



# City of Racine

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

## Meeting Minutes - Final Public Works and Services Committee

*Chairman Gregory Holding, Alderman Raymond DeHahn,  
Alderman Sandy Weidner, Alderman Jeff Coe, Alderman  
Michael D. Shields*

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Tuesday, March 8, 2011

5:30 PM

City Hall, Room 301

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### Call To Order

**PRESENT:** 5 - Gregory Holding, Raymond DeHahn, Sandy Weidner, Jeff Coe and Michael Shields

Also present: John Rooney, Tom Eeg, Mary Mc Ilvaine, Dottie-Kay Bowersox, Al Stanek, We Energies- Matt Fehler and Wayne Koessl

### Approval of Minutes for the February 22, 2011 Meeting.

*The minutes of the February 22, 2011 meeting were approved.*

*Motion made by DeHahn, seconded by Coe. Passed unanimously.*

1. [11-6151](#) **Subject:** (Direct Referral) Communication from the Interim Commissioner of Public Works/City Engineer, on behalf of WE Energies - Gas Operations (Wayne Koessl), requesting a group permit for 2011 gas meter relocations in the City of Racine.

**Recommendation of the Public Works and Services Committee on 3-8-11:** That WE Energies be granted permission to obtain a group street opening permit covering the relocation of gas meters at up to 1,823 locations in the City of Racine.

Further recommends that the group street opening permit fee be set at \$50,000 plus a refundable deposit of \$25,000.

Further recommends that the Revenues and Expenses modify the following accounts:

|   |                                     |
|---|-------------------------------------|
| 101.590.6930, Street Lighting - Revenue | Increase from \$65,000 to \$111,000 |
|---|-------------------------------------|

|                                      |                                    |
|--------------------------------------|------------------------------------|
| 101.130.6590, Street Opening Permits | Increase from \$50,000 to \$54,000 |
|--------------------------------------|------------------------------------|

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| 101.590.5610, Professional Services-Expense | Increase from \$42,000 to \$63,000 |
|---|------------------------------------|

|                                    |                                    |
|------------------------------------|------------------------------------|
| 101.590.5750, LED Lights - Expense | Increase from \$40,000 to \$65,000 |
|------------------------------------|------------------------------------|

**Fiscal Note:** This agreement will offset the costs to locate all gas meter sites and provide \$25,000 for the purchase of energy efficient LED street lights.

*John Rooney described the We Energies project to relocate 1,823 gas meter locations from inside properties to outside. He noted that We Energies asked the City of Racine to consider a group permit for this work. He noted if the minimum street application fee was charged per location the permit fee would be in excess of \$270,000.00. He met with We Energies to negotiate a group permit fee for this work. Rooney noted that locating costs alone for Digger's Hotline would cost the City an additional \$21,000.00 for these 1,823 gas meter locations. He noted that the City does not have a budget for those additional locates as that was not anticipated in 2011. He did note that most of these relocations would be done with minimal work in the public right-of-way and that most of the excavations would occur between the sidewalk and curb, or in the sidewalk area to replace the gas lines going into the relocated outside meters. He noted this was a positive for the City of Racine as the gas valves on the service lines would no longer be placed in public right-of-way as the new meters have valves that are located on the meter itself. Rooney noted he negotiated a \$50,000.00 group permit fee with We Energies. He noted of which \$21,000.00 would cover the cost of extra locating services to the City of Racine and \$4,000.00 would be used to cover administrative costs to monitor the group permit application. He also asked that \$25,000.00 be included in the group permit fee for the purchase of energy efficient LED street lights. In addition, Rooney noted he was requiring a \$25,000.00 refundable deposit that would be required and returned to We Energies upon successful closure of the group permit. Rooney noted this is the first time a group permit has come before the City Engineer's office in his eleven years and asked if there were any questions. Matt Fehler of We Energies described the project and noted that these types of meter relocates have been done in other communities. He noted that in Franklin and New Berlin municipalities charge We Energies \$500.00 for the group permit fee to do this work for several locations in those communities. In response to Alderman Holding, Wayne Koessl noted he had negotiated authority up to this amount and he noted that the negotiations started at the level to cover the City's locating cost and was expanded to \$50,000.00 along with the \$25,000.00 refundable deposit.*

*Motion made by DeHahn, seconded by Weidner. Passed unanimously.*

**Recommended For Approval**

2. [11-6134](#)

**Subject:** Communication from Gateway Technical College requesting to install an electronic message board/monument sign in the east parking lot (Pershing Park) at 1001 Main Street.

**Recommendation of the Public Works and Services Committee on 3-8-11:** That the location of the Gateway Technical College sign on City property adjacent to Pershing Park Drive be approved.

Further recommends that this item be referred to the City Plan Commission for formal approval.

**Fiscal Note:** N/A

*Roy Kourkari from Gateway Technical College appeared before the committee asking permission to install an electronic message board/monument sign in the east*

*parking lot along Pershing Drive east of Gateway. He noted this was similar to the sign that is located along Main St. Tom Eeg noted that the item would need to be referred to the Plan Commission and had no objection to the installation.*

*Motion made by DeHahn, seconded by Weidner to approve the request and refer to the Plan Commission. Passed unanimously.*

**Recommended For Approval**

3. [11-6126](#)

**Subject:** Communication from Racine Neighborhood Watch requesting to use the City Hall Annex parking lot for its plant sale fundraiser pickup on Saturday, May 14, 2011, from 5 a.m. until 3 p.m.

**Recommendation of the Public Works and Services Committee on 3-8-11:** The Mayor and City Clerk be authorized and directed to enter into a Hold Harmless Agreement with Racine Neighborhood Watch to use the City Hall Annex parking lot and lawn area abutting Grand Avenue on Saturday, May 14, 2011, from 5:00 a.m. to 3:00 p.m. in conjunction with a fundraiser.

**Fiscal Note:** N/A

*Mary McIlvaine appeared before the committee and noted the annual request for plant sale fundraiser at the City Hall Annex parking lot.*

*Motion made by DeHahn, seconded by Weidner. Passed unanimously.*

**Recommended For Approval**

4. [11-6125](#)

**Subject:** Communication from the Alderman of the 6th District, on behalf of Cynthia Krueger, 2000 Kinzie Avenue, requesting the placement of barricades at 6th and Kinzie.

**Recommendation of the Public Works and Services Committee on 3-8-11:** Defer

*Alderman Weidner submitted a request on behalf of Cynthia Krueger, 2000 Kinzie Avenue requesting barricades at 6th and Kinzie. Alderman described the problems from her constituent noting that several accidents have happened at that location and there has been property damage at her constituent's address and on City property. She asked that this area be looked at and considered for a possible location of barricades or other devices to mitigate accidents at this location. In response to a question by Alderman Shields, Rooney noted the request was made to the Public Works and Services Committee for the installation of a barrier in the public right-of-way. He noted that a study would be made of the crash data and recommendation to the committee would be made after that is complete. He asked that the item be deferred.*

*Motion made by DeHahn, seconded by Weidner to defer. Passed unanimously.*

**Deferred**

5. [11-6130](#)

**Subject:** Communication from the Public Health Administrator

requesting permission to allow a farmer's market to be held in the parking lot directly behind City Hall.

**Recommendation of the Public Works and Services Committee on 3-8-11:** That a Farmer's Market be allowed to be held by City Hall, on Mondays from 10:00 a.m. to 4:00 p.m., as needed, through December 31, 2011 with the following stipulations:

A. Vendors shall be allowed to occupy a maximum of 2 public parking spaces in the City Hall parking lot.

B. A Hold Harmless Agreement be executed.

C. That vendors only be allowed to sell fruits and vegetables.

D. That vendors acquire all necessary licenses required by Municipal Code and compliance be verified by the Health Department.

**Fiscal Note:** N/A

*Dottie-Kay Bowersox appeared before the committee and requested permission to allow for a Farmer's Market to be held in the parking lot behind City Hall. She noted the request for two parking spaces and this was similar to what was being held last year. She noted there would also be some small cooking demonstrations used to let participants know better ways to use produce. The request is subject to the usual stipulation for a hold harmless and liability insurance.*

*Motion made by DeHahn, seconded by Weidner. Passed unanimously.*

**Recommended For Approval**

6. [11-6122](#)

**Subject:** Communication from the Transit and Parking System Manager submitting a professional services agreement with R.A. Smith National, Inc., Brookfield, WI, for a Parking Utility Financial Analysis.

**Recommendation of the Public Works and Services Committee on 3-8-11:** That the Mayor and City Clerk be authorized and directed to enter into a professional services agreement with R.A. Smith National, Inc., Brookfield, WI, to conduct a Parking Utility Financial Analysis, in the not-to-exceed amount of \$15,200.00.

Further recommends that funds to defray the cost of these professional services be appropriated from Account 106.110.5610, Professional Services.

**Fiscal Note:** Funds are available as herein delineated.

*Al Stanek appeared before the committee and described the proposal from R.A. Smith National for a parking utility financial analysis. He noted the proposal was to*

*take a look at the financial data from the City of Racine parking system since the time of the last study back in 2004 and also look at future expenses and make a recommendation of our rates and forfeitures that would make the parking system financially stable. He also noted that part of the proposal was to look at new technology for parking revenue equipment. Rooney noted that with the budget cuts coming from the State the City can no longer support any part of the parking operation on the levy and that the parking system needs to support itself, including depreciation.*

*A motion made by DeHahn, seconded by Weidner. Passed unanimously.*

**Recommended For Acceptance as a Professional Services Agreement**

7. [11-6114](#)

**Subject:** Communication from the Interim Commissioner of Public Works submitting a request from Express Elevator, LLC to renew the elevator service contract.

**Recommendation of the Public Works and Services Committee**

**on 3-8-11:** That the current elevator maintenance agreement with Express Elevator, LLC, Oak Creek, WI, be extended through March 31, 2012 at their monthly rate of \$1,340.00 for maintenance of all elevators at City Hall, City Hall Annex, Safety Building, Memorial Hall and the Library.

**Fiscal Note:** This represents a 3.9% increase over the current monthly rate established in 2007.

*Tom Eeg submitted a request from Express Elevator, LLC to renew the elevator service contract. He explained the terms of the renewal.*

*Motion made by Weidner, seconded by Coe. Passed unanimously.*

**Recommended For Approval**

8. [11-6101](#)

**Subject:** Communication from the Interim Commissioner of Public Works/City Engineer requesting permission to acquire 17' of right-of-way at 718 Three Mile Road for the Three Mile Road Project.

**Recommendation of the Public Works and Services Committee**

**on 3-8-11:** That the City Attorney be authorized and directed to take the necessary steps to acquire 17' of frontage at 718 Three Mile Road, further described as:

Commence at the Southeast corner of the Southwest  $\frac{1}{4}$  of Section 28, Township 4 North, Range 23 East; Thence South  $88^{\circ}42'44''$  West, on the South line of section 28, 462.96 feet; thence North  $00^{\circ}08'07''$  West, 23.17 feet to the POINT OF BEGINNING; thence South  $88^{\circ}42'44''$  West, 200.00 feet; thence North  $00^{\circ}08'32''$  West, 17.00 feet; thence North  $88^{\circ}42'44''$  East, 200.00 feet; thence South  $00^{\circ}08'32''$  East, 17.00 feet; to the POINT OF BEGINNING. Said land being in the City of Racine, Racine County, Wisconsin.

Said described tract containing 3,400.00 square feet more-or-less.

**Fiscal Note:** The acquisition of this property will facilitate the 2012 Three Mile Road Project - N. Main Street to LaSalle Street.

*Rooney submitted a request to acquire 17' of right-of-way at 718 Three Mile Road for the Three Mile Road Project. Rooney noted that there are some inconsistencies in the width of the right-of-way and at this location 17' would be needed to provide the right-of-way for the typical section proposed for the project.*

*Motion made Weidner, seconded by Coe. Passed unanimously.*

**Recommended For Approval**

9. [11-6102](#)

**Subject:** Communication from the Interim Commissioner of Public Works/City Engineer requesting permission to acquire 17' of right-of-way at 3919 Ruby Avenue for the Three Mile Road Project.

**Recommendation of the Public Works and Services Committee on 3-8-11:** That the City Attorney be authorized and directed to take the necessary steps to acquire 17' of frontage at 3919 Ruby Avenue, further described as:

Commence at the Northwest corner of the Northeast ¼ of Section 33, Township 4 North, Range 23 East; Thence North 88° 36' 32" East, along the North line of section 33, 661.31 feet; thence South 01° 23' 28" East, 33.00 feet to the POINT OF BEGINNING; thence North 88° 36'32" East, 280.00 feet; thence South 0° 15' 41" East, 17.00 feet; thence South 88° 36' 32" West, 280.00 feet; thence North 00°15'41"West,17.00 feet to the POINT OF BEGINNING. Said land being in the City of Racine, Racine County, Wisconsin.

Said described tract containing 4,760.00 square feet more-or-less.

**Fiscal Note:** The acquisition of this property will facilitate the 2012 Three Mile Road Project - N. Main Street to LaSalle Street.

*Rooney submitted a request to acquire 17' of right-of-way at 3919 Ruby Avenue for the Three Mile Road Project. Rooney noted that there are some inconsistencies in the width of the right-of-way and at this location 17' would be needed to provide the right-of-way for the typical section proposed for the project.*

*Motion made Weidner, seconded by Coe. Passed unanimously.*

**Recommended For Approval**

10. [11-6103](#)

**Subject:** Communication from the Interim Commissioner of Public Works/City Engineer requesting permission to acquire 17' of right-of-way at 3900 N. Main Street for the Three Mile Road Project.

**Recommendation of the Public Works and Services Committee**

**on 3-8-11:** That the City Attorney be authorized and directed to take the necessary steps to acquire 17' of frontage at 3900 N. Main Street, further described as:

Commence at the Northwest corner of the Northeast ¼ of Section 33, Township 4 North, Range 23 East; Thence North 88° 36'32" East, along North line of section 33, 941.31 feet; thence South 01° 23' 28" East, 33.00 feet to the POINT OF BEGINNING; thence South 88° 36'32" East, 81.55 feet; thence South 00° 25' 58" East, 17.00 feet; thence South 88° 36' 32" West, 81.60 feet; thence North 00°15'41"West,17.00 feet to the POINT OF BEGINNING. Said land being in the City of Racine, Racine County, Wisconsin.

Said described tract containing 1,386.78 square feet more-or-less.

**Fiscal Note:** The acquisition of this property will facilitate the 2012 Three Mile Road Project - N. Main Street to LaSalle Street.

*Rooney submitted a request to acquire 17' of right-of-way at 3900 N. Main Street for the Three Mile Road Project. Rooney noted that there are some inconsistencies in the width of the right-of-way and at this location 17' would be needed to provide the right-of-way for the typical section proposed for the project.*

*Motion made Weidner, seconded by Coe. Passed unanimously.*

**Recommended For Approval**

11. [11-6155](#)

**Subject:** (Direct Referral) Communication from the Interim Commissioner of Public Works submitting Amendment No. 3 to Contract 22-10 (K0-025), Professional Services - Design Services for City Hall Facilities Plan Implementation-Phase III, Butterfield, Rudie & Seitz, consultant.

**Recommendation of the Public Works and Services Committee**

**on 3-8-11:** That Amendment No. 3 to Contract 22-10 (K0-025), Professional Services - Design Services for City Hall Facilities Plan Implementation-Phase III, Butterfield, Rudie & Seitz, consultant, as submitted, be approved in the amount of \$6,025.00.

Further recommends that funding to defray the cost of these professional services be appropriated from Account 990.100.5010, City Hall Renovations.

**Fiscal Note:** Funds are available as herein delineated.

*Eeg submitted a communication for Amendment No. 3 to the Design Services for City Hall Facilities Plan Implementation-Phase III. Eeg submitted the amendment in the amount of \$6,025.00 for additional design services for the Health Department along with restrooms and communication conduits. Alderman Weidner questioned the*



*need for the amendment and all the changes being requested by the Health Department. Eeg noted that these changes were requested by the current Public Health Administrator and these were different than when discussions started with the previous administrator.*

*A motion was made by Coe, seconded by Shields to approve Amendment No. 3. On a roll call vote, members voting Ayes-Coe and Shields, and member voting Nay-Weidner. The motion passed 2 to 1.*

**Recommended For Approval**

12. [11-6127](#)

**Subject:** (Direct Referral) Communication from the Assistant Commissioner of Public Works/Operations submitting Change Order No. 3 to Contract 50-10 (K0-064), Generator Replacement - Racine Radio Tower, Great Lakes Electric, contractor.

**Recommendation of the Public Works and Services Committee on 3-8-11:** That Change Order No. 3 on Contract 50-10 (K0-064), Generator Replacement - Racine Radio Tower, Great Lakes Electric, contractor, be approved in the amount of \$867.90.

Further recommends that funding to defray the cost of this change order be appropriated from Account 266.991.5010, Radio Communications Generator.

**Fiscal Note:** Funds are available as herein delineated.

*Eeg submitted change order No. 3 on Contract 50-10. He noted the amount and the purpose of the change order.*

*Motion made by Weidner, seconded by Coe. Passed unanimously.*

**Recommended For Approval**

13. [11-6154](#)

**Subject:** (Direct Referral) Communication from the Interim Commissioner of Public Works submitting Change Order No. 1 to Contract 52-10 (K0-066), Transit Center West Canopy Platform Repair & Restoration, Ricchio, Inc., contractor.

**Recommendation of the Public Works and Services Committee on 3-8-11:** That Change Order No. 1 on Contract 52-10 (K0-066), Transit Center West Canopy Platform Repair & Restoration, Ricchio, Inc., contractor, be approved in the amount of \$18,002.00.

Further recommends that funding to defray the cost of this change order be appropriated from the following accounts:

\$ 2,213.31 - Account 719.100.5510, HUD EDI

\$ 8,740.22 - Account 990.913.5040, Railroad Depot

\$ 7,048.47 - Account 991.913.5040, Railroad Depot



\$18,002.00 - Total

**Fiscal Note:** Funds are available as herein delineated.

*Eeg submitted change order No. 1 on Contract 52-10. He noted the amount and need of the change order and asked for approval of the same.*

*Motion made by Weidner, seconded by Coe. Passed unanimously.*

**Recommended For Approval**

14. [11-6153](#)

**Subject:** (Direct Referral) Communication from the Assistant Commissioner of Public Works/Operations submitting Change Order No. 2 to Contract 41-10 (K0-050), Festival Hall AC Replacement, Grunau Co., Inc., contractor.

**Recommendation of the Public Works and Services Committee on 3-8-11:** That Change Order No. 2 on Contract 41-10 (K0-050), Festival Hall AC Replacement, Grunau Co., Inc., contractor, be approved in the amount of \$2,910.00.

Further recommends that funding to defray the cost of this change order be appropriated from Account 108.991.5010, Festival Hall-Air Handler.

**Fiscal Note:** Funds are available as herein delineated.

*Eeg submitted change order No. 2 to contract 41-10. He noted the amount and need of the change order and asked for approval.*

*Motion made by Weidner, seconded by Coe. Passed unanimously.*

**Recommended For Approval**

15. [11-6081](#)

**Subject:** (Direct Referral) Communication from the Interim Commissioner of Public Works submitting a request for final payment on Contract 41-10 (K0-050), Festival Hall AC Replacement, Grunau Co., Inc., contractor.

**Recommendation of the Public Works and Services Committee on 2-22-11 and 3-8-11:** Defer

*Eeg asked that final payment on contract 41-10 be deferred for final inspection.*

*Motion made by Weidner, seconded by Coe to defer. Passed unanimously.*

**Deferred**

16. [11-6123](#)

**Subject:** (Direct Referral) Communication from the Interim Commissioner of Public Works/City Engineer submitting a request for final payment on Contract 20-10 (K0-020), 2010 Spring St. and Osborne Blvd. Traffic and Street Lighting Renovations, Habermehl

Electric, Inc., contractor.

**Recommendation of the Public Works and Services Committee**

**on 3-8-11:** That the work done by Habermehl Electric, Inc. under Contract 20-10 (K0-020), 2010 Spring St. and Osborne Blvd. Traffic and Street Lighting Renovations, be accepted and final payment authorized for a total contract amount of \$91,642.25.

**Fiscal Note:** Contract was authorized under Resolution No. 10-1948, dated April 7, 2010.

*Rooney requested for final payment on contract 20-10. He noted that the work had been completed and it was done satisfactorily. He asked that final payment be approved.*

*Motion made by Weidner, seconded by Coe. Passed unanimously.*

**Recommended For Approval**

**Adjournment**

**If you are disabled and have accessibility needs or need information interpreted for you, please contact the Department of Public Works at 262.636.9121 at least 48 hours prior to this meeting.**