

**Subject:** Communication from the Public Health Administrator requesting permission to enter into agreements to provide Level I Health Services to the Villages of Elmwood Park and Wind Point. The amount to be received is \$4,243; \$1,550 paid by Elmwood Park, and \$2,693 paid by Wind Point.

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

**5-7-12:** That the Mayor and City Clerk be authorized and directed to enter into agreements with the Villages of Elmwood Park and Wind Point to provide specific Level I Health Services.

**Fiscal Note:** The proposed cost to Elmwood Park will be \$1,550 and the proposed cost to Wind Point will be \$2,693.

**Attachments:** [Wind Point Elmwood Park 2012](#)

*Dottie-Kay Bowersox, Public Health Administrator, appeared before the Committee to speak on the item.*

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

10. [12-7640](#)

**Subject:** Communication from the Public Health Administrator requesting permission for the Mayor and City Clerk to sign a contract with the State of Wisconsin Department of Health Services (DHS) to continue to act as an agent of the DHS under Subchapters 254.47 and 254.69 of the Wisconsin State statutes and Chapter HFS 192 of the Wisconsin Administrative Code.

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

**5-7-12:** That the Mayor and City Clerk be authorized and directed to

sign a contract with the Wisconsin Department of Health Services (DHS) authorizing the City of Racine Health Department to continue to act as an Agent of the Wisconsin DHS.

**Fiscal Note:** N/A

**Attachments:** [DHS Agent Contract 2012](#)

*Dottie-Kay Bowersox, Public Health Administrator, 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. The motion PASSED by a Voice Vote.**

11. [12-7641](#)

**Subject:** Communication from the Public Health Administrator requesting permission for the Mayor and City Clerk to sign a contract with the State of Wisconsin Department of Agriculture, Trade, and Consumer Protection (DATCP) to continue to act as an agent of the DATCP under Section 97.41 of the Wisconsin State statutes. This allows the City to continue administering a retail food establishment licensing and inspection program.

**Recommendation of the Finance & Personnel Committee on 5-7-12:** That the Mayor and City Clerk be authorized and directed to sign a contract with the State of Wisconsin Department of Agriculture, Trade, and Consumer Protection (DATCP) to continue to act as an agent of the DATCP under Section 97.41 of the Wisconsin State Statutes.

**Fiscal Note:** N/A

**Attachments:** [DATCP Agent Contract 2012](#)

*Dottie-Kay Bowersox, Public Health Administrator, appeared before the Committee to speak on the item.*

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

12. [12-7642](#)

**Subject:** Communication from the Public Health Administrator requesting the City of Racine Health Department enter into an agreement with the City of Kenosha Stormwater Utility and accept up to \$179,510 for services rendered under the Fund for Lake Michigan Grant. (Grant Control # 2012-015)

**Recommendation of the Finance & Personnel Committee on 5-7-12:** Permission be granted for the City of Racine Health Department to enter into an agreement with the City of Kenosha Stormwater Utility and accept up to \$179,510 for services rendered

under the Fund for Lake Michigan Grant. (Grant Control #2012-015)

**Fiscal Note:** The City will be paid \$179,510 for services rendered. There is no City match required.

**Attachments:** [Fund for Lake Michigan \(Kenosha\) 2012](#)

*Dottie-Kay Bowersox, Public Health Administrator, appeared before the Committee to speak on the item.*

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

13. [12-7652](#)

**Subject:** Communication from the Grants Facilitator requesting permission to apply for the Byrne Criminal Justice Innovation Program 2012 through the U.S. Department of Justice. (Grant Control #2012-016)

**Recommendation of the Finance & Personnel Committee on 5-7-12:** Permission be granted for the Grants Facilitator to apply for the Byrne Criminal Justice Innovation Program 2012 through the U.S. Department of Justice (Grant Control #2012-016)

**Fiscal Note:** Applying for the Planning and Implementation category which is up to \$1 million for a 36-month period, including the planning period. There is no City match required.

**Attachments:** [byreneinnovationfund2012\\_2](#)

*Debbi Embry, Grants Facilitator, appeared before the Committee to speak on the item.*

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

14. [12-7678](#)

**Subject:** (Direct Referral) Communication from the Purchasing Agent requesting to discuss the results of Official Notice #6, Bus Passenger Shelters for the City of Racine, Wisconsin. **Sam Aiello invited to the meeting.**

(ALSO REFERRED TO TRANSIT AND PARKING)

**Recommendation of the Finance & Personnel Committee on 5-7-12:** Defer the item until the May 21, 2012 Finance & Personnel meeting.

**Fiscal Note:** The amount is not to exceed \$175,000. Funds for this purchase are available in account 105.900.5030, Capital Projects - Shelter Grant.

**Attachments:**    [Official Notice #6](#)  
[12-7678 Parking Transit Comm memo template](#)

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

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

### **Adjournment**

**There being no further business to come before the Committee, the meeting adjourned at 5:55 p.m. The next scheduled meeting of this Committee is at 5:00 p.m. on Monday, May 21, 2012 at City Hall, Room 301.**

**Respectfully submitted,**

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