



City of Racine

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

Meeting Minutes - Final

Finance and Personnel Committee

Chairman Q.A. Shakoor II
Vice Chair Terry McCarthy
Alderman Mary Land
Alderman Tracey Larrin
Alderman Jason Meekma

Monday, March 11, 2019

6:00 PM

City Hall, Room 307

Call to Order

PRESENT: 4 - Q.A. Shakoor II, Terry McCarthy, Mary Land and Jason Meekma

EXCUSED: 1 - Tracey Larrin

Chairman Comments

Also Present: Mayor Mason, David Brown, Finance Director, Emelia Lien, Human Resources Generalist, Marisa Roubik, Assistant City Attorney.

Approval of Minutes for the February 25, 2019 Meeting

A motion was made by Vice Chair McCarthy, seconded by Alderman Land, that this file be to Approve the Minutes

0173-19

Subject: Communication from the Fire Chief requesting permission to waive formal bidding and purchase the 2019 Defender MAX XT Rescue utility vehicle with proceeds from the Racine Community Foundation Grant and the Miller Corporation grant. (Grant Control #00169)

Recommendation of the Finance & Personnel Committee on

03-11-2019: Formal bidding be waived for the purchase of a 2019 Defender MAX XT Rescue utility vehicle with proceeds from the Racine Community Foundation Grant and the Miller Corporation grant.

Fiscal Note: Estimated cost of the vehicle is \$22,089 and is available in account number 206.20601.48500.30005. There are no levy dollars associated with this acquisition.

Attachments: [Request Permission to Waive Formal Bidding for 2019 Defender MAX XT Rescue Utility Vehicle](#)
[021519-BRP Sole Source - City of Racine 2019 UTV](#)

Chief Hansen appeared before the Committee to speak on the item.

A motion was made by Vice Chair McCarthy, seconded by Alderman Meekma,

that this file be Recommended For Approval

[0166-19](#)

Subject: Communication from multiple members of the Board of Ethics requesting an amendment of the ethics code of the ordinance to allow for a simple majority of the board to conduct business.

Recommendation of the Finance & Personnel Committee on

02-25-2019: That this item be deferred to the next scheduled Finance & Personnel Committee meeting held on Monday, March 11, 2019 to allow the City Attorney's office the opportunity to investigate state statute implications and quorum requirements.

Recommendation of the Finance & Personnel Committee on

03-11-2019: That Ordinance Section 2-583(c) be repealed as it currently exists and replaced with explicit default definitions from Robert's Rules of Order with the exception of sanctions, which will require four affirmative votes.

Fiscal Note: N/A

Attachments: [0166-19_Agenda Briefing Memorandum Final](#)

Mary Wyant, Chair of the City Board of Ethics, and Marisa Roubik, Assistant City Attorney, appeared before the Committee to speak on the item.

A motion was made by Vice Chair McCarthy, seconded by Alderman Meekma, that this file be Recommended For Approval

[0232-19](#)

Subject: Communication from the Public Health Administrator requesting permission to sign a contract agreement with the WI Dept. of Agriculture, Trade, and Consumer Protection, authorizing the City to continue administering the retail food and recreational establishment program.

Recommendation of the Finance & Personnel Committee on

03-11-19: Permission be granted to the Mayor and City Clerk to sign a contract agreement with the WI Dept. of Agriculture, Trade and Consumer Protection authorizing the City to continue administering the retail food and recreational establishment program.

Fiscal Note: N/A

Attachments: [2019-22 DATCP - Agent Contract](#)

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

A motion was made by Vice Chair McCarthy, seconded by Alderman Land, that this file be Recommended For Approval

[0234-19](#)

Subject: Communication from the Public Health Administrator requesting permission to accept grant funding from the State of WI, Dept. of Administration, Division of Intergovernmental Relations, WI Coastal Management Program, in the amount of \$20,992 for the Beach Management project.

Recommendation of the Finance & Personnel Committee on 03-11-19: Permission be granted to the Mayor and City Clerk to accept grant funding from the State of WI, Dept. of Administration, Division of Intergovernmental Relations, WI Coastal Management Program in the amount of \$20,992 for the Beach Management project.

Fiscal Note: Funding in the amount of \$20,992 for the Beach Management project is allocated for accessing, revising and/or developing beach management plans for WDNR designated public beached - Racine County. The contract period is March 31, 2019 - March 31, 2020. There is a City match of \$66,155.05. (In-Kind)

Attachments: [2019-20 WCMP-Beach Management](#)

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

A motion was made by Vice Chair McCarthy, seconded by Alderman Land, that this file be Recommended For Approval

[0235-19](#)

Subject: Communication from the Public Health Administrator requesting permission to accept grant funding from the State of WI Dept. of Administration, Division of Intergovernmental Relations, WI Coastal Management Program, in the amount of \$20,992 for the Coastal Hazard Impacts project.

Recommendation of the Finance & Personnel on 03-11-19: Permission be granted to the Mayor and City Clerk to accept funding from the State of WI, Dept of Administration, Division of Intergovernmental Relations, WI Coastal Management Program in the amount of \$20,992 for the Coastal Hazard Impacts project.

Fiscal Note: Funding in the amount of \$20,992.00 is being allocated for understanding coastal hazard impacts through parcel mapping, shoreline classification, public outreach and local ordinance review. The contract period is March 31, 2019 - March 31, 2020. There is a City match of \$21,564.67. (In-Kind)

Attachments: [2019-20 WCMP-Coastal Hazard Impacts](#)

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

A motion was made by Vice Chair McCarthy, seconded by Alderman Land, that

this file be Recommended For Approval

[0230-19](#)

Subject: Communication from Alder Weidner requesting a quarterly update, as required in Res.0078-18, in regards to the specific expenditures allocated from the \$900,000 in intergovernmental funds.

Recommendation of the Finance & Personnel Committee on 03-11-2019: That this item be deferred to the next scheduled Finance & Personnel Committee meeting held on Monday, March 25, 2019.

Fiscal Note: N/A

Attachments: [IG 900000.20190311xlsx](#)

Alder Weidner, and David Brown, Finance Director, appeared before the Committee to speak on the item.

A motion was made by Vice Chair McCarthy, seconded by Alderman Meekma, that this file be Deferred

[0227-19](#)

Subject: Communication from the Mayor to discuss closing the Tax Incremental Financing District Number 15, Homeward Bound Site.

Recommendation of the Finance & Personnel Committee on 03-11-19: To close Tax Incremental Financing District Number 15, Homeward Bound Site.

Fiscal Note: N/A

Attachments: [TID #15 brief history](#)
[Tax Increment District Termination](#)

David Brown, Finance Director, appeared before the Committee to speak on the item.

A motion was made by Vice Chair McCarthy, seconded by Alderman Land, that this file be Recommended For Approval

[0224-19](#)

Subject: Communication from the City Attorney submitting the claim of the City of Kenosha for consideration.

Recommendation of the Finance & Personnel Committee on 03-11-2019: The City Attorney's Office respectfully recommends that the Common Council approve the settlement of this claim.

Fiscal Note: Funding to cover the \$50,000.00 settlement is available in account 11202-53500, Judgment and Claims.

Attachments: [kenosha 001](#)
[0224-19_Agenda Briefing Memorandum - City of Kenosha Final](#)

Marisa Roubik, Assistant City Attorney, and Scott Letteney, City Attorney, appeared before the Committee to speak on the item.

A motion was made by Vice Chair McCarthy, seconded by Alderman Meekma, that this file be Recommended For Approval

[0278-19](#)

Subject: Ordinance 0006 - 19 - Common Council Special Meetings

Recommendation of the Finance and Personnel Committee on 3-11-2019: That Ordinance 0006 - 19 to amend Chapter 2, Article II of the Municipal Code of the City of Racine, Wisconsin be approved with the modification of using uniform and contemporaneous communication manners.

Fiscal Note: N/A

Scott Letteney, City Attorney, appeared before the Committee to speak on the item.

A motion was made by Vice Chair McCarthy, seconded by Alderman Land, that this file be Recommended For Approval

Adjournment

There being no further business to come before the Committee, the meeting adjourned at 7:09 p.m. The next scheduled meeting of this Committee is at 6:00 p.m. on Monday, March 25, 2019 at City Hall, Room 307.

Respectfully submitted,

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