



City of Racine

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

Meeting Minutes - Draft

Waterworks Commission

Tuesday, September 17, 2024

4:00 PM

City Hall, Room 207

The meeting was called to order by Vice-President, Natalia Taft, who was chairing the meeting in President John Tate II's absence.

ROLL CALL

PRESENT: 7 - John Tate II, Natalia Taft, Stacy Sheppard, Cory Mason, Jens Jorgenson, Mollie Jones and Jim Sullivan

EXCUSED: 1 - Terry McCarthy

[0775-24](#)

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

Staff Recommendation: To Approve

Fiscal Note: N/A

A motion was made by Jorgenson, seconded by Alder Jones, that this file be Approved.

[0782-24](#)

Subject: Election of Waterworks Commission Officers

Staff Recommendation: To Approve all Officers as Constituted

Fiscal Note: N/A

A motion was made by Vice-President Taft to nominate the following slate of individuals for Commission Officers for the 2024-2025 term:

President: Jens Jorgenson

Vice President: John Tate II

Secretary: Alder Mollie Jones

With no other slate of nominations presented, the motion was seconded by Mayor Mason, that these nominations be Approved.

[0685-24](#)

Subject: Communication sponsored by Alder McCarthy, on behalf of the Waterworks Commission, regarding a resolution authorizing the Issuance and Sale of Up to \$959,615 Taxable Waterworks System Revenue Bonds, Series 2024B, and Providing for Other Details and Covenants With Respect Thereto.

Recommendation of the Waterworks Commission on 09/17/24: To Approve with a Referral to the Finance and Personnel Committee.

Recommendation of the Finance and Personnel Committee on 09-23-2024: To approve a resolution authorizing the Issuance and Sale of Up to \$959,615 Taxable Waterworks System Revenue Bonds, Series 2024B, and Providing for Other Details and Covenants With Respect Thereto.

Fiscal Note: Financial assistance agreement funded through the state Safe Drinking Water Loan Program is in the amount of \$3,275,000.00 with a loan term of 20 years at a 0.25% interest rate. The loan total is offset by \$2,305,625.00 in principal forgiveness.

The Water Utility Director presented a Financial Assistance Agreement (FAA) Resolution needed to close out on a Safe Drinking Water Loan Program (SDWLP) for the Lead Service Lines Replacement Project.

A motion was made by Jorgenson, seconded by Alder Jones, that this file be Approved with a Referral to the Finance and Personnel Committee.

[0690-24](#)

Subject: Final Pay Request on Contract W-23-5, Pavement Restoration, Conventional Concrete (contractor)

Staff Recommendation: To Approve

Fiscal Note: Contract W-23-5 is complete at a final cost of \$348,481.73.

The Water Utility Director submitted final payment request on Contract W-23-5, 2023 Pavement Restoration, and recommended for approval that work performed by Conventional Concrete Systems be accepted and final payment authorized. The Racine Works Program labor hours compliance was 32.8%.

A motion was made by Sheppard, seconded by Jorgenson, that this file be Approved.

[0779-24](#)

Subject: Change Order No. 1 on Contract W-23-9, 2024 Water Main Replacement - Phase 2, Earth X LLC (contractor)

Staff Recommendation: To Approve

Fiscal Note: Contract change results in an increase of \$1,365.40 bringing the total contract amount to \$185,990.40.

A motion was made by Sheppard, seconded by Jorgenson, that this file be Approved.

[0780-24](#)

Subject: Final Payment Request on Contract W-23-9, 2024 Water Main Replacement - Phase 2, Earth X LLC (contractor)

Staff Recommendation: To Approve

Fiscal Note: Contract W-23-9 is complete at a final cost of \$185,990.40.

The Water Utility Director submitted final payment request on Contract W-23-9, and recommended for approval that work performed by Earth X LLC be accepted and final payment authorized. This contract was not subject to the Racine Works Program as per municipal ordinance.

A motion was made by Jorgenson, seconded by Sheppard, that this file be Approved.

[0798-24](#)

Subject: Request to Approve Risk and Resiliency Assessment to be Awarded to Strand Engineers to Comply with the America's Water Infrastructure Act (AWIA) Requirement

Staff Recommendation: To Approve

Fiscal Note: Cost of Service is \$63,000.00 funded from Professional Services Budget.

The Water Utility Director presented a proposal from Strand Associates for conducting a Risk and Resiliency Assessment for the Utility, which is due by March 31, 2025. The America's Water Infrastructure Act (AWIA) requires that an assessment of the Utility's risks related to cyber security and emergency response plan be conducted every 5 years. Strand Associates has conducted this assessment for the Utility in the past to fulfill the AWIA requirement.

A motion was made by Jorgenson, seconded by Alder Jones, that this file be Approved.

[0687-24](#)

Subject: Proposal from CDM Smith for 2025 Lead Service Line Replacement Contract Management on East and West Group

Staff Recommendation: To Approve

Fiscal Note: Cost for this proposal is \$382,034.00.

The Water Utility Director presented the lowest bid proposal amount of \$382,034.00 for the Lead Service Line Replacement Contract received from CDM Smith for both the East and West groups. This contract would include a combination of both private and public lead service line replacements, amounting to approximately 470 services. The tasks include providing bid specification, public outreach to establish communication with homeowners, as well as managing field coordination and construction inspections.

A motion was made by Jorgenson, seconded by Sheppard, that this file be Approved.

[0530-24](#)

Subject: Proposal from raSmith for Construction-Related Services for the Hoods Creek Phase 4 Development Project

Staff Recommendation: To Approve

Fiscal Note: The total cost of the proposal is \$19,300 paid by the developer.

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

A motion was made by Sheppard, seconded by Jorgenson, that this file be Approved.

[0532-24](#)

Subject: Proposal from Nielsen Madsen Barber for Construction-Related Services for the Christina Estates East Development Project

Staff Recommendation: To Approve

Fiscal Note: The total cost of the proposal is \$12,000 paid by the developer.

The Water Utility Director presented proposal by Nielsen Madsen + Barber for project management and construction inspection services.

A motion was made by Sheppard, seconded by Alder Jones, that this file be Approved.

[0725-24](#)

Subject: Communication Sponsored by Alder McCarthy, on behalf of the Waterworks Commission, requesting the approval of a Developer's Agreement for the Springs at Mount Pleasant Water Main Extension Project (Continental1818 Fund, LLC, developer).

Recommendation of the Waterworks Commission on 08/20/24: To Defer this item until more specific information can be gathered to support whether the water usage proposed within this Developer's Agreement would fall under the stipulation of the 9,000 gallons/day/acre as laid out in the 2004 Retail Water Agreement.

Recommendation of the Waterworks Commission on 09/17/24: To Approve with a Referral to the Finance & Personnel Committee.

Recommendation of the Finance and Personnel Committee on 09-23-2024: That the Waterworks Commission be granted permission to approve a Developer's Agreement for the Springs at Mount Pleasant Water Main Extension Project (Continental1818 Fund, LLC, developer).

Fiscal Note: The developer pays all costs associated with the installation of the local water main estimated at \$375,000.

The Water Utility Director presented the Developer's Agreement for the Springs at Mount Pleasant Water Main Extension Project, which consists of 1,500 ft of 12" water main extension to serve 14 multi-family buildings within the Village of Mount Pleasant. The anticipated water usage is 2.350 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 Sheppard, seconded by Alder Jones, that this file be Approved with a Referral to the Finance and Personnel Committee.

[0776-24](#)

Subject: Proposal from Pinnacle Engineering for Construction-Related Services for the Springs at Mount Pleasant Development Project

Staff Recommendation: To Approve

Fiscal Note: The total cost of the proposal is \$26,300.00 to be paid by the developer.

The Water Utility Director presented proposal by the Pinnacle Engineering Group, LLC for project management and construction inspection services.

A motion was made by Sheppard, seconded by Alder Jones, that this file be Approved.

[0724-24](#)

Subject: Communication Sponsored by Alder McCarthy, on behalf of the Waterworks Commission, requesting approval of a Developer's Agreement for the Wisconn Valley Way Water Main Extension Project (V. Mount Pleasant, developer).

Recommendation of the Waterworks Commission on 08/20/24: To Defer this item until more specific information can be gathered to support whether the water usage proposed within this Developer's Agreement would fall under the stipulation of the 9,000 gallons/day/acre as laid out in the 2004 Retail Water Agreement.

Recommendation of the Waterworks Commission on 09/17/24: To Approve with a Referral to the Finance & Personnel Committee.

Recommendation of the Finance and Personnel Committee on 09-23-2024: That the Waterworks Commission be granted permission to approve a Developer's Agreement for the Wisconn Valley Way Water Main Extension Project (V. Mount Pleasant, developer).

Fiscal Note: The developer pays all costs associated with the installation of the local water main estimated at \$1.7M.

The Water Utility Director presented the Developer's Agreement for the Wisconn Valley Way Water Main Extension Project, which consists of 5,500 L.F. of 16" water main extension on Wisconn Valley Way (from Braun Rd. to County Hwy. KR within the Village of Mount Pleasant. The anticipated water usage is 1,500 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 Sheppard, seconded by Alder Jones, that this file be Approved with a Referral to the Finance and Personnel Committee.

[0778-24](#)

Subject: Proposal from Kapur & Associates, Inc. for Construction-Related Services for the Wisconn Valley Way Development Project

Staff Recommendation: To Approve

Fiscal Note: The total cost of the proposal is \$92,000 to be paid by the developer.

The Water Utility Director presented proposal by Kapur & Associates, Inc. for project management and construction inspection services.

A motion was made by Sheppard, seconded by Alder Jones, that this file be Approved.

[0223-24](#)

Subject: Communication Sponsored by Alder McCarthy, on behalf of the Waterworks Commission, requesting approval of a Developer's Agreement for the Mount Pleasant TID#7 Development Project (V. Mount Pleasant, developer).

Staff Recommendation: To Approve with a Referral to the Finance & Personnel Committee.

Recommendation of the Waterworks Commission on 08/20/2024:

To Defer this item until more specific information can be gathered to support whether the water usage proposed within this Developer's Agreement would fall under the stipulation of the 9,000 gallons/day/acre as laid out in the 2004 Retail Water Agreement.

Recommendation of the Waterworks Commission on 09/17/2024:

To Defer this item until a more clearer understanding of how the REC (Residential Equipment Charge) fees will impact the financing to cover the estimated over-sizing cost of the water main without it affecting the rate payers.

Recommendation of the Finance and Personnel Committee on

09-23-2024: That the Waterworks Commission be granted permission to approve a Developer's Agreement for the Mount Pleasant TID#7

Development Project (V. Mount Pleasant, developer).

Fiscal Note: The developer pays all costs associated with the installation of the local 12" water main estimated at 2.58M.

The Water Utility Director presented the Developer's Agreement for the TID 7 Water and Sewer Extension Project, which consists of about 8,700 L.F. of 16" water main extension to serve Educators Credit Union and other commercial/residential development (CTH C east from CTH V to E. Frontage Rd and south to Hwy 20) within the Village of Mount Pleasant. 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.

Discussion ensued pertaining to the split financing of the developer paying for the minimum 12" water main equivalent share of the regional main, and the Utility splitting a cost-share for the over-sizing to 16" water main installation, which would be reimbursed through the collection of Residential Equipment Charge (REC) fees. Concerns arose as to what, if any, effects the over-sizing fee would have on current rate-payers.

A motion was made by Jorgenson, seconded by Alder Jones, that this file be Deferred. The motion PASSED by a voice vote, with one abstention recorded.

[0429-24](#)

Subject: Proposal from raSmith for Construction-Related Services for the Mount Pleasant TID#7 Development Project

Staff Recommendation: To Approve

Fiscal Note: The total cost of the proposal is \$82,000.00 paid by the developer.

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

A motion was made by Mayor Mason, seconded by Jorgenson, that this file be Approved.

[0783-24](#)

Subject: Communication Sponsored by Alder McCarthy, on behalf of the Waterworks Commission, requesting approval of a Developer's Agreement for the Highway "KR" Development Project (V. Mount Pleasant, developer).

Recommendation of the Waterworks Commission on 09/17/24: To Approve with a Referral to the Finance and Personnel Committee.

Recommendation of the Finance and Personnel Committee on 09-23-2024: That the Waterworks Commission be granted permission to approve a Developer's Agreement for the Highway "KR" Development Project (V. Mount Pleasant, developer).

Fiscal Note: The developer pays all costs associated with the

installation of the local water main estimated at 1.9M.

The Water Utility Director presented the Developer's Agreement for the Highway KR Water Main Extension Project, which consists of 7,500 L.F. of 12" water main extension between Wisconn Valley Way and Cty. Hwy. H within the Village of Mount Pleasant. The anticipated water usage will be used for looping the local water main between Wisconn Valley Way and Cty. Hwy. H. 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 Sheppard, seconded by Alder Jones, that this file be Approved with a Referral to the Finance and Personnel Committee.

[0784-24](#)

Subject: Proposal from Kapur & Associates, Inc. for Construction-Related Services for the Highway "KR" Development Project

Staff Recommendation: To Approve

Fiscal Note: Total cost of the proposal is \$138,000.00 to be paid by the developer.

The Water Utility Director presented proposal by Kapur & Associates, Inc. for project management and construction inspection services.

A motion was made by Sheppard, seconded by Jorgenson, that this file be Approved.

[0781-24](#)

Subject: Request for Approval of the Proposed 2025 Operations & Maintenance Budget, and the Proposed 2025-2029 Capital Improvement Plan

Recommendation of the Waterworks Commission on 09/17/2024:
To Adopt the Proposed 2025 Operations & Maintenance Budget as Presented with a Referral to the Committee of the Whole

Recommendation of the Waterworks Commission on 09/17/2024:
To Adopt the 2025-2029 Capital Improvement Plan (CIP) as presented with a Referral to the Committee of the Whole

Fiscal Note: N/A

The Water Utility Director presented the 2025 Operations and Maintenance Budget (O&M), and the 2025-2029 Capital Improvement Plan (CIP) Budget, and recommended for approval as well as forwarding to City Finance for inclusion into the City Budget.

A motion was made by Jorgenson, seconded by Sheppard, that the O&M Budget be Approved and Referred to the Committee of the Whole.

A motion was made by Vice-President Taft, seconded by Alder Jones that the

CIP Budget be Approved and Referred to the Committee of the Whole.

Adjournment

There being no further business to address, the meeting was adjourned at 5:23 p.m.