

**COUNTY OF RACINE
FINANCE & HUMAN RESOURCES COMMITTEE**

Supervisor Q. A. Shakoor, II, Chairman
Supervisor Robert N. Miller, Vice Chairman
Supervisor Thomas H. Pringle, Secretary
Supervisor Janet Bernberg
Supervisor Brett Nielsen

Supervisor Donnie E. Snow
Supervisor John A. Wisch
Ryan Anderson, Youth in Governance Representative
Ruby Ward, Youth in Governance Representative

*** THIS LOCATION IS HANDICAP ACCESSIBLE. If you have other special needs, please contact the Racine County Board Office, 730 Wisconsin Avenue, Racine, Wisconsin 53403 (262) 636-3571, fax (262) 636-3491 or the TTD/RELAY 1-800-947-3529. ***

NOTICE OF MEETING OF THE
FINANCE AND HUMAN RESOURCES COMMITTEE

DATE: **Wednesday June 7, 2017**

TIME: **5:00 pm**

PLACE: **IVES GROVE OFFICE COMPLEX
AUDITORIUM
14200 WASHINGTON AVENUE
STURTEVANT, WISCONSIN 53177**

AGENDA –

1. Convene Meeting
2. Chairman Comments – Youth In Governance/Comments
3. Introduction of New Youth In Governance Members to the Finance & Human Resources Committee
4. Public Comments
5. Approval of Minutes from the May 17, 2017 committee meeting.
6. County Executive – Jonathan Delagrave – Authorize a Donation of \$1,500 to Downtown Racine Corporation for the 30 years of Life on the Lake celebration – 2017 – Report.
7. Finance Department – Authorize a Three-Year Contract with Johnson Bank for banking services for Racine County – 2017 – Resolution – 1st Reading at the June 13, 2017 County Board Meeting. Representatives from Johnson Bank will be in attendance.
8. County Treasurer – Jane Nikolai – Donation of Various in Rem Properties to Several Municipalities – 2017 – Resolution – 1st & 2nd Reading at the June 13, 2017 County Board Meeting.
9. Transfers:
 - a. Public Works – Julie Anderson – Transfer the Car Pool Fleet vehicles from Fund 66 – Fleet Internal Service Fund to New Cost Center in the General Fund as of 1/1/17 – 2017 – Resolution – 1st Reading at the June 13, 2017 County Board Meeting.

- b. Public Works – Julie Anderson – Use of Public Works reserves to fund Capital Project – Simplex Fire Alarm System authorized by the Public Works, Parks and Facilities Committee meeting on April 27, 2017 and transfer of \$205,398 within the Public Works 2017 Budget – Resolution – 1st & 2nd Reading at the June 13, 2017 County Board Meeting.

10. Human Resources – Karen Galbraith – Revision to the Performance Review Policy – Action of the Committee only.

11. Communication Referrals from County Board Meeting:

a) Foreclosure items:

Attorney	Lending Company	Person/Persons	Amt. owed Racine CO
M. Abigail O’Dess	Citimortgage Inc	Charlie F. & Cheryl L. Berry;	?
Ian J. Thomson	Bank of America	Rolando & Lisa Villarreal	\$1,732.00
Ian J. Thomson	Nationstar Mortgage LLC	Scott L. & Melanie Duberstein	\$45.04
Anthony J. Procaccio	Federal National Mortgage Association	Walter J. Johnson	\$186.40
Ian J. Thomson	Freedom Mortgage Corporation	Justina M. Hamilton	\$540.02
Ian J. Thomson	Wells Fargo Financial WI Inc	Sysaba R, & Gerald K. Czewinski	\$184.95

b) Bankruptcy items:

Type of Action:	Person/Persons
Notice & Motion to Dismiss – Confirmed Plan	Brian Keith Grabher; Danielle Marie Bohat; Brian S. Lundquist; Jimmie Lee Henderson; Steven S. Labucki;
Notice of Chapter 13 Bankruptcy Case	Benjamin Jordan; Jose Alberto & JoALice Serratos;
No Proof of Claim Deadline	Edward Earl Barr; Ernell D Freeman Jr; Christian Charles & Theresa Neuwirth Stevens; Kamisha Marie Price; Jason Wayne Ellenberger; Nancy Marie Shultis;
Notice & Motion to Dismiss – Unconfirmed Plan	Tylandra Wade;
Order of Discharge	Clifford Terrance & Mary Alice Morrison; Christopher & Wendy Ryan; Jason Wells & Jessica Clara Tavolacci; Jerome William & Donna Marie Carre- Kannenberg; Steven Raymond Brown; Tresa Sue Strohkirch;
Chapter 13 Plan	Desmond J Howell;

12. Staff Report – No Action Items.

13. Adjournment

FINANCE & HUMAN RESOURCES COMMITTEE ACTION ONLY

Requestor/Originator Finance Department

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date of Committee Meeting: 6/7/2017

**Signature of Committee Chairperson
/Designee:** _____

Description: Minutes from the May 17, 2017 Finance & Human Resources Committee meeting

Motion: _____

Action: **County Board Supervisors**
 Approve
 Deny

Youth In Governance
 Approve
 Deny

FINANCE AND HUMAN RESOURCES COMMITTEE MEETING
May 17, 2017

IVES GROVE OFFICE COMPLEX
AUDITORIUM
14200 WASHINGTON AVENUE
STURTEVANT, WISCONSIN 53177

Meeting attended by: Chairman Shakoor, Supervisors Bernberg, Miller, Nielsen, Pringle, Snow and Wisch, Youth Representative Krishnan, Chief of Staff MT Boyle, Human Resources Director Karen Galbraith, Finance & Budget Manager Kris Tapp, Fiscal Supervisor Brian Nelson

Excused: Youth Representative Scholzen.

Agenda Item #1 - Convene Meeting

Meeting Called to Order at 5:00 pm by Chairman Shakoor.

Agenda Item #2 – Chairman Shakoor – Youth In Governance/Comments

Chairman Shakoor read the Youth in Governance statement. Chairman Shakoor recognized the new Youth In Governance in the audience.

Agenda Item #3 – Public Comments

None.

Agenda Item #4 – Approval of Minutes from the April 26, 2017 Meeting.

Action: Approve the minutes from the April 26, 2017 meeting. **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Pringle. Vote: All Ayes No Nays.

Supervisor Snow arrived at 5:03 pm.

Agenda Item #7 – Human Resources – Karen Galbraith – Revision to the Performance Review Policy – Action of the Committee only.

Discussion: Human Resources Director Galbraith and Chief of Staff Boyle discussed the revision with the Committee.

Finance & Human Resources Committee requested a revised copy of the Performance Evolution policy and more information on Neogov and Living as a Leader training.

Agenda Item #5 – Finance Department – Alexandra Tillmann – Awarding the sale of \$5,710,000 General Obligation Corporate Purpose Bond, Series 2017A – 2017 – Resolution – 1st & 2nd Reading at the May 23, 2017 County Board Meeting.

Action: Approve the awarding the sale of \$5,710,000 General Obligation Corporate Purpose Bond, Series 2017A – 2017 – Resolution – 1st & 2nd Reading at the May 23, 2017 County Board Meeting. **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Wisch. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #6 – Finance Department – Alexandra Tillmann – Awarding the sale of \$7,105,000 Taxable General Obligation Project Bond, Series 2017B – 2017 – Resolution – 1st & 2nd Reading at the May 23, 2017 County Board Meeting.

Action: Approve the awarding the sale of \$7,105,000 Taxable General Obligation Project Bond, Series 2017B – 2017 – Resolution – 1st & 2nd Reading at the May 23, 2017 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Miller. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #8 - Requests for Transfer

8a – Human Services Department – Hope Otto – Transfer of \$4,695 within the Human Services 2017 budget and authorizing the capital equipment – Mobile Heated Cabinet for the Senior Nutrition Program – Emergency Procurement due to the cabinet utilized is failing – 2017 – Report.

Action: Authorize the transfer of \$4,695 within the Human Services 2017 budget and authorizing the capital equipment – Mobile Heated Cabinet for the Senior Nutrition Program – Emergency Procurement due to the cabinet utilized is failing – 2017 – Report. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Wisch. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

8b – Human Services Department – Hope Otto – Transfer of \$2,308,940 within the Behavioral Health Services 2016 Budget , Transfer of \$6,085,529 within the Human Services Department 2016 budget and Transfer of \$765,590 from the Human Services Department 2016 budget to the Behavioral Health Services 2016 Budget to clean up account finalizing the year 2016 – 2016 – Resolution – 1st Reading at the May 23, 2017 County Board Meeting.

Action: Authorize the transfer of \$2,308,940 within the Behavioral Health Services 2016 Budget, Transfer of \$6,085,529 within the Human Services Department 2016 budget and Transfer of \$765,590 from the Human Services Department 2016 budget to the Behavioral Health Services 2016 Budget to clean up account finalizing the year 2016 – 2016 – Resolution – 1st Reading at the May 23, 2017 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

8c – Finance Department – Alexandra Tillmann – Transfers within various departments in the General Fund, Debt Service and Capital Projects to close the 2016 year – 2016 – Resolution – 1st Reading at the May 23, 2017 County Board Meeting.

Action: Authorize the transfers within various departments in the General Fund, Debt Service and Capital Projects to close the year 2016 – 2016 – Resolution – 1st Reading at the May 23, 2017 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

8d – Finance Department – Alexandra Tillmann – Transfers within Ridgewood Care Center 2016 Budget to close the 2016 year – 2016 – Resolution – 1st Reading at the May 23, 2017 County Board Meeting.

This will be carried forward to the June 7, 2017 Finance & Human Resources Committee.

Agenda Item #9- Communication Referrals from County Board Meeting:

Action: Receive and file items a –c. **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Pringle. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #10 – Miscellaneous

The next meeting will be June 7, 2017 – Supervisor Bernberg requested to be excused from the meeting.

Agenda Item #11- Adjournment

Action: Adjourn the meeting at 5:50 pm. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Miller. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nay

REQUEST FOR COUNTY BOARD ACTION

YEAR	<u>2017</u>		Resolution Request
			Ordinance Request
		X	Report Request

Requestor/Originator: County Executive - Jonathan Delagrave

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 6/7/2017 Date of County Board Meeting to be Introduced: _____

1st Reading: 1st & 2nd Reading: *

* Include a paragraph in the memo regarding why 1st & 2nd reading is required.

Signature of Committee Chairperson/Designee: _____

TITLE OF RESOLUTION/ORDINANCE/REPORT:

Authorizate a Donation of \$1,500 to Downtown Racine Corporation for the 30 years of Life on the Lake celebration

SUBJECT MATTER:

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

Any request which requires the expenditure or transfer of funds must be accompanied by the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

THIS FORM MUST BE FILLED OUT COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.

The Committee believes that this action furthers the following goals:

- Make Racine County the most accessible county in Wisconsin for business to grow, develop and create family supporting jobs.
- Develop a system that encourages employees, elected officials and citizens to suggest ideas for service enhancement and productivity improvements including a measurement of customer satisfaction.
- Foster an environment where intergovernmental cooperation is encouraged to produce better services and efficiencies.
- Reduce or limit the growth of the tax levy as set forth in Resolution No. 2002-59S.
- To make Racine County a healthy, safe, clean, crime-free community and environment.



May 12, 2017

Racine County
Mr. Jonathan Delagrave, Racine County Executive
730 Washington Avenue
Racine, WI 53403

Dear Jonathan:

While it is hard to believe, 2017 marks the 30th Anniversary of the opening of Reefpoint Marina and Festival Park. And, as we all know, the single most important attribute that this community has in terms of attracting visitors is our lakefront. The Downtown Racine Corporation is excited to announce that this year's community art event will feature large fiberglass boats; sailboats and "Chris Craft" style classic speedboats! We are ready to show off our "Life on the Lake" and couldn't think of any better way.

We are also celebrating our sixteenth year of community art in Downtown Racine. Each year, community art provides an excellent opportunity to showcase our shops, galleries, museums, restaurants and our beautiful lakefront by attracting thousands of visitors to the area throughout the summer months. We are confident that this year's art piece will continue the tradition.

Using the theme "Don't Miss the Boat, Discover Downtown," artists were invited to submit design proposals. Judges reviewed over 45 submissions and selected 25 outstanding designs from artists around the region. The 25 completed works are going to be exhibited throughout downtown this summer.

On Saturday, June 10th, DRC is partnering with Festival Park and Reefpoint Marina to celebrate 30 years of Racine's "Life on the Lake" and to give our friends and sponsors a sneak preview of all of the spectacular boats. This special event will be held at Festival Park and will include live entertainment, a showcase of downtown's fabulous restaurants by having a "Taste of Downtown," and a short program honoring the collaboration between the City of Racine, Racine County and the business community that made this massive lakefront development possible 30 years ago.

We are actively seeking sponsorships for the event and the City of Racine has agreed to waive approximately \$5,000 in rental charges and fees to support this special evening. We were hoping that Racine County might be able to help ensure the success of the event as well by contributing \$3,000.

For your generous contribution, Racine County would be acknowledged in the following ways:

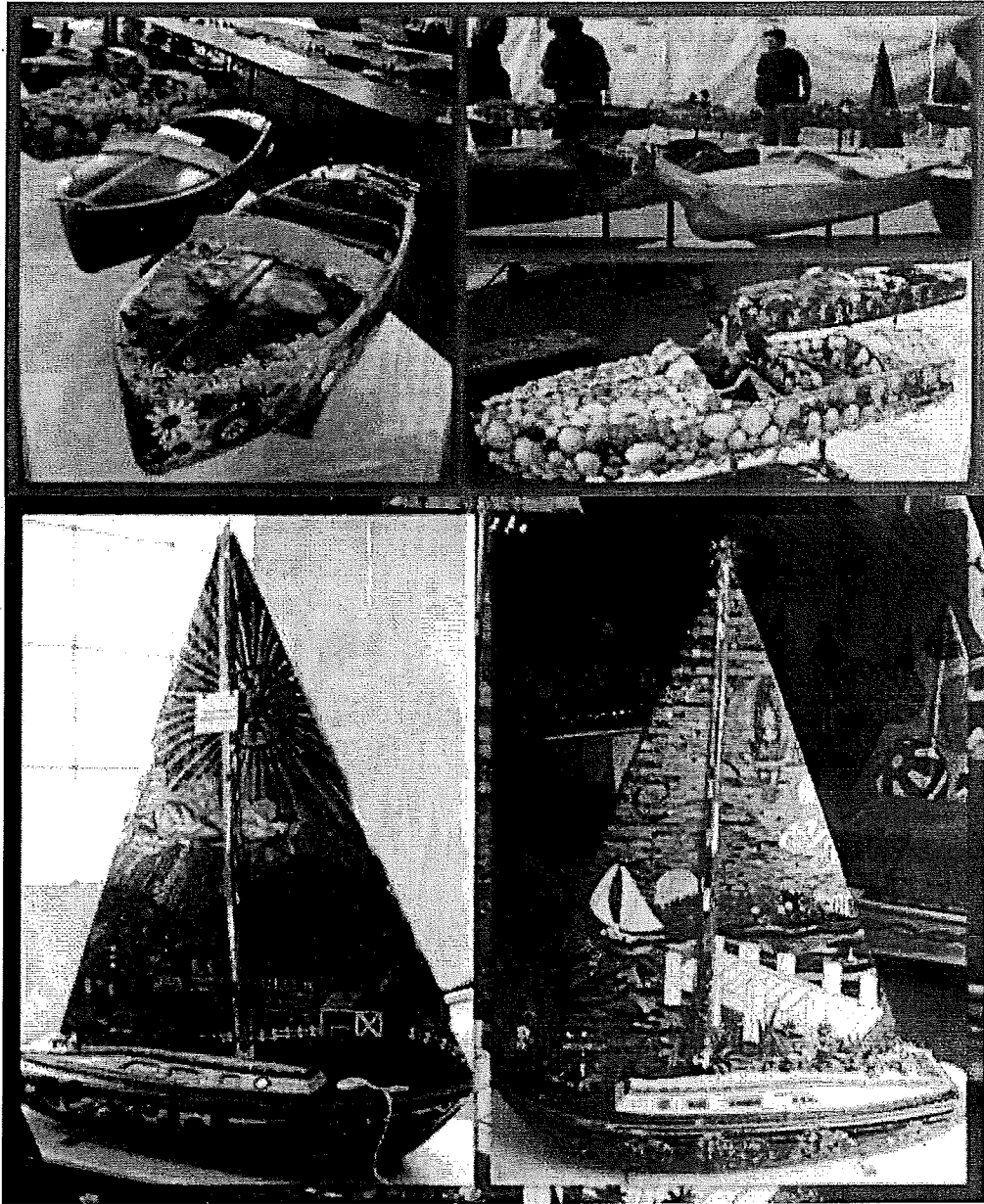
- Sponsor name on combined sponsor signage at event
- You will be recognized by name in three issues of the Downtown Racine e-newsletters during the months of May and June, which reach in excess of 5,000 readers each issue.
- You will be recognized by name at least three times on the DRC Facebook and Twitter feeds with over 6,000 followers. Many of our Facebook post reach 20,000 views.
- Half-page ad in the evening's program
- Four Preview Party Tickets
- Verbal mentions at the event

We greatly appreciate your consideration and look forward to seeing you on June 10th. Please mark your calendar.

Sincerely,



Devin Sutherland
Executive Director



Above Images Are Design Samples

REQUEST FOR COUNTY BOARD ACTION

YEAR	<u>2017</u>	X	Resolution Request
			Ordinance Request
			Report Request

Requestor/Originator: Finance Department

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 6/7/2017 Date of County Board Meeting to be Introduced: 6/13/17

1st Reading: 1st & 2nd Reading: *

* Include a paragraph in the memo regarding why 1st & 2nd reading is required.

Signature of Committee Chairperson/Designee: _____

TITLE OF RESOLUTION/ORDINANCE/REPORT:

^{Contract}
 Authorize a 3 year with Johnson Bank for banking services for Racine County

SUBJECT MATTER:

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

Any request which requires the expenditure or transfer of funds must be accompanied by the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

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- To make Racine County a healthy, safe, clean, crime-free community and environment.



**Presentation for RFP 17-TR-001
Banking Services**

Presented to:

Racine County

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Your Johnson Bank Team



Karla Krehbiel, President, Southeast Region

Karla has 30 years of banking experience, primarily managing areas of business banking, commercial banking, treasury management, and banking center support. As Region President, Karla is responsible for overseeing the operational success of Johnson Bank and Johnson Insurance locations in the Southeast Region. She attended the University of Wisconsin – Parkside and Concordia University. Currently she serves on the Kenosha Area Business Alliance Board of Directors and Executive Committee, the University of Wisconsin - Parkside Foundation Board, Strive Together Kenosha, Racine Economic Development Action Committee, Girl Scouts of Wisconsin - Southeast, and Speaker Paul Ryan's Small Business Advisory Board. Karla is also a past president of the Kenosha Area Chamber of Commerce, and a past member of community boards including the Kenosha Achievement Center and Racine/Kenosha Community Action.



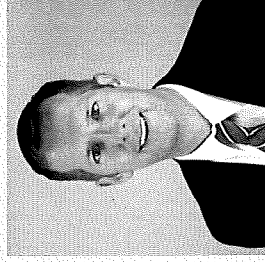
Sarah Berndt, Vice President, Treasury Management Manager

Sarah has over 18 years of banking experience, primarily in Treasury Management. She manages the Treasury Management Team for the Southeast Region as well as a portfolio of commercial clients containing both public and private entities. Sarah graduated from the University of Wisconsin-Whitewater with a degree in Finance and also holds a Certified Treasury Professional (CTP) designation. She is a member of the Wisconsin Association for Financial Professionals (WI AFP) and a tutor with the Schools of Hope program at the United Way of Racine County.



Andrew Dodge, Vice President, Commercial Relationship Manager

Andrew has over 12 years of experience in the banking industry. In addition to his experience as a commercial banker, Andrew has worked in the areas of retail and business banking. Andrew manages a majority of the public sector relationships for Johnson Bank throughout Racine and Kenosha counties. He holds a Bachelor of Arts degree in Business Administration from Carthage College. Andrew serves as the Vice Chair for the Boys Scouts of America - Lighthouse District Friends in Racine, Professional Development Chair for Young Professional of Racine, Board Member of Business Improvement District for Downtown Racine Corporation and as a student mentor for Kenosha Unified School District.



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BANKING WEALTH INSURANCE

Johnson Family Enterprises



When Samuel Curtis Johnson began SC Johnson & Co. in 1886, he founded more than a wax company, he established the values that would guide his family's businesses through five generations of growth and change.

The underlying principles that have made SC Johnson so successful are the same values that serve the Johnson Family's other prosperous enterprises – Johnson Outdoors and our company – Johnson Financial Group. While each organization is a free-standing, separate company, they are all headed by a member of the fifth generation of the Johnson Family and are leaders in their distinct, respective markets.



SC Johnson is a leading provider of innovative consumer products that make life easier and homes cleaner, safer and healthier for families around the world. With operations in more than 70 countries worldwide, SC Johnson is family-owned, and manufactures and markets consumer products such as Ziploc®, OFF!®, Windex®, Glade® and Pledge®.



Johnson Outdoors turns ideas into adventure with innovative, top-quality outdoor recreational products. Now publicly-traded (JOUT) with a strong family ownership position, the company's specialized network model combines the strength and efficiency of a large organization with the creativity and agility of its entrepreneurial beginnings.



JOHNSON
FINANCIAL GROUP.

Founded in 1970 by Sam Johnson, Johnson Financial Group is a diversified and comprehensive financial services company. Its subsidiaries, Johnson Bank and Johnson Insurance, are known for an exceptional level of personalized service and have earned reputations for making a positive impact in the communities they serve and in the lives of their clients and associates.

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BANKING WEALTH INSURANCE

Johnson Financial Group



In 1970, Samuel C. Johnson, fourth generation leader of one of the most successful privately-owned companies in the world (S.C. Johnson & Son), recognized a need for a different kind of bank in his Racine, Wisconsin community. Not long after, he founded one based on his vision of unmatched personal service and a promise to treat clients like family.



With 50 branch locations in Wisconsin and Arizona, Johnson Bank provides a full line of services including commercial banking, treasury management, and investment management.



Ranked among the top 40 bank-affiliated insurance agencies nationally and now the largest independent agency in the state of Wisconsin, Johnson Insurance provides a wide array of personal and commercial insurance services.



In January, 2016, Johnson Financial Group announced the acquisition of Cleary Gull Advisors, Inc. The acquisition includes both the Institutional Advisory and Wealth Management divisions of Cleary Gull.

Community Commitment



**“Do what’s best for family, company and community.
We are here to make a difference in this world.”**

Helen Johnson-Leipold, Chairman

Improving our communities and creating sustainability

Embedded in our culture is a genuine sense of mission to make our communities better because we’re there through the philanthropic spirit of the Johnson family.

This is demonstrated in the way we operate and the individual actions of our associates with:

- Nearly 25,000 annual volunteer hours by our associates in 2016
- \$330,952 in charitable contributions to United Way in 2016
- 152 hours of financial literacy training taught by our associates in 2016

Service Day EVERYDAY

- Service Day EVERYDAY celebrates our annual commitment to make every community where we live and work better because we are there
- In 2016, over 900 associates volunteered to help nearly 70 organizations across Wisconsin and Arizona.

**“I believe the greatest gift we can give to our communities
is our people, not just dollars. Our Service Day is only
one example of the impact our people make on the
community throughout the year.”**

Tom Bolger, President and CEO

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BANKING WEALTH INSURANCE

Why Johnson Bank?



- » Dedicated service and support provided by a local team with public sector banking experience
- » Racine County will have a primary point of contact for all service needs, located right here in Racine
- » Our complete Client Support Team is located in Racine
- » Conduct quarterly, semi-annual or annual account reviews
- » Provide Racine County with a complete team of financial service professionals and banking services, including branch tax collection.

"We don't have to be the biggest bank, just the best bank for our customers"

- Sam Johnson

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BANKING WEALTH INSURANCE

Transition to Johnson Bank



- » Confirm products and services to be established
- » We will create a transition timeline together, working backwards from your target implementation date
- » Identify roles and responsibilities
- » Schedule **in-person training** for each service with the respective users
- » Apply a 3 month waiver of service charges to allow for a complete transition
- » Ongoing support and review meetings

Security / Fraud Prevention



- Johnson Bank will equip Racine County with a full suite of fraud prevention tools including Check/ACH Positive Pay and dual control features.
- Your Johnson Bank team will have ongoing discussions and provide insight with Racine County regarding the latest security/fraud threats.
- Director of Corporate Security, David Gorr, publishes articles related to the current security threats. See links below for a recent publication:
- <https://www.johnsonbank.com/Resources/Articles/2016-12-15-Social-engineering>
- <https://www.johnsonbank.com/Resources/Articles/2017-02-24-Social-engineering-part-two>

Thank you!!



Additional Questions??

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BANKING WEALTH INSURANCE



SOCIAL ENGINEERING: DON'T FALL VICTIM TO HUMAN HACKING - PART ONE

Part One of a Two-Part Series

When it comes to keeping your business safe, your first thoughts may go to corporate cyberattacks that have been widely publicized. Indeed, cyberattacks are a major problem for businesses. Addressing these threats costs U.S. firms an average of \$12.7 million annually. But sophisticated online attacks are not the only way that criminals infiltrate U.S. businesses. The most vulnerable component in businesses is often not technology—it's people. In fact, the three largest areas of vulnerabilities your employees face on a daily basis are in-person, via email and by phone. Part one of this two-part series will identify in-person threats and provide you with steps to secure your business.

In-Person Threats Remain a Danger

"Many people forget about the physical threat of stealing company information," explains Dave Gorr, Vice President of Investigation and Corporate Security at Johnson Financial Group, and retired FBI agent. "Especially in the Midwest, where people are so trusting, it is amazing how often a person can misrepresent themselves and gain easy access to a business."

Criminals looking to steal sensitive information and other company or personal assets rely on poor security protocols to commit crimes undetected. They do this in a variety of ways:

- **Walking right in** – As simple as it sounds, often if someone walks into a business with a purpose and acts like they belong, employees may be less likely to question them.
- **Tailgating or "I'm with this guy"** – Some fraudsters will walk in close proximity to an employee entering the business, seeming to belong by association.
- **Impersonation** – Criminals may pretend to be a vendor or service provider such as an exterminator to gain access to your facility.
- **Dumpster diving** – Make certain that non-public information is securely disposed of. Implement a shred policy and partner with a trusted vendor who will provide a certificate of destruction.
- **Seeking employment** – Fraudsters gather information and insight during the interview process. Companies tend to lower defenses when dealing with potential candidates.

Employees are the first line of defense in recognizing in-person threats to your business. Security training for employees is vital, but often overlooked. "Many employees are taught to perform their jobs, but are not given the resources or training when it comes to keeping the business safe," says Gorr. In general it involves security awareness training, developing a security policy and periodic testing.

Adding to the threat businesses face is the downsizing of companies. Many no longer have receptionists, who often help to identify people coming in and out of the building. And few businesses are able to have a dedicated security officer. "In many companies people are wearing many hats, and security is one aspect that can easily fall by the wayside," explains Gorr. "But there are steps that every business can take to improve security and minimize risks."

Four Steps to Secure Your Business

1. **Perform a security audit** – The first step in securing your business is performing a security audit. Security audits should ideally be conducted by a third party. "Almost 98 percent of companies are challenged with physical breach failures," says Gorr. "But through awareness you learn where you need to improve security and what you need to teach your employees."
2. **Identify your weaknesses** – Security lapses can come in many forms. Many businesses don't use badges or card access systems for entry. Even those with such systems may not be working if employees regularly leave doors unlocked allowing individuals to walk around freely. "Even today people will keep passwords taped to their monitors or under their keyboards, which is just another reason to know who is in your building," says Gorr.
3. **Create a security plan** – Use what you've learned to create new policies and procedures that minimize the threat of in-person criminal activity. Educate your employees about security threats and the steps you are taking to combat them.

4. **Make security a priority** – Employees have many competing objectives and priorities, sometimes causing procedures and safeguards to fall to the wayside. “A security plan must be reinforced and supported by leadership and management,” stresses Gorr. “It’s not something that you can just train for once and let it go.”

Security As an Asset, Not an Expense

When it comes to your business, it’s easy to look at security as an added expense and treat it accordingly. But this way of thinking allows for security to be an item that is minimized or forgotten during tough times. Instead, consider your company’s security as a valuable resource protecting your brand and your business.

“It has to be a conscious choice for the company to address security concerns, and decide that it’s important to continue to develop and enforce a security policy,” says Gorr. “All it takes is one security breach, not only from a financial aspect but also reputationally, to have a potentially catastrophic effect on your business.”

A Look Ahead

When protecting your business it’s easy to focus attention on preventing sophisticated online attacks, but often the most vulnerable component of any business isn’t technology—it’s people. In [part two](#) of this two-part series, we’ll examine five ways to reduce your risk from remote threats executed via email and phone.





SOCIAL ENGINEERING: DON'T FALL VICTIM TO HUMAN HACKING - PART TWO

Part two of a two-part series

Part one of this two-part series identified in-person threats and provided you with steps to securing your business. Part two of this series covers remote threats to your business and outlines five simple steps to help you reduce your risk.

When it comes to securing their businesses from long-distance threats, many owners invest in powerful software for tasks like encryption and firewall protection. But as Dave Gorr, Vice President of Investigation and Corporate Security at Johnson Financial Group, explains, software is only a part of what it takes to keep businesses safe. "Hackers often look for the easiest point of entry into your business," says Gorr. "Often this ends up being the people behind the computers rather than the systems themselves." Many criminals use email and phone calls to try and trick employees into giving up sensitive information. Combatting this danger requires following some general rules that can protect your business.

Five ways to reduce your risk

1. **Don't overshare.** With the prevalence of Facebook, Instagram and other social media platforms, criminals can learn a great deal about your business and its employees. It is not unusual for employees to divulge information about travel plans, positions within the company and even salary information. "Due largely to social media, online sources are the largest cause of unintentional surrender of information," explains Gorr. "Criminals use this information to help create realistic emails and gain greater access to your business."
2. **Exercise caution before opening emails.** Most employees should be aware not to open emails from unknown senders. But, many do not look too carefully at addresses that look legitimate. One area where this can pose a risk is when hackers use a copycat email to try and trick employees. "Thieves will often send from an address that is nearly identical to a legitimate address, perhaps missing a letter or changing the order slightly. Often, simply doing an internet search for an email address that seems suspicious will give you results on websites that track fraudulent addresses."
3. **Double-check unknown senders.** One of the most commonly used email scams is known as Business Email Compromise (BEC). "Right now this is often the most fruitful email hack. In a BEC hack, the fraudster has enough information about your corporation to represent themselves as a member of the leadership team, such as CFO, CEO or anyone with high authority. They will often mimic the form of your company emails and send a message to an employee asking for information. Typically, they will use urgency to get employees to give up the information without proper caution. Employees will often be afraid to be looked on unfavorably by this important leader and want to accomplish the task quickly."
4. **Secure remote employees.** More and more businesses are offering opportunities for employees to work from home some or all the time. If your employees will be working from home, ensure that any hardware used to store or access company systems is properly secured. "Often employees will use personal emails from home or transfer files they may be working on to an unsecured home computer," says Gorr. "Work with your employees to ensure that any company information is as secure at their home as it is within the office."
5. **Don't rely on caller ID.** While online threats are more common today, fraudulent phone calls remain a concern for businesses. One of the biggest mistakes businesses make is believing that a caller ID will prevent attempts by criminals to gain sensitive information. "Caller ID is relatively simple to trick," warns Gorr. "There are websites that individuals can use to disguise or shadow the source of the call, and this type of misdirection is legal." Instead of relying on caller ID, Gorr recommends that anyone who conducts business over the phone should invest in voice print technology. This technology can indicate the true origin of a call, which can be compared to what is shown on the caller ID to look for discrepancies. "For instance, the voice print technology may say a call is coming from India while the caller ID claims the call is coming from Iowa." As you begin screening out fraudulent calls, your business can also install a blacklist to weed out numbers that are not legitimate so that your business receives fewer and fewer of these calls over time.

Staying vigilant

While no business can be 100 percent protected from the threat of human hacking, creating expectations for security within your organization can help. "Deciding what security measures to train is step one," says Gorr. "But it's easy for employees to start slipping back into poor habits after training is over." Creating occasional reminders and additional trainings based on new threats can help keep security top of mind and protect your business from fraudsters.

Protecting you

At Johnson Bank, we take the trust you placed in us to protect your financial information very seriously. Fraud prevention best practices with our integrated product solutions provides your company with a strong defense against fraud and external risks. [Click here to learn more.](#)



REQUEST FOR COUNTY BOARD ACTION

YEAR <u>2017</u>	X	Resolution Request
		Ordinance Request
		Report Request

Requestor/Originator: County Treasurer - Jane Nikolai

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 6/7/2017 Date of County Board Meeting to be Introduced: 6/13/17

1st Reading: 1st & 2nd Reading: *

* Include a paragraph in the memo regarding why 1st & 2nd reading is required.

Signature of Committee Chairperson/Designee: _____

TITLE OF RESOLUTION/ORDINANCE/REPORT:

Donation of Various In Rem Properties to Several Municipalities

SUBJECT MATTER:

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

Any request which requires the expenditure or transfer of funds must be accompanied by the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

THIS FORM MUST BE FILLED OUT COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.

The Committee believes that this action furthers the following goals:

- Make Racine County the most accessible county in Wisconsin for business to grow, develop and create family supporting jobs.
- Develop a system that encourages employees, elected officials and citizens to suggest ideas for service enhancement and productivity improvements including a measurement of customer satisfaction.
- Foster an environment where intergovernmental cooperation is encouraged to produce better services and efficiencies.
- Reduce or limit the growth of the tax levy as set forth in Resolution No. 2002-59S.
- To make Racine County a healthy, safe, clean, crime-free community and environment.

**Donation of In-Rem Property - to Town of Burlington
(Great Lakes Community Conservation Corps)**

Address	Parcel Number	Tax Deeds	Specials	Interest	Penalty	Other Costs	Total Due
34525 Walburg Lane	002-021918016206	29,967.72	1,313.00	15,093.35	7,546.67	837.94	54,758.68
Total:		<u>29,967.72</u>	<u>1,313.00</u>	<u>15,093.35</u>	<u>7,546.67</u>	<u>837.94</u>	<u>54,758.68</u>

Donation of In-Rem Property - to Village of Union Grove

Address	Parcel Number	Tax Deeds	Specials	Interest	Penalty	Other Costs	Total Due
1007 Main Street	186-032129010000	4,396.47	33,634.29	6,996.90	3,498.45	796.53	49,322.64
Total:		<u>4,396.47</u>	<u>33,634.29</u>	<u>6,996.90</u>	<u>3,498.45</u>	<u>796.53</u>	<u>49,322.64</u>

Of the Specials \$33,000 has not been paid to the Municipality as it is over the \$7,500 limit.

Donation of In-Rem Property - to City of Racine (Habitat for Humanity)

Address	Parcel Number	Tax Deeds	Specials	Interest	Penalty	Other Costs	Total Due
1124 David Street	276-000007794000	15,309.37	7,537.01	9,013.32	4,506.66	345.20	36,711.56
Total:		<u>15,309.37</u>	<u>7,537.01</u>	<u>9,013.32</u>	<u>4,506.66</u>	<u>345.20</u>	<u>36,711.56</u>

**Donation of In-Rem Property - to City of Racine
(Great Lakes Community Conservation Corps)**

Address	Parcel Number	Tax Deeds	Specials	Interest	Penalty	Other Costs	Total Due
3518 Kinzie Avenue	276-000012075000	17,423.23	1,233.53	9,916.13	4,958.07	1,068.70	34,599.66
1432 Illinois Street	276-000022138000	12,592.60	3,250.04	5,780.93	2,890.47	592.26	25,106.30
Total:		<u>30,015.83</u>	<u>4,483.57</u>	<u>15,697.06</u>	<u>7,848.54</u>	<u>1,660.96</u>	<u>59,705.96</u>

FINANCE COMMITTEE RECOMMENDATION

After reviewing the Resolution/Ordinance and fiscal information supplied, your Finance Committee recommends FOR--AGAINST adoption.

REASONS

FOR

AGAINST

MEMO

May 31, 2017

TO: Finance Committee of the County Board

FROM: Jane Nikolai, County Treasurer



RE: Great Lakes Community Conservation Corps (Town of Burlington):
Request for donation of one In-Rem Property

Please put on the agenda for the Finance Committee meeting, June 7, 2017, time to present a request to obtain one in-rem property per donation located in the Town of Burlington. The Town intends to transfer ownership of this property to Great Lakes Community Conservation Corp, a non-profit organization that trains young adults in rehab and construction.

The parcel is located in the Town of Burlington at 34525 Walburg Lane. There is a building on the lot. This parcel was obtained in the November 2016 in-rem court action. The parcel has not been included in a sealed bid sale.

To expedite the transfer, please have the 1st and 2nd readings at the June 13th County Board meeting.

Thank you.

Cc: John Serketich

ACTIVE TAX DEED PROPERTIES OWNED BY RACINE COUNTY

DISTRICT: Town of Burlington

Updated: 6/5/2017

PARCEL # 002-021918016206

IN REM ACTION #: **2016**

ITEM #: 1

LEGAL DESCRIPTION: LOT 6 OF WALBURG ESTATES SUBDIVISION, A SUBDIVISION OF PART OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 AND PART OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 18, TOWN 2 NORTH, RANGE 19 EAST IN THE TOWN OF BURLINGTON, RACINE COUNTY, WISCONSIN.

JAMES J KING, CRYSTAL M KING AND ATTORNEY TIMOTHY D BOYLE AS TRUSTEE FOR THE BENEFIT OF JEREMIAH J KING AND

PROP. ADDRESS: 34525 Walburg Ln

FORMER OWNER: JOSHUA J KING

ASSESSED VALUE	Land: 60,200.00	EFMV:	222,200.00
	Imp: 153,500.00		
	TOTAL: 213,700.00		

JUDGMENT DOC #: 2450991
 JUDGEMENT DATE: 11/8/2016

APPRAISED - YEAR: _____
 SALE-YEAR/PRICE: _____

CERT#	TAX YEAR	FACE CERT	SPECIAL	INT	PEN	COSTS	TOTAL
	2007	2246.44		2381.23	1190.61	\$	5,818.28
459	Specials			0.00	0.00	\$	-
	2008	2658.02		2498.54	1249.27	\$	6,405.83
779	Specials			0.00	0.00	\$	-
	2009	2668.58		2188.24	1094.12	\$	5,950.93
1226	Specials		160.00	131.20	65.60	\$	356.80
	2010	2713.96		1899.77	949.89	\$	5,563.62
1907	Specials		160.00	112.00	56.00	\$	328.00
	2011	2766.51		1604.58	802.29	\$	5,173.37
3003	Specials		160.00	92.80	46.40	\$	299.20
	2012	2798.61		1287.36	643.68	\$	4,729.65
4723	Specials		160.00	73.60	36.80	\$	270.40
	2013	3622.54		1231.66	615.83	\$	5,470.04
7830	Specials		160.00	54.40	27.20	\$	241.60
	2014	3473.74		764.22	382.11	\$	4,620.07
11813	Specials		171.00	37.62	18.81	\$	227.43
	2015	3493.72		349.37	174.69	\$	4,017.78
15728	Specials		171.00	17.10	8.55	\$	196.65
	2016	3,525.60		352.56	176.28	\$	4,054.44
	Specials		171.00	17.10	8.55	\$	196.65

In-Rem Fee	307.50	\$	307.50
Boarding Fee	530.44	\$	530.44
Appraisal Fee		\$	-
Newspaper Sale ad		\$	-
Vacate Fee		\$	-

TOTAL TAX	29,967.72	14,557.53	7,278.76	51,804.01
TOTAL SPEC		1,313.00	535.82	2,116.73
TOTAL COSTS			837.94	837.94

ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS:

TOTAL COSTS:	29,967.72	1,313.00	15,093.35	7,546.67	837.94	54,758.68
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DISPOSITION: _____

TO: _____

ON _____ GEN RECEIPT NO: _____

TOTAL: _____

SOLD FOR: _____

PROFIT OR (LOSS): \$0.00

March 26, 2017

Jonathan Delagrave
Racine County Executive
Racine County Courthouse 10th Floor
730 Wisconsin Avenue
Racine, Wisconsin 53403

Re: Property Donations

Dear County Executive Delagrave:

The Great Lakes Community Conservation Corps is a job training and education program that prepares Racine County's young adults for employment in a variety of industries. You may have read recently about our involvement with Ola Baiyewu and the re-start of the First Choice Pre-Apprenticeship Program. Over the past 5 years we have also benefitted from the expertise of Mark Mundl and his wonderful staff at the Workforce Development Center to prepare young people for the world of work.

We operate as a crew-based program and provide hands-on training that includes construction. Our construction training curriculum includes mentorship by local construction companies and developers who assist us with technical training. We have been in communication with Jane Nikolai regarding our program and have requested the donation of the following properties:

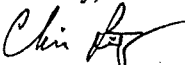
Town of Burlington	002-021918016206	34525 WALBURG LN
Village of Caledonia	104-042308178000	2430 SUNRISE RD
Village of Caledonia	104-042318083000	4511 TABOR RD
Village of Mt. Pleasant	151-032211018010	7431 OLD SPRING ST
Village of Mt. Pleasant	151-032224009000	2039 GREEN BAY S RD
City of Racine	276-000007794000	1124 DAVID ST
City of Racine	276-000012075000	3518 KINZIE AVE
City of Racine	276-000022138000	1432 ILLINOIS ST

We intend to train our crews of Corps members to perform the rehab and construction work on these properties so our training participants may become employable in the building trades and the properties may be returned to the tax rolls. We already have our financing sources secured, and will not be using any public funds. The properties will be renovated and sold to market-rate homeowners; there will be no income restrictions.

We are in the process of scheduling meetings with representatives from the various municipalities to request their support and plan to have letters of commitment to you soon that demonstrate their commitment to transfer the properties to the Great Lakes CCC when they are received from Racine County.

We believe this partnership between Racine County, the Great Lakes CCC, local contractors, and local municipalities represents an innovative way to create jobs, build a tax base and improve Racine County. We look forward to keeping you apprised of our progress.

Sincerely,


Chris Litzau
President

c: John Serketich
Jane Nikolai

Mission:

Leverage resources among Great Lakes communities to train and educate disadvantaged populations for credentials that close the skills gap, improve water quality, build habitat, grow the legacy of the original Civilian Conservation Corps of the 1930s and make the region more competitive in the global economy.



A Member of The Corps Network
of over 150 Youth Corps

Milwaukee County
531 South Water Street
Suite 200 -
Milwaukee, Wisconsin
53204

aukesha-Ozaukee-Washington
Counties

W175 N1163 Stonewood Court
Suite 227
Germantown, Wisconsin
53022

Racine-Kenosha-Walworth
Counties

505 4 1/2 Mile Road
Racine, Wisconsin
53402

Phone
(262) 880-4811

Website
www.greatlakesccc.org

Town of **B**urlington
State Of Wisconsin

32288 Bushnell Road, Burlington, Wisconsin 53105, (262) 763-3070
Website: tn.burlington.wi.gov E-Mail: dbaumeister@townofburlington.com

April 17, 2017

Jane Nikolai
Racine County Treasurer

Re: Foreclosed property at 34525 Walburg Ln., Town of Burlington

The Town of Burlington is requesting the county to consider turning ownership of the property at 34525 Walburg Lane, tax parcel #002-021918016206 to the Town of Burlington. Our intention is to donate this property to Great Lakes Community Conservation Corp. who will use it to teach skills to young adults while doing a rehab to the building and then sell the property. This property will then be back on our tax roll.



Diane Baumeister
Administrator/Treasurer



Jane F. Nikolai
Office of County Treasurer
730 Wisconsin Avenue
Racine, WI 53403
262-636-3239
fax: 262-636-3279
Jane.Nikolai@racinecounty.com

MEMO

May 31, 2017

TO: Finance Committee of the County Board

FROM: Jane Nikolai, County Treasurer

A handwritten signature in cursive script that reads "Jane Nikolai".

RE: Village of Union Grove: Request for donation of one In-Rem Property

Please put on the agenda for the Finance Committee meeting, June 7, 2017, time to present a request from the Village of Union Grove to obtain one in-rem property by donation. Per the Village's request, the parcel was obtained in a recent April 13th 2017 in-rem court action.

The parcel is a vacant lot located in the Village of Union Grove at 1007 Main Street. The Village razed the building in 2015. This parcel has not been included in a sealed bid sale.

To expedite the transfer, please have 1st and 2nd reading at County Board on the June 13th meeting.

Thank you.

Cc: John Serketich

ACTIVE TAX DEED PROPERTIES OWNED BY RACINE COUNTY

DISTRICT: Village of Union Grove

Updated: 6/5/2017

PARCEL # 186-032129010000

IN REM ACTION #: **2016-2**

ITEM #: 1

LEGAL DESCRIPTION: SALISBERY ADD N26 OF S27.5' OF W120' LOT 7 BLK 1 & INT IN E12' LOT 7

PROP. ADDRESS: 1007 MAIN ST, UNION GROVE

FORMER OWNER: EARL BALL

ASSESSED VALUE	Land:	11,200
	IMP:	-
	TOTAL:	11,200

EFMV:	<u>11,700</u>
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JUDGMENT DOC #: 243499
DATE OF DEED: 4/13/2017

APPRAISED - YEAR: _____
SALE-YEAR/PRICE: _____

CERT#	TAX YEAR	FACE CERT	SPECIAL	INT	PEN	COSTS	TOTAL
	2012	1,914.99	0	976.64	488.32	\$	3,379.95
	Specials						
	2013	1897.76		834.80	417.40	\$	3,149.96
	Specials		242.74				
	2014	365.51		204.41	102.20	\$	672.12
	Specials		391.55				
	2015	118.23		4967.73	2483.87	\$	7,569.83
	Specials		33,000.00				
	2016	99.98		13.32	6.66	\$	119.96
	Specials		344.03				
	In-Rem Fee (Title)					175.00	\$ 175.00
	Boarding Fee						\$ -
	Appraisal Fee						\$ -
	Newspaper ad					621.53	\$ 621.53
	Vacate Fee						\$ -
TOTAL TAX		4,396.47	33,634.29	6,996.90	3,498.45		14,891.82
TOTAL COSTS		-	-	-	-	796.53	796.53
ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS:							
TOTAL COSTS:		4,396.47	33,634.29	6,996.90	3,498.45	796.53	15,688.35

DISPOSITION:	_____		
TO:	_____		
ON:	_____	GEN RECEIPT NO:	_____
TOTAL:	_____		
SOLD FOR:	_____		
PROFIT OR (LOSS):	<u>\$0.00</u>		

186-032129010000
Ball, Earl



PRUITT, EKES & GEARY, S.C.

Timothy J. Pruitt
Elaine Sutton Ekas
Christopher A. Geary

Office Administrator:
Eileen Zaffiro

610 Main Street, Suite 100, Racine, WI 53403 Phone: 262-456-1216 Facsimilie: 262-456-2086 www.peglawfirm.com

April 19, 2017

John Serkitich
Assistant Corporation Counsel
Racine County Courthouse
730 Wisconsin Avenue
Racine, WI 53403

RE: *Tax Foreclosure on Property at 1007 Main Street,
Union Grove, Wisconsin
Case No: 16-CV-1757*

Dear John:

Enclosed are the following Village of Union Grove resolutions related to the property located at 1007 Main Street in Union Grove, currently a part of the tax foreclosure action in progress as Racine County Circuit Court Case No. 16-CV-1757:

1. Resolution No. 2017-04 – Resolution of the Community Development Authority of the Village of Union Grove Authorizing the Acceptance of Title to a Parcel of Land Located at 1007 Main Street, in the Village of Union Grove, Wisconsin after Foreclosure of Tax Lien by Racine County
2. Resolution No. 2017-05 – Resolution of the Plan Commission of the Village of Union Grove Recommending the Acceptance of Title to a Parcel of Land Located at 1007 Main Street, in the Village of Union Grove, Wisconsin after Foreclosure of Tax Lien by Racine County
3. Resolution No. 2017-07 – Resolution of the Village Board of the Village of Union Grove Authorizing the Acceptance of Title to a Parcel of Land Located at 1007 Main Street, in the Village of Union Grove, Wisconsin After Foreclosure of Tax Lien By Racine County

These resolutions indicate the intent of the Village of Union Grove to accept title to the property from Racine County after the foreclosure action is complete. It is the Village's understanding that Racine County will not seek reimbursement of any specials charges or

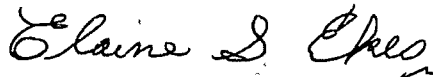
John Serkitich
Assistant Corporation Counsel
April 19, 2017
Page 2

assessments or taxes in this matter as the Village has already spent more than \$33,000 on demolition and other costs addressing this property. It is the Village's preference that when title is transferred to the Village of Union Grove that it be titled in the Village of Union Grove's name. It is anticipated that the Village will be transferring title to the Community Development Authority after reimbursement of the demolition costs which would likely be a TID eligible expense.

If you have any questions regarding this matter or need any other documentation from the Village to complete this matter, please contact us.

Sincerely,

PRUITT, EKES & GEARY, S.C.



Elaine Sutton Ekes
esekes@peglawfirm.com

Enclosures

cc: Ms. Jill Kopp, Clerk/Treasurer – Village of Union Grove (w/o Encs.) via Electronic Mail

RESOLUTION NO. 2017-04

RESOLUTION OF THE COMMUNITY DEVELOPMENT AUTHORITY OF THE VILLAGE OF UNION GROVE AUTHORIZING THE ACCEPTANCE OF TITLE TO A PARCEL OF LAND LOCATED AT 1007 MAIN STREET, IN THE VILLAGE OF UNION GROVE, WISCONSIN AFTER FORECLOSURE OF TAX LIEN BY RACINE COUNTY

The Community Development Authority of the Village of Union Grove, Racine County, Wisconsin, do resolve as follows:

WHEREAS, the a parcel of land located at 1007 Main Street in the Village of Union Grove is in the process of a tax foreclosure by the County of Racine for the nonpayment of property taxes, special charges and special assessments as part of Racine County Circuit Court Case No. 2016CV001757;

WHEREAS, the Village has informed Racine County that it was interested in acquiring title to the parcel after Racine County completed the foreclosure action so that the parcel did not become a burden to Racine County;

WHEREAS, the Village of Union Grove has title to an adjacent parcel and it would be prudent for planning purposes for the Village to obtain ownership of the parcel at 1007 Main Street to advance planning for Tax Incremental District No. 5 within the Village;

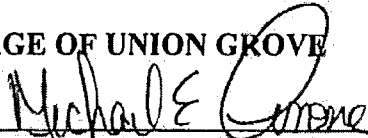
NOW, THEREFORE, BE IT RESOLVED, that the Community Development Authority recommends to the Village Board to seek a transfer of the ownership of the parcel at 1007 Main Street to the Village, and if the Village Board so prefers, that the Community Development Authority be the title owner of the parcel upon transfer by Racine County;

BE IT FURTHER RESOLVED, that the Chairman and Executive Director of the Community Development Authority of the Village of Union Grove are authorized to take all actions necessary and execute all documents necessary to effect the transfer of the parcel to the Village.

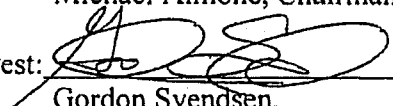
Adopted this 21st day of March, 2017, by the Village Board of the Village of Union Grove, Racine County, Wisconsin.

VILLAGE OF UNION GROVE

By: _____


Michael Aimone, Chairman

Attest: _____


Gordon Svendsen,
Executive Director

RESOLUTION NO. 2017- 05

**RESOLUTION OF THE PLAN COMMISSION OF THE VILLAGE OF UNION GROVE
RECOMMENDING THE ACCEPTANCE OF TITLE TO A PARCEL OF LAND
LOCATED AT 1007 MAIN STREET, IN THE VILLAGE OF UNION GROVE,
WISCONSIN AFTER FORECLOSURE OF TAX LIEN BY RACINE COUNTY**

The Plan Commission of the Village of Union Grove, Racine County, Wisconsin, do resolve as follows:

WHEREAS, the a parcel of land located at 1007 Main Street in the Village of Union Grove is in the process of a tax foreclosure by the County of Racine for the nonpayment of property taxes, special charges and special assessments as part of Racine County Circuit Court Case No. 2016CV001757;

WHEREAS, the Village has informed Racine County that it was interested in acquiring title to the parcel after Racine County completed the foreclosure action so that the parcel did not become a burden to Racine County;

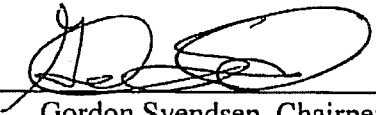
WHEREAS, the Village of Union Grove has title to an adjacent parcel and it would be prudent for planning purposes for the Village to obtain ownership of the parcel at 1007 Main Street to advance planning for Tax Incremental District No. 5 within the Village;

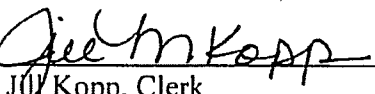
NOW, THEREFORE, BE IT RESOLVED, that the Plan Commission recommends to the Village Board to seek a transfer of the ownership of the parcel at 1007 Main Street to the Village;

BE IT FURTHER RESOLVED, that the acquisition of such parcel by the Village is consistent with Village plans;

Adopted this 3rd day of April, 2017, by the Plan Commission of the Village of Union Grove, Racine County, Wisconsin.

**PLAN COMMISSION OF THE
VILLAGE OF UNION GROVE**

By: 
Gordon Svendsen, Chairperson

Attest: 
Jill Kopp, Clerk

RESOLUTION NO. 2017-07

**RESOLUTION OF THE VILLAGE BOARD OF THE VILLAGE OF UNION GROVE
AUTHORIZING THE ACCEPTANCE OF TITLE TO A PARCEL OF LAND LOCATED
AT 1007 MAIN STREET, IN THE VILLAGE OF UNION GROVE, WISCONSIN AFTER
FORECLOSURE OF TAX LIEN BY RACINE COUNTY**

The Village Board of the Village of Union Grove, Racine County, Wisconsin, do resolve as follows:

WHEREAS, the a parcel of land located at 1007 Main Street in the Village of Union Grove is in the process of a tax foreclosure by the County of Racine for the nonpayment of property taxes, special charges and special assessments as part of Racine County Circuit Court Case No. 2016CV001757;

WHEREAS, the Village has informed Racine County that it was interested in acquiring title to the parcel after Racine County completed the foreclosure action so that the parcel did not become a burden to Racine County;

WHEREAS, the Village has title to an adjacent parcel and it would be prudent for planning purposes for the Village to obtain ownership of the parcel at 1007 Main Street to advance planning for Tax Incremental District No. 5 within the Village;

WHEREAS, the Community Development Authority of the Village of Union Grove and the Plan Commission of the Village of Union Grove have recommended that the Village Board seek transfer of the ownership of the parcel at 1007 Main Street to the Village;

NOW, THEREFORE, BE IT RESOLVED, that the Village Board authorizes the acceptance of title ownership by the Village to a parcel of land located at 1007 Main Street to the Village, or in the alternative directly to the Community Development Authority of the Village of Union Grove upon the reimbursement by the Community Development Authority of all costs of demolition on the parcel to the Village;

BE IT FURTHER RESOLVED, that the Village President and Village Clerk of the Village of Union Grove, and the Chairman and Executive Director of the Community Development Authority of the Village of Union Grove are authorized to take all actions necessary and execute all documents necessary to effect the transfer of the parcel to the Village or the Community Development Authority.

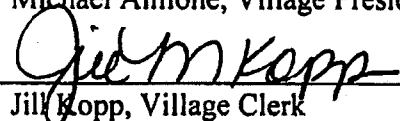
Adopted this 10th day of April, 2017, by the Village Board of the Village of Union Grove, Racine County, Wisconsin.

VILLAGE BOARD

By:


Michael Aimone, Village President

Attest:

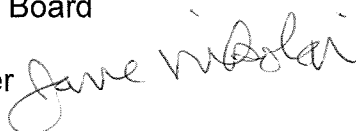

Jill Kopp, Village Clerk

MEMO

May 31, 2017

TO: Finance Committee of the County Board

FROM: Jane Nikolai, County Treasurer



RE: Habitat for Humanity (City of Racine):
Request for donation of one In-Rem Property

Please put on the agenda for the Finance Committee meeting, June 7, 2017, time to present a request from Habitat for Humanity to obtain one in-rem property per donation through the City of Racine. The City of Racine has agreed to accept the property from the County, and then to request the Common Council to transfer it to Habitat for Humanity. The transfer of this property from the County to the City is contingent on the City obtaining this consent from the Common Council.

The parcel is located in the City of Racine at 1124 David Street. There is a building on the lot. This parcel was obtained in the November 2016 in-rem court action. This parcel has not been included in a sealed bid sale.

To expedite the transfer, please have the 1st and 2nd readings at the June 13th County Board meeting.

Thank you.

Cc: John Serketich

ACTIVE TAX DEED PROPERTIES OWNED BY RACINE COUNTY

DISTRICT: City of Racine

Updated: 6/5/2017

PARCEL # 276-000007794000

IN REM ACTION #: **2016**

ITEM #: 37

LEGAL DESCRIPTION: LOT 6, BLOCK 2, FRANK'S ADDITION, BEING A SUBDIVISION OF PART OF THE NORTHWEST 1/4 OF SECTION 8, TOWNSHIP 3 NORTH, RANGE 23 EAST. SAID LAND BING IN THE CITY OF RACINE, RACINE COUNTY, WISCONSIN.

PROP. ADDRESS: 1124 David St

FORMER OWNER: Thurman, Andrew W

ASSESSED VALUE	Land:	14,200			
	IMP:	74,800			
	TOTAL:	89,000			

EFMV:				89,700
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JUDGMENT DOC #: 2450991
 JUDGEMENT DATE: 11/108/2016

APPRAISED - YEAR: _____
 SALE-YEAR/PRICE: _____

CERT#	TAX YEAR	FACE CERT	SPECIAL	INT	PEN	COSTS	TOTAL
	2010	2,095.86		1467.10	733.55	\$	4,296.51
1639	Specials		1,164.00	814.80	407.40	\$	2,386.20
	2011	2,839.29		1646.79	823.39	\$	5,309.47
2550	Specials		693.75	402.38	201.19	\$	1,297.31
	2012	2,830.56		1302.06	651.03	\$	4,783.65
4010	Specials		1,353.44	622.58	311.29	\$	2,287.31
	2013	2565.58		872.30	436.15	\$	3,874.03
6420	Specials		1879.41	639.00	319.50	\$	2,837.91
	2014	2425.93		533.70	266.85	\$	3,226.49
10383	Specials		1773.01	390.06	195.03	\$	2,358.10
	2015	2,552.15		255.22	127.61	\$	2,934.97
14156	Specials		673.40	67.34	33.67	\$	774.41
	In-Rem Fee					327.00	\$ 327.00
	Boarding Fee					18.20	\$ 18.20
	Appraisal Fee						\$ -
	Newspaper Sale ad						\$ -
	Vacate Fee						\$ -
TOTAL TAX		15,309.37		6,077.16	3,038.58		24,425.12
TOTAL SPEC			7,537.01	2,936.16	1,468.08		11,941.25
TOTAL COSTS						345.20	345.20
ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS:							
TOTAL COSTS:		15,309.37	7,537.01	9,013.32	4,506.66	345.20	36,711.57

DISPOSITION: _____

TO: _____

ON _____ GEN RECEIPT NO: _____

TOTAL: _____

SOLD FOR: _____

PROFIT OR (LOSS): \$0.00

Department of City Development

Amy Connolly, AICP
Director of City Development



Room 102 - City Hall
730 Washington Avenue
Racine, Wisconsin 53403
262 636-9151

May 8, 2017

LeAnn Launstein
Executive Director
Racine Habitat for Humanity
1501 Villa St.
Racine, WI 53403

Dear LeAnn,

As we discussed at our meeting today, I received a request from your organization in late April requesting a letter regarding the donation of property at 1124 David Street from Racine County. You had requested a letter from the City indicating that the City is agreeable to accepting the parcel from Racine County and that the City will transfer ownership to Habitat once we have received the property. We were only able to meet today to discuss this process.

As we also discussed today, the Department of City Development is supportive of your efforts and will present your proposal to the Common Council, once we have received the property from Racine County.

City of Racine Common Council is the only organization that can accept and transfer property from the County. While I do not have administrative authority to accept and transfer the property, I do agree to help your organization through the process of accepting the property and requesting transfer of the property from the Common Council. Additionally, we will work cooperatively with Racine County.

The City of Racine is working with Racine County to put together a formal process for the requesting and transferring of foreclosed properties. We look forward to working on this new process with your organization.

Sincerely,

A handwritten signature in cursive script, appearing to read "Amy Connolly".

Amy Connolly, AICP
Director of City Development

cc: James Palenick, City Administrator
John Dickert, Mayor



We build strength, stability, self-reliance *and* shelter.

April 20, 2017

Jane F. Nikolai
730 Wisconsin Ave
Racine, WI 53403

Dear Jane,

I am writing to inform you that Racine Habitat for Humanity would like to accept title to a property at 1124 David Street. Today, our construction team inspected the house. There is extensive fire and water damage on the first floor and additional fire and water damage on the second floor. Furthermore, there is a hole in the roof that continues to damage the interior of the house. We would like to accept ownership of this house as soon as possible in order to get the roof repaired and stop further damage to the interior.

This property meets our requirements to renovate and sell to a low-income family. We would gut the interior of the house and completely rebuild it, including new plumbing, electrical and heat. Furthermore, we would take out the overgrown plants and trees on the property and remove the materials on the exterior of the house, replacing them with new siding.

Thanks to the work of Habitat for Humanity organizations in 1,400 communities across the United States, in 2015, and again in 2016, Harris Poll Interactive, part of the Nielsen Company, ranked Habitat for Humanity the number one social services brand in the United States. This year, Habitat for Humanity also earned the distinction of being named the "Most Loved" and "Most Trusted" brand in the social services category.

Future homeowners help build their own homes alongside Habitat volunteers and pay an affordable mortgage. With our help and your support, Habitat homeowners achieve the strength, stability and self-reliance they need to build a better life for themselves and their families. Homeownership boosts educational performance of children, induces higher participation in civic and volunteering activity, improves health care outcomes, lowers crime rates and lessens welfare dependency. Everyone in the family can get a better education, which leads to better job opportunities.

We have 12 families in our program, six of them matched with houses. We are in dire need of more houses, as we only have one house left for the other six families. Together, our partnership efforts have resulted in selling 86 affordable homes and collecting over \$2.25 million in added property tax revenue during the past 29 years. We hope that you will agree that this transaction would be in the best interest of the community.

Thank you for your assistance moving our request through the proper channels.

Sincerely,

A handwritten signature in cursive script that reads "LeAnn M. Launstein".

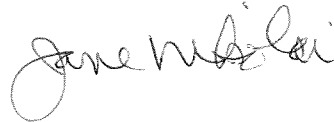
LeAnn Launstein
Executive Director

MEMO

May 31, 2017

TO: Finance Committee of the County Board

FROM: Jane Nikolai, County Treasurer



RE: Great Lakes Community Conservation Corps (City of Racine):
Request for donation of two In-Rem Properties

Please put on the agenda for the Finance Committee meeting, June 7, 2017, time to present a request from Great Lakes Community Conservation Corps to obtain two in-rem properties per donation through the City of Racine. The City of Racine has agreed to accept the properties from the County, and then request the Common Council to transfer them to Great Lakes Community Conservation Corps. The transfer of this property from the County to the City is contingent on the City obtaining this consent from the Common Council.

The parcels are located in the City of Racine at 3518 Kinzie Ave, and at 1432 Illinois St. There are buildings on both lots. Both parcels were obtained in the November 8th, 2016 in-rem court action. These parcels have not been included in a sealed bid action.

To expedite the transfer, please have the 1st and 2nd readings at the June 13th County Board meeting.

Thank you.

Cc: John Serketich

ACTIVE TAX DEED PROPERTIES OWNED BY RACINE COUNTY

DISTRICT: City of Racine

Updated: 6/5/2017

PARCEL # 276-000012075000

IN REM ACTION #: **2016**

ITEM #: 42

LEGAL LOT 24, BLOCK 8, WEST LAWN ADDITION, BEING A SUBDIVISION OF PART OF THE
DESCRIPTION: NORTHEAST 1/4 OF SECTION 18, TOWNSHIP 3 NORTH, RANGE 23 EAST. SAID LAND BEING
 IN THE CITY OF RACINE, COUNTY OF RACINE, STATE OF WISCONSIN.

PROP.
ADDRESS: 3518 Kinzie Ave

Tenuta, Jeffrey M/Tenuta, Cindy
FORMER OWNER: M

ASSESSED VALUE	Land:	17,400			
	IMP:	53,600			
	TOTAL:	71,000			

EFMV:					<u>71,500</u>
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JUDGMENT DOC #: 2450991
JUDGEMENT DATE: 11/8/2016

APPRAISED - YEAR: _____
SALE-YEAR/PRICE: _____

CERT#	TAX YEAR	FACE CERT	SPECIAL	INT	PEN	COSTS	TOTAL
	2008	2,240.13		2105.72	1052.86	\$	5,398.71
728	Specials		118.93	111.79	55.90	\$	286.62
	2009	2,314.11		1897.57	948.79	\$	5,160.47
1149	Specials		132.30	108.49	54.24	\$	295.03
	2010	2,300.81		1610.57	805.28	\$	4,716.66
1757	Specials		139.14	97.40	48.70	\$	285.24
	2011	2,278.85		1321.73	660.87	\$	4,261.45
2734	Specials		144.25	83.67	41.83	\$	269.75
	2012	2,318.09		1066.32	533.16	\$	3,917.57
4250	Specials		159.59	73.41	36.71	\$	269.71
	2013	2,070.45		703.95	351.98	\$	3,126.38
6851	Specials		172.10	58.51	29.26	\$	259.87
	2014	1,901.35		418.30	209.15	\$	2,528.80
10842	Specials		183.61	40.39	20.20	\$	244.20
	2015	1,999.44		199.94	99.97	\$	2,299.36
14626	Specials		183.61	18.36	9.18	\$	211.15
	In-Rem Fee					288.00 \$	288.00
	Boarding Fee					160.70 \$	160.70
	Eviction Fee					620.00 \$	620.00
	Appraisal Fee					\$	-
	Newspaper Sale ad					\$	-
	Vacate Fee					\$	-
TOTAL TAX		17,423.23		9,324.11	4,662.05		31,409.39
TOTAL SPEC			1,233.53	592.02	296.01		2,121.57
TOTAL COSTS						1,068.70	1,068.70

ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS:

TOTAL COSTS:	<u>17,423.23</u>	<u>1,233.53</u>	<u>9,916.13</u>	<u>4,958.07</u>	<u>1,068.70</u>	<u>34,599.66</u>
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DISPOSITION: _____
TO: _____
ON _____ **GEN RECEIPT NO:** _____

TOTAL: _____
SOLD FOR: _____
PROFIT OR (LOSS): \$0.00

ACTIVE TAX DEED PROPERTIES OWNED BY RACINE COUNTY

DISTRICT: City of Racine

Updated: 5/6/2017

PARCEL # 276-000022138000

IN REM ACTION #: **2016**

ITEM #: 46

LEGAL LOTS 15 AND 16, BLOCK 3, WILLIAM A. CRANE ADDITION NO 2, ACCORDING TO THE DESCRIPTION: RECORDED PLAT THEREOF. SAID LAND BEING IN THE CITY OF RACINE, COUNTY OF RACINE, STATE OF WISCONSIN.

PROP. ADDRESS: 1432 Illinois St

FORMER OWNER: Holden, Jennifer A

ASSESSED VALUE	Land: <u>20,500</u>	EFMV:	<u>80,700</u>
	IMP: <u>59,500</u>		
	TOTAL: <u>80,000</u>		

JUDGMENT DOC #: 2450991
 JUDGEMENT DATE: 11/8/2016

APPRAISED - YEAR: _____
 SALE-YEAR/PRICE: _____

CERT#	TAX YEAR	FACE CERT	SPECIAL	INT	PEN	COSTS	TOTAL
	2010	1,141.90		799.33	399.67	\$	2,340.90
1885	Specials		-	0.00	0.00	\$	-
	2011	2,304.32		1336.51	668.25	\$	4,309.08
2961	Specials		576.69	334.48	167.24	\$	1,078.41
	2012	2,403.50		1105.61	552.81	\$	4,061.92
4650	Specials		619.71	285.07	142.53	\$	1,047.31
	2013	2303.44		783.17	391.58	\$	3,478.19
7657	Specials		631.24	214.62	107.31	\$	953.17
	2014	2163.64		476.00	238.00	\$	2,877.64
11643	Specials		636.07	139.94	69.97	\$	845.97
	2015	2,275.80		227.58	113.79	\$	2,617.17
15521	Specials		786.33	78.63	39.32	\$	904.28
	In-Rem Fee					288.00 \$	288.00
	Boarding Fee					304.26 \$	304.26
	Appraisal Fee					\$	-
	Newspaper Sale ad					\$	-
	Vacate Fee					\$	-
TOTAL TAX		12,592.60		4,728.20	2,364.10		19,684.89
TOTAL SPEC			3,250.04	1,052.74	526.37		4,829.15
TOTAL COSTS						592.26	592.26
ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS:							
TOTAL COSTS:		<u>12,592.60</u>	<u>3,250.04</u>	<u>5,780.93</u>	<u>2,890.47</u>	<u>592.26</u>	<u>25,106.30</u>

DISPOSITION: _____

TO: _____

ON _____ GEN RECEIPT NO: _____

TOTAL: _____

SOLD FOR: _____

PROFIT OR (LOSS): \$0.00

March 26, 2017
Jonathan Delagrave
Racine County Executive
Racine County Courthouse 10th Floor
730 Wisconsin Avenue
Racine, Wisconsin 53403

Re: Property Donations

Dear County Executive Delagrave:

The Great Lakes Community Conservation Corps is a job training and education program that prepares Racine County's young adults for employment in a variety of industries. You may have read recently about our involvement with Ola Baiyewu and the re-start of the First Choice Pre-Apprenticeship Program. Over the past 5 years we have also benefitted from the expertise of Mark Mundl and his wonderful staff at the Workforce Development Center to prepare young people for the world of work.

We operate as a crew-based program and provide hands-on training that includes construction. Our construction training curriculum includes mentorship by local construction companies and developers who assist us with technical training. We have been in communication with Jane Nikolai regarding our program and have requested the donation of the following properties:

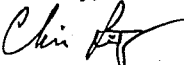
Town of Burlington	002-021918016206	34525 WALBURG LN
Village of Caledonia	104-042308178000	2430 SUNRISE RD
Village of Caledonia	104-042318085000	4511 TABOR RD
Village of Mt. Pleasant	151-032211018010	7431 OLD SPRING ST
Village of Mt. Pleasant	151-032224009000	2039 GREEN BAY S RD
City of Racine	276-000007794000	1124 DAVID ST
City of Racine	276-000012075000	3518 KINZIE AVE
City of Racine	276-000022138000	1432 ILLINOIS ST

We intend to train our crews of Corps members to perform the rehab and construction work on these properties so our training participants may become employable in the building trades and the properties may be returned to the tax rolls. We already have our financing sources secured, and will not be using any public funds. The properties will be renovated and sold to market-rate homeowners; there will be no income restrictions.

We are in the process of scheduling meetings with representatives from the various municipalities to request their support and plan to have letters of commitment to you soon that demonstrate their commitment to transfer the properties to the Great Lakes CCC when they are received from Racine County.

We believe this partnership between Racine County, the Great Lakes CCC, local contractors, and local municipalities represents an innovative way to create jobs, build a tax base and improve Racine County. We look forward to keeping you apprised of our progress.

Sincerely,


Chris Litzau
President

c: John Serketich
Jane Nikolai

Mission:

Leverage resources among Great Lakes communities to train and educate disadvantaged populations for credentials that close the skills gap, improve water quality, build habitat, grow the legacy of the original Civilian Conservation Corps of the 1930s and make the region more competitive in the global economy.



A Member of The Corps Network
of over 150 Youth Corps

Milwaukee County

531 South Water Street
Suite 200
Milwaukee, Wisconsin
53204

Waukesha-Ozaukee-Washington
Counties

W175 N11163 Stonewood Court
Suite 227
Germantown, Wisconsin
53022

Racine-Kenosha-Walworth
Counties

505 4 1/2 Mile Road
Racine, Wisconsin
53402

Phone
(262) 880-4811

Website
www.greatlakesccc.org



Department of City Development

Room 102 - City Hall
730 Washington Avenue
Racine, Wisconsin 53403
262 636-9151
Fax: 262 635-5347

May 24, 2017

Office of the Racine County Treasurer
Jane F. Nikolai
730 Wisconsin Ave
Racine, WI 53403

Dear Jane,


The City received a request yesterday from the Racine County Treasurer's office dated May 16, 2017 indicating that the County has committed to donate tax-foreclosed properties to Great Lakes Community Conservation Corps. The Racine properties requested are:

3518 Kinzie Ave
1432 Illinois Street

The Department of City Development is supportive of Great Lakes' efforts and will present the donation proposal to the Common Council once we have received the property donation approval from the Racine County Board.

City of Racine Common Council is the only organization that can accept and transfer property from the County. While I do not have administrative authority to accept and transfer the property, I do agree to help Great Lakes through the process of accepting the property and requesting transfer of the property from the Common Council. Additionally, we will work cooperatively with Racine County with any additional information you may need.

Sincerely,


Amy Connolly, AICP
Director of City Development

cc: Chris Litzou, Great Lakes Community Conservation Corps
James Palenick, City Administrator
John Dickert, Mayor

RECEIVED
MAY 30 2017
BY COUNTY TREASURER

REQUEST FOR COUNTY BOARD ACTION

YEAR	2017	X	Resolution Request
			Ordinance Request
			Report Request

Requestor/Originator: Public Works - Julie Anderson

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 6/7/2017 Date of County Board Meeting to be Introduced: 6/13/17

1st Reading: 1st & 2nd Reading: *

* Include a paragraph in the memo regarding why 1st & 2nd reading is required.

Signature of Committee Chairperson/Designee: _____

TITLE OF RESOLUTION/ORDINANCE/REPORT:

Transfer the Car Pool Fleet vehicles from fund 66 - Fleet Internal Service Fund to New Cost Center in the General
Fund as of 1/1/17.

SUBJECT MATTER:

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

Any request which requires the expenditure or transfer of funds must be accompanied by the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

THIS FORM MUST BE FILLED OUT COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.

The Committee believes that this action furthers the following goals:

- Make Racine County the most accessible county in Wisconsin for business to grow, develop and create family supporting jobs.
- Develop a system that encourages employees, elected officials and citizens to suggest ideas for service enhancement and productivity improvements including a measurement of customer satisfaction.
- Foster an environment where intergovernmental cooperation is encouraged to produce better services and efficiencies.
- Reduce or limit the growth of the tax levy as set forth in Resolution No. 2002-59S.
- To make Racine County a healthy, safe, clean, crime-free community and environment.

MEMORANDUM

TO: Finance and Human Resources Committee

FROM: Julie A. Anderson, Director, PWDS

RE: Moving Carpool from Fleet Fund 66 to General Fund 10

DATE: June 13, 2017

The Racine County Public Works & Development Service is requesting approval from the Finance and Human Resources Committee to move finances related to the County's carpool from its current location within Fund 66 – Vehicle and Equipment Fleet to Fund 10 – General Fund. This change will result in compliance with State auditors' accounting standards, as well as generally accepted accounting principles (GAAP). According to these standards, Carpool is not an essential function of Fleet/Highway and should not be included within Fund 66. Separating carpool will result in more effective identification of costs related to providing this service to County operations. Gains and losses for Carpool would be simpler to report.

There would be no negative fiscal impact on the Public Works & Development Services budget or the General Fund budget, as Carpool contains non-lapsing accounts. Additionally, this change would allow for an easier time with identifying capital budget requests for carpool items. With the implementation of Tyler-Munis, the County's assets need to be moved to the new system. Coordinating the movement of assets with this change in Carpool will move the vehicles efficiently into the correct place all at the same time. We request this change in funds to take place retroactively back to January 1, 2017. Overall, this change will assist with better management of carpool-related finances.

Sincerely,

Julie A. Anderson

Julie A. Anderson
Director of Public Works & Development Services

REQUEST FOR COUNTY BOARD ACTION

YEAR <u>2017</u>	<input checked="" type="checkbox"/>	Resolution Request Ordinance Request Report Request
------------------	-------------------------------------	---

Requestor/Originator: Public Works - Julie Anderson

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 6/7/2017 Date of County Board Meeting to be Introduced: 6/13/17

1st Reading: 1st & 2nd Reading: *

* Include a paragraph in the memo regarding why 1st & 2nd reading is required.

Signature of Committee Chairperson/Designee: _____

TITLE OF RESOLUTION/ORDINANCE/REPORT:

Use of Public Works reserves to fund Capital Project - Simplex Fire Alarm System authorized by the Public Works,
Parks and Facilities Committee meeting on April 27, 2017 and transfer of \$205, 398 within the Public Works 2017
Budget

SUBJECT MATTER:

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

Any request which requires the expenditure or transfer of funds must be accompanied by the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

THIS FORM MUST BE FILLED OUT COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.

The Committee believes that this action furthers the following goals:

- Make Racine County the most accessible county in Wisconsin for business to grow, develop and create family supporting jobs.
- Develop a system that encourages employees, elected officials and citizens to suggest ideas for service enhancement and productivity improvements including a measurement of customer satisfaction.
- Foster an environment where intergovernmental cooperation is encouraged to produce better services and efficiencies.
- Reduce or limit the growth of the tax levy as set forth in Resolution No. 2002-59S.
- To make Racine County a healthy, safe, clean, crime-free community and environment.

RACINE COUNTY PUBLIC WORKS, PARKS AND FACILITIES COMMITTEE MEETING
THURSDAY, APRIL 27, 2017 - 6:00 PM
Summary Minutes

Public Works-Development Services Conference Room
Ives Groves Office Complex
14200 Washington Avenue
Sturtevant, WI 53177

Committee Present: Ronald Molnar, Mark Gleason, Robert Grove, David Cooke, Scott Maier

Members Excused: Tom Hincz, Kiana Harden-Johnson

Youth in Governance

Representatives Present: Hunter Ostergaard (present), Samantha Penzkowski (excused)

Staff Present: Julie Anderson, Director of Public Works & Development Services
David Prott, Superintendent of Highways & Parks
Nathan Plunkett, County Engineering Manager

Also Present: Patrick Haley, Carefree Enzymes
Martha Hutsick, Friends of Quarry Lake
Dan Hosmanek, Friends of Quarry Lake
Tom Karkow, WRJN

1. Call to Order, Roll Call

The meeting was called to order at 6:00 p.m. by Chairman Ron Molnar.

2. Approval of the March 9, 2017, summary minutes

SUPERVISOR MARK GLEASON MOVED, seconded by Supervisor Grove, to approve the March 9, 2017, summary minutes.

YOUTH REPRESENTATIVES' ADVISORY VOTES:

Youth Representative Ostergaard: aye

Youth Representative Penzkowski aye

Motion carried unanimously. VOTE: 5/0

3. Public Comments

Martha Hutsick offered comments and suggestions relative to Quarry Lake clean up and beach restoration to get rid of the muck accumulation. She suggested that perhaps a front end loader or some other heavy equipment could push the muck and sand off the ledge off the beach area and then County could bring in clean sand to create a new beach.

4. Presentation by Patrick Haley, Carefree Enzymes, regarding Quarry Lake water quality improvement (10 minutes)

Mr. Haley had a powerpoint prepared, but there were technical difficulties with the computer which prevented the powerpoint from working. Mr. Haley discussed various ways to help clean up the water quality in the Quarry Lake, and that aeration units would be a great first start, along with possible addition of enzymes to help break down the sediment and plant overgrowth. He also suggested that technology exists whereby a vacuum could be used to remove sediment in areas of concern. The material forms a "brick-like" substance which can then be landfilled. Discussion was held. Staff agreed to make copies of his powerpoint presentation and to share with the Committee and County Executive if desired.

There was no action taken by the Committee on this item.

5. Review, discussion, and possible recommendation on a resolution authorizing and accepting funding for installation of the Simplex fire alarm system in the Ives Grove Public Works shop area and adjacent outbuildings

Anderson presented the basic information about the updating of the Simplex fire alarm system that was already underway in the Ives Grove offices. Phase II includes the installation of fire alarms/smoke detectors in the entire east end of the Ives Grove building shop area plus the adjacent building to the east of the shop. Phase I was approved in the 2017 budget, but Phase II was not. The cost for Phase II, in total, is \$205,398.00. A fiscal note would be needed and a new capital project identified for 2017 budget. The County Executive would have to find money to make this happen so the Ives Building can be brought up to current standards for fire alarms. Anderson emphasized that the Ives building is completely safe, and that the installation of this newer technology is necessary to meet fire codes. The existing fire alarm system is out of date and repair parts are no longer available. Dave Protz also explained that the process would go through Finance Committee, then to the County Board for approval. The plans need to be State approved as well. Discussion followed.

SUPERVISOR ROBERT GROVE MOVED, seconded by Supervisor Cooke, to approve the resolution authorizing and accepting funding for installation of the Simplex fire alarm system in the Ives Grove Public Works shop area and adjacent outbuilding (Phase II).

YOUTH REPRESENTATIVES' ADVISORY VOTES:

Youth Representative Ostergaard: aye
Youth Representative Penzkowski aye

Motion carried unanimously. VOTE: 5/0

6. Review, discussion, and possible approval of a request from the City of Racine to add paving of Old Mill Road into the County's 2018 CTH "MM" construction project

Nathan Plunkett explained to the Committee that the request from the City of Racine to add paving to the northern extent of the County's MM rebuild project along Old Mill Road was received at a very late hour as road designs, engineering and plans are nearly complete. The project will be let in late 2017 for a 2018 build. To make additions to the project now could result in delays and the need to re-evaluate environmental documents. In addition, the area the City is requesting for repaving would be done in asphalt as the rest of the highway is being replaced with concrete. Staff noted that we are always willing to work with the City and cooperate when and where it makes sense to do so, but in this case, staff does not want to jeopardize the reconstruction timeline for CTH "MM" and the MM/STH 38 intersection.

Discussion followed. Supervisors agree with staff. They are glad that we made an attempt to try and work with the City on the repaving of the end of Old Mill Road, but they understand the timeline and that it would make more sense for the City to do this small area of repaving once the MM project is completed after the 2018 season. They expressed disappointment that this request came in so very late in the process.

SUPERVISOR ROBERT GROVE MOVED, seconded by Supervisor Gleason, to DENY the request from the City of Racine to add paving of a portion of Old Mill Road into the County's 2018 CTH "MM" construction project.

YOUTH REPRESENTATIVES' ADVISORY VOTES:

Youth Representative Ostergaard: aye
Youth Representative Penzkowski aye

Motion carried unanimously. VOTE: 5/0

7. Miscellaneous Business

- No PWPFC meeting on May 11, 2017
- Next regularly scheduled PWPFC meeting: May 25, 2017, if warranted.

8. Adjourn

There being no further business, **SUPERVISOR DAVID COOKE MOVED, seconded by Supervisor Robert Grove, to adjourn at 7:03 p.m. Motion carried unanimously. VOTE: 5/0**

FINANCE & HUMAN RESOURCES COMMITTEE ACTION ONLY

Requestor/Originator Human Resources - Karen Galbraith

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date of Committee Meeting: 5/17/17 6/7/17

Signature of Committee Chairperson /Designee: _____

Description: Revision to the Performance Review Policy

Motion: _____

Action: **County Board Supervisors**
 Approve
 Deny

Youth In Governance
 Approve
 Deny

9. Performance Evaluation Program

A. Policy

The public expects Racine County employees to deliver high quality service in a manner that serves the interests of the county, the public and the efficient and effective use of resources. Because the county expects all employees to perform their job duties at a high-quality level, it must only employ individuals who are committed to and capable of meeting those expectations. Therefore, apathy, an inability to work as a member of a team, attitudinal issues, and marginal or unacceptable work performance are inconsistent with the interests and expectations of the county and the public.

Periodic evaluations are an important part of ensuring that the county is employing the right people to work for its citizens. Periodic evaluations are an opportunity to let each employee know how he or she is performing and how performance may be improved. They are also an opportunity to receive input from the employee concerning training, supervision or any job difficulties that may be occurring. Evaluations of employee performance should include reviews of accuracy, quality and quantity of work, dependability, adaptability, job knowledge, organization, judgment, initiative, cooperation, ability to get along with others, public service mindset, attitude and attendance. The practices for departments or positions for the evaluation process may vary.

B. Salary Increases

1. Merit Increases

Employees below the maximum of the salary range will be eligible to receive a percentage salary increase on the anniversary of their date of hire or most recent promotion, whichever is more recent, provided that they receive an overall evaluation that is "Satisfactory" or higher. The salary increase is subject to the discretion of the reporting supervisor, up to the maximums in the Merit Increase Chart on the following page. Salary ranges may be adjusted as approved in the county's annual budget.

No supervisory employee will receive the merit increase if there are outstanding performance evaluations due on his/her subordinates.

2. Bonus

A lump sum bonus of up to 3%, that is not added to an employee's base, may be awarded by the County Executive to an employee who has exhibited exemplary performance or contributions.

Merit Increase Chart

Performance	Merit Increase
Unsatisfactory	0%
Progressing or Needs Improvement	0%
Satisfactory	1%
Exceeds Requirements	2%
Outstanding	3-4%