

**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

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\*\*\* 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 July 19, 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. Public Comments
4. Approval of Minutes from the June 21, 2017 committee meeting.
5. Racine County Economic Development Corporation – Janell Topczewski – Joint Resolution with Economic Development and Land Use Planning Committee approving the Semi-Annual Racine County Revolving Loan Fund (RLF) Plan Certification for the period ending March 31, 2017 and authorizing submission of said plan to the United States Department of Commerce’s Economic Development Administration – 2017 – Resolution – 1<sup>st</sup> Reading at the July 25, 2017 County Board Meeting.
6. Corporation Counsel – Jon Lehman – Authorizing the transfer of four In Rem properties on Durand Avenue to the Village of Sturtevant – 2017 – Resolution – 1<sup>st</sup> & 2<sup>nd</sup> Reading at the July 25, 2017 County Board Meeting.
7. Transfers:
  - a. Human Services Department – Hope Otto – Creation of 1 FTE Non-Rep Exempt E090 Advanced Practice Nurse Prescriber and transfer of \$45,751 within the Human Services 2017 Budget - Resolution – 1<sup>st</sup> & 2<sup>nd</sup> Reading at the July 25, 2017 County Board Meeting.

- b. Human Services Department – Hope Otto – Elimination of 1 FTE Non-Rep Exempt E070 Program Manager – Career Services, Creation of 1 FTE Non-Rep Exempt E080 Operations & Facilities Manager, Reclassification of 1 FTE Non-Rep Exempt E070 Program Manager -Workforce Services to 1 FTE Non-Rep Exempt E080 Division Manager – Workforce Solutions and transfer of \$46,573 within the Human Services 2017 Budget – 2017 – Resolution – 1<sup>st</sup> & 2<sup>nd</sup> Reading at the July 25, 2017 County Board Meeting.
- c. Human Services Department – Hope Otto – Creation within the Human Services Department 1 FTE Non-Rep Exempt E060 CPS Ongoing Supervisor, 1 FTE Non-Rep Exempt E060 CPS Access Supervisor, 1 FTE Non-Rep Non-Exempt N100 Out of Home Placement Case Mgr. and 1 FTE Contracted Service Position Licensing & Recruitment Worker and transfer of \$483,209 within the Human Services 2017 Budget and Creation within the Health Services 1 FTE Non-Rep Non-Exempt N080 Early ID & Mental Health Case Mgr. and transfer of \$12,463 within the Health Services 2017 Budget and transfer of \$45,796 from Human Services Department 2017 Budget to Health Services 2017 Budget - 2017 - Resolution – 1<sup>st</sup> & 2<sup>nd</sup> Reading at the July 25, 2017 County Board Meeting.

8. Communication Referrals from County Board Meeting:

- a) Attorney James A. Pitts on behalf of Lauren A. Haubrich has filed a lawsuit against Labor & Industry Review Commission, Racine County and United Wisconsin Insurance Company about workers’ compensation claim.
- b) Attorney Richard G. Kalkhoff on behalf of Georgette Hahn & Human Insurance Company has filed a lawsuit against Oostburg Concrete Products Inc, Wilson Mutual Insurance Co, Great Lakes Dock & Materials LLC and Racine County for incident at Reefpoint Marina.
- c) Tera & Thang Pham on behalf of themselves, owners of River Run Restaurant has filed a claim against Racine County for property damage by Public Works.

d) Foreclosure items:

Attorney	Lending Company	Person/Persons	Amt. owed Racine CO
Nancy B. Johnson & Jason D. Buckner	Johnson Bank	Estate of Joseph W. Horvath Sr, Gary D. Horvath	\$58.64
Ian J. Thomson	US Bank National Association	Michael S. Ryan	\$766.48
Patricia C. Lonzo	Wells Fargo Bank NA	David A. & April L. Coughlin	\$503.02
James Hiller	Wilmington Savings Fund Society	Terrence E. & Lourdes Young	Unknown
Patricia C. Lonzo	JP Morgan Chase Bank	Patricia L. Borchers	\$171.80

e) Bankruptcy items:

Type of Action:	Person/Persons
Notice & Motion to Dismiss – Confirmed Plan	
Notice of Chapter 13 Bankruptcy Case	Brian Joseph Urbancic; Kevin Charles Alsup Sr.;
No Proof of Claim Deadline	Andrew James Punak; Sharon Louise Hawkins; Todd Charles Steinmueller;
Order Dismissing Case	Donald J. & Diane M. Vertcnik;
Order of Discharge	Athelstran S Wagner & Tiana Liscomb-Wagner; Andrew Christopher & Juan Metz-Rodriguez; Steven Wayne & Michele Ann Bachmann; Timothy Charles Griese; Peggy Pirk; Timothy James Hamilton; Ranzy & Lolita A. Simmons Sr.;
Notice of Chapter 13 Bankruptcy Case, Meeting of creditors & Deadlines	Jay Collen Upton
Relief from Automatic Stay & Abandonment	Todd Lawrence & Karalee Kae Jackson
Notice of Trustee's Proposed Abandonment	Eliseo & Alma Duran

9. Staff Report – No Action Items.

- a. Meetings in October for 2018 Budget with Departments October 17 – 19, 2017.

10. Adjournment

# FINANCE & HUMAN RESOURCES COMMITTEE ACTION ONLY

**Requestor/Originator** Finance Dept

**Committee/Individual Sponsoring:** Finance & Human Resources Committee

**Date of Committee Meeting:** 7/19/2017

**Signature of Committee Chairperson  
/Designee:** \_\_\_\_\_

**Description:** Minutes from the June 21, 2017 Finance & Human Resources Committee Meeting.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Motion:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Action:** **County Board Supervisors**  
 Approve  
 Deny

**Youth In Governance**  
 Approve  
 Deny

**FINANCE AND HUMAN RESOURCES COMMITTEE MEETING**

**June 7, 2017**

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

Meeting attended by: Chairman Shakoor, Supervisors Bernberg, Miller, Nielsen, Pringle, and Snow, Youth Representative Anderson and Ward, Human Resources Director Karen Galbraith, Finance & Budget Manager Kris Tapp, Assistant Corporation Council John Serketich, Accounting Supervisor Alex Klosterman, Lieutenant Dan Klatt, Sheriff Christopher Schmaling and Pastor Anthony Balistreri.

Excused: Supervisor Wisch.

**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.

**Agenda Item #3 – Public Comments**

None.

**Agenda Item #4 – Approval of Minutes from the June 7, 2017 Meeting.**

**Action:** Approve the minutes from the June 7, 2017 meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Miller. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Supervisor Snow arrived at 5:03 pm

**Agenda Item #5 – Sheriff’s Office – Sheriff Christopher Schmaling – Authorize a Sole Source contract between Racine County Sheriff’s Office and the Racine County Sheriff’s Chaplaincy Council to provide chaplaincy services for its inmate and the Racine County Sheriff Office Staff effective as of the 1<sup>st</sup> of the month after the last date signed by either party – 2017 – Resolution – 1<sup>st</sup> Reading at the June 27, 2017 County Board Meeting.**

**Action:** Authorize a Sole Source contract between Racine County Sheriff’s Office and the Racine County Sheriff’s Chaplaincy Council to provide chaplaincy services for its inmate and the Racine County Sheriff Office Staff effective as of the 1<sup>st</sup> of the month after the last date signed by either party – 2017 – Resolution – 1<sup>st</sup> Reading at the June 27, 2017 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Miller. Vote: 5 Ayes 1 Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #6 - Requests for Transfer**

**6a – Sheriff’s Office – Sheriff Christopher Schmaling – Authorize a contract with the State of Wisconsin Department of Corrections for temporary housing with the Racine County Jail, Transfer of \$258,402 within the Jail 2017 Budget, Transfer of \$11,376 from the Jail 2017 Budget to the Sheriff’s 2017 Budget, Transfer of \$10,566 from the Jail 2017 Budget to the Jail Commissary 2017 Budget and authorizing the creation of 5 Correctional Officers – Sunset positions and purchase of equipment – 2017 – Resolution – 1<sup>st</sup> & 2<sup>nd</sup> Reading at the June 27, 2017 County Board Meeting.**

**Action:** Authorize a contract with the State of Wisconsin Department of Corrections for temporary housing with the

Racine County Jail, Transfer of \$258,402 within the Jail 2017 Budget, Transfer of \$11,376 from the Jail 2017 Budget to the Sheriff's 2017 Budget, Transfer of \$10,566 from the Jail 2017 Budget to the Jail Commissary 2017 Budget and authorizing the creation of 5 Correctional Officers – Sunset positions and purchase of equipment – 2017 – Resolution – 1<sup>st</sup> & 2<sup>nd</sup> Reading at the June 27, 2017 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Miller. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**6b – Public Works – Julie Anderson - Authorizing the transfer of \$65,000 within the Public Works – Fleet 2017 Budget and authorizing the purchase of capital equipment – AWSP – Mastic Machine – 2017 - Resolution – 1<sup>st</sup> & 2<sup>nd</sup> Reading at the June 27, 2017 County Board Meeting.**

**Action:** Authorizing the transfer of \$65,000 within the Public Works – Fleet 2017 Budget and authorizing the purchase of capital equipment – AWSP – Mastic Machine – 2017 - Resolution – 1<sup>st</sup> & 2<sup>nd</sup> Reading at the June 27, 2017 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**6c – Finance Department – Transfer of \$500,000 within the General Fund 2016 Budget to finalize the 2016 accounts – 2016 - Resolution – 1<sup>st</sup> & 2<sup>nd</sup> Reading at the June 27, 2017 County Board Meeting.**

**Action:** Transfer of \$500,000 within the General Fund 2016 Budget to finalize the 2016 accounts – 2016 - Resolution – 1<sup>st</sup> & 2<sup>nd</sup> Reading at the June 27, 2017 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

**6d – Finance Department – Transfer of \$1,680,166 within the Ridgewood Care Center 2016 Budget to finalize the 2016 accounts – 2016 - Resolution – 1<sup>st</sup> & 2<sup>nd</sup> Reading at the June 27, 2017 County Board Meeting.**

**Action:** Transfer of \$1,680,166 within the Ridgewood Care Center 2016 Budget to finalize the 2016 accounts – 2016 - Resolution – 1<sup>st</sup> & 2<sup>nd</sup> Reading at the June 27, 2017 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

**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**

a.) Next Finance & Human Resources Committee meeting is July 19, 2017.

**Agenda Item #7 – Closed Session.**

**Action:** Motion to go into closed session pursuant to s. 19.85(1)(e), WI Stats, to discuss with legal counsel the following claim against Racine County: 1) Robertson & Ryan Associates Insurance on behalf of Carlson Roofing & Sheet Metal at 5:48 pm. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Bernberg. Youth Representatives Vote: All Ayes No Nays. Vote: All Ayes No Nays. A Roll Call Vote was taken of the members present: All Ayes No Nays.

**Agenda Item #8- Regular Session.**

**Action:** To reconvene into regular session at 5:52 p.m. **Motion passed.** Moved: Supervisor Miller. Seconded: Supervisor Pringle. Vote: All Ayes No Nays.

**Action:** Motion to authorize the settlement of the claim of Robertson & Ryan Associates Insurance on behalf of Carlson Roofing & Sheet Metal up to \$1,062.26 – 2017 - Report. **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Nielsen. All Ayes No Nays.

**Agenda Item #11- Adjournment**

**Action:** Adjourn the meeting at 5:53 pm. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Miller. Vote: All Ayes No Nays.

REQUEST FOR COUNTY BOARD ACTION

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

Requestor/Originator: Corporation Counsel, Jon Lehman

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 7/19/2017 Date of County Board Meeting to be Introduced: 7/25/2017

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:**

Authorizing the transfer of four In Rem properties on Durand Avenue to the Village of Sturtevant  
\_\_\_\_\_  
\_\_\_\_\_

**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.





**ACTIVE TAX DEED PROPERTIES OWNED BY RACINE COUNTY**

updated 7-14-2017

DISTRICT: V. STURTEVANT  
 PARCEL # 181-032222021001

SIGN \_\_\_\_\_  
 GRASS CUTTING \_\_\_\_\_  
 SNOW SHOVELING \_\_\_\_\_

**DESCRIPTION:** THAT PART OF THE SOUTHWEST 1/4 OF SECTION 22, TOWNSHIP 3 NORTH, RANGE 22 EAST, BOUNDED AS FOLLOWS: BEGIN AT A POINT ON THE SOUTH LINE OF SAID SECTION 22 THAT IS LOCATED 150 FEET WEST OF THE SOUTH 1/4 CORNER OF SAID SECTION 22; RUN THENCE WEST 150 FEET ALONG THE SOUTH LINE OF SAID SECTION 22; THENCE NORTH 283 FEET PARALLEL WITH THE NORTH AND SOUTH 1/4 LINE OF SAID SECTION 22; THENCE EAST 150 FEET; THENCE SOUTH 283 FEET TO THE POINT OF BEGINNING. EXCEPTING THEREFROM LANDS CONVEYED BY DEED RECORDED IN VOLUME 2971 OF RECORDS, PAGE 48, AS DOCUMENT NO. 1705199. ALSO EXCEPTING THEREFROM LANDS CONTAINED IN CERTIFIED SURVEY MAP NO. 2812 AS RECORDED IN VOLUME 9 OF CERTIFIED SURVEY MAPS, PAGE 1, AS DOCUMENT NO. 2106013. FURTHER EXCEPTING DOCUMENT #2448325. SAID LAND BEING IN THE VILLAGE OF STURTEVANT, COUNTY OF RACINE, STATE OF WISCONSIN.

PROP. ADDRESS: 8318 DURAND AVE COMBINE W/ \_\_\_\_\_

FORMER OWNER: COBBLE COURT ASSOCIATES LIMITED PARTNERSHIP

ASSESSED VALUE: EFMV: \$ 24,000  
 LAND: \$ 24,000  
 IMP: \$ -  
 TOTAL: \$ 24,000  
 APPRAISED - YEAR 0  
 SALE-YEAR/PRICE 0

IN REM #: 2015  
 PARCEL # 5  
 JUDGMENT DOC # 2422028  
 DATE OF DEED: 11/11/2015

CERT#	TAX YEAR	FACE CERT	SPECIAL	INT	PEN	COSTS	TOTAL
	2008	914.25		758.83	379.41		\$ 2,052.49
	Specials			0.00	0.00		\$ -
	2009	951.85		675.81	337.91		\$ 1,965.57
	Specials			0.00	0.00		\$ -
	2010	552.49		325.97	162.98		\$ 1,041.44
	Specials			0.00	0.00		\$ -
	2011	558.69		262.58	131.29		\$ 952.56
	Specials			0.00	0.00		\$ -
	2012	608.66		213.03	106.52		\$ 928.21
	Specials			0.00	0.00		\$ -
	2013	606.57		139.51	69.76		\$ 815.84
	Specials			0.00	0.00		\$ -
	2014	523.62		57.60	28.80		\$ 610.02
	Specials		60.76	6.68	3.34		\$ 70.79
	2015	560.57		56.06	2.80		\$ 619.43
	Specials		60.76	6.08	0.30		\$ 67.14
	2016	0		0.00	0.00		\$ -
	Specials		60.75	3.65	1.82		\$ 66.22
	In-Rem Fee					275.00	\$ 275.00
	Boarding Fee						\$ -
	Appraisal Fee						\$ -
	Newspaper Sale ad						\$ -
	Vacate Fee						\$ -
TOTAL TAX		5,276.70		2,489.39	1,219.47		8,985.56
TOTAL SPEC			182.27	16.41	5.47		204.15
TOTAL COSTS						275.00	275.00
<b>ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS:</b>							
TOTAL COSTS:		5,276.70	182.27	2,505.79	1,224.94	275.00	9,464.70

DISPOSITION: \_\_\_\_\_  
 TO: \_\_\_\_\_  
 ON \_\_\_\_\_  
 GEN RECEIPT NO: \_\_\_\_\_

TOTAL 9,464.70  
 SOLD FOR \_\_\_\_\_  
 PROFIT OR (LOSS) (\$9,464.70)

**ACTIVE TAX DEED PROPERTIES OWNED BY RACINE COUNTY**

Updated 7/14/2017

DISTRICT: V. STURTEVANT SIGN \_\_\_\_\_  
 PARCEL # 181-032222019000 GRASS CUTTING \_\_\_\_\_  
 SNOW SHOVELING \_\_\_\_\_

DESCRIPTION: THAT PART OF THE SOUTHWEST 1/4 OF SECTION 22, TOWNSHIP 3 NORTH, RANGE 22 EAST, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTH 1/4 CORNER OF SAID SECTION 22, TOWNSHIP 3 NORTH, RANGE 22 EAST; THENCE SOUTH 89 DEG. 36' 17" WEST, 300.00 FEET ALONG THE SOUTH LINE OF SAID SOUTHWEST 1/4; THENCE NORTH 01 DEG. 42' 26" WEST, 40.01 FEET TO THE POINT OF BEGINNING ON THE NORTHERLY LINE OF STATE TRUNK HIGHWAY "11"; THENCE SOUTH 89 DEG. 36' 17" WEST, PARALLEL TO THE SOUTH LINE OF SAID SOUTHWEST 1/4 ALONG SAID HIGHWAY "11", 804.40 FEET; THENCE NORTH 01 DEG. 47' 12" WEST, ALONG THE EAST LINE OF A STRIP OF LAND DEDICATED TO THE PUBLIC AS RIGHT OF WAY, 1588.58 FEET TO THE SOUTHERLY LINE OF THE CHICAGO, MILWAUKEE, ST. PAUL AND PACIFIC RAILROAD; THENCE NORTH 81 DEG. 46' 39" EAST, 1113.51 FEET ALONG SAID RAILROAD TO THE EAST LINE OF THE EAST 1/2 OF SAID SOUTHWEST 1/4; THENCE SOUTH 1 DEG. 42' 36" EAST, 1497.14 FEET; THENCE SOUTH 89 DEG. 34' 35" WEST, 299.98 FEET; THENCE SOUTH 01 DEG. 42' 10" EAST, 242.92 FEET TO THE POINT OF BEGINNING. EXCEPTING THEREFROM THOSE LANDS DESCRIBED IN CERTIFIED SURVEY MAP NO. 2812, LOCATED IN VOLUME 9 PAGE 1 AND RECORDED ON OCTOBER 17, 2006, AS DOCUMENT NO. 2106013, FURTHER EXCEPTING DOCUMENT #2448325. SAID LAND BEING IN THE VILLAGE OF STURTEVANT, COUNTY OF RACINE AND STATE OF WISCONSIN.

PROP. ADDRESS: 8419 DURAND AVE COMBINE W/ \_\_\_\_\_  
 FORMER OWNER: COBBLE COURT ASSOCIATES LIMITED PARTNERSHIP  
 ASSESSED VALUE: EFMV: \$ 12,600  
 LAND: \$ 12,600 APPRAISED - YEAR 0  
 IMP: \$ - SALE-YEAR/PRICE 0  
 TOTAL: \$ 12,600  
 IN REM #: 2015  
 PARCEL # 1  
 JUDGMENT DOC # 2422028  
 DATE OF DEED: 11/11/2015

CERT#	TAX YEAR	FACE CERT	SPECIAL	INT	PEN	COSTS	TOTAL
	2008	468.19		388.60	194.30	\$	1,051.09
	Specials			0.00	0.00	\$	-
	2009	1544.97		1096.93	548.46	\$	3,190.36
	Specials			0.00	0.00	\$	-
	2010	290.03		171.12	85.56	\$	546.71
	Specials			0.00	0.00	\$	-
	2011	1647.23		774.20	387.10	\$	2,808.53
	Specials			0.00	0.00	\$	-
	2012	319.51		111.83	55.91	\$	487.25
	Specials			0.00	0.00	\$	-
	2013	318.02		73.14	36.57	\$	427.73
	Specials			0.00	0.00	\$	-
	2014	274.9		30.24	15.12	\$	320.26
	Specials		31.46	3.46	1.73	\$	36.65
	2015	294.31		29.43	1.47	\$	325.21
	Specials		31.46	3.15	0.16	\$	34.76
	2016	0.00		0.00	0.00	\$	-
	Specials		31.46	3.15	0.16	\$	34.77
	In-Rem Fee					275.00	\$ 275.00
	Boarding Fee						\$ -
	Appraisal Fee						\$ -
	Newspaper Sale ad						\$ -
	Vacate Fee						\$ -
	TOTAL TAX	5,157.16		2,675.49	1,324.49		9,157.14
	TOTAL SPEC		94.38	9.76	2.05		106.18
	TOTAL COSTS					275.00	275.00
<b>ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS:</b>							
	TOTAL COSTS:	5,157.16	94.38	2,685.25	1,326.54	275.00	9,538.33

DISPOSITION: \_\_\_\_\_  
 TO: \_\_\_\_\_  
 ON \_\_\_\_\_ GEN RECEIPT NO: \_\_\_\_\_  
 TOTAL 9,538.33  
 SOLD FOR \_\_\_\_\_  
 PROFIT OR (LOSS) (\$9,538.33)

**ACTIVE TAX DEED PROPERTIES OWNED BY RACINE COUNTY**

Updated 7/14/2017

DISTRICT: V. STURTEVANT  
 PARCEL # 181-032222019001

SIGN \_\_\_\_\_  
 GRASS CUTTING \_\_\_\_\_  
 SNOW SHOVELING \_\_\_\_\_

DESCRIPTION: OUTLOT 1 OF CERTIFIED SURVEY MAP NO. 2812 AS RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS FOR RACINE COUNTY, WISCONSIN ON OCTOBER 17, 2006 IN VOLUME 9 OF CERTIFIED SURVEY MAPS, PAGE 1, AS DOCUMENT NO. 2106013, BEING A PART OF THE NORTHEAST 1/4 AND SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 22, TOWNSHIP 3 NORTH, RANGE 22 EAST, FURTHER EXCEPTING DOCUMENT #2448339. SAID LAND BEING IN THE VILLAGE OF STURTEVANT, COUNTY OF RACINE, STATE OF WISCONSIN.

PROP. ADDRESS: 8419 DURAND AVE COMBINE W/ \_\_\_\_\_

FORMER OWNER: COBBLE COURT ASSOCIATES LIMITED PARTNERSHIP

ASSESSED VALUE: \_\_\_\_\_ EFMV: \$ 31,900  
 LAND: \$ 31,900  
 IMP: \$ - APPRAISED - YEAR 0  
 TOTAL: \$ 31,900 SALE-YEAR/PRICE 0

IN REM #: 2015  
 PARCEL # 2  
 JUDGMENT DOC # 2422028  
 DATE OF DEED: 11/11/2015

CERT#	TAX YEAR	FACE CERT	SPECIAL	INT	PEN	COSTS	TOTAL
	2007	363.68		345.50	172.75	\$	881.93
	Specials			0.00	0.00	\$	-
	2008	638.73		530.15	265.07	\$	1,433.95
	Specials			0.00	0.00	\$	-
	2009	667.09		473.63	236.82	\$	1,377.54
	Specials			0.00	0.00	\$	-
	2010	693.51		409.17	204.59	\$	1,307.27
	Specials			0.00	0.00	\$	-
	2011	3860.15		1814.27	907.14	\$	6,581.56
	Specials			0.00	0.00	\$	-
	2012	768.15		268.85	134.43	\$	1,171.43
	Specials			0.00	0.00	\$	-
	2013	2563.65		589.64	294.82	\$	3,448.11
	Specials			0.00	0.00	\$	-
	2014	695.98		76.56	38.28	\$	810.82
	Specials		1612.53	177.38	88.69	\$	1,878.60
	2015	745.1		74.51	3.73	\$	823.34
	Specials		33.35	3.34	0.17	\$	36.85
	2016	0.00		0.00	0.00	\$	-
	Specials		33.35	3.34	0.17	\$	36.86
	In-Rem Fee					275.00	\$ 275.00
	Boarding Fee						\$ -
	Appraisal Fee						\$ -
	Newspaper Sale ad						\$ -
	Vacate Fee						\$ -
	TOTAL TAX	10,996.04		4,582.28	2,257.62		17,835.94
	TOTAL SPEC		1,679.23	184.05	89.03		1,952.31
	TOTAL COSTS					275.00	275.00
<b>ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS:</b>							
	TOTAL COSTS:	10,996.04	1,679.23	4,766.33	2,346.65	275.00	20,063.25

DISPOSITION: \_\_\_\_\_  
 TO: \_\_\_\_\_  
 ON \_\_\_\_\_ GEN RECEIPT NO: \_\_\_\_\_

TOTAL 20,063.25  
 SOLD FOR \_\_\_\_\_  
 PROFIT OR (LOSS) (\$20,063.25)

**ACTIVE TAX DEED PROPERTIES OWNED BY RACINE COUNTY**

updated 7/14/2017

DISTRICT: V. STURTEVANT  
 PARCEL # 181-032222019020

SIGN \_\_\_\_\_  
 GRASS CUTTING \_\_\_\_\_  
 SNOW SHOVELING \_\_\_\_\_

DESCRIPTION: LOT 2 OF CERTIFIED SURVEY MAP NO. 2812 AS RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS FOR RACINE COUNTY, WISCONSIN ON OCTOBER 17, 2006 IN VOLUME 9 OF CERTIFIED SURVEY MAPS, PAGE 1, AS DOCUMENT NO. 2106013, BEING A PART OF THE NORTHEAST 1/4 AND SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 22, TOWNSHIP 3 NORTH, RANGE 22 EAST, FURTHER EXCEPTING DOCUMENT #2448325. SAID LAND BEING IN THE VILLAGE OF STURTEVANT, COUNTY OF RACINE, STATE OF WISCONSIN.

PROP. ADDRESS: 8419 DURAND AVE COMBINE W/ \_\_\_\_\_

FORMER OWNER: COBBLE COURT ASSOCIATES LIMITED PARTNERSHIP

ASSESSED VALUE:		EFMV:	\$ 321,400
LAND:	\$ 321,300	APPRAISED - YEAR	0
IMP:	\$ -	SALE-YEAR/PRICE	0
TOTAL:	\$ 321,300		

IN REM #: 2015  
 PARCEL # 4  
 JUDGMENT DOC # 2422028  
 DATE OF DEED: 11/11/2015

CERT#	TAX YEAR	FACE CERT	SPECIAL	INT	PEN	COSTS	TOTAL
	2010	6689.9		3947.04	1973.52	\$	12,610.46
	Specials			0.00	0.00	\$	-
	2011	6772.72		3183.18	1591.59	\$	11,547.49
	Specials			0.00	0.00	\$	-
	2012	7441.81		2604.63	1302.32	\$	11,348.76
	Specials			0.00	0.00	\$	-
	2013	7307.15		1680.64	840.32	\$	9,828.11
	Specials			0.00	0.00	\$	-
	2014	7009.85		771.08	385.54	\$	8,166.47
	Specials			0.00	0.00	\$	-
	2015	7504.72		750.47	37.52	\$	8,292.72
	Specials			0.00	0.00	\$	-
	2016	0.00		0.00	0.00	\$	-
	Specials	0.00		0.00	0.00	\$	-
	In-Rem Fee					275.00	\$ 275.00
	Boarding Fee						\$ -
	Appraisal Fee						\$ -
	Newspaper Sale ad						\$ -
	Vacate Fee						\$ -
TOTAL TAX		42,726.15		12,937.04	6,130.81		61,794.01
TOTAL SPEC							-
TOTAL COSTS						275.00	275.00
<b>ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS:</b>							
TOTAL COSTS:		42,726.15		12,937.04	6,130.81	275.00	62,069.01

DISPOSITION: \_\_\_\_\_  
 TO: \_\_\_\_\_  
 ON \_\_\_\_\_ GEN RECEIPT NO: \_\_\_\_\_

TOTAL 62,069.01  
 SOLD FOR \_\_\_\_\_  
 PROFIT OR (LOSS) (\$62,069.01)

**REQUEST FOR COUNTY BOARD ACTION**

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

**Requestor/Originator:**    RCEDC - Janell Topczewski

**Committee/Individual Sponsoring:**    Finance & Human Resources Committee & Economic Development & Land Use Planning Committee

**Date Considered by Committee:**                      7/19/2017                      **Date of County Board Meeting to be Introduced:**                      7/25/2017

**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:**

Joint Resolution with Economic Development and Land Use Planning Committee approving the Semi-Annual Racine County Revolving Loan Fund (RLF) Plan Certificatoin for the period ending March 31, 2017 and authorizing submission of said plan to the United States Department of Commierce's Economic Development Administration

**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.

2  
3 **JOINT RESOLUTION BY THE FINANCE AND HUMAN RESOURCES COMMITTEE AND THE**  
4 **ECONOMIC DEVELOPMENT AND LAND USE PLANNING COMMITTEE APPROVING THE**  
5 **SEMI-ANNUAL RACINE COUNTY REVOLVING LOAN FUND (RLF) PLAN CERTIFICATION FOR**  
6 **THE PERIOD ENDING MARCH 31, 2017, AND AUTHORIZING SUBMISSION OF SAID PLAN TO**  
7 **THE UNITED STATES DEPARTMENT OF COMMERCE'S ECONOMIC DEVELOPMENT**  
8 **ADMINISTRATION**

9  
10 To the Honorable Members of the Racine County Board of Supervisors:

11  
12 **BE IT RESOLVED** by the Racine County Board of Supervisors that Racine County hereby  
13 adopts and approves the Revolving Loan Fund (RLF) Plan Certification for the period ending March  
14 31, 2017, which has been prepared by the Racine County Economic Development Corporation and  
15 is attached hereto and incorporated as Exhibit A.

16  
17 **BE IT FURTHER RESOLVED** by the Racine County Board of Supervisors that the Director  
18 of the Racine County Public Works and Development Services Department is hereby authorized  
19 and directed to submit the Revolving Loan Fund Plan Certification for the period ending March 31,  
20 2017, to the Economic Development Administration of the United States Department of Commerce  
21 for approval. The County Clerk is directed to transmit two certified copies of this resolution to the  
22 Racine County Economic Development Corporation, 2320 Renaissance Boulevard, Sturtevant, WI  
23 53177.

24  
25 Respectfully submitted,

26  
27 **ECONOMIC DEVELOPMENT AND LAND USE**  
28 **PLANNING COMMITTEE**

29 1st Reading \_\_\_\_\_

30 2nd Reading \_\_\_\_\_

31  
32 **BOARD ACTION**

33 Adopted \_\_\_\_\_

34 For \_\_\_\_\_

35 Against \_\_\_\_\_

36  
37 \_\_\_\_\_  
38 David J. Cooke, Chairman

39 \_\_\_\_\_  
40 Robert D. Grove, Vice-Chairman

41 VOTE REQUIRED: Majority

42 \_\_\_\_\_  
43 Thomas Roanhouse, Secretary

44 Prepared by:  
45 Public Works & Development  
46 Services Department

47 \_\_\_\_\_  
48 Thomas Pringle

49 \_\_\_\_\_  
50 Monte G. Osterman

51 \_\_\_\_\_  
Tom Hincz

\_\_\_\_\_

Mark M. Gleason

4 Respectfully submitted,

5  
6 **FINANCE AND HUMAN RESOURCES**  
7 **COMMITTEE**

8  
9  
10 \_\_\_\_\_  
11 Q. A. Shakoor II, Chairman

12  
13 \_\_\_\_\_  
14 Robert N. Miller, Vice-Chairman

15  
16 \_\_\_\_\_  
17 Thomas Pringle, Secretary

18  
19 \_\_\_\_\_  
20 Donnie Snow

21  
22 \_\_\_\_\_  
23 John A. Wisch

24  
25 \_\_\_\_\_  
26 Janet Bernberg

27  
28 \_\_\_\_\_  
29 Brett A. Nielsen

30  
31 **The foregoing legislation adopted by the County Board of Supervisors of Racine County,**  
32 **Wisconsin, is hereby:**

33  
34 **Approved:** \_\_\_\_\_

35 **Vetoed:** \_\_\_\_\_

36  
37 **Date:** \_\_\_\_\_,

38  
39 \_\_\_\_\_  
40 **Jonathan Delagrave, County Executive**

41  
42  
43 **INFORMATION ONLY**

44  
45 **WHEREAS**, on a semi-annual basis, the Racine County Economic Development Corporation  
46 is required to certify to the USDOC Economic Development Administration that:

- 47  
48 1. The Revolving Loan Fund is consistent with, and supportive of, the area's current economic  
49 adjustment strategy; and  
50  
51 2. The Revolving Loan Fund is being operated in accordance with the policies and procedures  
52 contained in the Revolving Loan Fund, and the loan portfolio meets the standards contained  
53 therein.



MEMORANDUM

**TO: RACINE COUNTY FINANCE & HUMAN RESOURCES COMMITTEE  
RACINE COUNTY ECONOMIC DEVELOPMENT & LAND USE PLANNING  
COMMITTEE  
RACINE COUNTY BOARD OF SUPERVISORS  
RCEDC EXECUTIVE COMMITTEE**

**FROM: JANELL TOPCZEWSKI, COMPLIANCE/CLOSING SPECIALIST**

**RE: RACINE COUNTY REVOLVING LOAN FUND (RLF) PLAN CERTIFICATION FOR THE  
PERIOD ENDING MARCH 31, 2017**

**DATE: JUNE 1, 2017**

---

**THE REQUEST**

The RCEDC is requesting Racine County approve the March 31, 2017 semi-annual Plan Certification (attached) required by the Economic Development Administration (EDA) to indicate that the County's Revolving Loan Fund (RLF) program is consistent with:

- 1) Racine County's Economic Development Plan (EDP); and
- 2) The policies and procedures within the RLF Manual.

**PROGRAM STATISTICS- AS OF MARCH 31, 2017**

Below are some current statistics on the EDA RLF:

- Fund Capitalization: \$1,100,000;
  - EDA: \$700,000;
  - Racine County: \$400,000;
- Dollars available to lend: approximately \$431,605.79;
- Outstanding Loan Balances: \$1,339,963.51;
- Active Loans: 13;
- Total Loans Made: 73 to 62 different companies;
- Total project investments since inception of program: \$56,048,141.84;
- Total RLF dollars lent since inception of program: \$6,607,557.94;
- Total private investment since inception of program: \$49,440,583.90;
- Total Job Creation: 461;
- Total Job Retention: 188; and
- Total Job Impact (Creation and Retention): 649.

**REPORT HIGHLIGHTS**

Overall, the RLF program is performing within the standards of the RLF Plan or performing better than the goals set for the program. Some of the key metrics include:

	GOAL	CURRENT RESULT
Create Full Time Equivalent (FTE) positions	1 FTE for every \$35,000 lent	1 FTE for every \$10,181
Leverage Private Dollar Investments (financial institution loans or borrowers own dollars)	\$2.00 in private funds for every \$1.00 in RLF funds	\$7.48 in private funds for every \$1.00 in RLF funds
Capital Utilization	More than 75% of RLF dollars should be outstanding in loan balances or committed to projects	75.64% of funds are outstanding as loan balances or committed to projects

During this six month reporting period:

- One new loan was closed; and
- No loans paid in full.

In addition to this loan fund RCEDC staff manages 13 other loan programs in Racine County and throughout the State of Wisconsin. One of these programs is the United States Small Business Administration 504 (SBA) which has 219 organizations administering this program nationwide. One of the requirements to participate in SBA lending is to undergo an independent third party file review on an annual basis. RCEDC's last review was completed in December 2016 and the file reviewer indicated:

*“RCEDC processes and file management are superior to many CDC’s in its peer group and industry-wide. The recommendations made within this report reflect the current SBA environment, because SBA has greater expectations of CDCs than ever with respect to prudent lending, portfolio management and risk mitigation. RCEDC underwriting processes and portfolio/risk management appears to be active, professional and prudent.”*



Connecting Communities | Facilitating Jobs | Growing Businesses

## MEMORANDUM

**TO: RACINE COUNTY FINANCE & HUMAN RESOURCES COMMITTEE  
RACINE COUNTY ECONOMIC DEVELOPMENT & LAND USE PLANNING  
COMMITTEE  
RACINE COUNTY BOARD OF SUPERVISORS  
RCEDC EXECUTIVE COMMITTEE**

**FROM: JANELL TOPCZEWSKI, COMPLIANCE/CLOSING SPECIALIST**

**RE: RACINE COUNTY REVOLVING LOAN FUND (RLF) PLAN CERTIFICATION FOR THE  
PERIOD ENDING MARCH 31, 2017**

**DATE: JUNE 1, 2017**

---

### Introduction

In 1991 the Economic Development Administration (EDA) and Racine County established this low interest loan fund. The fund addresses the goals of business retention and small business development by utilizing RLF funds to create employment opportunities through the retention and expansion of existing, and the development of new, manufacturing and service-related businesses in the County. As these loan dollars are repaid, they are retained in the RLF and are available for relending to another eligible business. RCEDC maintains a service contract with Racine County to administer the County's RLF and has been administering these funds on behalf of the County since the inception in 1991.

Racine County is required to certify to the Economic Development Administration (EDA) on a semi-annual basis that:

1. The Racine County RLF Plan is consistent with and supportive of the area's current economic adjustment strategy; and
2. The RLF is being operated in accordance with the policies and procedures contained in the RLF Plan, and the loan portfolio meets the standards contained therein.

### **The RLF Plan is Consistent with the Racine County Economic Development Plan**

Only those Challenges and Strategies that are applicable to the RLF Program have been included below:

Challenge One – To create an entrepreneurial culture in Racine County

Strategies:

- Existing programs will be maintained and new financial capital programs and resources will be attracted which address fundamental gaps preventing the start and growth of Racine County entrepreneurs.

Challenge Two – To focus on a proactive business recruitment program and a business retention and expansion (BRE) program that will create and retain jobs, create additional tax base and increase personal income in Racine County.

Strategies:

- Continue to implement a targeted and proactive business recruitment program.
- Maintain an active business retention and expansion (BRE) program that meets the needs of existing employers in Racine County
- Continue to provide staff assistance to business and local units of government to support business recruitment and business retention and expansion.

Challenge Four – To take advantage of the development opportunities that exist as a result of the Chicago-Milwaukee Corridor and to properly link land use with future business development county-wide.

Strategies:

- Provide high value real estate development opportunities that link Racine County with the Southeast Wisconsin Region and Northern Illinois, including an update of the Racine County Industrial Lands Absorption Study

Challenge Five – To link education and training in a manner that provides a competitive workforce to meet the present and future needs of local employers and to create opportunities for low-income, disadvantaged, and minority individuals to prepare for and obtain employment.

Strategies:

- Provide the infrastructure for new and expanding business and industry in areas of high unemployment and identify appropriate business targets with the potential to locate in and/or expand in these areas in order to employ the unemployed and underemployed persons that will be educated and trained through the programs identified elsewhere in the plan.

**The RLF is Being Operated in Accordance with the Policies and Procedures of the RLF Plan and the Portfolio Meets the Projected Guidelines Contained Therein.**

The following provides the original RLF standards, and the current status of the RLF as of March 31, 2017.

1. Job Cost Ratio. An average of one full-time equivalent job will be created and/or retained for every \$35,000 of EDA-RLF investment. Currently, the job cost ratio for the total portfolio is \$10,181.14 and for the active portfolio \$10,724.72. **We are currently performing better than the guideline set.**

Historical Trends:

	March 31, 2017	September 30, 2016	March 31, 2016	September 30, 2015	March 31, 2015
Active Portfolio	\$10,724.72 (13 Loans)	\$10,623.58 (12 Loans)	\$10,623.58 (12 Loans)	\$11,044.42 (11 Loans)	\$18,088.15 (14 Loans)
Total Portfolio	\$10,181.14 (73 Loans)	\$10,168.36 (72 Loans)	\$10,168.36 (72 Loans)	\$10,024.78 (70 Loans)	\$10,853.13 (70 Loans)

2. Assisting Long-Term Unemployed. All loan recipients are required to sign an "Employment Memorandum of Agreement" which requires that the business work with Racine County Workforce Solutions Business Consultant in making jobs available to low- and moderate- income persons. To date, all recipients have signed this memorandum. The Business Consultant is located at the Racine County Workforce Solutions which is a "one-stop" shop for meeting the needs of the unemployed. The Center serves persons involved in the welfare-to-work transition as a part of other activities. **We are currently meeting this guideline.**
3. Low- and Moderate-Income Benefit. All loan recipients are required to sign an "Employment Memorandum of Agreement" which requires that the business work with a WDC Business Consultant in making at least 51 percent of new and retained jobs available to low- and moderate-income (LMI) persons. To date, all recipients have signed this memorandum. As part of the efforts of making jobs available to LMI persons, the WDC also provides the job posting to community based organizations that could help reach LMI persons. **We are currently meeting this guideline.**
4. Private Sector Leverage Ratio. A minimum of two private sector dollars for each RLF dollar is required of business participants. To date, total RLF bank financing and equity participation in projects is \$49,440,583.90 and total RLF funds disbursed is \$6,607,557.94 for a leveraging ratio of 7.48 to 1.0. **We are currently performing better than the guideline set for this.**

Historical Trends:

	March 31, 2017	September 30, 2016	March 31, 2016	September 30, 2015	March 31, 2015
Active Portfolio	5.75 (13 Loans)	5.19 (12 Loans)	5.19 (12 Loans)	6.17 (11 Loans)	6.81 (14 Loans)
Total Portfolio	7.48 (73 Loans)	7.54 (72 Loans)	7.54 (72 Loans)	7.59 (70 Loans)	7.59 (70 Loans)

5. Types of Activities Eligible for Funding. All loans must be for fixed assets and working capital. All loans have been for these purposes. **We are currently meeting this guideline.**
6. Types of Businesses Eligible for Funding. The RLF strategy is to retain existing, and develop new, manufacturing and service-related businesses. The following is the distribution of the 13 loans in the active portfolio:

- A. 13 loans were made to existing businesses and 0 to start-up businesses.
- B. 7 active loans have been made to manufacturing companies, 0 made to commercial/retail companies and 6 to service companies.

**We are currently meeting this guideline.**

A maximum of 10% of the loan portfolio can be loaned to commercial/retail firms. Based on our total portfolio 7% of the RLF loans have been made to commercial/retail businesses. **We are meeting this guideline.**

The RLF Plan prohibits certain types of business financing. No loans or loan guarantees can be made to EDA Title II recipients. In addition, the RLF may not finance any equity, subsidize interest payments on existing loans, refinance loans made by other lenders, or contribute equity required by other loan programs. **We are meeting this guideline.**

There are several restrictions with regard to the types of businesses that can receive RLF loans:

- A. All loan recipients are located in the County of Racine.
- B. No loans have been made to businesses that have relocated jobs from outside the Racine labor market area to the County of Racine.
- C. No loans have been made that are not related to job creation or retention.
- D. No loans have been made that would create a conflict of interest for existing or former RCEDC Board members or staff.
- E. RLF funds have not been used for speculative activities.

**All of the above guidelines have been met.**

- 7. Standards to Achieve Economic Objectives and Benefits for the County of Racine. The RLF plan requires that all loans include an analysis of why other public sector loan programs were not used prior to using the RLF funds. All loans subject to this EDA regulation have included this in the loan write-up that is provided to the Loan Committee. **We are currently meeting this guideline.**

A minimum of 15 percent of the loan funds should provide financing for minority owned firms. Currently, a total of 1.37 percent of all the funds have been used for this purpose. **We currently are not meeting this guideline with an explanation provided below.**

Historical Trends- Ethnic Minorities:

	March 31, 2017	September 30, 2016	March 31, 2016	September 30, 2015	March 31, 2015
Total Portfolio	1.37	1.39	1.39	1.43	1.43

The RCEDC experience has been that a significant number of minority entrepreneurs have sought funding for small loans for retail and commercial operations that are generally not permitted, nor cost effective, through the RLF program. Often, RCEDC makes referrals to the Women's Business Initiative Corporation (WWBIC) as their programs are typically better suited (working capital) to meet the needs of these entrepreneurs (see comparison below). RCEDC staff also refers minority entrepreneurs to the appropriate microloan programs, UW- Parkside Small Business Development Center (SBDC), and Gateway Technical College's Business and Workforce Solutions division (which includes LaunchBox) who has resources to assist these clients to grow their business to be successful. Some of the resources include "Growthwheel" and small business Accelerators.

Gateway, SBDC, and WWBIC create a pool of resources to connect companies with one-on-one counseling and programs like Growthwheel and the accelerator to launch and expand local companies. RCEDC maintains a close partnership with all of these organizations in order to make appropriate referral but also be a resource once the company's expansion a line with the RLF program requirements.

In addition, Racine County has established the Racine County Matching Grant Program (MGP) to assist minority owned businesses. Businesses which are 51% or more minority owned can apply for this \$2,500 matching grant to assist with: training and/or consulting services, marketing initiatives, or participation in the CEO Roundtable or the Living as a Leader program.

**Historical Trends for WWBIC Referrals:**

	March 31, 2017	September 30, 2016	March 31, 2016	September 30, 2015	March 31, 2015
WWBIC Referrals for financing	2	19	13	11	13

One significant reason for not reaching this goal is that the entrepreneurs contacting us to discuss their financing options tend to be a better fit for the Wisconsin Women's Business Initiative Corporation's (WWBIC's) micro-loan program. Most businesses in the Racine area that have contacted us and that are owned by racial minorities tend to be commercial/retail businesses, which primarily have financing needs specific to working capital such as the need for a line of credit. RCEDC makes referrals to WWBIC when appropriate for the customer's needs.

Below is a table that provides a comparison between the WWBIC and EDA RLF loan programs which explains why the EDA RLF program was not designed for certain funding needs and explains why WWBIC's program is better suited for those purposes.

	EDA – RLF	WWBIC*
<b>Program Fees</b>	Approx. \$3,350 (legal fees and 1.5% processing fee, would be \$2,250 on a \$150,000 example) plus out-of-pocket costs	\$375-\$1,275 based on loan amount
<b>Loan Amount</b>	Up to \$200,000 (average \$150,000)	\$1,000-\$100,000

<b>Loan Terms</b>	Average 15 years	6-year maximum
<b>Typical Use of Funds</b>	Fixed Assets (Real estate and Equipment)	Working Capital (Lines of Credit available)
<b>Bank Participation (Private Dollar Leverage )</b>	Required. A 2:1 private dollar match is required; the EDA RLF can only finance up to 33% of a total funding need.	Not required.
<b>Typical Total Project Amount</b>	\$450,000	\$1,000-\$100,000

\*WWBIC is now a participant in the SBA's Community Advantage program. If a borrower opts into this program they can have access to high loan amounts and longer terms.

It is noteworthy that in January 2015, the RCEDC Executive Committee made the decision to retain the goal of targeting minority and women owned business as a priority but removing the goal of 15%. These applications would continue to be considered a priority over other applications when funding availability is limited. This change would be considered by the Economic Development Administration with the next update to each RLF Plan. The County Plan has been with EDA for consideration since October 2014 (with the January 2015 amendment subsequently provided). Once this draft is approved by EDA, the new RLF Plan would then come before the County Board for approval.

8. Assurances for Maximum Private Sector Leverage. The RLF program will maximize private sector leverage and private equity contributions and ensure that RLF funds are not substituted for private financing. To this end, the RLF program requires: 1) financial institutions participating in the project to submit a letter stating that the financial institution is providing the maximum amount available and that the loan is contingent upon the receipt of RLF financing, and 2) equity contributions must be documented with a letter from contributing source that commits to the injection of the equity upon receipt of an RLF loan. **This guideline has been met for each loan and has been included in the loan write-up that is provided to the Loan Committee.**
  
9. Total Number of Loans in Initial Funding Cycle. A total of 73 loans to 62 companies have been made from the original grant, the recapitalization and loan program income. The number of loans required has been met. **We have met this guideline.**
  
10. RLF Loan Size. The anticipated average loan size is \$100,000, with a minimum loan size of \$5,000 and a maximum loan size of \$200,000 (unless approved on a case-by-case basis by EDA). Currently, the average active loan size is \$131,997 and the average for the total loan portfolio is \$90,514. The active loan size is larger than originally anticipated. The largest loan amount was \$470,000 (approved by EDA); with the smallest loan size being \$6,600. **Currently we are meeting this guideline.**
  
11. RLF Loan Proportions. Working capital loans cannot exceed 50 percent of the portfolio. Currently, zero percent of the active RLF loans have been made for working capital purposes and only 14% of the total portfolio has been used for working capital loans. **We are meeting this guideline.**
  
12. Standard Terms and Rate of Interest. The terms and interest rates of the loans have not exceeded the standards included in the RLF plan. Interest rates on all active loans are set at a fixed rate. **We are meeting this guideline.**



13. Special Financing Techniques. Special financing techniques the RLF program can offer to applicants include: 1) deferral of principal payments during the first year of an RLF loan, 2) the subordination of the RLF security position to private sector lenders that participate in the RLF program, and 3) the use of balloon payments. The RCEDC has subordinated its collateral to financial institutions, has deferred payments of the principal portion for loans, and balloon payments are typically offered. **We are meeting this guideline.**
14. Equity Requirements. The RLF program will require a 10 percent equity injection for each RLF loan, when appropriate. Consideration will be given for individuals that have made substantial equity commitments to the applicant business, as well as to individuals who do not have sufficient financial resources to contribute to the RLF project. All equity contributions must be provided through private sources. The RLF program will not be used to purchase or finance equity. **We are meeting this guideline**
15. Collateral Requirements. The current goal of the RLF is to provide a 1:1 collateral coverage ratio on each loan. Personal guarantees and mortgages on non-project assets are often used to increase the collateral coverage when project assets are not sufficient. The goal of 1:1 collateral coverage is always sought but given the nature of the program is rarely achieved. In those cases, new project assets are often taken as additional collateral. Therefore, **we have met this guideline.**
16. Restructuring RLF Loans. One RLF loan was restructured. Racine Precision Machining is no longer an operating concern. The principal had agreed to make yearly payments of \$2,400 through June of 2006. In 2000, RCEDC filed a legal judgment against the borrowers to collect the outstanding principal balance of the loan. One half of the judgment was paid off and a judgment in the amount of \$13,429.31 is still active although it is unknown if RCEDC will be able to collect this money in the future. **We are meeting this guideline.**
17. Elements of a Loan Guarantee Program. The RLF may establish a loan guarantee program with recycled or second-generation RLF funds to reduce the risk of private lenders and thereby persuade lenders to provide financing that otherwise would not have been available. **The RLF has not provided any loan guarantees.**
18. Interest Payments on Recycled RLF Funds and Sales of RLF Loans and Loan Origination Fee. The RLF program will utilize a maximum of 100 percent (approved by Racine County as Resolution 2014-161 on 4.21.2015) of any and all program income for expenses associated with the administration of the RLF and will not charge more than 1.5 percent loan origination fees on all EDA-RLF loans. **This guideline has been met.**
19. RLF Program Coordination with SBA 504 and Other Programs. The RLF program will utilize private sector financial institutions and the local SBA 504 Certified Development Company program, as well as other public sector financing programs, in packaging loans. **This guideline has been met** and has been included in the loan write-up that is provided to the Loan Committee.
20. Time Schedule for Loan Closings. All of the original RLF funds have been utilized within the three-year time period for disbursement. **This guideline has been met.**

21. Technical and Management Assistance. The RLF program utilizes the services of the Small Business Development Center (SBDC), as well as other providers of technical assistance. A significant degree of coordination between the RLF and the SBDC is currently being achieved. **We are currently meeting this guideline.**
22. Loan Packaging and Referral Services. The staff for the RLF program is responsible for all aspects of the RLF program, including program and policy development, finance, law, marketing, credit analysis and loan packaging, processing and servicing. The RCEDC staff prepares all loan packages for review by the Loan Committee. **We are currently meeting this guideline.**
23. Capital Utilization Standard. During the revolving phase, at least 75 percent of an RLF's capital should be in use. At any time subsequent to a second consecutive report showing that the applicable standard has not been met, EDA may require the grant recipient to deposit excess funds in an interest bearing account and EDA approval will be required to withdraw the sequestered funds. This goal was not met in previous semi-annual periods, thus \$25,697.27 of the RLF funds are sequestered in an interest bearing account. When those funds are needed for new project disbursements, RCEDC will seek EDA approval to release those funds into the RLF operating account. For the time period ending March 31, 2017, the RLF fund had 75.64% percent of its capital in use. RCEDC has worked diligently over the past few years to improve the RLF by adjusting loan terms to better meet current economic conditions (i.e. longer terms and reduced interest rates). **We are currently meeting this guideline.**

REQUEST FOR COUNTY BOARD ACTION

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

Requestor/Originator: Hope Otto - Human Services Department

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 7/19/2017 Date of County Board Meeting to be Introduced: 7/25/2017

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:**

Creation of 1 FTE Non-Rep Exempt E090 Advanced Practice Nurse Prescriber and transfer of \$45,751 within the  
Human Services 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.

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	CURRENT BALANCE	TRANSFER	BUDGET AFTER TRANSFER	BALANCE AFTER TRANSFER
<b>HEALTH SERVICES</b>						
Authorized Services	5102700.404500	2,129,410	1,395,522	(22,876)	2,106,534	1,372,646
Reserves	57.299999	0	150,487	(22,875)	(22,875)	127,612
<b>TOTAL SOURCES</b>				<b>(45,751)</b>		
MH Treatment - Wages	5102507.401000	83,506	51,247	34,482	117,988	85,729
MH Treatment - Worker's Comp	5102507.402210	292	179	121	413	300
MH Treatment - Social Security	5102507.402220	6,388	4,013	2,638	9,026	6,651
MH Treatment - Retirement	5102507.402230	6,931	4,276	2,862	9,793	7,138
MH Treatment - Disability	5102507.402240	585	351	241	826	592
MH Treatment - Group Insurance	5102507.402260	8,986	2,481	4,718	13,704	7,199
MH Treatment - Life Insurance	5102507.402270	416	172	172	588	344
MH Treatment - Public Liability	5102507.436000	1,253	747	517	1,770	1,264
<b>TOTAL USES</b>				<b>45,751</b>		
				<b>0</b>		

FINANCE COMMITTEE RECOMMENDATION

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

REASONS

FOR	AGAINST

July 19, 2017

FISCAL NOTE RESOLUTION NO:

EXHIBIT "B"

Fiscal Year:

2017

FTE	POSITION	GRADE	WAGES	FRINGES	CONTRACT	TOTAL
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Position creation/change/deletion is effective August 7, 2017

**HEALTH SERVICES**

1.000	Advanced Practice Nurse Prescriber	E090	34,482	11,269		45,751
<u>1.000</u>	<b>Total for Health Services</b>		<u>34,482</u>	<u>11,269</u>		<u>45,751</u>

# ***Racine County Human Services***

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## ***Department***

***1717 Taylor Avenue, Racine, WI 53403***

July 13, 2017

TO: Q.A. Shakoor  
Chairman, Finance and Human Resources Committee

FROM: Hope Otto  
Human Services Director

RE: Resolution to add an Advanced Practice Nurse Prescriber (APNP) in  
Health Services

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Health Services (HS) needs to add an additional prescriber to meet the demand of the community for psychiatric prescribing. The APNP position is expected to eventually produce revenue that would cover approximately 65% to 70% of the costs associated with the position. This added position will allow HS to double the prescribing capacity and expand to Monday through Friday coverage. The expanded coverage would allow for an additional 400 people to receive medication management through HS. This would be a grade 2 position. See attached job description.

Hope Otto  
Human Services Director

## **RACINE COUNTY**

### **ADVANCED PRACTICE NURSE PRESCRIBER Behavioral Health Services Human Services Department**

#### **Basic Function**

To assist adults with mental illness and/or substance abuse disorders who are experiencing mental health issues to stabilize. To ensure program compliance with all relevant County, State, and Federal requirements. The Provider will serve as the Advanced Practice Nurse Prescriber (APNP) for Behavioral Health Services of Racine County on a 32 hour per week basis and meet the qualifications specified under Wisconsin Statute HFS 75/35 and be licensed under in the State of Wisconsin as an Advanced Practice Nurse Prescriber.

#### **Essential Duties**

1. Provider shall perform duties in accordance with standard APNP best practice standards.
2. Perform patient assessments in accordance with clinic policies and procedures.
3. Maintain timely flow of patients, to ensure adherence to the appointment scheduling.
4. Provide follow up with patient as needed.
5. Document patient care and related information, review charts and other duties as assigned.
6. Provide clinical consultation if needed for emergency mental health workers.
7. Ensure all work is compliant with DHS 35 and DHS 75 clinical supervision requirements.
8. Ensure the Clinical Director is informed of current practice and the expectations of the Clinical Director are implemented.
9. Provider will work with multidisciplinary teams within the BHS mental health delivery system.
10. Document all activities to insure compliance with County, State, and Federal requirements.
11. Provide back up coverage for the duties of staff.

#### **Supervision Exercised**

Has supervisory responsibility for the county and contracted staff within the Unit.

#### **Supervision Received**

Receives supervision from the Clinical Director and Medical Director of Behavioral Health Services in accordance with HFS 35 and 75.

**Qualifications**

- Licensed by State of Wisconsin as an Advanced Practice Nurse Prescriber (APNP)
- Two years experience with mental health populations
- Prompt and regular attendance.

**Knowledge, Skills and Abilities**

- Knowledge of community resources.
- Knowledge of State Statutes 54, 51, 55 and 48.
- Personal aptitude and ability to provide emergency mental health services.

**Knowledge, Skills and Abilities (cont'd):**

- Ability to provide emergency mental health services.
- Ability to communicate effectively both orally and in writing.
- Ability to work effectively with a diverse client population.
- Ability to respond to crisis and to make appropriate judgments.

This description has been prepared to assist in properly evaluating various classes of responsibilities, skills, working conditions etc. present in the classification. It is intended to indicate the kind of tasks and characteristic levels of work difficulty that will be required of positions that will be given this title. It is not intended as a complete list of specific duties and responsibilities. Nor is it intended to limit or in any way modify the right of any supervisor to assign, direct and control the work of employees under his/her supervision. The use of a particular expression or illustration describing duties shall not be held to exclude other duties not mentioned that are of a similar kind and level of difficulty.



REQUEST FOR COUNTY BOARD ACTION

YEAR	2017	X	Resolution Request
			Ordinance Request
			Report Request

Requestor/Originator: Hope Otto - Human Services Department

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 7/19/2017 Date of County Board Meeting to be Introduced: 7/25/2017

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:**

Elimination of 1 FTE Non Rep Exempt E070 Program Manager - Career Services, Creation of 1 FTE Non Rep Exempt  
E080 Operations & Facilities Manager, Reclassification of 1 FTE Non Rep Exempt E070 Program Manager -  
Workforce Serices to 1 FTE Non Rep Exempt E080 Division Manager - Workforce Solutions and transfer of  
\$46,573 within the Human Services 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.



**Hope M. Otto**  
Human Services Director  
1717 Taylor Ave  
Racine, WI 53403  
262-638-6646  
Hope.ottol@racinecounty.com

July 5, 2017

TO: Q.A. Shakoor  
Chairman, Finance and Human Resources Committee

FROM: Hope Otto  
Human Services Director

RE: Workforce Solutions Manager Re-class and Operations Manager Re-class

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The Racine County Human Services Workforce Solutions Division has undergone a thoughtful and comprehensive review and analysis of service delivery and organizational flow. As part of the recommendations of both the employees and community partners surveyed, having a single point of contact for Workforce Management is the most efficient means of communication and best form of leadership. The position of Career Services Manager will be repurposed to meet a pressing demand on operational management. Thus, I am proposing a re-class of the Program Manager positions (Grade 4) to become Division Managers (Grade 3). This will make their compensation, roles, and responsibilities fairly aligned with their counterparts in Management. This will eliminate the construction of a Division Administrator in the 2018 budget as proposed during last year's budget cycle and maintain the same HSD organizational structure.

Hope Otto  
Human Services Director

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	CURRENT BALANCE	TRANSFER	BUDGET AFTER TRANSFER	BALANCE AFTER TRANSFER
<b>HUMAN SERVICES - WORKFORCE SOL.</b>						
Regular Wages	4309990.401000	2,797,308	1,521,152	(35,390)	2,761,918	1,485,762
Worker's Comp	4309990.402210	9,857	5,376	(124)	9,733	5,252
Social Security	4309990.402220	215,519	122,124	(2,709)	212,810	119,415
Retirement	4309990.402230	191,588	86,497	(2,939)	188,649	83,558
Disability	4309990.402240	86,491	80,266	(248)	86,243	80,018
Group Insurance	4309990.402260	741,622	406,646	(4,457)	737,165	402,189
Life Insurance	4309990.402270	14,031	7,108	(176)	13,855	6,932
Public Liability	4309990.436000	42,476	22,501	(530)	41,946	21,971
	<b>TOTAL SOURCES</b>			<b>(46,573)</b>		
<b>HUMAN SERVICES - OPERATIONS</b>						
Regular Wages	4410990.401000	696,996	391,642	35,390	732,386	427,032
Worker's Comp	4410990.402210	3,022	1,952	124	3,146	2,076
Social Security	4410990.402220	53,320	30,890	2,709	56,029	33,599
Retirement	4410990.402230	52,519	26,485	2,939	55,458	29,424
Disability	4410990.402240	18,294	17,083	248	18,542	17,331
Group Insurance	4410990.402260	140,660	83,558	4,457	145,117	88,015
Life Insurance	4410990.402270	3,916	2,358	176	4,092	2,534
Public Liability	4410990.436000	10,680	5,861	530	11,210	6,391
	<b>TOTAL USES</b>			<b>46,573</b>		
				<b>0</b>		

FINANCE COMMITTEE RECOMMENDATION

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

REASONS

FOR	AGAINST

FTE	POSITION	GRADE	WAGES	FRINGES	CONTRACT	TOTAL
<b>Position creation/change/deletion is effective August 7, 2017</b>						
<b>HUMAN SERVICES - WORKFORCE SOLUTIONS</b>						
-1.000	Program Manager - Workforce Services	4	(28,605)	(9,411)		(38,016)
-1.000	Program Manager - Career Services	4	(66,610)	(22,647)		(89,257)
1.000	Division Manager - Workforce Solutions	3	29,457	9,632		39,089
<u>-1.000</u>	<b>Total for HSD - WF Solutions</b>		<u>(65,758)</u>	<u>(22,426)</u>		<u>(88,184)</u>
<b>HUMAN SERVICES - OPERATIONS</b>						
1.000	Operations & Facilities Manager	3	35,390	10,652		46,042
<u>1.000</u>	<b>Total for HSD - Operations</b>		<u>35,390</u>	<u>10,652</u>		<u>46,042</u>
<u>0.000</u>	<b>GRAND TOTAL</b>		<u>(30,368)</u>	<u>(11,774)</u>		<u>(42,142)</u>

REQUEST FOR COUNTY BOARD ACTION

YEAR <u>2017</u>	<input checked="" type="checkbox"/>	Resolution Request Ordinance Request Report Request
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Requestor/Originator: Hope Otto - Human Services Department

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 7/19/2017                      Date of County Board Meeting to be Introduced: 7/25/2017

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:**

Ceation with the Human Services Dpeartment 1 FTE NO Rep Exempt E060 CPS Ongoing Supervisor, 1 FTE Non Rep  
Exempt E060 CPS Access Supervisor, 1 FTE Non Rep Non Exempt N100 Out of Home Placement Case Mgr and 1 FTE  
Contracted Service Position Licensing & Recruitment Worker and transfer of \$483,209 within the Human Services  
2017 Budget & Creation with the Health Services 1 FTE Non Rep Non Exempt N080 Early ID & Mental Health Case Mgr  
and Transfer of \$12,463 within Health Serv 2017 Budget transfer of \$45,796 from HSD 2017 Budget to Health Services  
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.

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	CURRENT BALANCE	TRANSFER	BUDGET AFTER TRANSFER	BALANCE AFTER TRANSFER
<b>HUMAN SERVICES</b>						
Youth Aids - Juvenile Corrections Reserves	4205306.404500 47.299999	186,300 0	6,020,294	(33,333) (495,671)	152,967 (495,671)	(33,333) 5,524,623
<b>HEALTH SERVICES</b>						
Inpatient Services	5102900.404500	1,611,000	1,329,435	(12,463)	1,598,537	1,316,972
<b>TOTAL SOURCES</b>				<b>(541,467)</b>		
<b>HEALTH SERVICES</b>						
Mental Health Treatment Services	5102507.404500	1,187,482	1,147,482	33,333	1,220,815	1,180,815
CCS - Wages	5102510.401000	158,891	51,247	16,981	175,872	68,228
CCS - Worker's Comp	5102510.402210	556	179	59	615	238
CCS - Social Security	5102510.402220	12,155	4,013	1,299	13,454	5,312
CCS - Retirement	5102510.402230	13,187	4,276	1,409	14,596	5,685
CCS - Disability	5102510.402240	1,112	351	119	1,231	470
CCS - Group Insurance	5102510.402260	28,083	2,481	4,718	32,801	7,199
CCS - Life Insurance	5102510.402270	791	172	85	876	257
CCS - Public Liability	5102510.436000	2,384	747	255	2,639	1,002
<b>Subtotal - Health Services</b>				<b>58,258</b>		
<b>HUMAN SERVICES</b>						
Youth Aids - Wages	4206990.401000	1,852,665	955,134	59,726	1,912,391	1,014,860
Youth Aids - Worker's Comp	4206990.402210	6,831	3,462	209	7,040	3,671
Youth Aids - Social Security	4206990.402220	149,376	78,268	4,570	153,946	82,838
Youth Aids - Retirement	4206990.402230	132,782	54,871	4,957	137,739	59,828
Youth Aids - Disability	4206990.402240	59,946	55,729	418	60,364	56,147
Youth Aids - Group Insurance	4206990.402260	396,192	210,380	11,795	407,987	222,175
Youth Aids - Life Insurance	4206990.402270	9,723	4,965	298	10,021	5,263
Youth Aids - Public Liability	4206990.436000	29,289	14,133	897	30,186	15,030
Youth Aids - Wages	4205990.401000	759,290	418,325	12,832	772,122	431,157
Youth Aids - Worker's Comp	4205990.402210	2,690	1,488	45	2,735	1,533
Youth Aids - Social Security	4205990.402220	58,852	336,556	982	59,834	337,538
Youth Aids - Retirement	4205990.402230	52,538	24,590	1,065	53,603	25,655
Youth Aids - Disability	4205990.402240	23,259	21,821	90	23,349	21,911
Youth Aids - Group Insurance	4205990.402260	148,572	88,195	2,359	150,931	90,554
Youth Aids - Life Insurance	4205990.402270	3,832	2,187	64	3,896	2,251
Youth Aids - Public Liability	4205990.436000	11,537	6,186	193	11,730	6,379
Youth Aids - Contract Services	4205990.404500	270,019	270,019	25,208	295,227	295,227
Youth Aids - Contract Services	4205800.404500	260,000	260,000	132,917	392,917	392,917
BCA - Contract Services	4206800.404500	90,000	90,000	127,917	217,917	217,917
Youth Aids - Contract Services	4206200.404500	627,827	627,827	66,667	694,494	694,494
Youth Aids - Misc. Client Expense	4206200.407500	0	(633)	30,000	30,000	29,367
<b>Subtotal - Human Services</b>				<b>483,209</b>		
<b>TOTAL USES</b>				<b>541,467</b>		
				<b>0</b>		

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	CURRENT BALANCE	TRANSFER	BUDGET AFTER TRANSFER	BALANCE AFTER TRANSFER
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FINANCE COMMITTEE RECOMMENDATION

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

FOR	AGAINST

FTE	POSITION	GRADE	WAGES	FRINGES	CONTRACT	TOTAL
<b>Position creation/change/deletion is effective August 7, 2017</b>						
<b>HUMAN SERVICES - WORKFORCE SOLUTIONS</b>						
-1.000	Program Manager - Workforce Services	E070	(28,605)	(9,411)		(38,016)
-1.000	Program Manager - Career Services	E070	(25,619)	(8,711)		(34,330)
1.000	Division Manager - Workforce Solutions	E080	29,457	9,632		39,089
<u>-1.000</u>	<b>Total for HSD - WF Solutions</b>		<u>(24,767)</u>	<u>(8,489)</u>		<u>(33,256)</u>
<b>HUMAN SERVICES - OPERATIONS</b>						
1.000	Operations & Facilities Manager	E080	35,390	10,653		46,043
<u>1.000</u>	<b>Total for HSD - Operations</b>		<u>35,390</u>	<u>10,653</u>		<u>46,043</u>
<b>RIDGEWOOD CARE CENTER</b>						
-1.000	Administrator	E090	(35,390)	(10,653)		(46,043)
<u>-1.000</u>	<b>Total for Ridgewood Care Center</b>		<u>(35,390)</u>	<u>(10,653)</u>		<u>(46,043)</u>
<u>-1.000</u>	<b>GRAND TOTAL</b>		<u>(24,767)</u>	<u>(8,489)</u>		<u>(33,256)</u>



FTE	POSITION	GRADE	WAGES	FRINGES	CONTRACT	TOTAL
<b>Position creation/change/deletion is effective August 7, 2017</b>						
<b>HEALTH SERVICES</b>						
1.000	Early ID & Mental Health Case Mgr	N080	16,981	7,944		24,925
<u>1.000</u>	<b>Total for Health Services</b>		<u>16,981</u>	<u>7,944</u>		<u>24,925</u>
<b>HUMAN SERVICES</b>						
1.000	CPS Ongoing Supervisor	E060	23,447	9,173		32,620
1.000	CPS Access Supervisor	E060	23,447	9,173		32,620
1.000	Licensing & Recruitment Worker				25,208	25,208
1.000	Out of Home Placement Case Mgr	N100	25,663	9,594		35,257
<u>4.000</u>	<b>Total for Human Services</b>		<u>72,557</u>	<u>27,940</u>	<u>25,208</u>	<u>125,705</u>
<u>5.000</u>	<b>GRAND TOTAL</b>		<u>89,538</u>	<u>35,884</u>	<u>25,208</u>	<u>150,630</u>

# ***Racine County Human Services***

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## ***Department***

***1717 Taylor Avenue, Racine, WI 53403***

July 12, 2017

TO: Q.A. Shakoor  
Chairman, Finance and Human Resources Committee

FROM: Hope Otto  
Human Services Director

RE: Youth and Family Budget increase  
Movement of HSD reserve dollars to meet increased placement costs

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The Racine County Human Services Department Youth and Family Division is responsible for the health, safety and well-being of children and families in our community. Child Welfare is currently seeing out of home placements that are at the highest levels in over 20 years. We are currently over our projected out of home placements by approximately 100 children, a 40% increase. These placements are all essential and are due to threats to the life and safety of vulnerable children.

There are a multitude of factors leading to this crisis: lack of viable placement options, a deficit of funds for treatment for parents with substance abuse issues, and an inadequate staff to supervisor ratio required to manage the exponential growth of children entering our child welfare system.

Our proposed solution is a strong interventional strategy both on the front and back end. By increasing our alternative response initiative, earlier implementation of a Community-Wide Trauma Training, receiving homes and appropriate staffing model to get ahead of prolonged placements- we can go beyond reactive based case management and reverse the placement trend.

The following would be created because of our new staffing and program allocation:

- (2) Grade 5 Youth & Family Supervisors
- (1) Ongoing Case Manager
- (1) Mental Health Youth CCS Case Manager
- \$382,709 for 2017 contracted services for expanded staff and services, therapy, trauma training, and implementation of receiving homes.

Hope Otto

Human Services Director

# October 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
<b>October 17th Meeting Agenda</b>						
PW&DS - Development Service, Land Info Land Conservation, RCEDC, SEWRPC BFM, Parks, Highway, Golf Co Bridge Aids Reefpoint Marina Corporation Counsel - Corp Counsel & Office of Child Support Enf Information Systems Department Finance Department						
<b>October 18th Meeting Agenda</b>						
Clerk of Courts District Attorneys - DA & Victim Witness Community Services - Emergency Mgmt, Medical Examiners, Alt to Inc & UW Extension Register of Deeds/Land Description Communication Department Human Resources Department Sheriff's Office - Sheriffs, Jail						
<b>October 19th Meeting Agenda</b>						
County Executive Contingency County Board County Clerk County Treasurer Lakeshore Library System Human Services Dept - HSD, Veterans, Ridgewood Care Center and Health Services						
<b>October 26th Meeting Agenda</b>						
Non Allocated Revenues Debt Service Cultural Activities Employee Benefits County Schools (These are presented by Finance) This will be part of the regular Finance & Human Resources Committee Meeting Presented by Finance Dept						