

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

Supervisor Robert N. Miller, Chairman  
Supervisor Brett Nielsen, Vice Chairman  
Supervisor Q.A. Shakoor, II, Secretary  
Supervisor Janet Bernberg  
Supervisor Mike Dawson

Supervisor Thomas H. Pringle  
Supervisor John A. Wisch  
Kaitlyn Faust, Youth in Governance Representative  
Daniel Rosli, 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 NOVEMBER 28, 2018**

TIME: **5:00 P.M.**

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 November 7, 2018 committee meeting.
5. County Treasurer – Jane Nikolai – Authorizing the County Treasurer to Vacate Judgment for an In-Rem Action on 5 In Rem properties as funds have been received for the Delinquent taxes and fees – 2018 – Resolution – Action Requested: 1<sup>st</sup> & 2<sup>nd</sup> Reading at the December 4, 2018 County Board Meeting.
6. County Treasurer – Jane Nikolai – Authorizing the donation of In Rem Property 1937 Racine St, City of Racine Parcel Number 276-000017115000 to the City of Racine who will be donating the property to Habitat for Humanity – 2018 – Resolution – Action Requested: 1<sup>st</sup> Reading at the December 4, 2018 County Board Meeting.
7. County Treasurer – Jane Nikolai – Authorizing the donation of In Rem Property 201 Front St N., Village of Rochester parcel Number 176-031911291000 to the Village of Rochester – 2018 – Resolution – Action Requested: 1<sup>st</sup> Reading at the December 4, 2018 County Board Meeting.
8. Human Services Department – Hope Otto – Eliminate 1 FTE Non-Rep – Non-Exempt N60 Economic Support Specialist (vacant position) and create 1 FTE Non-Rep – Exempt E020 Job Placement Coordinator/Transportation Specialist – Sunset Position as of 1/1/19 – 2019 – Resolution – Action Requested: 1<sup>st</sup> Reading at the December 4, 2018 County Board Meeting.

9. Human Services Department – Hope Otto – Authorize a 5 Year lease for vehicles and maintenance with Enterprise Fleet Management for 4 vehicles for Human Services and 2 vehicles for Health Services January 1, 2019 through December 31, 2013 – 2019 – Resolution – Action Requested: 1<sup>st</sup> Reading at the December 4, 2018 County Board Meeting.

10. Transfers

a. Information Technology – John Barrett – Transfer of \$7,560 within the 2018 Capital Project and authorizing the purchase of capital equipment – office cubicles – 2018 – Resolution – Action Requested: 1<sup>st</sup> Reading at the December 4, 2018 County Board Meeting.

11. Communication & Report Referrals from County Board Meeting:

a. Foreclosure items:

Attorney	Lending Company	Person/Persons	Amt. owed Racine CO
Ian J. Thomson	US Bank National Association	Brian E. Walton	\$437.65

12. Staff Report – No Action Items.

a) Finance & Human Resources Committee – Next Meeting will be December 12, 2018

13. Adjournment

# FINANCE & HUMAN RESOURCES COMMITTEE ACTION ONLY

**Requestor/Originator** Finance & Human Resources Committee

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

**Date of Committee Meeting:** 11/28/2018

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

**Description:** Approval of the minutes from the November 7, 2018 Meeting

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

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

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

**Youth In Governance**  
 Approve  
 Deny

**FINANCE AND HUMAN RESOURCES COMMITTEE MEETING**  
**November 7, 2018**

IVES GROVE OFFICE COMPLEX  
PUBLIC WORKS CONFERENCE ROOM  
14200 WASHINGTON AVENUE  
STURTEVANT, WISCONSIN 53177

Meeting attended by: Chairman Miller, Supervisors Bernberg, Dawson, Nielsen, Pringle, Shakoor II and Wisch, Youth Representatives Faust and Rosli, Supervisor Trottier, County Executive Jonathan Delagrave, Chief of Staff MT Boyle, Finance Director Alexandra Tillmann, Human Resources Director Karen Galbraith, Communications Manager Mark Schaaf, County Treasurer Jane Nikolai, Asst. Corporation Counsel John Serketich, Sara Kidd, Emergency Management Coordinator David Maack, Highways and Parks Superintendent Dave Prott, HSD Director Hope Otto, HSD Fiscal Manager Brian Nelson, Matt Slowinski from DANA Investments.

**Agenda Item #1 – Convene Meeting.**

Meeting Called to Order at 5:01pm by Chairman Miller.

**Agenda Item #2 – Youth in Governance/Comments.**

Youth in Governance statement was read by Youth Representative Faust.

**Agenda Item #3 – Public Comments.**

None.

**Agenda Item #4 – Approval of Minutes from the June 6, 2018 committee meeting.**

Action: Approve the minutes from the October 31, 2018 meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Wisch. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #5 – County Treasurer – Jane Nikolai – Authorizing the County Treasurer to Vacate Judgment for an In-Rem Action on property located at 8726 Fir Drive, Town of Burlington as funds have been received for the Delinquent taxes and fees – 2018 – Resolution – Action Requested: 1st & 2nd Reading at the November 12, 2018 County Board Meeting.**

Action: Authorize the County Treasurer to Vacate Judgment for In-Rem Action on property located at 8726 Fir Drive, Town of Burlington as funds have been received for the Delinquent taxes and fees – 2018 – Resolution – Action Requested: 1st & 2nd Reading at the November 12, 2018 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Wisch. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #6 – Transfers:**

**a) Emergency Management – David Maack – Acceptance of a Wisconsin Emergency Management Hazardous Materials Emergency Preparedness (HMEP) Grant on behalf of the South Shore Fire Department in the amount of \$16,000 and authorizing a transfer of \$16,000 within the Emergency management – Grants 2018 Budget – 2018 – Resolution – Action Requested: 1st & 2nd Reading at the November 12, 2018 County Board Meeting.**

**Action:** Accept a Wisconsin Emergency Management Hazardous Materials Emergency Preparedness (HMEP) Grant on behalf of the South Shore Fire Department in the amount of \$16,000 and authorizing a transfer of \$16,000 within the Emergency Management – Grants 2018 Budget – 2018 – Resolution – 1<sup>st</sup> & 2<sup>nd</sup> Reading at the November 12, 2018 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Wisch. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

**Agenda Item #7 – Finance Department – Alexandra Tillmann – Racine County 2018 2nd & 3rd Quarter Investment Report (Staff from DANA Investments will be available to discuss the materials) – 2018 – Report.**

**Action:** Accept the Racine County 2018 2nd & 3rd Quarter Investment Report and forward as a report to the County Board – 2018 – Report. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Wisch. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #8 – Human Services – Hope Otto – Request salary offer for Deputy Director/Senior Manager of Talent Acquisition Candidate above Mid-Point for Non-Rep -Exempt E090 – Action of the Committee Only.**

**Action:** Approve the Request salary offer for Deputy Director/Senior Manager of Talent Acquisition Candidate above Mid-Point for Non-Rep -Exempt E090 – Action of the Committee Only. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #9 – Health Services – Hope Otto – Transfer of \$24,500 within the Health Services 2018 budget and authorization to purchase capital asset – vehicle – 2018 – Resolution - Action Requested: 1st & 2nd Reading at the November 12, 2018 County Board Meeting.**

**Action:** Approve the Transfer of \$24,500 within the Health Services 2018 budget and authorization to purchase capital asset – vehicle – 2018 – Resolution – 1st & 2nd Reading at the November 12, 2018 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

The Committee asks that a HSD representative attend the November 12, 2018 County Board Meeting to answer any questions that may be asked.

**Agenda Item #13 – Staff Report- No Action Items.**

Next Finance & Human Resources Committee meeting will be on November 28, 2018, if needed or unless canceled. If canceled, next meeting, and last one for the year, will be on December 12, 2018 at 5:00pm.

**Agenda Item #10 – Closed Session – 5:35 P.M. (Approximately 20 Minutes) - IT IS ANTICIPATED THAT THE FINANCE AND HUMAN RESOURCES COMMITTEE WILL MEET IN A CLOSED SESSION PURSUANT TO SECTION 19.85(1)(c) OF THE WISCONSIN STATE STATUTES TO DISCUSS LEGAL COUNSEL THE FOLLOWING CLAIMS AGAINST RACINE COUNTY: 1) CALEB OAKLEY 2) TRACY LAVERDURE 3) AHMAD QAWI AND 4) ANDREA OGREN.**

**Action:** Motion to go into closed session pursuant to s. 19.85(1)(c), WI Stats, to discuss with legal counsel the following claims against Racine County: 1) Caleb Oakley 2) Tracy Laverdure 3) Ahmad Qawi and 4) Andrea Ogren at 5:53pm. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Wisch. Vote: Roll Call Vote was taken of the members present: All Ayes No Nays.

**Agenda Item #11 – Regular Session.**

**Action:** To reconvene into regular session at 6:05pm. **Motion passed.** Moved: Supervisor Pringle. Seconded: Supervisor Wisch. Vote: All Ayes No Nays.

**Action:** Approve Legal Counsels recommendations to deny the claims against Racine County: 1) Caleb Oakley 2) Tracy Laverdure 3) Ahmad Qawi and 4) Andrea Ogren. **Motion passed.** Moved: Supervisor Pringle. Seconded: Supervisor Wisch. Vote: All Ayes No Nays.

**Agenda Item #12 – Communication & Report Referrals from County Board Meeting:**

**Action:** Receive and file items a - d. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Wisch. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #14 – Adjournment.**

**Action:** Adjourn meeting at 6:06pm. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Dawson. Youth Representative Vote: All Aye No Nays. Advisory Vote: All Ayes No Nays.

REQUEST FOR COUNTY BOARD ACTION

YEAR	<u>2018</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: 11/28/2018 Date of County Board Meeting to be Introduced: 12/4/2018

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:**

Vacate Judgment 5 In Rem Properties

**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.

## MEMO

November 16<sup>th</sup>, 2018

TO: Robert N. Miller  
Chairman, Finance and Human Resources Committee

FROM: Jane F. Nikolai, Racine County Treasurer

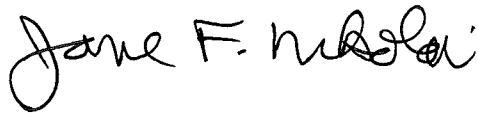
RE: Vacate Judgment

Please put on the agenda for November 28<sup>th</sup>, 2018 time to request your permission to petition the court to vacate the judgment for multiple in-rem parcels.

Please see the attached spreadsheet for a list of the previous owners, addresses, and payment amounts. The Racine County Treasurer's Office is holding the funds that were paid for the delinquent taxes and fees.

John Serketich is requesting that 1<sup>st</sup> and 2<sup>nd</sup> reading be completed at the County Board meeting on December 4<sup>th</sup> to expedite the transfer of the properties.

Thank you,



Jane F. Nikolai  
Racine County Treasurer

Cc: John Serketich



List of parcels for requests to vacate judgement In Rem

Address	Parcel	Previous Owner	Vacate Payment	Payment Received
1528 Grange Ave	276-00009976000	The Granted EH Pooled 114 Limited Part	\$ 16,319.06	11/9/2018
7514 Lakeshore Dr	104-042308229000	Trad Schluechtermann	\$ 27,863.99	11/8/2018
Hillcrest Rd 1	006-032022040010	Bufton Family Trust / Frederick J Schellgell	\$ 8,675.70	11/7/2018
Hillcrest Rd 2	006-032022040020	Bufton Family Trust / Frederick J Schellgell	\$ 4,920.88	11/7/2018
Water St	191-041935046000	Dorothy M Hollister	\$ 6,200.50	11/12/2018

# ACTIVE TAX DEED PROPERTIES OWNED BY RACINE COUNTY

DISTRICT: City of Racine

Updated: 11/14/2018

PARCEL # 276-00009976000

IN REM ACTION #: 2018-1

ITEM #: 137

JUDGMENT DOC #: 2506132

JUDGEMENT DATE: 10/12/2018

**LEGAL LOT 16, BLOCK 20, JAY EYE SEE LAND CO'S SUBDIVISION NO. 2, BEING A SUBDIVISION OF DESCRIPTION: PART OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 17, TOWNSHIP 3 NORTH, RANGE 23 EAST. SAID LAND BEING IN THE CITY OF RACINE, COUNTY OF RACINE, STATE OF WISCONSIN.**

**PROP. ADDRESS:** 1528 GRANGE AVE

**FORMER OWNER:** THE GRANTED EH POOLED 114 LP

**ASSESSED VALUE / 2017**

Land: \$18,000.00  
 IMP: \$63,000.00  
**TOTAL: \$81,000.00**

**FAIR MARKET VALUE 2017** \$81,500.00

**APPRAISED VALUE:**  
**YEAR:**

TAX YEAR	NET TAX	SPECIAL	INT	PEN	TOTAL
2014	\$1,703.06	\$0.00	\$766.38	\$383.19	\$2,852.63
2015	\$2,295.29	\$1,326.32	\$1,195.13	\$597.57	\$5,414.31
2016	\$2,389.13	\$1,039.50	\$720.01	\$360.01	\$4,508.65
2017	\$2,311.45	\$0.00	\$208.03	\$104.02	\$2,623.50
	<b>\$8,698.93</b>	<b>\$2,365.82</b>	<b>\$2,889.55</b>	<b>\$1,444.79</b>	

**\*\*Please Note that tax amounts reflect the date the property became County owned.**

**SPECIAL OVER 7500:**

**TAX TOTALS: \$15,399.09**

In-Rem Fee	\$254.01
Boarding Fee	\$0.00
Appraisal Fee	\$0.00
Newspaper Sale ad	\$0.00
Vacate Fee	\$500.00
<b>FEE &amp; COST TOTAL: <u>\$754.01</u></b>	

**GRAND TOTAL: \$16,153.10**

<b>DISPOSITION:</b>	
TO:	
ON	
<b>TOTAL COSTS:</b>	<u>\$16,153.10</u>
<b>SOLD / DONATED FOR:</b>	
<b>PROFIT OR (LOSS):</b>	
<b>GENERAL RECEIPT NUMBERS</b>	
NO:	
NO:	

County Treasurer  
 Racine County, State of Wisconsin  
 730 Wisconsin Avenue  
 Racine, WI 53403-1274  
 (262) 636-3239

11/14/2018

## Statement of Taxes Due

1528 GRANGE AVE  
 RACINE WI 53404

Year of Tax	Amount	Interest	Penalty	Total Amount Due	Cert. No.
<b>CITY OF RACINE</b>					
<b>Parcel 000009976000</b>					
2014	\$1,703.06	\$783.41	\$391.70	\$2,878.17	10681
2015	\$3,621.61	\$1,231.35	\$615.67	\$5,468.63	14448
2016	\$3,428.63	\$754.30	\$377.15	\$4,560.08	18086
2017	\$2,311.45	\$231.15	\$115.57	\$2,658.17	21598
<b>Subtotal for 000009976000</b>		<b>\$11,064.75</b>	<b>\$3,000.21</b>	<b>\$1,500.09</b>	<b>\$15,565.05</b>
<b>TOTAL OF STATEMENT</b>		<b>\$11,064.75</b>	<b>\$3,000.21</b>	<b>\$1,500.09</b>	<b>\$15,565.05</b>

Interest and penalty are calculated to 11/30/2018. Additional interest and penalty will be charged if your remittance reaches this office after that date.

Make checks payable to **Racine County Treasurer**. Please enclose this notice with your payment.

Jane Nikolai  
 County Treasurer



# INVOICE

**JANE F. NIKOLAI, TREASURER**

730 WISCONSIN AVE  
RACINE WI 53403  
Phone (262) 636-3339

DATE: November 14, 2018  
INVOICE # 18-0188  
PARCEL ID#: 276-000009976000

Bill To: THE GRANTED EH POOLED 114,  
LIMITED PART  
1905 KRAMER LM STE B 700  
AUSTIN TX 78758

SITE ADDRESS: 1528 GRANGE AVE

DESCRIPTION OF IN-REM FEES FOR TAX FORECLOSURE ACTION	AMOUNT
TITLE REPORT FEE	175.00
PUBLICATION FEE	45.11
CERTIFIED MAILING FEES	13.49
GAL FEE	20.41
VACATE FEE	500.00
<b>TOTAL DUE UPON RECEIPT</b>	<b>\$ 754.01</b>

# RECEIPT

DATE 11/9/18

No. 950155

RECEIVED FROM Educators Credit Union / Rosantina Anchondo

\$16,319.06

sixteen thousand - three hundred - sixteen and 06/100 DOLLARS

FOR RENT

FOR 1528 Grand Ave / 276-0000 997600 / vacate costs

ACCOUNT	
PAYMENT	16,319.06
BAL. DUE	

CASH

CHECK

MONEY ORDER

CREDIT CARD

Cashier's Check # 0002998172

FROM \_\_\_\_\_ TO \_\_\_\_\_

BY *[Signature]*



**Educators**  
CREDIT UNION

P.O. Box 081040 - Racine, WI 53408

## CASHIER'S CHECK

79-8137/2759

No. 0002998172

11/09/18

**EDUCATORS CREDIT UNION 16,319 Dollars 06 Cents**

\$16,319.06

PAY

TO THE ORDER OF

RACINE COUNTY TREASURER  
RE: ROSANTINA ANCHONDO

VOID AFTER 90 DAYS

*Linda B Hoover*

⑈0002998172⑈ ⑆275981378⑆ 887601⑈

# ACTIVE TAX DEED PROPERTIES OWNED BY RACINE COUNTY

DISTRICT: Village of Caledonia

Updated: 11/14/2018

PARCEL # 104-042308229000

IN REM ACTION #: 2018-1

ITEM #: 42

JUDGMENT DOC #: 2506132

JUDGEMENT DATE: 10/12/2018

**LEGAL DESCRIPTION:** LOT 1, BLOCK 8, CRESTVIEW UNIT NO. 2, BEING A SUBDIVISION OF PART OF THE SOUTHWEST 1/4 OF SECTION 8, TOWNSHIP 4 NORTH, RANGE 23 EAST. SAID LAND BEING IN THE VILLAGE OF CALEDONIA, COUNTY OF RACINE AND STATE OF WISCONSIN.

**PROP. ADDRESS:** 7514 LAKESHORE DR

**FORMER OWNER:** TRAD SCHLUECHTERMANN

**ASSESSED VALUE / 2017**

Land: \$31,300.00  
 IMP: \$109,200.00  
**TOTAL: \$140,500.00**

**FAIR MARKET VALUE 2017** \$147,100.00

**APPRAISED VALUE:** \_\_\_\_\_  
**YEAR:** \_\_\_\_\_

TAX YEAR	NET TAX	SPECIAL	INT	PEN		TOTAL
2013	\$2,597.64	\$755.18	\$1,911.11	\$955.55		\$6,219.48
2014	\$2,454.73	\$1,131.58	\$1,613.84	\$806.92		\$6,007.07
2015	\$2,557.08	\$1,064.40	\$1,195.09	\$597.54		\$5,414.11
2016	\$2,626.96	\$1,009.28	\$763.61	\$381.81		\$4,781.66
2017	\$2,792.07	\$1,098.59	\$350.16	\$175.08		\$4,415.90
	<b>\$13,028.48</b>	<b>\$5,059.03</b>	<b>\$5,833.81</b>	<b>\$2,916.90</b>		

**\*\*Please Note that tax amounts reflect the date the property became County owned.**

**SPECIAL OVER 7500:** NA

**TAX TOTALS:** \$26,838.22

In-Rem Fee	\$254.44
Boarding Fee	\$0.00
Appraisal Fee	\$0.00
Newspaper Sale ad	\$0.00
Vacate Fee	\$500.00

**FEE & COST TOTAL:** \$754.44

**GRAND TOTAL:** \$27,592.66

<p><b>DISPOSITION:</b> _____</p> <p><b>TO:</b> _____</p> <p><b>ON:</b> _____</p> <p><b>TOTAL COSTS:</b> <u>\$27,592.66</u></p> <p><b>SOLD / DONATED FOR:</b> _____</p> <p><b>PROFIT OR (LOSS):</b> _____</p>	<p style="text-align: center;"><b>GENERAL RECEIPT NUMBERS</b></p> <p><b>NO:</b> _____</p> <p><b>NO:</b> _____</p>
--	---

County Treasurer  
Racine County, State of Wisconsin  
730 Wisconsin Avenue  
Racine, WI 53403-1274  
(262) 636-3239

11/8/2018

## Statement of Taxes Due

7515 LAKESHORE DR

Year of Tax	Amount	Interest	Penalty	Total Amount Due	Cert. No.
<b>VILLAGE OF CALEDONIA</b>					
<b>Parcel 042308229000</b>					
2013	\$3,352.82	\$1,944.64	\$972.32	\$6,269.78	9344
2014	\$3,586.31	\$1,649.70	\$824.85	\$6,060.86	13053
2015	\$3,621.48	\$1,231.30	\$615.65	\$5,468.43	16790
2016	\$3,636.24	\$799.97	\$399.99	\$4,836.20	20337
2017	\$3,890.66	\$389.07	\$194.53	\$4,474.26	23726
<b>Subtotal for 042308229000</b>	<b>\$18,087.51</b>	<b>\$6,014.68</b>	<b>\$3,007.34</b>	<b>\$27,109.53</b>	
<b>TOTAL OF STATEMENT</b>	<b>\$18,087.51</b>	<b>\$6,014.68</b>	<b>\$3,007.34</b>	<b>\$27,109.53</b>	

Interest and penalty are calculated to 11/30/2018. Additional interest and penalty will be charged if your remittance reaches this office after that date.

Make checks payable to **Racine County Treasurer**. Please enclose this notice with your payment.

Jane Nikolai  
County Treasurer



# INVOICE

**JANE F. NIKOLAI, TREASURER**  
730 WISCONSIN AVE  
RACINE WI 53403  
Phone (262) 636-3339

**Bill To: TRAD SCHLUECHTERMANN**  
7041 LONE ELM DR  
RACINE WI 53402

**DATE:** November 14, 2018  
**INVOICE #** 18-0057  
**PARCEL ID#:** 104-042308229000  
**SITE ADDRESS:** 7514 LAKESHORE DR

DESCRIPTION OF IN-REM FEES FOR TAX FORECLOSURE ACTION	AMOUNT
TITLE REPORT FEE	175.00
PUBLICATION FEE	45.11
CERTIFIED MAILING FEES	13.92
GAL FEE	20.41
VACATE FEE	500.00
<b>TOTAL DUE UPON RECEIPT</b>	<b>\$ 754.44</b>

**MAKE ALL CHECKS PAYABLE TO: RACINE COUNTY TREASURER**



Remitter Trad Schluechtermann &  
Roy Hansen Pr 104-042308229000

1913726

32-229

79-1185/759

DATE November 08, 2018

PAY TO THE ORDER OF

\*Racine County Treasurer\*

\$ 27,863.99

TWENTY SEVEN THOUSAND EIGHT HUNDRED SIXTY THREE DOLLARS AND NINETY NINE CENTS



JOHNSON BANK  
RACINE, WISCONSIN 53403

# CASHIER'S CHECK

AUTHORIZED SIGNATURE

⑈1913726⑈ ⑆075911852⑆ ⑆000548117⑈

## RECEIPT

DATE 11/8/18

No. 950154

RECEIVED FROM Johnson Bank / Trad Schluechtermann & Roy Hansen \$27,863.99

twenty seven thousand - eight hundred sixty three and 99/100 DOLLARS

FOR RENT

FOR 7514 Lakeshore Dr / 104-042308229000

ACCOUNT	
PAYMENT	27,863.99
BAL. DUE	

- CASH
- CHECK
- MONEY ORDER
- CREDIT CARD

Carriers Check # 1913726 / Vacate Costs

FROM \_\_\_\_\_ TO \_\_\_\_\_

BY

# ACTIVE TAX DEED PROPERTIES OWNED BY RACINE COUNTY

DISTRICT: Town of Dover

Updated: 11/14/2018

PARCEL # 006-032022040010

IN REM ACTION #: 2018-1

ITEM #: 20

JUDGMENT DOC #: 2506132

JUDGEMENT DATE: 10/12/2018

**LEGAL DESCRIPTION:** UNIT 1, IN THE DOBER HILLCREST SHORES CONDOMINIUM(S) CREATED BY A "DECLARATION OF CONDOMINIUM" RECORDED ON MAY 2, 2003, IN THE OFFICE OF THE REGISTER OF DEEDS FOR RACINE COUNTY, WISCONSIN, AS DOCUMENT NO. 1900213 AND ANY AMENDMENTS AND/OR CORRECTIONS THERETO, AND BY ITS CONDOMINIUM PLAT AND ANY AMENDMENTS AND/OR CORRECTIONS THERETO. SAID LAND BEING IN THE TOWN OF DOVER, COUNTY OF RACINE, AND STATE OF WISCONSIN.

**PROP. ADDRESS:** HILLCREST RD 1

**FORMER OWNER:** FREDERICK J SCHELLGELL AS TRUSTEE OF THE BUFTON FAMILY IRREVOCABLE TRUST DATED JUN 29, 2008

**ASSESSED VALUE / 2017**

Land: \$48,300.00  
 IMP: 5,600  
**TOTAL: \$53,900.00**

**FAIR MARKET VALUE 2017** \$57,100.00

**APPRAISED VALUE:**  
**YEAR:** \_\_\_\_\_

TAX YEAR	NET TAX	SPECIAL	INT	PEN	TOTAL
2014	\$790.50	\$490.00	\$576.23	\$288.11	\$2,144.84
2015	\$805.22	\$812.77	\$533.94	\$266.97	\$2,418.90
2016	\$791.96	\$550.00	\$281.81	\$140.91	\$1,764.68
2017	\$788.39	\$550.00	\$120.46	\$60.23	\$1,519.08
	<b>\$3,176.07</b>	<b>\$2,402.77</b>	<b>\$1,512.44</b>	<b>\$756.22</b>	

**\*\*Please Note that tax amounts reflect the date the property became County owned.**

**SPECIAL OVER 7500:** NA

**TAX TOTALS:** \$7,847.50

In-Rem Fee	\$244.53
Boarding Fee	\$0.00
Appraisal Fee	\$0.00
Newspaper Sale ad	\$0.00
Vacate Fee	\$500.00

**FEE & COST TOTAL:** \$744.53

**GRAND TOTAL:** \$8,592.03

<b>DISPOSITION:</b> _____	
TO: _____	
ON _____	
<b>TOTAL COSTS:</b> <u>\$8,592.03</u>	<b>GENERAL RECEIPT NUMBERS</b>
<b>SOLD / DONATED FOR:</b> _____	NO: _____
<b>PROFIT OR (LOSS):</b> _____	NO: _____

County Treasurer  
 Racine County, State of Wisconsin  
 730 Wisconsin Avenue  
 Racine, WI 53403-1274  
 (262) 636-3239

11/7/2018

### Statement of Taxes Due

HILLCREST RD 1

Year of Tax	Amount	Interest	Penalty	Total Amount Due	Cert. No.
<b>TOWN OF DOVER</b>					
Parcel 032022040010					
2014	\$1,280.50	\$589.03	\$294.52	\$2,164.05	12104
2015	\$1,617.99	\$550.12	\$275.06	\$2,443.17	16002
2016	\$1,341.96	\$295.23	\$147.62	\$1,784.81	19503
2017	\$1,338.39	\$133.84	\$66.92	\$1,539.15	22945
Subtotal for 032022040010		\$5,578.84	\$1,568.22	\$784.12	\$7,931.18
<b>TOTAL OF STATEMENT</b>		<b>\$5,578.84</b>	<b>\$1,568.22</b>	<b>\$784.12</b>	<b>\$7,931.18</b>

Interest and penalty are calculated to 11/30/2018. Additional interest and penalty will be charged if your remittance reaches this office after that date.

Make checks payable to Racine County Treasurer. Please enclose this notice with your payment.

Jane Nikolai  
 County Treasurer



# INVOICE

**JANE F. NIKOLAI, TREASURER**  
730 WISCONSIN AVE  
RACINE WI 53403  
Phone (262) 636-3339

DATE: November 14, 2018  
INVOICE # 18-0020  
PARCEL ID#: 006-032022040010

Bill To: **BUFTON FAMILY TRUST**  
**FREDERICK J SCHELLGELL**  
**6433 LINCOLNSHIRE DR**  
**RACINE WI 53403**

SITE ADDRESS: **HILLCREST RD 1**

DESCRIPTION OF IN-REM FEES FOR TAX FORECLOSURE ACTION	AMOUNT
TITLE REPORT FEE	175.00
PUBLICATION FEE	45.11
CERTIFIED MAILING FEES	4.01
VACATE FEE	500.00
GAL FEE	20.41
<b>TOTAL DUE UPON RECEIPT</b>	<b>\$ 744.53</b>

**MAKE ALL CHECKS PAYABLE TO: RACINE COUNTY TREASURER**



CASHIER'S CHECK

9120314846

25-3  
440

Date 11/07/2018

Void after 7 years

Remitter: KENOSHA & RACINE GRANITE, CORP./DEPOSIT ACCOUNT

Pay To The Order Of: RACINE-COUNTY TREASURER

Pay: EIGHT THOUSAND SIX HUNDRED SEVENTY FIVE DOLLARS AND 70 CENTS \$\*\* 8,675.70 \*\*

Drawer: JPMORGAN CHASE BANK, N.A.

*Sol Gindi*

Sol Gindi, Chief Administrative Officer  
JPMorgan Chase Bank, N.A.  
Columbus, OH



Do not write outside this box

Memo: Button Family Trust Hillcrest  
Note: For information only. Comment has no effect on bank's payment.

⑈9120314846⑈ ⑆044000037⑆ 758661367⑈

RECEIPT

DATE 11/7/18

No. 950152

RECEIVED FROM Chase Bank / Button Family Trust \$ 8,675.70

eight thousand - six hundred - seventy - five and 70/100 DOLLARS

FOR RENT  
FOR Hillcrest Lot 1 006-032022040010

ACCOUNT	
PAYMENT	8,675.70
BAL. DUE	

- CASH
- CHECK
- MONEY ORDER
- CREDIT CARD

vacate costs

FROM \_\_\_\_\_ TO \_\_\_\_\_

BY Anne

# ACTIVE TAX DEED PROPERTIES OWNED BY RACINE COUNTY

DISTRICT: Town of Dover

Updated: 11/14/2018

PARCEL # 006-032022040020

IN REM ACTION #: 2018-1

ITEM #: 21

JUDGMENT DOC #: 2506132

JUDGEMENT DATE: 10/12/2018

**LEGAL DESCRIPTION:** UNIT 2, IN THE DOBER HILLCREST SHORES CONDOMINIUM(S) CREATED BY A "DECLARATION OF CONDOMINIUM" RECORDED ON MAY 2, 2003, IN THE OFFICE OF THE REGISTER OF DEEDS FOR RACINE COUNTY, WISCONSIN, AS DOCUMENT NO. 1900213 AND ANY AMENDMENTS AND/OR CORRECTIONS THERETO, AND BY ITS CONDOMINIUM PLAT AND ANY AMENDMENTS AND/OR CORRECTIONS THERETO. SAID LAND BEING IN THE TOWN OF DOVER, COUNTY OF RACINE, AND STATE OF WISCONSIN.

**PROP. ADDRESS:** HILLCREST RD 2

FREDERICK J SCHELLGELL AS TRUSTEE OF THE BUFTON FAMILY IRREVOCABLE TRUST DATED JUN 29, 2008

FORMER OWNER: \_\_\_\_\_

**ASSESSED VALUE / 2017**

Land: \$36,700.00  
 IMP: -  
**TOTAL: \$36,700.00**

**FAIR MARKET VALUE 2017** \$38,900.00

**APPRAISED VALUE: YEAR:** \_\_\_\_\_

TAX YEAR	NET TAX	SPECIAL	INT	PEN	TOTAL
2014	\$587.33	\$0.00	\$264.30	\$132.15	\$983.78
2015	\$597.13	\$0.00	\$197.05	\$98.53	\$892.71
2016	\$587.49	\$0.00	\$123.37	\$61.69	\$772.55
2017	\$584.99	\$0.00	\$52.65	\$26.32	\$663.96
	<b>\$2,356.94</b>	<b>\$0.00</b>	<b>\$637.37</b>	<b>\$318.69</b>	

**\*\*Please Note that tax amounts reflect the date the property became County owned.**

**SPECIAL OVER 7500:** NA

**TAX TOTALS:** \$3,313.00

In-Rem Fee	\$244.53
Boarding Fee	\$0.00
Appraisal Fee	\$0.00
Newspaper Sale ad	\$0.00
Vacate Fee	\$500.00

**FEE & COST TOTAL:** \$744.53

**GRAND TOTAL:** \$4,057.53

<b>DISPOSITION:</b>	
TO:	
ON:	
<b>TOTAL COSTS:</b>	<u>\$4,057.53</u>
<b>SOLD / DONATED FOR:</b>	
<b>PROFIT OR (LOSS):</b>	

GENERAL RECEIPT NUMBERS

NO: \_\_\_\_\_

NO: \_\_\_\_\_

County Treasurer  
 Racine County, State of Wisconsin  
 730 Wisconsin Avenue  
 Racine, WI 53403-1274  
 (262) 636-3239

11/7/2018

## Statement of Taxes Due

HILLCREST RD 2

Year of Tax	Amount	Interest	Penalty	Total Amount Due	Cert. No.
<b>TOWN OF DOVER</b>					
Parcel 032022040020					
2014	\$587.33	\$270.17	\$135.09	\$992.59	12105
2015	\$597.13	\$203.02	\$101.51	\$901.66	16003
2016	\$587.49	\$129.25	\$64.62	\$781.36	19504
2017	\$584.99	\$58.50	\$29.25	\$672.74	22946
Subtotal for 032022040020		\$2,356.94	\$660.94	\$330.47	\$3,348.35
<b>TOTAL OF STATEMENT</b>		<b>\$2,356.94</b>	<b>\$660.94</b>	<b>\$330.47</b>	<b>\$3,348.35</b>

Interest and penalty are calculated to 11/30/2018. Additional interest and penalty will be charged if your remittance reaches this office after that date.

Make checks payable to Racine County Treasurer. Please enclose this notice with your payment.

Jane Nikolai  
 County Treasurer



# INVOICE

**JANE F. NIKOLAI, TREASURER**  
730 WISCONSIN AVE  
RACINE WI 53403  
Phone (262) 636-3339

**DATE:** November 14, 2018  
**INVOICE #** 18-0021  
**PARCEL ID#:** 006-032022040020

**Bill To:** BUFTON FAMILY TRUST  
FREDERICK J SCHELLGELL  
6433 LINCOLNSHIRE DR  
RACINE WI 53403

**SITE ADDRESS:** HILLCREST RD 2

DESCRIPTION OF IN-REM FEES FOR TAX FORECLOSURE ACTION	AMOUNT
TITLE REPORT FEE	175.00
PUBLICATION FEE	45.11
CERTIFIED MAILING FEES	4.01
VACATE FEE	500.00
GAL FEE	20.41
<b>TOTAL DUE UPON RECEIPT</b>	<b>\$ 744.53</b>

**MAKE ALL CHECKS PAYABLE TO: RACINE COUNTY TREASURER**



THIS DOCUMENT CONTAINS SECURITY FEATURES INCLUDING THERMOCHROMIC INK, ARTIFICIAL WATERMARK, DETAILS ON BACK.  
IF YOU DO NOT SEE THESE SECURITY FEATURES, DO NOT CASH THE CHECK.



# CASHIER'S CHECK

2006446874

79-57  
759

**\$4,920.88**  
DOLLAR FOUR COMMA NINE TWO ZERO PERIOD EIGHT EIGHT

DATE: 11/06/18

PAY Four Thousand Nine Hundred Twenty and 88/100ths Dollars

\*\*\*\$4,920.88

RACINE COUNTY TREASURER

TO THE ORDER OF

*[Signature]*  
AUTHORIZED SIGNATURE

REMITTER: BT REALTY MANAGEMENT LLC  
Lot 2 Hillcrest Drive

⑈ 2006446874⑈ ⑆ 075900575⑆ 90000034⑈

**RECEIPT** DATE 11/7/18 No. 950153

RECEIVED FROM Associated Bank / BT Realty Management \$ 4,920.88  
four thousand - nine hundred - twenty and 88/100 DOLLARS

FOR RENT  
 FOR Hillcrest Lot 2 / 000-032022040020  
vacate costs

ACCOUNT		<input type="radio"/> CASH
PAYMENT	<u>4,920.88</u>	<input checked="" type="radio"/> CHECK
BAL. DUE		<input type="radio"/> MONEY ORDER
		<input type="radio"/> CREDIT CARD

FROM \_\_\_\_\_ TO \_\_\_\_\_  
BY Anne

# ACTIVE TAX DEED PROPERTIES OWNED BY RACINE COUNTY

DISTRICT: Village of Waterford

Updated: 11/14/2018

PARCEL # 191-041935046000

IN REM ACTION #: 2018-1

ITEM #: 94

JUDGMENT DOC #: 2506132

JUDGEMENT DATE: 10/12/2018

LEGAL SEE ADDENDUM  
DESCRIPTION:

PROP. ADDRESS: WATER ST

FORMER OWNER: DOROTHY M HOLLISTER

ASSESSED VALUE / 2017  
Land: \$32,500.00  
IMP: \$1,900.00  
TOTAL: \$34,400.00

FAIR MARKET VALUE 2017 \$36,000.00

APPRAISED VALUE: \_\_\_\_\_  
YEAR: \_\_\_\_\_

TAX YEAR	NET TAX	SPECIAL	INT	PEN	TOTAL
2014	\$638.97	\$0.00	\$287.54	\$143.77	\$1,070.28
2015	\$710.65	\$407.27	\$368.91	\$184.46	\$1,671.29
2016	\$662.86	\$787.81	\$304.64	\$152.32	\$1,907.63
2017	\$645.72	\$0.00	\$58.11	\$29.06	\$732.89
	<b>\$2,658.20</b>	<b>\$1,195.08</b>	<b>\$1,019.20</b>	<b>\$509.61</b>	

\*\* Please note that tax amounts reflect the date the property became County owned.

SPECIAL OVER 7500: \_\_\_\_\_ TAX TOTALS: \$5,382.09

In-Rem Fee	\$260.53
Boarding Fee	\$0.00
Appraisal Fee	\$0.00
Newspaper Sale ad	\$0.00
Vacate Fee	\$500.00
<b>FEE &amp; COST TOTAL: \$760.53</b>	

**GRAND TOTAL: \$6,142.62**

DISPOSITION: _____	
TO: _____	
ON _____	
TOTAL COSTS: <u>\$6,142.62</u>	GENERAL RECEIPT NUMBERS
SOLD / DONATED FOR: _____	NO: _____
PROFIT OR (LOSS): _____	NO: _____

**LEGAL** LAND LOCATED IN SECTION 35, TOWNSHIP 4 RANGE 19 EAST: BEGIN AT  
**DESCRIP** THE MOST SOUTHERLY CORNER OF LOT 5, BLOCK 32 IN THE ORIGINAL  
**TION:** TOWN OF SAID VILLAGE OF WATERFORD, RUN THENCE SOUTH 19° 30'  
WEST, ALONG THE WESTERLY LINE OF JEFFERSON STREET, 182.00  
FEET TO A POINT; THENCE NORTH 69° 46' WEST, 150.00 FEET TO A  
POINT AND THE PLACE OF BEGINNING OF PARCEL HEREINAFTER  
DESCRIBED: RUN THENCE NORTH 19° 30' EAST, 102 FEET TO A POINT;  
THENCE NORTH 69° 46' WEST, 92.00 FEET TO A POINT; THENCE SOUTH  
19° 30' WEST, 102 FEET TO A POINT; THENCE SOUTH 69° 46' EAST, 92  
FEET TO A POINT AND THE PLACE OF BEGINNING. SAID LAND BEING IN  
THE VILLAGE OF WATERFORD, RACINE COUNTY, WISCONSIN.

SAID LAND IS MORE CORRECTLY DESCRIBED AS FOLLOWS: PART OF  
THE SOUTHEAST 1/4 OF SECTION 35, TOWNSHIP 4 NORTH, RANGE 19  
EAST OF THE 4TH PRINCIPAL MERIDIAN, AND MORE PARTICULARLY  
DESCRIBED AS: COMMENCE AT THE MOST WESTERLY CORNER OF  
LOT 6, OF BLOCK 32 OF THE ORIGINAL VILLAGE OF WATERFORD,  
BEING A POINT ON THE EASTERLY LINE OF WATER STREET IN SAID  
ORIGINAL VILLAGE OF WATERFORD; THENCE SOUTH 19° 30' WEST,  
80.00 FEET ALONG EASTERLY LINE OF WATER STREET AND AN  
EXTENSION THEREOF TO AN IRON PIPE FOUND AND THE POINT OF  
BEGINNING OF PARCEL OF LAND HEREINAFTER DESCRIBED: THENCE  
CONTINUE SOUTH 19° 30' WEST, 102.00 FEET; THENCE SOUTH 70° 30'  
EAST, 92.00 FEET; THENCE NORTH 19° 30' EAST, 102.00 FEET,  
PARALLEL WITH WATER STREET; THENCE NORTH 70° 30' WEST, 92.00  
FEET TO THE POINT OF BEGINNING. (BEARINGS IN THIS DESCRIPTION  
ARE RELATIVE TO THE EASTERLY LINE OF WATER STREET WHICH  
WAS USED AS PLATTED AS SOUTH 19° 30' WEST.)

TOGETHER WITH AN EASEMENT FOR INGRESS AND EGRESS TO THE  
ABOVE DESCRIBED LANDS, SAID EASEMENT DESCRIBED AS FOLLOWS:  
COMMENCE AT THE MOST WESTERLY CORNER OF LOT 6, OF BLOCK  
32 OF THE ORIGINAL VILLAGE OF WATERFORD, BEING A POINT ON THE  
EASTERLY LINE OF WATER STREET IN SAID ORIGINAL VILLAGE OF  
WATERFORD; THENCE SOUTH 19° 30' WEST, 194.00 FEET ALONG  
EASTERLY LINE OF WATER STREET AND AN EXTENSION THEREOF TO  
THE POINT OF BEGINNING OF CENTERLINE OF EASEMENT 24 FEET IN  
WIDTH; THENCE SOUTH 70° 30' EAST, 250.15 FEET (RECORDED AS  
242.00 FEET) TO THE WESTERLY LINE OF JEFFERSON STREET AND  
THE END OF SAID CENTERLINE. THE ABOVE EASEMENT DESCRIPTION  
IS A MORE CORRECT DESCRIPTION OF THE EASEMENT RESERVED TO  
HEGEMANN IN VOLUME 1503 OF RECORDS ON PAGE 295. SAID LAND  
BEING IN THE VILLAGE OF WATERFORD, COUNTY OF RACINE, STATE  
OF WISCONSIN.

County Treasurer  
Racine County  
730 Wisconsin Avenue  
Racine, WI 53403-1274  
(262) 636-3239

10/8/2018

HOLLISTER, DOROTHY M  
217 S WATER ST  
WATERFORD, WI 53185

Dear Taxpayer-

The purpose of this letter is to inform you that you have delinquent property taxes. The total amount due, including any interest and penalty, is shown below.

Year of Tax	Amount	Interest	Penalty	Total Amount Due	Cert. No.
<b>VILLAGE OF WATERFORD</b>					
Parcel 041935046000					
2014	\$638.97	\$287.54	\$143.77	\$1,070.28	12801
2015	\$1,117.92	\$368.91	\$184.46	\$1,671.29	16541
2016	\$1,450.67	\$304.64	\$152.32	\$1,907.63	20063
2017	\$645.72	\$58.11	\$29.06	\$732.89	23468
Subtotal for 041935046000	\$3,853.28	\$1,019.20	\$509.61	\$5,382.09	
<b>TOTAL OF STATEMENT</b>	<b>\$3,853.28</b>	<b>\$1,019.20</b>	<b>\$509.61</b>	<b>\$5,382.09</b>	

Interest and penalty are calculated to 10/31/2018. Additional interest and penalty will be charged if your remittance reaches this office after that date.

Make checks payable to **Racine County Treasurer**.

Please enclose this notice with your payment.

Jane Nikolai  
County Treasurer



# INVOICE

**JANE F. NIKOLAI, TREASURER**

730 WISCONSIN AVE

RACINE WI 53403

Phone (262) 636-3339

Bill To: **DOROTHY M HOLLISTER**

217 S WATER ST

WATERFORD WI 53185

DATE: November 14, 2018

INVOICE # 18-0123

PARCEL ID#: 191-041935046000

SITE ADDRESS: WATER ST

DESCRIPTION OF IN-REM FEES FOR TAX FORECLOSURE ACTION	AMOUNT
TITLE REPORT FEE	175.00
PUBLICATION FEE	45.11
CERTIFIED MAILING FEES	20.01
VACATE FEE	500.00
GAL FEE	20.41
<b>TOTAL DUE UPON RECEIPT</b>	<b>\$ 760.53</b>

**\*\*TO AVOID LOSING THIS PROPERTY TO TAX FORECLOSURE\*\***

I encourage you to contact a realtor immediately.  
 If you have any questions concerning this invoice, call our office at (262) 636-3339  
 or email us at [RCTreasurer@racinecounty.com](mailto:RCTreasurer@racinecounty.com)

**MAKE ALL CHECKS PAYABLE TO: RACINE COUNTY TREASURER**

# RECEIPT

DATE 11/12/18

No. 050156

RECEIVED FROM Associated Bank / Dorothy M Hollister

\$6,200.50

six thousand - two hundred and 50/100 DOLLARS

FOR RENT

FOR

Water St / 191-041925046000 / vacate costs

ACCOUNT	
PAYMENT	6,200.50
BAL. DUE	

CASH

CHECK

MONEY ORDER

CREDIT CARD

Cashier's Check # 2006448340

FROM

TO

BY

*An Hollister*

COTRS Batch Total 0.00

THIS DOCUMENT CONTAINS SECURITY FEATURES INCLUDING THERMOCHROMIC INK, ARTIFICIAL WATERMARK, DETAILS ON BACK. IF YOU DO NOT SEE THESE SECURITY FEATURES, DO NOT CASH THE CHECK.



## CASHIER'S CHECK

2006448340

\$6,200.50

79-57  
759

DATE: 11/09/18

PAY Six Thousand Two Hundred and 50/100ths Dollars

\*\*\*\$6,200.50

TO THE ORDER OF RACINE COUNTY TREASURER'S OFFICE

REMITTER: DOROTHY M HOLLISTER

*[Signature]*  
AUTHORIZED SIGNATURE

⑈ 2006448340⑈ ⑆ 075900575⑆ 90000034⑈

REQUEST FOR COUNTY BOARD ACTION

YEAR	<u>2018</u>	<input checked="" type="checkbox"/>	Resolution Request
		<input type="checkbox"/>	Ordinance Request
		<input type="checkbox"/>	Report Request

Requestor/Originator: County Treasurer - Jane Nikolai

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 11/28/2018 Date of County Board Meeting to be Introduced: 12/4/2018

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 In Rem Property 1937 Racine St, City of Racine Parcel Number 276-000017115000  
to the City of Racine who will be donating the property to Habitat for Humanity

**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.





## MEMO

November 16<sup>th</sup>, 2018

TO: Robert N. Miller  
Chairman, Finance and Human Resources Committee

FROM: Jane F. Nikolai, Racine County Treasurer

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

Please put on the agenda for the meeting scheduled for November 28<sup>th</sup>, 2018, time to present a request to donate one in-rem property located in the City of Racine. The City intends to transfer ownership of this property to Habitat for Humanity, a non-profit organization. The transfer of this parcel from the County to the City is contingent on the City obtaining consent from the Common Council.

The parcel is located at 1937 Racine St / Residential Lot

This parcel was obtained in an in-rem court action on October 12<sup>th</sup>, 2018. This parcel has never been included in a sealed bid sale.

If you have any questions, please feel free to contact me.

Thank you,



Jane F. Nikolai  
Racine County Treasurer

Cc: John Serketich

# ACTIVE TAX DEED PROPERTIES OWNED BY RACINE COUNTY

DISTRICT: City of Racine

Updated: 10/25/2018

PARCEL # 276-000017115000

IN REM ACTION #: **2018-1**

ITEM #: 122

JUDGMENT DOC #: 2506132

JUDGEMENT DATE: 10/12/2018

**LEGAL DESCRIPTION:** LOT 19, BLOCK 8, COLLEGE ADDITION, ACCORDING TO THE RECORDED PLAT THEREOF. SAID LAND BEING IN THE CITY OF RACINE, COUNTY OF RACINE AND STATE OF WISCONSIN.

**PROP. ADDRESS:** 1937 RACINE ST

**FORMER OWNER:** OLA TURNER & STACY TURNER  
AS PERSONAL REP OF THE  
ESTATE OF KENNETH R TURNER

**ASSESSED VALUE / 2017**

Land: \$9,500.00  
 IMP: \$53,500.00  
**TOTAL: \$63,000.00**

**FAIR MARKET VALUE 2017** \$63,500.00

**APPRAISED VALUE:**  
YEAR: \_\_\_\_\_

TAX YEAR	NET TAX	SPECIAL	INT	PEN	TOTAL
2013	\$1,829.48	\$517.62	\$1,337.85	\$668.92	\$4,353.87
2014	\$1,773.70	\$823.12	\$1,168.57	\$584.28	\$4,349.67
2015	\$1,865.40	\$210.33	\$684.99	\$342.50	\$3,103.22
2016	\$1,843.33	\$616.27	\$516.52	\$258.26	\$3,234.38
2017	\$1,798.01	\$19,481.85	\$1,915.19	\$957.59	\$24,152.64
	<b>\$9,109.92</b>	<b>\$21,649.19</b>	<b>\$5,623.12</b>	<b>\$2,811.55</b>	

**SPECIAL OVER 7500:** **\$19,481.85**

**TAX TOTALS:** \$39,193.78

In-Rem Fee	\$254.01
Boarding Fee	\$0.00
Appraisal Fee	\$0.00
Newspaper Sale ad	\$0.00
Vacate Fee	\$0.00

**FEE & COST TOTAL:** \$254.01

**GRAND TOTAL:** \$39,447.79

<p><b>DISPOSITION:</b> _____</p> <p><b>TO:</b> _____</p> <p><b>ON:</b> _____</p> <p><b>TOTAL COSTS:</b> <u>\$39,447.79</u></p> <p><b>SOLD / DONATED FOR:</b> _____</p> <p><b>PROFIT OR (LOSS):</b> _____</p>	<p style="text-align: center;"><b>GENERAL RECEIPT NUMBERS</b></p> <p><b>NO:</b> _____</p> <p><b>NO:</b> _____</p>
--	---



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

Heather J. Krause  
Assistant Corporation Counsel  
Racine County Courthouse  
730 Wisconsin Avenue 10th Floor  
Racine WI 53403

Amy Connolly  
City Development, Director  
City Hall, Room 102  
730 Washington Ave.  
Racine, WI 53403

Dear Ms. Krause & Ms. Connolly,

I am writing to inform you that Racine Habitat for Humanity would like to accept title to a property at 1937 Racine Street if the property would be transferred tax free to Racine Habitat for Humanity, Inc. This property meets our requirements for construction. Since it is a vacant property, we propose to build a new single-family house to sell to a low-income Habitat family that we will build within a three year period from the time that we acquire the property.

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. Last 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 and financial stability that steers a path out of poverty.

Together, our partnership efforts have resulted in selling 92 homes with an affordable mortgage and collecting over \$2.5 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,

LeAnn Launstein  
Executive Director

Cc: Jane Nikolai

Office of the Mayor  
Cory Mason



City of Racine, Wisconsin

City Hall  
730 Washington Ave  
Racine WI 53403  
262 636-9111  
262-636-9570 FAX  
mayor@cityofracine.org

November 15, 2018

Jane Nikolai  
County Treasurer, Racine County  
730 Wisconsin Avenue  
Racine, WI 53403

**Subject: Foreclosure, Transfer of Title of 1937 Racine Street (2018)**

Dear Jane:

The City of Racine respectfully requests your assistance in acquiring the property at 1937 Racine Street within the City of Racine through in rem foreclosure, and subsequent transfer of title from Racine County to the City of Racine, for transfer to Habitat for Humanity of Racine County contingent upon evidence of full project financing and execution of a transfer agreement.

The subject property is currently tax-delinquent and contributes towards neighborhood blight, police, fire, and code enforcement resources. Because of the property condition and/or environmental contamination, the property would be undesirable on the open market without significant additional financial investment.

The City is prepared to accept this property in "as-is" condition and would use the necessary resources, either alone or with nonprofit partners, to prepare it for redevelopment. We would respectfully request the transfer of this property without any back taxes, fees, and special assessments.

Sincerely,

A handwritten signature in black ink that reads "Cory Mason". The signature is written in a cursive style with a long horizontal line extending from the end.

Cory Mason  
Mayor

cc: Amy Connolly, Director of City Development  
Nicole Larsen, Racine Deputy City Attorney  
Matthew Rejc, Manager of Housing and Community Development

REQUEST FOR COUNTY BOARD ACTION

YEAR	2018	X	Resolution Request
			Ordinance Request
			Report Request

Requestor/Originator: County Treasurer - Jane Nikolai

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 11/28/2018 Date of County Board Meeting to be Introduced: 12/4/2018

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 In Rem Property 201 Front St N. Village of Rochester Parcel Number 176-031911291000  
to the Village of Rochester

**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.





**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

November 16<sup>th</sup>, 2018

TO: Robert N. Miller  
Chairman, Finance and Human Resources Committee

FROM: Jane F. Nikolai, Racine County Treasurer

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

Please put on the agenda for the meeting scheduled for November 28<sup>th</sup>, time to present a request from the Village of Rochester to obtain one in-rem property by donation. The parcel was obtained in an in-rem court action on October 12<sup>th</sup>, 2018.

The parcel is a residential lot located in the Village of Rochester at 201 Front St N. This parcel has not been included in a sealed bid sale.

If you have any questions, please feel free to contact me.

Thank you.

A handwritten signature in black ink that reads "Jane F. Nikolai". The signature is written in a cursive style with a large, looping initial "J".

Jane F. Nikolai  
Racine County Treasurer

Cc: John Serketich

# ACTIVE TAX DEED PROPERTIES OWNED BY RACINE COUNTY

DISTRICT: Village of Rochester

Updated: 10/25/2018

PARCEL # 176-031911291000

IN REM ACTION #: 2018-1

ITEM #: 88

JUDGMENT DOC #: 2506132

JUDGEMENT DATE: 10/12/2018

**LEGAL DESCRIPTION:** DESCRIPTION OF PROPERTY SITUATED IN THE COUNTY OF RACINE, STATE OF WISCONSIN: ALL THAT PART OF THE SOUTHWEST 1/4 OF SECTION 2, TOWNSHIP 3 NORTH, RANGE 19 EAST, OF THE 4TH P.M., BOUNDED AND DESCRIBED AS FOLLOWS: BEGIN AT A POINT MARKING THE NORTHWEST CORNER OF LOT 1, BLOCK 15, ACCORDING TO THE ORIGINAL TOWN PLAT OF ROCHESTER, WISCONSIN, SAID POINT BEING THE PLACE OF BEGINNING OF THE PARCEL OF LAND HEREINAFTER DESCRIBED; RUN THENCE NORTH, ALONG THE EAST LINE OF FRONT STREET, 54.78 FEET TO A POINT; THENCE EAST, PARALLEL TO THE NORTH LINE OF SAID LOT 1, BLOCK 15, 213 FEET, MORE OR LESS, TO THE WEST BANK OF FOX RIVER, THENCE SOUTH 27° WEST, ALONG THE SAID WEST BANK OF ROX RIVER, 64 FEET, MORE OR LESS, TO THE NORTHEAST CORNER OF SAID LOT 1, BLOCK 15; AND THENCE WEST, ALONG THE NORTH LINE OF SAID LOT 1, BLOCK 15, 184 FEET, MORE OR LESS, TO THE PLACE OF BEGINNING.

**PROP. ADDRESS:** 201 FRONT ST N

FORMER OWNER: PATRICK VANDENBERG

**ASSESSED VALUE / 2017**

Land: \$59,900.00  
 IMP: \$0.00  
**TOTAL: \$59,900.00**

**FAIR MARKET VALUE 2017** \$63,600.00

**APPRAISED VALUE:**  
 YEAR: \_\_\_\_\_

TAX YEAR	NET TAX	SPECIAL	INT	PEN	TOTAL
2014	\$1,078.48	\$417.00	\$672.97	\$336.48	\$2,504.93
2015	\$1,013.56	\$217.00	\$406.08	\$203.04	\$1,839.68
2016	\$1,037.06	\$292.00	\$279.10	\$139.55	\$1,747.71
2017	\$1,061.66	\$377.00	\$129.48	\$64.74	\$1,632.88
	<b>\$4,190.76</b>	<b>\$1,303.00</b>	<b>\$1,487.63</b>	<b>\$743.81</b>	

**SPECIAL OVER 7500:** \_\_\_\_\_

**TAX TOTALS:** \$7,725.20

In-Rem Fee	\$261.86
Boarding Fee	\$0.00
Appraisal Fee	\$0.00
Newspaper Sale ad	\$0.00
Vacate Fee	\$0.00
<b>FEE &amp; COST TOTAL:</b>	
	<b>\$261.86</b>

**GRAND TOTAL:** \$7,987.06

<p><b>DISPOSITION:</b> _____</p> <p><b>TO:</b> _____</p> <p><b>ON:</b> _____</p> <p><b>TOTAL COSTS:</b> <u>\$7,987.06</u></p> <p><b>SOLD / DONATED FOR:</b> _____</p> <p><b>PROFIT OR (LOSS):</b> _____</p>	<p style="text-align: center;"><b>GENERAL RECEIPT NUMBERS</b></p> <p><b>NO:</b> _____</p> <p><b>NO:</b> _____</p>
---	---



# Village of Rochester

300 W. Spring St.  
P.O. Box 65  
Rochester, WI 53167

(262) 534-2431 Phone  
(262) 534-4084 Fax  
email: [admin@rochesterwi.us](mailto:admin@rochesterwi.us)  
website: <http://rochesterwi.us>

Reflections of  
the Past...



Visions of  
the Future

July 31, 2018

Ms. Jane Nikolaj, County Treasurer  
Racine County Courthouse  
730 Wisconsin Avenue  
Racine, WI 53403-1274

Greetings Ms. Nikolaj:

The list of Village of Rochester properties included in your "Notification of IN-REM ACTION" dated July 6, 2018 was reviewed by the Public Works Committee and Village Board at their July 23, 2018 meeting.

Based on the recommendation of the Public Works Committee, the Village Board voted to express the village's interest in acquiring tax parcel # 176-031911291000 (Lot - 201 Front St N).

The lot was identified as a substandard lot according to our zoning code, and a potential stormwater overflow outlet for a failing drainage system that exists west of the village hall between Wade and Spring Streets in the village. The drainage system is dependent on a 100 plus year drain tile system that has fallen into a state of disrepair and which negatively impacts County Highway D, County Highway FF, and the properties in the Weber Estates Subdivision when it gets overloaded.

The village engineer proposed directing a stormwater overflow outlet from this drainage system to a point adjacent to the lot on N. Front Street a few years back as an alternative route to get water to the Fox River faster than its current downstream outlet. The village would like to secure ownership of this lot so that this option may be exercised in the future without complication.

In summary, the Village Board requests transfer of ownership of tax parcel #176031911291000 (Lot - 201 Front St N) to the Village of Rochester to provide for the public purpose of stormwater improvements to benefit the village's stormwater drainage system.

On behalf of the Board of the Village of Rochester,

Betty J. Novy, MMC, CMTW, WCPC  
Clerk-Treasurer

**REQUEST FOR COUNTY BOARD ACTION**

YEAR <u>2019</u>	X   	Resolution Request Ordinance Request Report Request
------------------	---------------	---

**Requestor/Originator:**    Human Services Department - Hope Otto

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

**Date Considered by Committee:**                      11/28/2018                      **Date of County Board Meeting to be Introduced:**                      12/4/2018

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:**

Eliminate 1 FTE Non Rep - Non Exempt N60 Economic Support Specialist (vacant position) and create 1 FTE  
Non Rep - Exempt E020 Job Placement Corrdinator/Transportation Specialist - Sunset Position as of 1/1/19  
There are sufficient funds within the budget to cover the increased cost.

**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.



\*NOVEMBER 28, 2018 \*

FISCAL NOTE RESOLUTION NO:

EXHIBIT "B"

Fiscal Year: **2019**

<b>FTE</b>	<b>POSITION</b>	<b>GRADE</b>	<b>WAGES</b>	<b>FRINGES</b>	<b>CONTRACT</b>	<b>TOTAL</b>
<b>This position change will be effective 01/01/2019</b>						
<b>HUMAN SERVICES - Workforce Solutions</b>			<b>Org # 4309990</b>	<b>2019 Budget Page 31-21</b>		
-1.000	Economic Support Specialist Job Placement Coordinator/	N60	(48,469)	(20,989)		(69,458)
1.000	Transportation Specialist	E020	52,033	21,676		73,709
<u><b>0.000</b></u>	<b>Total for DEPARTMENT NAME</b>		<u><b>3,564</b></u>	<u><b>687</b></u>		<u><b>4,251</b></u>



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

November 28, 2018

TO: Robert N. Miller  
Chairman, Finance and Human Resources Committee

FROM: Hope Otto  
Human Services Director

RE: **Upgrade Workforce Solutions Position from N60 to E020**

The Human Services Department - Workforce Solutions division (WFS) has a County employee whose position as Business Services Consultant for WIOA programs has been eliminated in the approved 2019 Budget. This individual is uniquely qualified to fill a new role as a Job Placement Coordinator/Transportation Specialist. This position would be 100% funded by the ongoing IT TechHire grant (90%) and the new Fast Forward Commute to Careers grant (10%).

In order to create this new position, we are requesting approval to upgrade a currently vacant WFS position from non-exempt N60 to exempt E020. There are sufficient funds in the budget to cover this upgrade.

Hope Otto  
Human Services Director

Draft

Draft

Draft

**RACINE COUNTY**

**TechHire Job Placement Coordinator/Transportation Coordinator**  
**WORKFORCE DEVELOPMENT DIVISION**  
**Human Services**  
**Funding: Tech Hire, Fast Forward Commute to Careers**

**Basic Function**

Provide job placement assistance to TechHire program participants including On-the-Job training opportunities and internships. Provide human resource support and recruiting assistance to employers providing employment opportunities in the TechHire supported fields: Information Technology (IT), Health Care, and Advanced Manufacturing. Coordinate, administer and report all aspects of transportation and other supportive services for several workforce training grants including: Fast Forward Commute to Careers and TechHire.

**Essential Duties**

1. Serve as point of contact for TechHire participant placements, supportive services, and the Commute to Careers transportation program. Provide program information and eligibility information via phone, electronically and in person. Screen applicants for eligibility for Commute to Careers transportation.
2. Distribute support service applications and eligibility documents. Collect supportive service paperwork and documentation from applicants and screen for accuracy. Explain supportive services procedures, policies and requirements to applicants and issue transportation/support service authorizations to participant. Maintain all documentation and records for Commute to Careers ridership.
3. Develop On-the-Job (OJT) training opportunities for TechHire participants. Prepare OJT enrollment forms and documentation, review paperwork with participant and OJT employer. Update forms and paperwork as necessary.
4. Monitor OJT participant progress. Conduct site visits to meet with participant and employer regarding progress and any concerns.
5. Review and submit employer's OJT expense invoice for reimbursement.
6. Engage IT businesses as potential employers for TechHire participants.
7. Review transportation/support service invoices and forward for payment. Coordinate with transportation providers regarding service to customers and address any concerns.
8. May provide office hours at Burlington Service Center weekly or as needed to provide TechHire/Fast Forward Commute to Careers program information and enroll participants.
9. Participate in community fairs, outreach events, job fairs and presentations/orientations to provide information regarding TechHire and Commute to Careers transportation program.
10. Administer assessments and pre-employment testing to determine participant education, career needs and/or transferrable skills.

11. Provide participants with pre-placement preparation such as: resumes/portfolios, job search workshops, and job networking sessions.
12. Provide participants with job leads and follow up with participants regarding job search and employment success.
13. Distribute gas cards and bus passes in absence of Workforce Solutions Manager and Workforce Solutions Administrative Assistant. Maintain and reconcile bus pass/gas card distribution list monthly

### **Supervision Received**

Receives supervision from the Workforce Solutions Manager.

### **Knowledge, Skills and Abilities**

- Ability to effectively communicate orally and in writing
- Ability to deal effectively and professionally with customers, other employees, vendors, and the public.
- Ability to handle multiple tasks simultaneously.
- Proficient in Microsoft Office Suite
- Basic bookkeeping/math skills

### **Education/Certification**

- Associate Degree in related field.
- Valid driver's license with reliable transportation and verification of appropriate, current insurance coverage.

This description has been prepared to assist in properly evaluating various classes of responsibilities, skill, working conditions, etc., present in the classification. It is intended to indicate the kinds 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 supervision. The use of an expression, or illustration describing duties shall not be held to exclude other duties not mentioned that are of similar kind or level of difficulty

REQUEST FOR COUNTY BOARD ACTION

YEAR <u>2019</u>	<input checked="" type="checkbox"/>	Resolution Request Ordinance Request Report Request
------------------	-------------------------------------	---

Requestor/Originator: Human Service Dept - Hope Otto

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 11/28/2018                      Date of County Board Meeting to be Introduced: 12/4/2018

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:**

Authorize a 5 year lease for vehicles and maintenance with Enterprise Fleet Management for 4 vehicles for Human Services and 2 vehicles for Health Services 1/1/19 through 12/31/23

\_\_\_\_\_

\_\_\_\_\_

**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
--------------	----------------	----------------	-----------------

**HUMAN SERVICES & HEALTH SERVICES**

2019 BUDGET PAGE				
31-20	Y&F DS AM TRAVEL/MILE	4205990.438000	23,000	23,000
31-21	Y&F AN AM TRAVEL/MILE	4206990.438000	110,000	110,000
31-21	W&S AM TRAVEL/MILE	4309990.438000	16,926	16,926
31-22	ADMIN AM TRAVEL/MILE	4410990.438000	4,700	4,700
33-19	A&D MH CI TRAVEL/MILE	5102501.438000	20,000	20,000
33-22	A&D MH CSP TRAVEL/MILE	5102509.438000	9,000	9,000
33-24	A&D MH CCS TRAVEL/MILE	5102510.438000	11,200	11,200
33-28	A&D AODA TRAVEL/MILE	5103507.438000	550	550
33-40	ADMIN AM TRAVEL/MILE	5410990.438000	150	150
	<b>TOTAL</b>		<b>195,526</b>	<b>195,526</b>

The lease, maintenance, fuel and any other charges will be charged to a central account in the Human Service Department - 421510 - Vehicle Lease and distributed out to the proper accounts based on usage.

The lease agreement has the option to purchase the vehicle at the end but it is the County's intent not to do this and just go into another lease.

**THERE ARE SUFFICIENT FUNDS AVAILABLE TO COVER THE REPURPOSE OF FUNDS.**

Department	Type of Vehicles	# of Vehicles	Monthly Lease	Annual Lease all Vehicles	5 Year lease plus termination fee
Human Services	Automobile	3	352.74	12,698.64	64,693.20
	Van	1	479.43	5,753.16	29,165.80
	<b>Total for Human Services</b>			<b>18,451.80</b>	<b>93,859.00</b>
Health Services	Automobile	2	352.74	8,465.76	43,128.80
	Van	0	479.43	0.00	0.00
	<b>Total for Health Services</b>			<b>8,465.76</b>	<b>43,128.80</b>
<b>Grand total of Leases:</b>				<b>26,917.56</b>	<b>136,987.80</b>

Monthly lease is made up of:	Automobile	Van
Vehicle	306.65	426.56
Full Maintenance (a)	46.09	52.87
<b>Total Lease Amount:</b>	<b>352.74</b>	<b>479.43</b>

Service Charge due at lease termination per vehicle is \$400

Mileage: Contract is for 15,000 annually, 75,000 contract life per vehicle any mileage over this will be charged at .035 per mile

(a) Maintenance includes all preventative & non-preventative maintenance including 4 tires and 2 break jobs over the life of the lease. Does not include:

Fuel, oil & other fluids between changes, tires/brakes beyond above, washing, road side assistance, mobile assistance, loaner vehicle and any damage due to accident, collision, theft, fire, freezing, vandalism, riot, explosion, other acts of God, object striking and improper use.

Sale or Reassignment of the vehicles previously used by Human Services and Health Services is at the discretion of the Public Works & Development Service Director. Sale of the vehicles would be recorded as sale of county property in the Car Pool Org of 160550 - Highway Carpool.

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

FOR	AGAINST



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

November 28, 2018

**TO:** Robert N. Miller  
Chairman, Finance and Human Resources Committee

**FROM:** Hope Otto  
Human Services Director

**RE:** **Enterprise Fleet Management – Lease Agreement**

Racine County's Human Services Department is presented with a great opportunity to upgrade its' automobile fleet. Currently, HSD has six older model sedans which it uses daily. These vehicles are rented from the County car pool, managed by the Racine County Public Works Department. The cost per vehicle to HSD is based on an all-inclusive per-mile usage charge (\$0.50 in 2018). Because of age, condition, and often a lack of adequate space required, HSD is in need of upgrading its' fleet.

Together with Public Works, Finance, and Corporation Counsel, HSD has explored an opportunity to pilot a partnership with Enterprise Fleet Management, a national car rental and leasing company. Enterprise's proposal is to save the County's budgetary resources through a managed vehicle program. By partnering with Enterprise, the County of Racine, and specifically the HSD, will be able to do more with less. Leveraging a five-year lease agreement maximizes cash flow and recognizes equity from vehicles sold. Furthermore, the County will leverage Enterprise's ability to sell vehicles for maximum resale return. By shifting from reactively replacing inoperable vehicles to planning vehicle purchases, the Human Services Department will be able to replace all 6 of its' well-worn vehicles at once, with a year-one cost (\$26,918) comparable to an average annual purchase of 1 vehicle (\$26,000 was budgeted in the 2018 Capital Plan for 1 van at HSD). There are sufficient budgeted funds available to cover the annual lease costs, as shown in the attached fiscal note.

Hope Otto  
Human Services Director



## FLEET MANAGEMENT

### MASTER EQUITY LEASE AGREEMENT

This Master Equity Lease Agreement is entered into this \_\_\_\_\_ day of \_\_\_\_\_, by and between Enterprise FM Trust, a Delaware statutory trust ("Lessor"), and the lessee whose name and address is set forth on the signature page below ("Lessee").

1. **LEASE OF VEHICLES:** Lessor hereby leases to Lessee and Lessee hereby leases from Lessor the vehicles (individually, a "Vehicle" and collectively, the "Vehicles") described in the schedules from time to time delivered by Lessor to Lessee as set forth below ("Schedule(s)") for the rentals and on the terms set forth in this Agreement and in the applicable Schedule. References to this "Agreement" shall include this Master Equity Lease Agreement and the various Schedules and addenda to this Master Equity Lease Agreement. Lessor will, on or about the date of delivery of each Vehicle to Lessee, send Lessee a Schedule covering the Vehicle, which will include, among other things, a description of the Vehicle, the lease term and the monthly rental and other payments due with respect to the Vehicle. The terms contained in each such Schedule will be binding on Lessee unless Lessee objects in writing to such Schedule within ten (10) days after the date of delivery of the Vehicle covered by such Schedule. Lessor is the sole legal owner of each Vehicle. This Agreement is a lease only and Lessee will have no right, title or interest in or to the Vehicles except for the use of the Vehicles as described in this Agreement. This Agreement shall be treated as a true lease for federal and applicable state income tax purposes with Lessor having all benefits of ownership of the Vehicles. It is understood and agreed that Enterprise Fleet Management, Inc. or an affiliate thereof (together with any servicer, agent, successor or assign as servicer on behalf of Lessor, "Servicer") may administer this Agreement on behalf of Lessor and may perform the service functions herein provided to be performed by Lessor.

2. **TERM:** The term of this Agreement ("Term") for each Vehicle begins on the date such Vehicle is delivered to Lessee (the "Delivery Date") and, unless terminated earlier in accordance with the terms of this Agreement, continues for the "Lease Term" as described in the applicable Schedule.

#### 3. RENT AND OTHER CHARGES:

(a) Lessee agrees to pay Lessor monthly rental and other payments according to the Schedules and this Agreement. The monthly payments will be in the amount listed as the "Total Monthly Rental Including Additional Services" on the applicable Schedule (with any portion of such amount identified as a charge for maintenance services under Section 4 of the applicable Schedule being payable to Lessor as agent for Enterprise Fleet Management, Inc.) and will be due and payable in advance on the first day of each month. If a Vehicle is delivered to Lessee on any day other than the first day of a month, monthly rental payments will begin on the first day of the next month. In addition to the monthly rental payments, Lessee agrees to pay Lessor a pro-rated rental charge for the number of days that the Delivery Date precedes the first monthly rental payment date. A portion of each monthly rental payment, being the amount designated as "Depreciation Reserve" on the applicable Schedule, will be considered as a reserve for depreciation and will be credited against the Delivered Price of the Vehicle for purposes of computing the Book Value of the Vehicle under Section 3(c). Lessee agrees to pay Lessor the "Total Initial Charges" set forth in each Schedule on the due date of the first monthly rental payment under such Schedule. Lessee agrees to pay Lessor the "Service Charge Due at Lease Termination" set forth in each Schedule at the end of the applicable Term (whether by reason of expiration, early termination or otherwise).

(b) In the event the Term for any Vehicle ends prior to the last day of the scheduled Term, whether as a result of a default by Lessee, a Casualty Occurrence or any other reason, the rentals and management fees paid by Lessee will be recalculated in accordance with the rule of 78's and the adjusted amount will be payable by Lessee to Lessor on the termination date.

(c) Lessee agrees to pay Lessor within thirty (30) days after the end of the Term for each Vehicle, additional rent equal to the excess, if any, of the Book Value of such Vehicle over the greater of (i) the wholesale value of such Vehicle as determined by Lessor in good faith or (ii) except as provided below, twenty percent (20%) of the Delivered Price of such Vehicle as set forth in the applicable Schedule. If the Book Value of such Vehicle is less than the greater of (i) the wholesale value of such Vehicle as determined by Lessor in good faith or (ii) except as provided below, twenty percent (20%) of the Delivered Price of such Vehicle as set forth in the applicable Schedule, Lessor agrees to pay such deficiency to Lessee as a terminal rental adjustment within thirty (30) days after the end of the applicable Term. Notwithstanding the foregoing, if (i) the Term for a Vehicle is greater than forty-eight (48) months (including any extension of the Term for such Vehicle), (ii) the mileage on a Vehicle at the end of the Term is greater than 15,000 miles per year on average (prorated on a daily basis) (i.e., if the mileage on a Vehicle with a Term of thirty-six (36) months is greater than 45,000 miles) or (iii) in the sole judgment of Lessor, a Vehicle has been subject to damage or any abnormal or excessive wear and tear, the calculations described in the two immediately preceding sentences shall be made without giving effect to clause (ii) in each such sentence. The "Book Value" of a Vehicle means the sum of (i) the "Delivered Price" of the Vehicle as set forth in the applicable Schedule minus (ii) the total Depreciation Reserve paid by Lessee to Lessor with respect to such Vehicle plus (iii) all accrued and unpaid rent and/or other amounts owed by Lessee with respect to such Vehicle.

(d) Any security deposit of Lessee will be returned to Lessee at the end of the applicable Term, except that the deposit will first be applied to any losses and/or damages suffered by Lessor as a result of Lessee's breach of or default under this Agreement and/or to any other amounts then owed by Lessee to Lessor.

(e) Any rental payment or other amount owed by Lessee to Lessor which is not paid within twenty (20) days after its due date will accrue interest, payable on demand of Lessor, from the date due until paid in full at a rate per annum equal to the lesser of (i) Eighteen Percent (18%) per annum or (ii) the highest rate permitted by applicable law (the "Default Rate").

(f) If Lessee fails to pay any amount due under this Agreement or to comply with any of the covenants contained in this Agreement, Lessor, Servicer or any other agent of Lessor may, at its option, pay such amounts or perform such covenants and all sums paid or incurred by Lessor in connection therewith will be repayable by Lessee to Lessor upon demand together with interest thereon at the Default Rate.

Initials: EFM \_\_\_\_\_ Customer \_\_\_\_\_

(g) Lessee's obligations to make all payments of rent and other amounts under this Agreement are absolute and unconditional and such payments shall be made in immediately available funds without setoff, counterclaim or deduction of any kind. Lessee acknowledges and agrees that neither any Casualty Occurrence to any Vehicle nor any defect, unfitness or lack of governmental approval in, of, or with respect to, any Vehicle regardless of the cause or consequence nor any breach by Enterprise Fleet Management, Inc. of any maintenance agreement between Enterprise Fleet Management, Inc. and Lessee covering any Vehicle regardless of the cause or consequence will relieve Lessee from the performance of any of its obligations under this Agreement, including, without limitation, the payment of rent and other amounts under this Agreement.

**4. USE AND SURRENDER OF VEHICLES:** Lessee agrees to allow only duly authorized, licensed and insured drivers to use and operate the Vehicles. Lessee agrees to comply with, and cause its drivers to comply with, all laws, statutes, rules, regulations and ordinances and the provisions of all insurance policies affecting or covering the Vehicles or their use or operation. Lessee agrees to keep the Vehicles free of all liens, charges and encumbrances. Lessee agrees that in no event will any Vehicle be used or operated for transporting hazardous substances or persons for hire, for any illegal purpose or to pull trailers that exceed the manufacturer's trailer towing recommendations. Lessee agrees that no Vehicle is intended to be or will be utilized as a "school bus" as defined in the Code of Federal Regulations or any applicable state or municipal statute or regulation. Lessee agrees not to remove any Vehicle from the continental United States without first obtaining Lessor's written consent. At the expiration or earlier termination of this Agreement with respect to each Vehicle, or upon demand by Lessor made pursuant to Section 14, Lessee at its risk and expense agrees to return such Vehicle to Lessor at such place and by such reasonable means as may be designated by Lessor. If for any reason Lessee fails to return any Vehicle to Lessor as and when required in accordance with this Section, Lessee agrees to pay Lessor additional rent for such Vehicle at twice the normal pro-rated daily rent. Acceptance of such additional rent by Lessor will in no way limit Lessor's remedies with respect to Lessee's failure to return any Vehicle as required hereunder.

**5. COSTS, EXPENSES, FEES AND CHARGES:** Lessee agrees to pay all costs, expenses, fees, charges, fines, tickets, penalties and taxes (other than federal and state income taxes on the income of Lessor) incurred in connection with the titling, registration, delivery, purchase, sale, rental, use or operation of the Vehicles during the Term. If Lessor, Servicer or any other agent of Lessor incurs any such costs or expenses, Lessee agrees to promptly reimburse Lessor for the same.

**6. LICENSE AND CHARGES:** Each Vehicle will be titled and licensed in the name designated by Lessor at Lessee's expense. Certain other charges relating to the acquisition of each Vehicle and paid or satisfied by Lessor have been capitalized in determining the monthly rental, treated as an initial charge or otherwise charged to Lessee. Such charges have been determined without reduction for trade-in, exchange allowance or other credit attributable to any Lessor-owned vehicle.

**7. REGISTRATION PLATES, ETC.:** Lessee agrees, at its expense, to obtain in the name designated by Lessor all registration plates and other plates, permits, inspections and/or licenses required in connection with the Vehicles, except for the initial registration plates which Lessor will obtain at Lessee's expense. The parties agree to cooperate and to furnish any and all information or documentation, which may be reasonably necessary for compliance with the provisions of this Section or any federal, state or local law, rule, regulation or ordinance. Lessee agrees that it will not permit any Vehicle to be located in a state other than the state in which such Vehicle is then titled for any continuous period of time that would require such Vehicle to become subject to the titling and/or registration laws of such other state.

**8. MAINTENANCE OF AND IMPROVEMENTS TO VEHICLES:**

(a) Lessee agrees, at its expense, to (i) maintain the Vehicles in good condition, repair, maintenance and running order and in accordance with all manufacturer's instructions and warranty requirements and all legal requirements and (ii) furnish all labor, materials, parts and other essentials required for the proper operation and maintenance of the Vehicles. Any alterations, additions, replacement parts or improvements to a Vehicle will become and remain the property of Lessor and will be returned with such Vehicle upon such Vehicle's return pursuant to Section 4. Notwithstanding the foregoing, so long as no Event of Default has occurred and is continuing, Lessee shall have the right to remove any additional equipment installed by Lessee on a Vehicle prior to returning such Vehicle to Lessor under Section 4. The value of such alterations, additions, replacement parts and improvements will in no instance be regarded as rent. Without the prior written consent of Lessor, Lessee will not make any alterations, additions, replacement parts or improvements to any Vehicle which detract from its economic value or functional utility. Lessor will not be required to make any repairs or replacements of any nature or description with respect to any Vehicle, to maintain or repair any Vehicle or to make any expenditure whatsoever in connection with any Vehicle or this Agreement.

(b) Lessor and Lessee acknowledge and agree that if Section 4 of a Schedule includes a charge for maintenance, (i) the Vehicle(s) covered by such Schedule are subject to a separate maintenance agreement between Enterprise Fleet Management, Inc. and Lessee and (ii) Lessor shall have no liability or responsibility for any failure of Enterprise Fleet Management, Inc. to perform any of its obligations thereunder or to pay or reimburse Lessee for its payment of any costs and expenses incurred in connection with the maintenance or repair of any such Vehicle(s).

**9. SELECTION OF VEHICLES AND DISCLAIMER OF WARRANTIES:**

(a) LESSEE ACCEPTANCE OF DELIVERY AND USE OF EACH VEHICLE WILL CONCLUSIVELY ESTABLISH THAT SUCH VEHICLE IS OF A SIZE, DESIGN, CAPACITY, TYPE AND MANUFACTURE SELECTED BY LESSEE AND THAT SUCH VEHICLE IS IN GOOD CONDITION AND REPAIR AND IS SATISFACTORY IN ALL RESPECTS AND IS SUITABLE FOR LESSEE'S PURPOSE. LESSEE ACKNOWLEDGES THAT LESSOR IS NOT A MANUFACTURER OF ANY VEHICLE OR AN AGENT OF A MANUFACTURER OF ANY VEHICLE.

(b) LESSOR MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, WITH RESPECT TO ANY VEHICLE, INCLUDING, WITHOUT LIMITATION, ANY REPRESENTATION OR WARRANTY AS TO CONDITION, MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE, IT BEING AGREED THAT ALL SUCH RISKS ARE TO BE BORNE BY LESSEE. THE VEHICLES ARE LEASED "AS IS," "WITH ALL FAULTS." All warranties made by any supplier, vendor and/or manufacturer of a Vehicle are hereby assigned by Lessor to Lessee for the applicable Term and Lessee's only remedy, if any, is against the supplier, vendor or manufacturer of the Vehicle.

Initials: EFM\_\_\_\_\_ Customer\_\_\_\_\_

(c) None of Lessor, Servicer or any other agent of Lessor will be liable to Lessee for any liability, claim, loss, damage (direct, incidental or consequential) or expense of any kind or nature, caused directly or indirectly, by any Vehicle or any inadequacy of any Vehicle for any purpose or any defect (latent or patent) in any Vehicle or the use or maintenance of any Vehicle or any repair, servicing or adjustment of or to any Vehicle, or any delay in providing or failure to provide any Vehicle, or any interruption or loss of service or use of any Vehicle, or any loss of business or any damage whatsoever and however caused. In addition, none of Lessor, Servicer or any other agent of Lessor will have any liability to Lessee under this Agreement or under any order authorization form executed by Lessee if Lessor is unable to locate or purchase a Vehicle ordered by Lessee or for any delay in delivery of any Vehicle ordered by Lessee.

10. RISK OF LOSS: Lessee assumes and agrees to bear the entire risk of loss of, theft of, damage to or destruction of any Vehicle from any cause whatsoever ("Casualty Occurrence"). In the event of a Casualty Occurrence to a Vehicle, Lessee shall give Lessor prompt notice of the Casualty Occurrence and thereafter will place the applicable Vehicle in good repair, condition and working order; provided, however, that if the applicable Vehicle is determined by Lessor to be lost, stolen, destroyed or damaged beyond repair (a "Totaled Vehicle"), Lessee agrees to pay Lessor no later than the date thirty (30) days after the date of the Casualty Occurrence the amounts owed under Sections 3(b) and 3(c) with respect to such Totaled Vehicle. Upon such payment, this Agreement will terminate with respect to such Totaled Vehicle.

#### 11. INSURANCE:

(a) Lessee agrees to purchase and maintain in force during the Term, insurance policies in at least the amounts listed below covering each Vehicle, to be written by an insurance company or companies satisfactory to Lessor, insuring Lessee, Lessor and any other person or entity designated by Lessor against any damage, claim, suit, action or liability:

(i) Commercial Automobile Liability Insurance (including Uninsured/Underinsured Motorist Coverage and No-Fault Protection where required by law) for the limits listed below (Note - \$2,000,000 Combined Single Limit Bodily Injury and Property Damage with No Deductible is required for each Vehicle capable of transporting more than 8 passengers):

<u>State of Vehicle Registration</u>	<u>Coverage</u>
Connecticut, Massachusetts, Maine, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, and Vermont	\$1,000,000 Combined Single Limit Bodily Injury and Property Damage - No Deductible
Florida	\$500,000 Combined Single Limit Bodily Injury and Property Damage or \$100,000 Bodily Injury Per Person, \$300,000 Per Occurrence and \$50,000 Property Damage (100/300/50) - No Deductible
All Other States	\$300,000 Combined Single Limit Bodily Injury and Property Damage or \$100,000 Bodily Injury Per Person, \$300,000 Per Occurrence and \$50,000 Property Damage (100/300/50) - No Deductible

(ii) Physical Damage Insurance (Collision & Comprehensive): Actual cash value of the applicable Vehicle. Maximum deductible of \$500 per occurrence - Collision and \$250 per occurrence - Comprehensive).

If the requirements of any governmental or regulatory agency exceed the minimums stated in this Agreement, Lessee must obtain and maintain the higher insurance requirements. Lessee agrees that each required policy of insurance will by appropriate endorsement or otherwise name Lessor and any other person or entity designated by Lessor as additional insureds and loss payees, as their respective interests may appear. Further, each such insurance policy must provide the following: (i) that the same may not be cancelled, changed or modified until after the insurer has given to Lessor, Servicer and any other person or entity designated by Lessor at least thirty (30) days prior written notice of such proposed cancellation, change or modification, (ii) that no act or default of Lessee or any other person or entity shall affect the right of Lessor, Servicer, any other agent of Lessor or any of their respective successors or assigns to recover under such policy or policies of insurance in the event of any loss of or damage to any Vehicle and (iii) that the coverage is "primary coverage" for the protection of Lessee, Lessor, Servicer, any other agent of Lessor and their respective successors and assigns notwithstanding any other coverage carried by Lessee, Lessor, Servicer, any other agent of Lessor or any of their respective successors or assigns protecting against similar risks. Original certificates evidencing such coverage and naming Lessor, Servicer, any other agent of Lessor and any other person or entity designated by Lessor as additional insureds and loss payees shall be furnished to Lessor prior to the Delivery Date, and annually thereafter and/or as reasonably requested by Lessor from time to time. In the event of default, Lessee hereby appoints Lessor, Servicer and any other agent of Lessor as Lessee's attorney-in-fact to receive payment of, to endorse all checks and other documents and to take any other actions necessary to pursue insurance claims and recover payments if Lessee fails to do so. Any expense of Lessor, Servicer or any other agent of Lessor in adjusting or collecting insurance shall be borne by Lessee.

Lessee, its drivers, servants and agents agree to cooperate fully with Lessor, Servicer, any other agent of Lessor and any insurance carriers in the investigation, defense and prosecution of all claims or suits arising from the use or operation of any Vehicle. If any claim is made or action commenced for death, personal injury or property damage resulting from the ownership, maintenance, use or operation of any Vehicle, Lessee will promptly notify Lessor of such action or claim and forward to Lessor a copy of every demand, notice, summons or other process received in connection with such claim or action.

(b) Notwithstanding the provisions of Section 11(a) above: (i) If Section 4 of a Schedule includes a charge for physical damage waiver, Lessor agrees that (A) Lessee will not be required to obtain or maintain the minimum physical damage insurance (collision and comprehensive) required under Section 11(a) for the Vehicle(s) covered by such Schedule and (B) Lessor will assume the risk of physical damage (collision and comprehensive) to the Vehicle(s) covered by such Schedule; provided, however, that such physical damage waiver shall not apply to, and Lessee shall be and remain liable and responsible for, damage to a covered Vehicle caused by wear and tear or mechanical breakdown or failure, damage to or loss of any parts, accessories or components added to a covered

Initials: EFM \_\_\_\_\_ Customer \_\_\_\_\_

Vehicle by Lessee without the prior written consent of Lessor and/or damage to or loss of any property and/or personal effects contained in a covered Vehicle. In the event of a Casualty Occurrence to a covered Vehicle, Lessor may, at its option, replace, rather than repair, the damaged Vehicle with an equivalent vehicle, which replacement vehicle will then constitute the "Vehicle" for purposes of this Agreement; and (ii) If Section 4 of a Schedule includes a charge for commercial automobile liability enrollment, Lessor agrees that it will, at its expense, obtain for and on behalf of Lessee, by adding Lessee as an additional insured under a commercial automobile liability insurance policy issued by an insurance company selected by Lessor, commercial automobile liability insurance satisfying the minimum commercial automobile liability insurance required under Section 11(a) for the Vehicle(s) covered by such Schedule. Lessor may at any time during the applicable Term terminate said obligation to provide physical damage waiver and/or commercial automobile liability enrollment and cancel such physical damage waiver and/or commercial automobile liability enrollment upon giving Lessee at least ten (10) days prior written notice. Upon such cancellation, insurance in the minimum amounts as set forth in 11(a) shall be obtained and maintained by Lessee at Lessee's expense. An adjustment will be made in monthly rental charges payable by Lessee to reflect any such change and Lessee agrees to furnish Lessor with satisfactory proof of insurance coverage within ten (10) days after mailing of the notice. In addition, Lessor may change the rates charged by Lessor under this Section 11(b) for physical damage waiver and/or commercial automobile liability enrollment upon giving Lessee at least thirty (30) days prior written notice.

**12. INDEMNITY:** To the extent permitted by state law, Lessee agrees to defend and indemnify Lessor, Servicer, any other agent of Lessor and their respective successors and assigns from and against any and all losses, damages, liabilities, suits, claims, demands, costs and expenses (including, without limitation, reasonable attorneys' fees and expenses) which Lessor, Servicer, any other agent of Lessor or any of their respective successors or assigns may incur by reason of Lessee's breach or violation of, or failure to observe or perform, any term, provision or covenant of this Agreement, or as a result of any loss, damage, theft or destruction of any Vehicle or related to or arising out of or in connection with the use, operation or condition of any Vehicle. The provisions of this Section 12 shall survive any expiration or termination of this Agreement. Nothing herein shall be deemed to affect the rights, privileges, and immunities of Lessee and the foregoing indemnity provision is not intended to be a waiver of any sovereign immunity afforded to Lessee pursuant to the law.

**13. INSPECTION OF VEHICLES; ODOMETER DISCLOSURE; FINANCIAL STATEMENTS:** Lessee agrees to accomplish, at its expense, all inspections of the Vehicles required by any governmental authority during the Term. Lessor, Servicer, any other agent of Lessor and any of their respective successors or assigns will have the right to inspect any Vehicle at any reasonable time(s) during the Term and for this purpose to enter into or upon any building or place where any Vehicle is located. Lessee agrees to comply with all odometer disclosure laws, rules and regulations and to provide such written and signed disclosure information on such forms and in such manner as directed by Lessor. Providing false information or failure to complete the odometer disclosure form as required by law may result in fines and/or imprisonment. Lessee hereby agrees to promptly deliver to Lessor such financial statements and other financial information regarding Lessee as Lessor may from time to time reasonably request.

**14. DEFAULT; REMEDIES:** The following shall constitute events of default ("Events of Default") by Lessee under this Agreement: (a) If Lessee fails to pay when due any rent or other amount due under this Agreement and any such failure shall remain unremedied for ten (10) days; (b) If Lessee fails to perform, keep or observe any term, provision or covenant contained in Section 11 of this Agreement; (c) If Lessee fails to perform, keep or observe any other term, provision or covenant contained in this Agreement and any such failure shall remain unremedied for thirty (30) days after written notice thereof is given by Lessor, Servicer or any other agent of Lessor to Lessee; (d) any seizure or confiscation of any Vehicle or any other act (other than a Casualty Occurrence) otherwise rendering any Vehicle unsuitable for use (as determined by Lessor); (e) If any present or future guaranty in favor of Lessor of all or any portion of the obligations of Lessee under this Agreement shall at any time for any reason cease to be in full force and effect or shall be declared to be null and void by a court of competent jurisdiction, or if the validity or enforceability of any such guaranty shall be contested or denied by any guarantor, or if any guarantor shall deny that it, he or she has any further liability or obligation under any such guaranty or if any guarantor shall fail to comply with or observe any of the terms, provisions or conditions contained in any such guaranty; (f) the occurrence of a material adverse change in the financial condition or business of Lessee or any guarantor; or (g) if Lessee or any guarantor is in default under or fails to comply with any other present or future agreement with or in favor of Lessor, The Crawford Group, Inc. or any direct or indirect subsidiary of The Crawford Group, Inc.. For purposes of this Section 14, the term "guarantor" shall mean any present or future guarantor of all or any portion of the obligations of Lessee under this Agreement.

Upon the occurrence of any Event of Default, Lessor, without notice to Lessee, will have the right to exercise concurrently or separately (and without any election of remedies being deemed made), the following remedies: (a) Lessor may demand and receive immediate possession of any or all of the Vehicles from Lessee, without releasing Lessee from its obligations under this Agreement; if Lessee fails to surrender possession of the Vehicles to Lessor on default (or termination or expiration of the Term), Lessor, Servicer, any other agent of Lessor and any of Lessor's independent contractors shall have the right to enter upon any premises where the Vehicles may be located and to remove and repossess the Vehicles; (b) Lessor may enforce performance by Lessee of its obligations under this Agreement; (c) Lessor may recover damages and expenses sustained by Lessor, Servicer, any other agent of Lessor or any of their respective successors or assigns by reason of Lessee's default including, to the extent permitted by applicable law, all costs and expenses, including court costs and reasonable attorneys' fees and expenses, incurred by Lessor, Servicer, any other agent of Lessor or any of their respective successors or assigns in attempting or effecting enforcement of Lessor's rights under this Agreement (whether or not litigation is commenced) and/or in connection with bankruptcy or insolvency proceedings; (d) upon written notice to Lessee, Lessor may terminate Lessee's rights under this Agreement; (e) with respect to each Vehicle, Lessor may recover from Lessee all amounts owed by Lessee under Sections 3(b) and 3(c) of this Agreement (and, if Lessor does not recover possession of a Vehicle, (i) the estimated wholesale value of such Vehicle for purposes of Section 3(c) shall be deemed to be \$0.00 and (ii) the calculations described in the first two sentences of Section 3(c) shall be made without giving effect to clause (ii) in each such sentence); and/or (f) Lessor may exercise any other right or remedy which may be available to Lessor under the Uniform Commercial Code, any other applicable law or in equity. A termination of this Agreement shall occur only upon written notice by Lessor to Lessee. Any termination shall not affect Lessee's obligation to pay all amounts due for periods prior to the effective date of such termination or Lessee's obligation to pay any indemnities under this Agreement. All remedies of Lessor under this Agreement or at law or in equity are cumulative.

**15. ASSIGNMENTS:** Lessor may from time to time assign, pledge or transfer this Agreement and/or any or all of its rights and obligations under this Agreement to any person or entity. Lessee agrees, upon notice of any such assignment, pledge or transfer of any amounts due or to become due to Lessor under this Agreement to pay all such amounts to such assignee, pledgee or transferee. Any such assignee, pledgee or transferee of any rights or obligations of Lessor under this Agreement will have all of the rights and obligations that have been assigned to it. Lessee's rights and interest in and to the Vehicles are and will continue

Initials: EFM \_\_\_\_\_ Customer \_\_\_\_\_

at all times to be subject and subordinate in all respects to any assignment, pledge or transfer now or hereafter executed by Lessor with or in favor of any such assignee, pledgee or transferee, provided that Lessee shall have the right of quiet enjoyment of the Vehicles so long as no Event of Default under this Agreement has occurred and is continuing. Lessee acknowledges and agrees that the rights of any assignee, pledgee or transferee in and to any amounts payable by the Lessee under any provisions of this Agreement shall be absolute and unconditional and shall not be subject to any abatement whatsoever, or to any defense, setoff, counterclaim or recoupment whatsoever, whether by reason of any damage to or loss or destruction of any Vehicle or by reason of any defect in or failure of title of the Lessor or interruption from whatsoever cause in the use, operation or possession of any Vehicle, or by reason of any indebtedness or liability howsoever and whenever arising of the Lessor or any of its affiliates to the Lessee or to any other person or entity, or for any other reason.

Without the prior written consent of Lessor, Lessee may not assign, sublease, transfer or pledge this Agreement, any Vehicle, or any interest in this Agreement or in and to any Vehicle, or permit its rights under this Agreement or any Vehicle to be subject to any lien, charge or encumbrance. Lessee's interest in this Agreement is not assignable and cannot be assigned or transferred by operation of law. Lessee will not transfer or relinquish possession of any Vehicle (except for the sole purpose of repair or service of such Vehicle) without the prior written consent of Lessor.

**16. MISCELLANEOUS:** This Agreement contains the entire understanding of the parties. This Agreement may only be amended or modified by an instrument in writing executed by both parties. Lessor shall not by any act, delay, omission or otherwise be deemed to have waived any of its rights or remedies under this Agreement and no waiver whatsoever shall be valid unless in writing and signed by Lessor and then only to the extent therein set forth. A waiver by Lessor of any right or remedy under this Agreement on any one occasion shall not be construed as a bar to any right or remedy, which Lessor would otherwise have on any future occasion. If any term or provision of this Agreement or any application of any such term or provision is invalid or unenforceable, the remainder of this Agreement and any other application of such term or provision will not be affected thereby. Giving of all notices under this Agreement will be sufficient if mailed by certified mail to a party at its address set forth below or at such other address as such party may provide in writing from time to time. Any such notice mailed to such address will be effective one (1) day after deposit in the United States mail, duly addressed, with certified mail, postage prepaid. Lessee will promptly notify Lessor of any change in Lessee's address. This Agreement may be executed in multiple counterparts (including facsimile and pdf counterparts), but the counterpart marked "ORIGINAL" by Lessor will be the original lease for purposes of applicable law. All of the representations, warranties, covenants, agreements and obligations of each Lessee under this Agreement (if more than one) are joint and several.

**17. SUCCESSORS AND ASSIGNS; GOVERNING LAW:** Subject to the provisions of Section 15, this Agreement will be binding upon Lessee and its heirs, executors, personal representatives, successors and assigns, and will inure to the benefit of Lessor, Service, any other agent of Lessor and their respective successors and assigns. This Agreement will be governed by and construed in accordance with the substantive laws of the State of Missouri (determined without reference to conflict of law principles).

**18. NON-PETITION:** Each party hereto hereby covenants and agrees that, prior to the date which is one year and one day after payment in full of all indebtedness of Lessor, it shall not institute against, or join any other person in instituting against, Lessor any bankruptcy, reorganization, arrangement, insolvency or liquidation proceedings or other similar proceeding under the laws of the United States or any state of the United States. The provisions of this Section 18 shall survive termination of this Master Equity Lease Agreement.

**19. NON-APPROPRIATION:** Lessee's funding of this Agreement shall be on a Fiscal Year basis and is subject to annual appropriations. Lessor acknowledges that Lessee is a municipal corporation, is precluded by the County or State Constitution and other laws from entering into obligations that financially bind future governing bodies, and that, therefore, nothing in this Agreement shall constitute an obligation of future legislative bodies of the County or State to appropriate funds for purposes of this Agreement. Accordingly, the parties agree that the lease terms within this Agreement or any Schedules relating hereto are contingent upon appropriation of funds. The parties further agree that should the County or State fail to appropriate such funds, the Lessor shall be paid all rentals due and owing hereunder up until the actual day of termination. In addition, Lessor reserves the right to be paid for any reasonable damages. These reasonable damages will be limited to the losses incurred by the Lessor for having to sell the vehicles on the open used car market prior to the end of the scheduled term (as determined in Section 3 and Section 14 of this Agreement).

IN WITNESS WHEREOF, Lessor and Lessee have duly executed this Master Equity Lease Agreement as of the day and year first above written.

LESSEE: \_\_\_\_\_

Signature: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date Signed: \_\_\_\_\_, \_\_\_\_\_

LESSOR: Enterprise FM Trust  
By: Enterprise Fleet Management, Inc. Its attorney in fact

Signature: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date Signed: \_\_\_\_\_, \_\_\_\_\_

Initials: EFM \_\_\_\_\_ Customer \_\_\_\_\_





## FLEET MANAGEMENT

### MAINTENANCE AGREEMENT

This Maintenance Agreement (this "Agreement") is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, by Enterprise Fleet Management, Inc., a Missouri corporation ("EFM"), and \_\_\_\_\_ ("Lessee").

#### WITNESSETH

- 1. LEASE.** Reference is hereby made to that certain Master Lease Agreement dated as of the \_\_\_\_\_ day of \_\_\_\_\_, by and between Enterprise FM Trust, a Delaware statutory trust, as lessor ("Lessor"), and Lessee, as lessee (as the same may from time to time be amended, modified, extended, renewed, supplemented or restated, the "Lease"). All capitalized terms used and not otherwise defined in this Agreement shall have the respective meanings ascribed to them in the Lease.
- 2. COVERED VEHICLES.** This Agreement shall only apply to those vehicles leased by Lessor to Lessee pursuant to the Lease to the extent Section 4 of the Schedule for such vehicle includes a charge for maintenance (the "Covered Vehicle(s)").
- 3. TERM AND TERMINATION.** The term of this Agreement ("Term") for each Covered Vehicle shall begin on the Delivery Date of such Covered Vehicle and shall continue until the last day of the "Term" (as defined in the Lease) for such Covered Vehicle unless earlier terminated as set forth below. Each of EFM and Lessee shall each have the right to terminate this Agreement effective as of the last day of any calendar month with respect to any or all of the Covered Vehicles upon not less than sixty (60) days prior written notice to the other party. The termination of this Agreement with respect to any or all of the Covered Vehicles shall not affect any rights or obligations under this Agreement which shall have previously accrued or shall thereafter arise with respect to any occurrence prior to termination, and such rights and obligations shall continue to be governed by the terms of this Agreement.
- 4. VEHICLE REPAIRS AND SERVICE.** EFM agrees that, during the Term for the applicable Covered Vehicle and subject to the terms and conditions of this Agreement, it will pay for, or reimburse Lessee for its payment of, all costs and expenses incurred in connection with the maintenance or repair of a Covered Vehicle. This Agreement does not cover, and Lessee will remain responsible for and pay for, (a) fuel, (b) oil and other fluids between changes, (c) tire repair and replacement, (d) washing, (e) repair of damage due to lack of maintenance by Lessee between scheduled services (including, without limitation, failure to maintain fluid levels), (f) maintenance or repair of any alterations to a Covered Vehicle or of any after-market components (this Agreement covers maintenance and repair only of the Covered Vehicles themselves and any factory-installed components and does not cover maintenance or repair of chassis alterations, add-on bodies (including, without limitation, step vans) or other equipment (including, without limitation, lift gates and PTO controls) which is installed or modified by a dealer, body shop, upfitter or anyone else other than the manufacturer of the Covered Vehicle, (g) any service and/or damage resulting from, related to or arising out of an accident, a collision, theft, fire, freezing, vandalism, riot, explosion, other Acts of God, an object striking the Covered Vehicle, improper use of the Covered Vehicle (including, without limitation, driving over curbs, overloading, racing or other competition) or Lessee's failure to maintain the Covered Vehicle as required by the Lease, (h) roadside assistance or towing for vehicle maintenance purposes, (i) mobile services, (j) the cost of loaner or rental vehicles or (k) if the Covered Vehicle is a truck, (l) manual transmission clutch adjustment or replacement, (ll) brake adjustment or replacement or (lll) front axle alignment. Whenever it is necessary to have a Covered Vehicle serviced, Lessee agrees to have the necessary work performed by an authorized dealer of such Covered Vehicle or by a service facility acceptable to EFM. In every case, if the cost of such service will exceed \$50.00, Lessee must notify EFM and obtain EFM's authorization for such service and EFM's instructions as to where such service shall be made and the extent of service to be obtained. Lessee agrees to furnish an invoice for all service to a Covered Vehicle, accompanied by a copy of the shop or service order (odometer mileage must be shown on each shop or service order). EFM will not be obligated to pay for any unauthorized charges or those exceeding \$50.00 for one service on any Covered Vehicle unless Lessee has complied with the above terms and conditions. EFM will not have any responsibility to pay for any services in excess of the services recommended by the manufacturer, unless otherwise agreed to by EFM. Notwithstanding any other provision of this Agreement to the contrary, (a) all service performed within one hundred twenty (120) days prior to the last day of the scheduled "Term" (as defined in the Lease) for the applicable Covered Vehicle must be authorized by and have the prior consent and approval of EFM and any service not so authorized will be the responsibility of and be paid for by Lessee and (b) EFM is not required to provide or pay for any service to any Covered Vehicle after 100,000 miles.
- 5. ENTERPRISE CARDS:** EFM may, at its option, provide Lessee with an authorization card (the "EFM Card") for use in authorizing the payment of charges incurred in connection with the maintenance of the Covered Vehicles. Lessee agrees to be liable to EFM for, and upon receipt of a monthly or other statement from EFM, Lessee agrees to promptly pay to EFM, all charges made by or for the account of Lessee with the EFM Card (other than any charges which are the responsibility of EFM under the terms of this Agreement). EFM reserves the right to change the terms and conditions for the use of the EFM Card at any time. The EFM Card remains the property of EFM and EFM may revoke Lessee's right to possess or use the EFM Card at any time. Upon the termination of this Agreement or upon the demand of EFM, Lessee must return the EFM Card to EFM. The EFM Card is non-transferable.
- 6. PAYMENT TERMS.** The amount of the monthly maintenance fee will be listed on the applicable Schedule and will be due and payable in advance on the first day of each month. If the first day of the Term for a Covered Vehicle is other than the first day of a calendar month, Lessee will pay EFM, on the first day of the Term for such Covered Vehicle, a pro-rated maintenance fee for the number of days that the Delivery Date precedes the first monthly maintenance fee payment date. Any monthly maintenance fee or other amount owed by Lessee to EFM under this Agreement which is not paid within twenty (20) days after its due date will accrue interest, payable upon demand of EFM, from the date due until paid in full at a rate per annum equal to the lesser of (i) Eighteen Percent (18%) per annum or (ii) the highest rate allowed by applicable law. The monthly maintenance fee set forth on each applicable Schedule allows the number of miles per month as set forth

Initials: EFM \_\_\_\_\_ Customer \_\_\_\_\_

In such Schedule. Lessee agrees to pay EFM at the end of the applicable Term (whether by reason of termination of this Agreement or otherwise) an overmileage maintenance fee for any miles in excess of this average amount per month at the rate set forth in the applicable Schedule. EFM may, at its option, permit Lessor, as an agent for EFM, to bill and collect amounts due to EFM under this Agreement from Lessee on behalf of EFM.

7. NO WARRANTIES. Lessee acknowledges that EFM does not perform maintenance or repair services on the Covered Vehicles but rather EFM arranges for maintenance and/or repair services on the Covered Vehicles to be performed by third parties. EFM MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, WITH RESPECT TO ANY PRODUCTS, REPAIRS OR SERVICES PROVIDED FOR UNDER THIS AGREEMENT BY THIRD PARTIES, INCLUDING, WITHOUT LIMITATION, ANY REPRESENTATION OR WARRANTY AS TO MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, COMPLIANCE WITH SPECIFICATIONS, OPERATION, CONDITION, SUITABILITY, PERFORMANCE OR QUALITY. ANY DEFECT IN THE PERFORMANCE OF ANY PRODUCT, REPAIR OR SERVICE WILL NOT RELIEVE LESSEE OF ITS OBLIGATIONS UNDER THIS AGREEMENT, INCLUDING THE PAYMENT TO EFM OF THE MONTHLY MAINTENANCE FEES AND OTHER CHARGES DUE UNDER THIS AGREEMENT.

8. LESSOR NOT A PARTY. Lessor is not a party to, and shall have no rights, obligations or duties under or in respect of, this Agreement.

9. NOTICES. Any notice or other communication under this Agreement shall be in writing and delivered in person or sent by facsimile, recognized overnight courier or registered or certified mail, return receipt requested and postage prepaid, to the applicable party at its address or facsimile number set forth on the signature page of this Agreement, or at such other address or facsimile number as any party hereto may designate as its address or facsimile number for communications under this Agreement by notice so given. Such notices shall be deemed effective on the day on which delivered or sent if delivered in person or sent by facsimile, on the first (1st) business day after the day on which sent, if sent by recognized overnight courier or on the third (3rd) business day after the day on which mailed, if sent by registered or certified mail.

10. MISCELLANEOUS. This Agreement embodies the entire Agreement between the parties relating to the subject matter hereof. This Agreement may be amended only by an agreement in writing signed by EFM and Lessee. Any provision of this Agreement which is prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective only to the extent of such prohibition or unenforceability without invalidating the remaining provisions of this Agreement or affecting the validity or enforceability of such provisions in any other jurisdiction. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns, except that Lessee may not assign, transfer or delegate any of its rights or obligations under this Agreement without the prior written consent of EFM. This Agreement shall be governed by and construed in accordance with the substantive laws of the State of Missouri (without reference to conflict of law principles).

IN WITNESS WHEREOF, EFM and Lessee have executed this Maintenance Agreement as of the day and year first above written.

LESSEE: \_\_\_\_\_

EFM: Enterprise Fleet Management, Inc.

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attention: \_\_\_\_\_

Attention: \_\_\_\_\_

Fax #: \_\_\_\_\_

Fax #: \_\_\_\_\_

Date Signed: \_\_\_\_\_, \_\_\_\_\_

Date Signed: \_\_\_\_\_, \_\_\_\_\_

Initials: EFM \_\_\_\_\_ Customer \_\_\_\_\_

REQUEST FOR COUNTY BOARD ACTION

YEAR	<u>2018</u>	X	Resolution Request
			Ordinance Request
			Report Request

Requestor/Originator: Information Technology, John Barrett

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 11/28/2018 Date of County Board Meeting to be Introduced: 12/4/2018

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 of \$7,560 within the 2018 Capital Project and authorizing the purchase of capital equipment - office cubicles

**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.





**Kristine Tapp**  
Finance & Budget Manager  
730 Wisconsin Avenue  
Racine, WI 53403  
262-636-3119  
kris.tapp@racinecounty.com

Date: November 28, 2018

To: Racine County Finance Departments

From: Kris Tapp on behalf of John Barrett – IT Director

Re: Transfer of Funds and purchase of Capital

There is a need in the IT Department to update the office furniture in the Help Desk area of the Information Technology Department. The current furniture configuration does not provide enough work stations for the amount of staff and there are staff using tables as workstations. Instead of purchasing new furniture John has opted to purchased used furniture from RECON Relocation General Contractor Inc which saves the County at least the amount being requested if not more.



**RECON Relocation General Contractor, Inc.**  
3830 South Moorland Road Suite A  
New Berlin, WI 53151  
(262)641-8163x1  
johnkurtz@reconrelocation.com  
<http://www.reconrelocation.com>

**BILL TO**

John Barrett  
Racine County

**SALES REP**

John Kurtz

**PROJECT REF**

1175

**08/17/2018**

**Workstations**

Workstation

8

595.00

4,760.00

**Furniture Sales:Chair-Task Misc**

Task Chair

8

100.00

800.00

**Delivery**

Delivery and Install of product

8

250.00

2,000.00

Thank you for selecting Recon for your project needs!

**BALANCE DUE**

**\$7,560.00**