



**Department of City Development**  
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## **MEMORANDUM**

FOR MEETING DATE: September 15, 2015

TO: Honorable Members of the Common Council

FROM: Jeff Vitton, Manager of Housing and Community Development  
Tom Molbeck, Director Parks, Recreation & Cultural Services

SUBJECT: Reallocation Request: Hantschel Park Shelter Replacement Project

The City of Racine Department of City Development and Parks, Recreation, and Cultural Services staff are requesting a reallocation of \$150,000 of CDBG funds originally allocated to the Racine Parks, Recreation, and Cultural Services Department for the Hantschel Park Shelter Replacement project. As this is a highly time critical matter, we are asking that the Common Council suspend the rules and take up the matter without a Community Development Committee recommendation. This is due to a lack of quorum at the Community Development Committee's September 3, 2015, and the factors noted below.

On July 16, 2015, the Community Development Committee voted to extend the Parks Department CDBG Contract for \$150,000 for Hantschel Park from June 30, 2015 to December 15, 2015.

On July 23, 2015 the Commissioner of Public Works accepted bids for the project. No bids were received. The project was rebid and the Commissioner of Public Works accepted bids for the project again on August 20<sup>th</sup>. Unfortunately, only one bid was submitted for the project (Native Construction & Landscaping bid of \$375,000). Because this bid was significantly over the projected budget, the bid from Native Construction & Landscaping was rejected.

The \$150,000 granted for Hantschel Park will expire on December 20, 2015. If not spent on a CDBG-eligible activity by this time (in the same funding category; Public Infrastructure) with all necessary paperwork and compliance documentation received, the funds must be returned to HUD. City staff are requesting the following reallocation of \$150,000 to ensure the funds are used for projects that improve City of Racine low-to-moderate income areas, are used on projects that will complete work and billing before the funding deadline. City Development staff worked in cooperation with the City's Purchasing Agent to ensure these objectives could be met in developing the purposed reallocation below.

The following reallocation is recommended:

Hantschel Park: Regrade former ice rink to useable parkland.	\$15,000
Hantschel Park: New fencing along park boundary	\$20,000

Urban Forestry: Tree stump removal	\$20,000
Urban Forestry: Hazard tree and stump removal	\$55,000
Streets: Yout Street Reconstruction	\$40,000

Staff recommends that the Common Council suspend the rules and approve a motion that the Mayor, City Clerk, and Director of City Development be authorized to execute a written agreement with the Racine Parks, Recreation, and Cultural Services Department for \$35,000 for Hantschel Park upgrades.

AND

A motion be approved that the Mayor, City Clerk, and Director of City Development be authorized to execute a written agreement with the Racine Parks, Recreation, and Cultural Services Department for \$75,000 for hazard tree and stump removal in low-to-moderate income areas of Racine.

AND

A motion be approved that the Mayor, City Clerk, and Director of City Development be authorized to execute a written agreement with the Racine Department of Public Works allocating up to \$40,000 for the 2015 Yout Street Reconstruction project.

AND

A motion be approved that all remaining funds, if any, after the Racine Parks, Recreation, and Cultural Services Department Hantschel Park and tree/stump removal projects are complete be allocated to Racine Department of Public Works 2015 Yout Street Reconstruction project.

**Fiscal Note:** \$150,000 in Fiscal Year 2014 CDBG funds will be re-allocated to eligible projects. The funds will expire on December 20, 2015 and must be returned to HUD if not used by that deadline. No additional funds will be used.

Please do not hesitate to contact Jeff Vitton at 635-3320 or at [jeff.vitton@cityofracine.org](mailto:jeff.vitton@cityofracine.org) with any questions.