



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
Dennis Wiser
Ronald D. Hart
O. Keith Fair

Monday, May 23, 2011

5:00 PM

City Hall, Room 301

Notice of Council Member Attendance

Notice is hereby given that a majority of the members of the Common Council may be present at the meeting and although this may constitute a quorum of the Common Council, the Council will not take any action at this meeting.

Call to Order & Roll Call

PRESENT: 5 - Q.A. Shakoor, II, Terry McCarthy, Dennis Wiser, Ronald D. Hart and O. Keith Fair

Approval of minutes for the May 9, 2011 meeting.

1. [11-6462](#) **Subject:** (Direct Referral) Communication from the Purchasing Agent requesting to appear before the Finance & Personnel Committee to discuss the results of Official Notice #8, Lockbox Services for the City of Racine.

Recommendation of the Finance & Personnel Committee on 05-23-11: Permission be granted to accept the proposed bid with Marshall & Ilsley Bank of Racine in the amount of \$22,878 for Official Notice #8, Lockbox Services for the City of Racine they being the lowest responsive responsible bidder.

Fiscal Note: There are sufficient funds available in account 101.990.5610, Bank Service Charges.

Attachments: [Official Notice 08 - Lockbox Services for the City of Racine](#)

David Brown, Finance Director, appeared before the Committee to discuss the item. He described the kind of services that will be provided by the bank.

A motion was made by Vice Chairman Terry McCarthy, seconded by Ronald D. Hart, that this be Recommended For Approval. The motion PASSED by a Voice Vote.

2. [11-6416](#) **Subject:** Communication from the City Attorney submitting the claim of James Trones (d/b/a Jim's Comfort Flow Heating) for consideration.

Recommendation of the Finance & Personnel Committee on

05-23-11: The claim of James Trones, 3520 Eagle Rd., Kansasville, (d/b/a Jim's Comfort Flow Heating) requesting a reimbursement of \$11,950 for damages arising allegedly from not being awarded various contracts in bid processing under the Department of City Development be denied.

Fiscal Note: N/A

Attachments: [trones_001](#)

Scott Letteney, Deputy City Attorney, and Brian O'Connell, Director of City Development, appeared before the Committee to discuss the item. Mr. Trones, does HVAC work, performed work for the City Development Department on two different occasions with the service considered low quality so he was removed from the certified bidders list. Regarding the 17 bids he claims he should have been awarded, the time required for submission is 120 days which he does not meet. Scott recommends the claim be denied.

A motion was made by Vice Chairman Terry McCarthy, seconded by Ronald D. Hart, that this be Recommended For Denial. The motion PASSED by a Voice Vote.

3. [11-6417](#)

Subject: Communication from the City Attorney submitting the claim of Renovators Unlimited LLC for consideration.

Recommendation of the Finance & Personnel Committee on

05-23-11: The claim of Renovators Unlimited LLC, 2511 Taylor Ave., requesting a reimbursement of \$79,240 for damages arising allegedly from not being awarded various contracts in bid processing under the Department of City Development be denied.

Fiscal Note: N/A

Attachments: [renovators_001](#)

Scott Letteney, Deputy City Attorney, Alderman Sandy Weidner and Brian O'Connell, Director of City Development, appeared before the Committee to discuss the item. The company is being investigated on an issue with a City employee who has left employment. There has been a significant concern by the City Development Department regarding their ability to perform their services appropriately, in a timely manner and good quality. Coupled with a variety of personal issues the City removed the company from the certified bidder's list. Scott recommends the City deny this claim.

A motion was made by Vice Chairman Terry McCarthy, seconded by Ronald D. Hart, that this be Recommended For Denial. The motion PASSED by a Voice Vote.

4. [11-6418](#)

Subject: Communication from the City Attorney submitting the claim of Rubel Plumbing Limited Liability Company for consideration.

Recommendation of the Finance & Personnel Committee on

05-23-11: The claim of Rubel Plumbing Limited Liability Company, 1416 Willmor St. requesting a reimbursement of \$14,491.24 for damages arising allegedly from not being awarded various contracts in bid processing under the Department of City Development be denied.

Fiscal Note: N/A

Attachments: [rubel 001](#)

Scott Letteney, Deputy City Attorney, and Brian O'Connell, Director of City Development, appeared before the Committee to discuss the item. Rubel Plumbing LLC claims his submission of 3 bids were not the lowest bidder, but his cost still lower than the individuals who submitted their bids and had change orders. Rubel Plumbing states specifications on the bids showed no change orders accepted. Scott reviewed the bids and did not find change orders not accepted. The two companies receiving the bids had change orders that were all for things that could not have been anticipated based upon changed circumstances. Rubel Plumbing is a limited liability company and the City has standards for insurance coverage. Scott recommends the City deny this claim.

A motion was made by Vice Chairman Terry McCarthy, seconded by Ronald D. Hart, that this be Recommended For Denial. The motion PASSED by a Voice Vote.

5. [11-6428](#)

Subject: Communication from the City Attorney submitting the claim of Hartford Underwriters Insurance Company (H. Dodge) for consideration.

Recommendation of the Finance & Personnel Committee on

05-23-11: The claim of Hartford Underwriters Insurance Company requesting a reimbursement of \$3,140.52 for injuries allegedly arising from an accident involving their insured, Helen Dodge, and a DPW vehicle during a snow removal operation on 21st St. near the intersection of Taylor Ave. on or about February 10, 2011 be denied.

Fiscal Note: N/A

Attachments: [dodge 001](#)

Scott Letteney, Deputy City Attorney, appeared before the Committee to discuss the item. The Hartford Underwriters Insurance Company, insured Ms. Helen Dodge, request \$3,140.52 for injuries arising from an accident involving their insured and a DPW vehicle during a snow removal operation. The truck was facing southbound in a northbound lane. Ms. Dodge drove on the left side of the road. In doing so the claimant collided with the reversing dump truck. She was issued a citation for driving left to center and paid it. Scott recommends that this claim be denied.

A motion was made by Vice Chairman Terry McCarthy, seconded by Ronald D. Hart, that this be Recommended For Denial. The motion PASSED by a Voice Vote.

6. [11-6439](#)

Subject: Communication from the City Attorney submitting the claim of D'Andre Price for consideration.

Recommendation of the Finance & Personnel Committee on

05-23-11: The claim of D'Andre Price, PO Box 044331 requesting a reimbursement of \$2,560.49 for damages arising from vehicle repairs allegedly arising from a pothole on DeKoven Ave. near the intersection with Case Ave. on or about January 10, 2011 be denied.

Fiscal Note: N/A

Attachments: [price_001](#)

Scott Letteney, Deputy City Attorney, appeared before the Committee to discuss the item. Mr. D'Andre Price is requesting reimbursement of \$2,560.49 for vehicle repairs arising from allegedly driving over a pothole. The City did pothole repairs in the area 5 days prior to this alleged incident and again on January 25th. There had been no complaints of the area. Scott recommends this claim be denied.

A motion was made by Vice Chairman Terry McCarthy, seconded by Ronald D. Hart, that this be Recommended For Denial. The motion PASSED by a Voice Vote.

7. [11-6352](#)

Subject: Communication from the Director of Parks, Recreation and Cultural Services requesting approval to waive the Hawkers and Peddlers License Fee for vendors at the 2011 Juneteenth Day celebration.

Recommendation of the Finance & Personnel Committee on

05-23-11: Permission be granted for the Director of Parks, Recreation and Cultural Services waive the Hawkers and Peddlers License fee for vendors at the 2011 Juneteenth Day celebration.

Fiscal Note: The fee for Hawkers and Peddlers License is \$35.00 and \$10 for each employee badge.

Attachments: [11-6352 - Waiver of License Fees for Juneteenth Day - May 10 2011](#)

Tom Molbeck, Manager of Cultural & Recreational Services, appeared before the Committee to discuss the item. He is requesting Hawkers and Peddlers License fee be waived this year only for the 2011 Juneteenth Day celebration because the vendors are not your typical hawkers and peddlers. The City Administrator will be looking into the best way to handle it for the requirements needed for next year.

A motion was made by Vice Chairman Terry McCarthy, seconded by Ronald D. Hart, that this be Recommended For Approval. The motion PASSED by a Voice Vote.

8. [11-6385](#)

Subject: Communication from the City Clerk submitting the bid received for printing the Common Council Proceedings and legal notices for the period of June 1, 2011 through May 31, 2012.

Recommendation of the Finance & Personnel Committee on

05-23-11: Permission be granted for the Racine Journal Times be awarded the bid to publish the Common Council proceedings and all legal notices for the period of June 1, 2011 through May 31, 2012.

Fiscal Note: There are sufficient funds available in account 101.010.5540 City Council proceedings.

Attachments: [Ltr to Council](#)

David Brown, Finance Director, appeared before the Committee to discuss the item. Only one bid was submitted for publishing the Common Council proceedings and all legal notices.

A motion was made by Vice Chairman Terry McCarthy, seconded by Ronald D. Hart, that this be Recommended For Approval. The motion PASSED by a Voice Vote.

9. [11-6382](#)

Subject: Communication from the Alderman of the 9th District requesting to create a resolution in support of a residency ordinance.

Recommendation of the Finance & Personnel Committee on 5-9-11: That this item be deferred until the next Committee meeting on May 23, 2011.

Recommendation of the Finance & Personnel Committee on 5-23-11: Permission be granted to create a resolution in support of a residency ordinance.

Fiscal note: N/A

Attachments: [1369_001](#)

Alderman Terry McCarthy and Scott Letteney, Deputy City Attorney, appeared before the Committee to discuss the item. He read different parts of the rough draft of the resolution.

A motion was made by Vice Chairman Terry McCarthy, seconded by Ronald D. Hart, that this be Recommended For Approval. The motion PASSED by a Voice Vote.

10. [11-6474](#)

Subject: (Direct Referral) A communication from the Finance Director requesting to discuss the carry-forward of remaining capital project, encumbered and other identified funds from 2010 to 2011.

Recommendation of the Finance & Personnel Committee on 5-23-11: Permission be granted to carry forward certain remaining 2010 funds to 2011 as presented.

Fiscal Note: Official action is required on an annual basis to carry forward budgeted funding including those with an expenditure period longer than 12 months.

Attachments: [Carry Forwards 2010 to 2011](#)

David Brown, Finance Director, appeared before the Committee to discuss the item. He reviewed the carry forwards for 2009 and 2010 into 2011. The 2009 are Capital Improvements that are generally 2 1/2 years from the time of borrowing the money.

A motion was made by Vice Chairman Terry McCarthy, seconded by Ronald D. Hart, that this be Recommended For Approval. The motion PASSED by a Voice Vote.

Adjournment

There being no further business to come before the Committee, the meeting adjourned at 6:05 p.m. The next scheduled meeting of this Committee is at 5:00 p.m. on Monday, June 13, 2011 at City Hall, Room 301.

Respectfully submitted,

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