



City of Racine

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

Meeting Minutes - Final Waterworks Commission

Wednesday, January 15, 2025

6:00 PM

City Hall, Room 303

The meeting was called to order by Commission President Jorgenson at 6:49 p.m.

ROLL CALL

Let the record show that Commissioner Sullivan was voting in the absence of Commissioner Mason.

PRESENT: 5 - John Tate II, Natalia Taft, Stacy Sheppard, Jens Jorgenson and Jim Sullivan

EXCUSED: 3 - Cory Mason, Terry McCarthy and Mollie Jones

[0047-25](#)

Subject: Approval of Minutes for the November 20, 2024, Waterworks Commission Meeting

Staff Recommendation: To Approve

Fiscal Note: N/A

A motion was made by Vice President Taft, seconded by President Tate II, that this file be Approved.

[0048-25](#)

Subject: Communication Sponsored by Alder McCarthy, on behalf of the Waterworks Commission, requesting approval of a Developer's Agreement for the Settlement at Hood's Creek - Phase 5 (HPC2 LLC, developer).

Recommendation of the Waterworks Commission on 01/15/2025:
To Approve with a Referral to the Finance & Personnel Committee.

Recommendation of the Finance and Personnel Committee on 01-27-2025: That the Developer's Agreement for the Settlement at Hood's Creek - Phase 5 (HPC2 LLC, developer) be approved.

Fiscal Note: The developer pays all costs associated with the installation of the local water main estimated at \$350,000.

The Executive Director of the Water Utility presented the Developer's Agreement for the Settlement at Hood's Creek - Phase 5, which consists of the installation of 1,500

L.F. of 12" water main extension to serve 24 lots, each having one single family home within the Village of Mount Pleasant. The anticipated water usage is 331.9 gal/acre/day. The 2004 Retail Water Agreement Sect. 5b provides that the water main be built to Utility specifications, and upon successful structural testing and receipt of as-built drawings, the water main would be dedicated as an asset for the Utility to maintain.

A motion was made by President Sullivan, seconded by Vice President Taft, that this file be Approved and Referred to the Finance and Personnel Committee.

0050-25

Subject: Proposal from raSmith for Construction-Related Services for the Hoods Creek - Phase 5 Water Main Improvements Project

Staff Recommendation: To Approve

Fiscal Note: The total cost of the proposal is \$52,200 paid by the developer.

The Executive Director of the Water Utility presented the proposal by raSmith for project management and construction inspection services.

A motion was made by President Sullivan, seconded by Vice President Taft, that this file be Approved.

0051-25

Subject: Request for Commissioners to Complete Online DNR trainings prior to April 30, 2025

Staff Recommendation: Refer to training modules located via the following link:

<https://www.morainepark.edu/academics/continuing-education/licensure-and-certificates/water-utility-management-training/>

(If the above link does not work when clicking directly on it, you may need to copy and paste into a new web browser window)

Fiscal Note: N/A

The Executive Director of the Water Utility presented information on training opportunities offered through the Wisconsin DNR Bureau for Drinking & Groundwater. These three online training courses are comprised of four learning modules designed to aid governing bodies in developing and maintaining technical, managerial, and financial (TMF) capacity of a water utility. Although participation is completely voluntary, if more than half of the Commissioners were to complete all four training modules, the Utility would obtain additional points towards the ranking system in the Priority Score based on PERF (Priority Evaluation & Ranking Formula). It would also aid in a lower interest rate and increased probability of Principal Forgiveness in LSLR and other SDWP loan applications.

A motion was made by Vice President Taft, seconded by Jorgenson, that this file be Received and Filed.

[0052-25](#)

Subject: Solicitation for Professional Services to Retain Legal Counsel to Advise the Waterworks Commission

Staff Recommendation: N/A

Fiscal Note: N/A

The Executive Director of the Water Utility presented an update on the progress to procure legal counsel to advise the Waterworks Commission based on the following proposed scope: (i) Interpreting 2004 and 2018 Intergovernmental Agreement Between City of Racine, Racine Water Utility and Village of Mount Pleasant (ii) Review new developer's requests, REC fee structure etc. and advise accordingly. City Attorney Letteney has suggested two potential individuals with the firm, Boardman & Clark, who already have background knowledge and experience in working with the City as well as interest and availability. Further discussion ensued amongst the Commissioners about the possibility of broadening the search outside the state.

A motion was made by Vice President Taft, seconded by President Tate II, that this file be Approved with the direction for Commission President Jorgenson, Executive Director Islam, and City Attorney Letteney to move forward with choosing a potential legal counsel candidate(s) to bring before the Commission.

Adjournment

There being no further business to address, the meeting was adjourned at 7:03 p.m.