



City of Racine

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

Meeting Minutes - Final

Finance and Personnel Committee

*Chair Natalia Taft
Alder Trevor Jung
Alder Jason Meekma
Alder Marcus West
Alder John Tate II*

Monday, July 27, 2020

5:30 PM

Virtually

Call To Order

PRESENT: 5 - Meekma, Tate II, West, Alder Natalia Taft and Alder Trevor Jung

Approval of Minutes for the July 13, 2020 Meeting.

A motion was made by Alder West, seconded by Alder Jung to Approve the Minutes.

[0422-20](#)

Subject: A communication sponsored by Alder Jung, and a request by Matthew G. Sadowski, Interim Executive Director of the Community Development Authority (CDA), seeking permission to prepare and execute a loan through Business Lending Partners for up to \$100,000 of the City of Racine EPA Brownfield Cleanup Revolving Loan Fund (BC-RLF) for the purpose of supplementing an EPA Brownfield Cleanup Grant of the CDA intended to fund the removal of contaminants from the CDA property at 1425 North Memorial Drive (South Lot).

Recommendation of the Community Development Authority on 07-09-2020: That the request by the Interim Executive Director of the CDA to execute a loan through Business Lending Partners for up to \$100,000 of the City of Racine's EPA Brownfield Cleanup Revolving Loan Fund (BC-RLF) for the purpose of supplementing an EPA Brownfield Cleanup Grant of the CDA for the property at 1425 North Memorial Drive (Racine Steel Castings - South Lot) be approved, subject to the terms and conditions listed in CDA Resolution 20-03.

Further, that the Interim Executive Director and/or Chairman of the CDA, Mayor, City Clerk, or their designee, be authorized to execute loan documents to facilitate the loan.

Recommendation of the Finance and Personnel Committee on 07-27-2020: That the request by the Interim Executive Director of the CDA to execute a loan through Business Lending Partners for up to \$100,000 of the City of Racine's EPA Brownfield Cleanup Revolving

Loan Fund (BC-RLF) for the purpose of supplementing an EPA Brownfield Cleanup Grant of the CDA for the property at 1425 North Memorial Drive (Racine Steel Castings - South Lot) be approved, subject to the terms and conditions listed in CDA Resolution 20-03. Also approve associated 20% City match of up to \$20,000.

Fiscal Note: The BC-RLF loan of up to \$100,000 will be made from a grant received from the Environmental Protection Agency. Racine County Economic Development Corporation - Business Lending Partners will serve as the loan "servicer". A 20% City match is required. City match of up to \$20,000 is available in 95060 52200, Brownsfield Contracted Services.

Attachments: [1425 N. Memorial Drive](#)
[Resolution 20-03 RSC CDA BCRLF Loan](#)
[2440-09-00_CAC 3_Presentation](#)
[#0422-20 Resolution](#)

Matthew Sadowski, Asst. Director of City Development and Michael Lechner, Housing Technican, appeared before the Committee to speak on the item.

A motion was made by Alder Jung, seconded by Alder Tate II, that this file be Recommended For Approval

[0486-20](#)

Subject: Communication from Mayor Mason presenting a request on behalf of the City of Racine Sustainability and Conservation Coordinator to amend the Solar Ground Lease Agreement approved by the Common Council on May 5, 2020, under Item 0243-20, with Wisconsin Electric Power Company, a Wisconsin corporation, doing business as We Energies. The amendment would modify the area used for the City of Racine's participation in We Energies' Solar Now program and result in a 600 kW (ac) solar system being installed on 3.06 acres at Olsen Prairie Park.

Recommendation of the Finance and Personnel Committee on 07-27-2020: That the Mayor and City Clerk are authorized and directed to enter into an amendment to the solar ground lease agreement with Wisconsin Electric Power Company, a Wisconsin corporation, doing business as We Energies.

Fiscal Note: This amendment will not affect the revenue anticipated to be received by the City of Racine.

Attachments: [We Energies - SOLAR NOW GROUND LEASE](#)
[Amendment 1 Racine](#)
[#0486-20 Resolution](#)

Cara Pratt, Sustainability and Conservation Coordinator, appeared before the

Committee to speak on the item.

A motion was made by Alder Jung, seconded by Alder Tate II, that this file be Recommended For Approval

[0485-20](#)

Subject: Communication sponsored by Alder Taft, on behalf of Chief Howell, requesting to appear before the Finance and Personnel Committee to discuss applying for and accepting the 2020 Bureau of Justice Assistance (BJA) Edward Byrne Justice Assistance Grant (JAG) (#00335) and Renew the Memorandum of Understanding with the Racine County Sheriff's Office.

Recommendation of the Finance and Personnel Committee on 07-27-2020: To defer to the next Finance and Personnel Committee meeting to allow for someone from the Police dept. to appear to speak on the Racine County Sheriff's office "Memorandum of Understanding."

Recommendation of the Finance and Personnel Committee on 08-24-2020: To approve the 2020 Bureau of Justice Assistance Edward Byrne Justice Grant and renewal of the Memorandum of Understanding with the Racine County Sheriff's Office.

Fiscal Note: The grant is for \$39,452.00. The Racine Police Department will receive \$19,726.00; No City match is required.

Attachments: [0485-20 request](#)
[2020 MOU](#)

Kathleen Fischer, Interim City Administrator, appeared before the Committee to speak on the item.

A motion was made by Alder Tate II, seconded by Alder West, that this file be Deferred

[0478-20](#)

Subject: Communication sponsored by Alder Lemke, on behalf of the Public Health Administrator, requesting permission for the Mayor and City Clerk to enter into a contract agreement with Maxim HealthCare Services to establish temporary employment for Contact Tracers, Disease Investigators and Monitors.

Recommendation of the Finance and Personnel Committee on 07-27-2020: That permission be granted to the Mayor and City Clerk to enter into a contract agreement with Maxim HealthCare Services to establish temporary employment for Contact Tracers, Disease Investigators and Monitors.

Fiscal Note: N/A

Attachments: [0478-20 request](#)
 [#0478-20 Resolution](#)

Bobbi Fergus, Community Health Program Director, appeared before the Committee to speak on the item.

A motion was made by Alder Meekma, seconded by Alder West, that this file be Recommended For Approval

[0480-20](#)

Subject: Communication sponsored by Alder Lemke, on behalf of the Public Health Administrator, requesting the Mayor and City Clerk enter into a contract agreement and to accept funding in the amount of \$62,397.00 from the State of Wisconsin Department of Health Services, Division of Public Health for COVID-19. The funds will be used for public health crisis emergency response and for the continuation of emergency preparedness efforts for the City of Racine.

Recommendation of the Finance and Personnel Committee on 07-27-2020: That the Mayor and City Clerk enter into a contract agreement and accept funding in the amount of \$62,397.00 from the State of Wisconsin Department of Health Services, Division of Public Health for COVID-19.

Fiscal Note: No City match is required.

Attachments: [0480-20 request](#)
 [#0480-20 Resolution](#)

Bobbi Fergus, Community Health Program Director, appeared before the Committee to speak on the item.

A motion was made by Alder Tate II, seconded by Alder Jung, that this file be Recommended For Approval

[0481-20](#)

Subject: Communication sponsored by Alder Lemke, on behalf of the Public Health Administrator, requesting permission for the Mayor and City Clerk to enter into a contract agreement and to accept funding in the total amount of \$870,860 from the State of Wisconsin Department of Health Services, Division of Public Health for the following programs:

- ELC COVID-19 (Epidemiology and Laboratory Capacity) - \$24,200

The funds will be used to rapidly establish and monitor key activities related to COVID-19 in the areas of epidemiology, laboratory, and informatics.

The contract period is February 1, 2020 through September 30, 2021

- COVID-19 Test Coordinator - \$127,800

The funds will be used to support staffing and resources to convene partners, and coordinate or support local testing efforts. To quickly identify new cases of disease, investigate and contain outbreaks.

- COVID-19 Plan - \$30,000

The funds will be used to update and support local Public Health Preparedness Pandemic Plans for COVID-19 to match Wisconsin's statewide "Box it In" strategy consisting of testing, isolation, quarantine, and contact.

- COVID-19 Contact Tracing - \$688,860

The funds will be used to conduct disease investigations and contact tracing for a wide variety of communicable diseases.

The contract period is March 1, 2020 through December 31, 2020

Recommendation of the Finance and Personnel Committee on 07-27-2020: That permission be granted to the Mayor and City Clerk to enter into a contract agreement and to accept funding in the total amount of \$870,860 from the State of Wisconsin Department of Health Services, Division of Public Health for the programs listed above.

Fiscal Note: No City match is required.

Attachments: [0481-20 request](#)
[#0481-20 Resolution](#)

Bobbi Fergus, Community Health Program Director, appeared before the Committee to speak on the item.

A motion was made by Alder Tate II, seconded by Alder West, that this file be Recommended For Approval

[0482-20](#)

Subject: Communication by Alder Lemke, on behalf of Public Health Administrator, requesting permission for the Mayor and City Clerk to enter into a grant agreement and accept funding from the Wisconsin Department of Natural Resources in the amount of \$28,000. The funds will be used to monitor WI DNR designated public beaches in SE WI (Racine, Kenosha & Milwaukee Counties) in accordance with federal BEACH Act requirements.

Recommendation of the Finance and Personnel Committee on 07-27-2020: That permission be granted to the Mayor and City Clerk to enter into a grant agreement and accept funding from the Wisconsin Department of Natural Resources in the amount of \$28,000.

Fiscal Note: No City match is required.

Attachments: [0482-20 request](#)
[#0482-20 Resolution](#)

Julie Kinzelman, Laboratory Director/Research Scientist, appeared before the Committee to speak on the item.

A motion was made by Alder Tate II, seconded by Alder West, that this file be Recommended For Approval

[0483-20](#)

Subject: Communication sponsored by Alder Lemke, on behalf of the Public Health Administrator, requesting permission for the Mayor and City Clerk to enter into a contract agreement and to accept funding in the amount of \$21,000 from the State of Wisconsin Department of Health Services, Division of Public Health for HIV Prevention. The funds will be used for HIV Prevention and Integrated Surveillance Programs.

Recommendation of the Finance and Personnel Committee on 07-27-2020: That permission be granted to the Mayor and City Clerk to enter into a contract agreement and to accept funding in the amount of \$21,000 from the State of Wisconsin Department of Health Services, Division of Public Health for HIV Prevention.

Fiscal Note: No City match is required.

Attachments: [0483-20 request](#)
[#0483-20 Resolution](#)

Bobbi Fergus, Community Health Program Director, appeared before the Committee to speak on the item.

A motion was made by Alder Tate II, seconded by Alder Jung, that this file be Recommended For Approval

[0484-20](#)

Subject: Communication sponsored by Alder Lemke, on behalf of the Public Health Administrator, requesting for the Mayor and City Clerk to enter into a contract agreement and to accept funding in the amount of \$8,800.00 from the State of Wisconsin Department of Health Services, Division of Public Health for Bio Terrorism Preparedness. The funds will be used to build and strengthen Wisconsin's ability to respond effectively to public health threats and for the continuation of emergency preparedness efforts for the City of Racine.

Recommendation of the Finance and Personnel Committee on 07-27-2020: That authorization be granted to the Mayor and City Clerk to enter into a contract agreement and to accept funding in the amount of \$8,800.00 from the State of Wisconsin Department of Health Services,

Division of Public Health for Bio Terrorism Preparedness.

Fiscal Note: No City match is required.

Attachments: [0484-20 request](#)
[#0484-20 Resolution](#)

Bobbi Fergus, Community Health Program Director, appeared before the Committee to speak on the item.

A motion was made by Alder West, seconded by Alder Tate II, that this file be Recommended For Approval

[0491-20](#)

Subject: Communication sponsored by Alder Taft, on behalf of the City Clerk requesting to waive formal bidding and enter into an agreement with Kane Communications for community outreach and election official training revolving around the August and November Election.

Recommendation of the Finance & Personnel Committee on 07-27-2020: To approve waiving formal bidding and enter into an agreement with Kane Communications for outreach revolving around the August and November Election

Fiscal Note: Funds available from the Center for Tech and Civic Life Safe Elections Grant not to exceed \$120,000.

Attachments: [#0491-20 Resolution](#)

Tara Coolidge, City Clerk, appeared before the Committee to speak on the item.

A motion was made by Alder West, seconded by Alder Meekma, that this file be Recommended For Approval

[0492-20](#)

Subject: Communication sponsored by Alder Taft, on behalf of the City Clerk requesting to waive formal bidding, sole source, and enter into an agreement with Burlington RV to purchase a mobile voting precinct.

Recommendation of the Finance & Personnel Committee on 07-27-2020: To approve waiving formal bidding, sole source, and enter into an agreement with Burlington RV to purchase a mobile voting precinct.

Fiscal Note: Funds available from the Center for Tech and Civic Life Safe Elections Grant not to exceed \$250,000.00.

Attachments: [#0492-20 Resolution](#)

Tara Coolidge, City Clerk, appeared before the Committee to speak on the item.

A motion was made by Alder Jung, seconded by Alder West, that this file be Recommended For Approval

[0494-20](#)

Subject: Communication sponsored by Alder Taft, on behalf of the City Clerk requesting to waive formal bidding and purchase 40 badger books from Paragon Development Systems Inc .

Recommendation of the Finance & Personnel Committee on

07-27-2020: To approve waiving formal bidding and purchase of 40 badger books from Paragon Development Systems Inc .

Fiscal Note: Funds available from the Center for Tech and Civic Life Safe Elections Grant not to exceed \$80,000.00

Attachments: [#0494-20 Resolution](#)

Tara Coolidge, City Clerk, appeared before the Committee to speak on the agenda.

A motion was made by Alder Tate II, seconded by Alder West, that this file be Recommended For Approval

[0445-20](#)

Subject: Communication sponsored by Alder Taft, on behalf of the City Clerk, requesting to apply and accept the Wisconsin Election Commission CARES Sub-grant to be used for August and November 2020 Election Cycle. (Grant Control #00332)

Recommendation of the Finance and Personnel Committee on

07-27-2020: To approve and that the Mayor and City Clerk be authorized to apply and accept the Wisconsin Election Commission CARES Sub-grant to be used for August and November 2020 Election Cycle

Fiscal Note: Amount to be determined by the Wisconsin Election Commission equal to \$200 plus \$1.10 per registered voter in the City of Racine as of June 1st, 2020. No city match is required.

Attachments: [#0445-20 Resolution](#)

Tara Coolidge, City Clerk, appeared before the Committee to speak on the item.

A motion was made by Alder Tate II, seconded by Alder West, that this file be Recommended For Approval

[0150-20](#)

Subject: Communication sponsored by Alder Levie, Alder Tate II, Alder Jones, and Alder Jung requesting to reduce the interest rate residents would pay for city loan on assessed projects.

Recommendation of the Finance & Personnel Committee on

07-27-2020: To adopt the Ordinance as attached and written.

Fiscal Note: The 2020 interest rate is 6%, beginning in 2021 the interest rate will be 4.5%.

Attachments: [Ordinance XX-20 - Special assessments and special charges - 2020-07-10](#)
[Sec 90-28 Clean](#)

Kathleen Fischer, Interim City Administrator, appeared before the Committee to speak on the item.

A motion was made by Alder Tate II, seconded by Alder West, that this file be Recommended For Approval

[0489-20](#)

Subject: Communication sponsored by Alder Taft on behalf of the Assistant Finance Director submitting the presentation of 4th Quarter 2019 and the 1st Quarter 2020 Fiscal Results and the March 2020 Investment schedule.

Recommendation of the Finance and Personnel Committee on 07-27-2020: To Receive and File.

Fiscal Note: N/A

Attachments: [March Investment Schedule 2020](#)
[Dec 2019 Results final](#)
[March 2020 Results](#)

Kathleen Fischer, Interim City Administrator, appeared before the Committee to speak on the item.

A motion was made by Alder Tate II, seconded by Alder West, that this file be Recommended For Approval

Adjournment

There being no further business to come before the Committee, the meeting adjourned at 7:04 p.m. The next scheduled meeting of this Committee is at 5:30 p.m. on Monday, August 10, 2020 at City Hall, Room 303.

Respectfully submitted,
Ald. Taft, Chair
Finance & Personnel Committee