

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

Supervisor Don Trottier, Chairman  
Supervisor Robert Miller, Vice Chairman  
Supervisor John Wisch, Secretary  
Supervisor Nick Demske  
Supervisor Scott Maier

Supervisor Jody Spencer  
Supervisor Marcus West  
Shritha Reddy, Youth in Governance Representative  
Maren DeSonia Youth in Governance Representative

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

DO NOT ATTEND THIS MEETING if you are experiencing any of these symptoms or if you have been in contact with anyone with these symptoms: **shortness of breath or difficulty breathing, cough, chills, nasal congestion, sore throat, fatigue, loss of sense of taste or smell, fever greater than 100.4.**

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NOTICE OF MEETING OF THE  
FINANCE AND HUMAN RESOURCES COMMITTEE

DATE: **WEDNESDAY June 22, 2022**

TIME: **5:00 p.m.**

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

**\*\*\*NOTE: THIS AGENDA INCLUDES A CLOSED SESSION NEAR THE BEGINNING OF THE MEETING. \*\*\***

1. Convene Meeting
2. Chairman Comments – Youth in Governance/Comments
3. Public Comments
4. Approval of Minutes from the June 8, 2022, committee meeting – Action of the Committee only
5. Closed Session – (Approximately 10 Minutes) - IT IS ANTICIPATED THAT THE FINANCE AND HUMAN RESOURCES COMMITTEE WILL MEET IN A CLOSED SESSION PURSUANT TO SECTION 19.85(1)(g) OF THE WISCONSIN STATE STATUTES TO DISCUSS WITH LEGAL COUNSEL THE STATUS REGARDING THE ESTATE OF MALCOLM JAMES V. RACINE COUNTY

THE COMMITTEE RESERVES THE RIGHT TO RECONVENE IN REGULAR SESSION TO TAKE POSSIBLE ACTION ON ITEMS DISCUSSED IN CLOSED SESSION

6. County Treasurer – Jeff Latus – Sale of two (2) In Rem Property at Parcel # 276-000009820000, 1134 S Memorial Dr and #276-00000925002, 1140 S Memorial Dr, via over-the-counter sale.

7. Transfers:

- a. Human Services – Hope Otto – Authorizing the acceptance and expenditure of a Workforce Equity Grant from the Dept of Workforce Development in the amount of \$389,805 and transfer within the 2022 Human Services Budget – 2022 – Resolution – 1st Reading at the June 28, 2022, County Board Meeting.
- b. Public Works Development Services – Julie Anderson – Authorize the purchase of a capital improvement for existing equipment and transfer of \$15,059 within the 2022 Public Works and Development Services Budget – 2022 – Resolution – Action Requested: 1<sup>st</sup> Reading at the June 28, 2022, County Board Meeting.

8. Communication & Report Referrals from County Board Meeting:

a. Bankruptcy items:

<b>Type of Action:</b>	<b>Person/Persons</b>
Chapter 7 – Notice of Bankruptcy Case No Proof of Claim Deadline	Scott Lyons; Neil and Patricia Stritesky;
Chapter 7 – Order of Discharge	Shannon Yarbrough; Tyrinia Tyler; Ramona Lipke; Marqueeta White; Laquita Johnson; Cristie Legree; Barbara Christman
Chapter 13 – Notice of Case	Tykeisha Burney; Karan Lemke; Douglas Woodard;
Chapter 13 – Order Modifying Confirmed Plan	Mark Fiorita; Latoya Jackson; Kevin and Erin Richtsmeier;
Chapter 13 – Order of Discharge	Saul Agüero; Matthew Mc Cann;
Chapter 13 – Order Dismissing Case	Scott and Denise Gahart; Jordan Zahn;
Chapter 13 – Plan	John Angotti;

b. Foreclosure items:

Attorney	Lender	Person/Persons	Amt owed Racine
Ian Thomson	PennyMac Loan Servicing, LLC	Michael and Shelley Farr	Undisclosed

- c. Notice of pendency of class action-action proposed settlement and court-approval hearing against Monsanto Company, Solutia Inc., and Pharmacia LLC.

9. Human Resources – Sarah Street – Request for approval of changes to the Racine County HR Policy Manual – Action of Committee only.

10. Staff Report – No Action Items.

- Finance & Human Resources Committee – Next Meeting will be July 6, 2022.

11. Adjournment

# FINANCE & HUMAN RESOURCES COMMITTEE ACTION ONLY

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

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

**Date of Committee Meeting:** 6/22/2022

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

**Description:** Minutes from the June 8, 2022 FHR Meeting  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Action:**

<input type="checkbox"/>	<b>County Board Supervisors</b>	<input type="checkbox"/>	Approve
<input type="checkbox"/>		<input type="checkbox"/>	Deny

<input type="checkbox"/>	<b>Youth In Governance</b>	<input type="checkbox"/>	Approve
<input type="checkbox"/>		<input type="checkbox"/>	Deny

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

**Meeting attended by:** Supervisors Miller, Maier, Spencer and West, Supervisor Kramer, YIG Representative DeSonia, Human Resources Director Sarah Street, Finance and Budget Manager Byron Dean.

**Other attendees:** RCEDC Business Financing Manager Carolyn Engle, Corporation Counsel Michael Lanzdorf, PWDS Director Julie Anderson, Highway Superintendent Roley Behm, Human Services Director Hope Otto.

**Not in Attendance:** Chairman Trottier, Supervisors Wisch and Demske, Youth in Governance Representative Reddy, Finance Manager Gwen Zimmer.

**Agenda Item #1 - Convene Meeting**

Meeting Called to Order at 5:01 p.m. by Supervisor Miller.

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

The Youth in Governance statement was read by Representative DeSonia.

**Agenda Item #3 – Public Comments**

There were no public comments.

**Agenda Item #4 - Approval of Minutes from the May 18, 2022 Committee Meeting**

**Action:** Approve the minutes from the May 18, 2022 Finance & Human Resources Committee meeting.

**Motion Passed:** Moved: Supervisor West. Seconded: Supervisor Maier. Vote: All Ayes, No Nays. Advisory Vote: All Ayes, No Nays.

**Agenda Item #5 – Racine County Economic Development Corporation – Carolyn Engel – Status of the Racine County Matching Grant Program – 1<sup>st</sup> Quarter 2022 – Action of the Committee only**

**Action:** Committee requests the report be forwarded to the full County Board.

**Agenda Item #6– Transfers**

- a. **Corporation Counsel – Michael Lanzdorf – Authorizing the reclassification of 1 FTE Non Rep Exempt Legal Coordinator E040 to 1 FTE Non Rep Exempt Legal Coordinator and Analyst E060 effective June 29, 2022 and transfer of \$11,556 within the 2022 Human Services and Corporation Counsel budget– 2022 – Resolution – 1<sup>st</sup> Reading at the June 14, 2022, County Board Meeting.**

**Action:** Authorize the reclassification of 1 FTE Non Rep Exempt Legal Coordinator E040 to 1 FTE Non Rep Exempt Legal Coordinator and Analyst E060 effective June 29, 2022 and transfer of \$11,556 within the 2022 Human Services and Corporation Counsel budget– 2022 – Resolution – 1st Reading at the June 14, 2022, County Board Meeting.

**Motion Passed:** Moved: Supervisor West. Seconded: Supervisor Maier. Vote: All Ayes, No Nays.  
Advisory Vote: All Ayes, No Nays.

**b. Finance Department – Gwen Zimmer – Transfer of funds within the Human Services Department, Public Works and Development Services Department, and various departments in the General Fund to close the 2021 year – 2022 – Resolution – Action Requested: 1st Reading at the June 14, 2022, County Board Meeting.**

Finance and Budget Manager Dean presented this item with contributions from Otto, Anderson and Behm.

**Action:** Authorize the transfer of funds within the Human Services Department, Public Works and Development Services Department, and various departments in the General Fund to close the 2021 year – 2022 – Resolution – Action Requested: 1st Reading at the June 14, 2022, County Board Meeting  
**Motion Passed:** Moved: Supervisor Maier. Seconded: Supervisor West. Vote: All Ayes, No Nays.  
Advisory Vote: All Ayes, No Nays.

**Agenda Item #7 – Communication & Report Referrals from County Board Meeting:**

There was discussion for the new committee member about what the committee does with this item.

**Action:** Receive and file item a.

**Motion Passed:** Moved: Supervisor West. Seconded: Supervisor Spencer. Vote: All Ayes, No Nays.  
Advisory Vote: All Ayes, No Nays.

**Agenda Item #8 – Staff Report – No Action Items**

- a. Finance & Human Resources Committee – Next Meeting will be June 22, 2022.
- b. Transition to .gov website domain

**Agenda Item #9 – Adjournment**

**Action:** Adjourn the meeting at 5:36 p.m.

**Motion Passed.** Moved: Supervisor West. Seconded: Supervisor Spencer. Vote: All Ayes, No Nays.

REQUEST FOR COUNTY BOARD ACTION

YEAR <u>2022</u>		Resolution Request
		Ordinance Request
		Report Request
	X	Action of Committee Only

Requestor/Originator: Jeff Latus - Racine County Treasurer

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading) Jeff Latus  
 If a person is not in attendance the item may be held over.

Does the County Executive know of this request: No

If related to a position or position change, Does the Human Resources Director know of this request: \_\_\_\_\_

Does this request propose the expenditure, receipt or transfer of any funds? No

If the answer is "YES". A fiscal note is required. If Fiscal Note is not created by Finance, send to Finance & Budget Manager before it goes to Committee.

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 6/22/2022 Date of County Board Meeting to be Introduced: NA

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

\* If applicable, include a paragraph in the memo explaining why 1st and 2nd reading is required.

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

**SUGGESTED TITLE OF RESOLUTION/ORDINANCE/REPORT:**

Sale of two (2) In Rem Property at Parcel # 276-000009820000, 1134 S Memorial Dr and #276-00000925002, 1140 S Memorial Dr, via over-the-counter sale.

The suggested title should contain what the Committee is being asked to take action on (ex: Authorize, Approve) . If the action includes a transfer this must be included in the title.

**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.

If requesting a multi year contract a copy of the contract or draft contract must be attached

Any request which requires the expenditure or transfer of funds must be accompanied by a fiscal note that shows 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.**

## MEMO

June 6, 2022

TO: Donald J Trottier  
Chairman, Finance and Human Resources Committee

FROM: Jeff Latus, Racine County Treasurer

RE: Over-the-Counter Sale of In Rem Foreclosure Property

Please put on the agenda for the meeting scheduled for June 22<sup>nd</sup>, 2022, time to present an over-the-counter purchase offer for two County owned in-rem parcels.

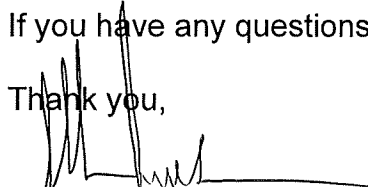
276-000009820000      1134 S Memorial Dr  
276-000009825002      1140 S Memorial Dr

Both properties are residential lots and are being sold together.  
1140 S Memorial Dr was obtained in a September 2011 in-rem court action.  
1134 S Memorial Dr was obtained in a June 2021 in-rem court action.  
Both parcels have been included in previous sealed bid sales in which there were no valid bids received for the properties.  
The minimum bid for these properties is \$5,450.00.

The amount of the bid offer is \$5,450.00.  
I recommend that the Committee accept this offer.

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

Thank you,

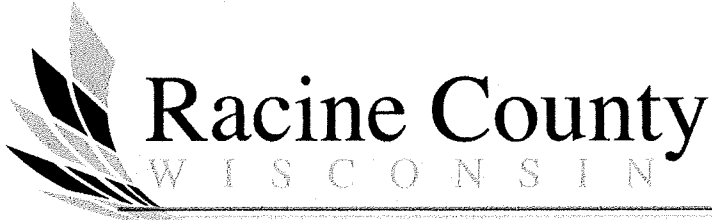


Jeff Latus  
Racine County Treasurer

Cc: John Serketich







Office of County Treasurer

730 Wisconsin Avenue  
Racine, WI 53403  
262-636-3339  
fax: 262-636-3279

**OVER-THE-COUNTER BID FORM**  
**\*\*Minimum Bid Amount Required\*\***

Sale Property Address: 1134 S. MEMORIAL DR. RACINE, WI 53403  
1140 S. MEMORIAL DR. RACINE, WI 53403

Sale Parcel/Tax Key #: 276-000009820000  
276-000009825002 / Combined Property

Bid Offer Amount:

*\*Offer must be at minimum bid amount or greater*

\$ 5,450.<sup>00</sup>

Print the name(s) of the bidders. If you are bidding as an LLC, Corporation, or other entity, please print that as well on the line marked Business Entity or Organization.

Name(s): HADASSAH MUHAMMAD

Business Entity / Organization: \_\_\_\_\_  
*Skip if you are bidding as an individual*

Mailing Address of Bidder: 1958 1/2 QUINCY AVE. RACINE, WI 53403

Phone Number(s): (262) 880-5320

Email Address: HADASSAHMUHAMMAD@YAHOO.COM

**Intended Use of Property**

Explain in detail how you intend to use the property. Intended usage may be a determining factor in the County Board's approval of the sale.

AS A COMBINED PROPERTY, I INTEND TO USE THE PROPERTY  
AS A SINGLE FAMILY HOME WITH LARGE SIDE YARDS. THE PARCELS  
WILL BE MAINTAINED AS VACANT OPEN SPACE UNTIL FUNDS BECOME  
AVAILABLE IN THE NEAR FUTURE.

**Will this parcel be the primary residence of the buyer?**  Yes  No

Check yes if you intend to move into the property with 1 year of purchase.

Check no if you do not intend to move in within 1 year or if this will be a rental or investment property.

**Predominant Use:**

For questions regarding zoning requirements, contact the Racine County Zoning and Development Department at (262) 886-8440. For City of Racine parcels call the Racine City Planning Department at (262) 636-9151.

Single family       Multi-Family       Time Share Unit       Agriculture

Commercial       Utility       Mfg/Telephone Co

Misc. (explain): \_\_\_\_\_

**Please read the following statements and mark all applicable boxes.**


I swear and certify that I do not owe delinquent real estate taxes to Racine County.

I swear and certify that I have no outstanding judgments, health, building, or zoning code violations.

I swear and certify that I am not a relative of the former owner of the above listed property.

I have read and understand the terms of sale for Over-the-Counter Sales.

I have not owned property that has been taken by Racine County in an In Rem Foreclosure Action in the previous five years.

  
Bidder's Signature

5/31/2022  
Date Signed

\_\_\_\_\_  
Bidder's Signature

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Bidder's Signature

\_\_\_\_\_  
Date Signed

Enclose a deposit in the form of a Certified Check, Cashier Check, or money order for the full amount of your bid, plus \$32 for recording the deed, made payable to the Racine County Treasurer.

*\*No business or personal checks will be accepted.*

Buyer is responsible for all future taxes, special assessments and special charges, as well as any charges, bills; or fees, incurred after the date of sale.

# ACTIVE TAX DEED PROPERTIES OWNED BY RACINE COUNTY

DISTRICT: City of Racine

Updated: 6/3/2022

PARCEL # 276-000009825002

IN REM ACTION #: 2011

ITEM #: 66

JUDGMENT DOC #: 2295505

JUDGEMENT DATE: 9/28/2011

**LEGAL DESCRIPTION:** THE NORTH 32 FEET OF LOT 3, BLOCK 12, HERRICK'S PARTITION PLAT, ACCORDING TO THE RECORDED PLAT THEREOF. SAID LAND BEING IN THE CITY OF RACINE, COUNTY OF RACINE AND STATE OF WISCONSIN.

**PROP. ADDRESS:** 1140 S MEMORIAL DR

**FORMER OWNER:** Larry D & Bradley A Hood

**ASSESSED VALUE / 2011**

Land: \$9,300.00

IMP: \$0.00

**TOTAL: \$9,300.00**

**FAIR MARKET VALUE 2011** \$9,152.00

**APPRAISED VALUE: \$450.00**

**YEAR: 2012**

TAX YEAR	NET TAX	SPECIAL	INT	PEN	TOTAL
2007	258.72	9,728.95	\$4,494.45	\$2,247.22	\$16,729.34
2008	202.80	221.48	\$140.01	\$70.00	\$634.29
2009	211.49	1,044.28	\$263.71	\$131.86	\$1,651.34
2010	221.74	2,118.16	\$210.59	\$105.30	\$2,655.79
2011	236.90	1,946.73	\$174.69	\$87.35	\$2,445.67
2012	-	131.67	\$9.22	\$4.61	\$145.50
2013	-	128.17	\$8.97	\$4.49	\$141.63
2014	-	129.55	\$9.07	\$4.53	\$143.15
2015	-	126.88	\$8.88	\$4.44	\$140.20
2016	-	122.97	\$8.88	\$4.44	\$136.29
2017	-	120.44	\$0.00	\$0.00	\$120.44
2018	-	111.03	\$0.00	\$0.00	\$111.03
2019	-	68.30	\$0.00	\$0.00	\$68.30
2020	-	84.80	\$0.00	\$0.00	\$84.80
2021	-	82.01	\$0.00	\$0.00	\$82.01
<b>\$1,131.65</b>		<b>\$16,165.42</b>	<b>\$5,328.47</b>	<b>\$2,664.24</b>	

\*2021 taxes will be removed in August 2022

**SPECIAL OVER 7500:** NA

**TAX TOTALS: \$25,289.78**

<b>In-Rem Fee</b>	<b>\$276.08</b>
<b>Boarding Fee</b>	<b>\$0.00</b>
<b>Appraisal Fee</b>	<b>\$200.00</b>
<b>Lawn/Snow Care Fee</b>	<b>\$1,400.00</b>
<b>Newspaper Sale ad</b>	<b>\$361.26</b>
<b>Vacate Fee</b>	<b>\$0.00</b>
<b>FEE &amp; COST TOTAL:</b>	<b>\$2,237.34</b>
<b>GRAND TOTAL:</b>	<b>\$27,527.12</b>

<b>DISPOSITION:</b>	<b>OVER-THE-COUNTER SALE</b>							
<b>TO:</b>	<b>HADASSAH MUHAMMAD</b>							
<b>ON:</b>	<b>6/22/2022</b>							
<b>TOTAL COSTS:</b>	<b>\$27,527.12</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="text-align: center;"><b>GENERAL RECEIPT NUMBERS</b></td> </tr> <tr> <td style="width: 50%;"><b>NO:</b></td> <td style="text-align: center;"><b>35271</b></td> </tr> <tr> <td><b>NO:</b></td> <td style="text-align: center;"><b>6-6</b></td> </tr> </table>	<b>GENERAL RECEIPT NUMBERS</b>		<b>NO:</b>	<b>35271</b>	<b>NO:</b>	<b>6-6</b>
<b>GENERAL RECEIPT NUMBERS</b>								
<b>NO:</b>	<b>35271</b>							
<b>NO:</b>	<b>6-6</b>							
<b>SOLD / DONATED FOR:</b>	<b>\$450.00</b>							
<b>PROFIT OR (LOSS):</b>	<b>(\$27,077.12)</b>							

# ACTIVE TAX DEED PROPERTIES OWNED BY RACINE COUNTY

DISTRICT: CITY OF RACINE

Updated: 6/3/2022

PARCEL # 276-00-00-09-820-000

IN REM ACTION #: **2021-1**

ITEM #: 74

JUDGMENT DOC #: 2597042

JUDGEMENT DATE: 6/18/2021

COURT CASE #: 21-CV-773

**LEGAL DESCRIPTION:** THAT PART OF LOTS 1 AND 2, BLOCK 12, SECTION 17, TOWNSHIP 3 NORTH, RANGE 23 EAST, ACCORDING TO A PLAT FILED IN THE OFFICE OF CLERK OF THE CIRCUIT COURT FOR RACINE COUNTY, WISCONSIN, BY COMMISSIONERS WHO PARTITIONED A PART OF SECTION 17, TOWNSHIP 3 NORTH, RANGE 23 EAST, AMONG THE SEVERAL OWNERS THEREOF, IN AN ACTION WHEREIN HENRY F. HERRICK AND WIFE WERE PLAINTIFFS VS. ANN B. HERRICK, ET AL, DEFENDANTS, BOUNDED AS FOLLOWS: BEGIN AT A POINT 112 FEET NORTH OF THE NORTH LINE OF 12TH STREET AND 698.61 FEET WEST OF THE EAST LINE OF SAID SECTION; THENCE NORTH 53 FEET; THENCE EAST 85.14 FEET TO THE WEST LINE OF HERRICK AVENUE; THENCE SOUTH ALONG SAID AVENUE 53 FEET; THENCE WEST 81 FEET OF BEGINNING. SAID LAND BEING IN THE CITY OF RACINE, RACINE COUNTY, WISCONSIN.

<b>PROP. ADDRESS:</b>	1134 S MEMORIAL DR	
<b>ACRES/SQ FT:</b>	0.10256395 / 53 X 85.14	
<b>ZONE:</b>	RESIDENTIAL	
<b>ASSESSED VALUE:</b>	Land:	\$9,400.00
	IMP:	\$0.00
	<b>TOTAL:</b>	<b>\$9,400.00</b>

FORMER OWNER: FELIKSAS BACKIANSKIAS

<b>FAIR MARKET VALUE:</b>	\$9,400.00
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<b>APPRAISED VALUE:</b>	\$5,000.00
<b>YEAR:</b>	2021

TAX YEAR	NET TAX	SPECIAL	INT	PEN	TOTAL
2009	\$512.83	\$781.34	\$1,773.01	\$886.51	\$3,953.69
2010	\$466.52	\$2,025.50	\$3,115.03	\$1,557.51	\$7,164.56
2011	\$448.72	\$2,845.99	\$3,723.02	\$1,861.51	\$8,879.24
2012	\$503.05	\$1,646.95	\$2,171.50	\$1,085.75	\$5,407.25
2013	\$518.80	\$12,327.56	\$11,433.26	\$5,716.63	\$29,996.25
2014	\$273.96	\$1,659.82	\$1,489.01	\$744.51	\$4,167.30
2015	\$288.64	\$1,349.23	\$1,064.62	\$532.31	\$3,234.80
2016	\$285.03	\$1,281.85	\$830.45	\$415.22	\$2,812.55
2017	\$278.43	\$1,762.01	\$836.58	\$418.29	\$3,295.31
2018	\$274.16	\$982.77	\$364.51	\$182.25	\$1,803.69
2019	\$258.90	\$346.72	\$102.95	\$51.48	\$760.05
2020	\$259.44	\$1,207.12	\$73.33	\$36.66	\$1,576.55
2021	\$265.47	\$603.58	\$0.00	\$0.00	\$869.05
	<b>\$4,633.95</b>	<b>\$28,820.44</b>	<b>\$26,977.27</b>	<b>\$13,488.63</b>	

\*2021 taxes will be removed in August 2022

<b>SPECIAL OVER 7500:</b>	<b>\$12,327.56</b>
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**TAX TOTALS: \$73,920.29**

In-Rem Fee	\$275.00
Boarding Fee	\$0.00
Appraisal Fee	\$242.00
Newspaper Sale ad	\$41.37
Lawn & Snow Care	\$300.00
<b>FEE &amp; COST TOTAL:</b>	<b>\$858.37</b>

**GRAND TOTAL: \$74,778.66**

<b>DISPOSITION:</b>	OVER-THE-COUNTER SALE	
<b>TO:</b>	HADASSAH MUHAMMAD	
<b>ON:</b>	6/22/2022	
<b>TOTAL COSTS:</b>	\$74,778.66	
<b>SOLD / DONATED FOR:</b>	\$5,000.00	
<b>PROFIT OR (LOSS):</b>	(\$69,778.66)	
	<b>GENERAL RECEIPT NUMBERS</b>	
<b>NO:</b>	35271	<b>6-7</b>
<b>NO:</b>		

REQUEST FOR COUNTY BOARD ACTION

YEAR	<u>2022</u>	X	Resolution Request
			Ordinance Request
			Report Request

Requestor/Originator: Hope Otto, Human Services Director

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading)  
If a person is not in attendance the item may be held over. Hope Otto

Does the County Executive know of this request: Yes

If related to a position or position change, Does the Human Resources Director know of this request: Yes

Does this request propose the expenditure, receipt or transfer of any funds? Yes

If the answer is "YES". A fiscal note is required. If Fiscal Note is not created by Finance, send to Finance & Budget Manager before it goes to Committee.

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 6/22/2022 Date of County Board Meeting to be Introduced: 6/28/2022

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

\* If applicable, include a paragraph in the memo explaining why 1st and 2nd reading is required.

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

**SUGGESTED TITLE OF RESOLUTION/ORDINANCE/REPORT:**

Authorize the acceptance and expenditure of a Workforce Equity Grant from the Dept of Workforce Development in the amount of \$389,805 and transfer within the 2022 Human Services Budget

The suggested title should contain what the Committee is being asked to take action on (ex: Authorize, Approve) . If the action includes a transfer this must be included in the title.

**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.

If requesting a multi year contract a copy of the contract or draft contract must be attached

Any request which requires the expenditure or transfer of funds must be accompanied by a fiscal note that shows 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.**

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	CURRENT BALANCE	TRANSFER	BUDGET AFTER TRANSFER	BALANCE AFTER TRANSFER
<b>2022 Budget Pages 33-23</b>						
INTERGOVERNMENTAL REV	4309600.301500	(866,939)	(803,249)	(389,805)	(1,256,744)	(1,193,054)
<b>TOTAL SOURCES</b>				<b>(389,805)</b>		
<b>2022 Budget Pages 33-22</b>						
CONTRACTED SERVICES	4309600.404500	296,507	138,447	389,805	686,312	528,252
<b>TOTAL USES</b>				<b>389,805</b>		
				<b>0</b>		

FINANCE COMMITTEE RECOMMENDATION

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

REASONS

FOR	AGAINST

June 22<sup>nd</sup>, 2022

TO: Don Trottier  
Chairman, Finance Committee

FROM: Hope Otto  
Human Services Director

RE: Racine County Humans Services Department acting as the fiscal agent and providing success coaches to employers for fast forward type grants.

There is currently a lack of qualified talent for the current job openings of Racine County employers. To help fill this void, Racine County HSD Workforce Solutions Division has been working on several initiatives to develop the needed Talent Pipeline. One of these is partnering with employers to obtain Fast Forward type grants from the State of Wisconsin, Dept of Workforce Development. This partnership consists of the employer applying for the grant, the county Dept of Human services serving as both the Fiscal Agent and providing success coaching for the employer with the funds received from the grant.

To allow us to immediately meet the needs of local employers, and to insure we comply with multiple grant timelines and performance requirements this resolution allows us to work with employers, and provided the expertise they need to hire, train, and retain local talent.

Sincerely,

Hope Otto, Director  
Racine County Human Services Department

YEAR	2022	X	Resolution Request
			Ordinance Request
			Report Request

Requestor/Originator: Julie Anderson, PWDS Director

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading) Julie Anderson/Roley Behm  
 If a person is not in attendance the item may be held over.

Does the County Executive know of this request: Yes

If related to a position or position change, Does the Human Resources Director know of this request:

Does this request propose the expenditure, receipt or transfer of any funds? Yes

If the answer is "YES". A fiscal note is required. If Fiscal Note is not created by Finance, send to Finance & Budget Manager before it goes to Committee.

Committee/Individual Sponsoring: Finance and Human Resources Committee

Date Considered by Committee: 6/22/2022 Date of County Board Meeting to be Introduced: 6/28/2022

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

\* If applicable, include a paragraph in the memo explaining why 1st and 2nd reading is required.

Signature of Committee Chairperson/Designee:

**SUGGESTED TITLE OF RESOLUTION/ORDINANCE/REPORT:**

Authorize the purchase of a capital improvement for existing equipment and transfer of \$15,059 within the 2022 Public Works and Development Services Budget .

The suggested title should contain what the Committee is being asked to take action on (ex: Authorize, Approve) . If the action includes a transfer this must be included in the title.

**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.

If requesting a multi year contract a copy of the contract or draft contract must be attached

Any request which requires the expenditure or transfer of funds must be accompanied by a fiscal note that shows 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.**



\*June-22-22\*

FISCAL NOTE RESOLUTION NO:

EXHIBIT "A"

Fiscal Year: 2022

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	CURRENT BALANCE	TRANSFER	BUDGET AFTER TRANSFER	BALANCE AFTER TRANSFER
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2022 Budget page 20-10

FLEET PARTS INV EXPENSE	660161.441000.66134	1,200,000	479,255	(15,059)	1,184,941	464,196
<b>TOTAL SOURCES</b>				<b>(15,059)</b>		

CAPTIAL EQUIPMENT	660281.488000	0	0	15,059	15,059	15,059
<b>TOTAL USES</b>				<b>15,059</b>		

0

DESCRIPTION :	QTY	UNIT PRICE	TOTAL PRICE
MODIFICATIONS TO TACK TRUCK	1		15,059
			0
			0

Total for items to be purchased: 15,059

FINANCE COMMITTEE RECOMMENDATION

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

REASONS

FOR	AGAINST

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**Department of Public Works  
& Development Services**  
Division of Engineering  
14200 Washington Avenue  
Sturtevant, WI 53177-1253  
Phone (262) 886-8440



**County of Racine  
Wisconsin**

**Jonathan Delagrave**  
*County Executive*  
**Julie A. Anderson**  
*Director of Public Works  
& Development Services*  
**Roley Behm**  
*Highway & Parks Superintendent*

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**MEMORANDUM FOR FINANCE & HUMAN RESOURCES COMMITTEE**

**FROM: Roley Behm, Racine County Highway & Parks Superintendent**

**DATE: June 14, 2022**

**SUBJECT: 2022 Tack Truck Funding Transfer**

In February 2022 Highway Operations purchased of a tack truck was for \$45,000.00. The purpose of purchasing the truck was to replace an aging 1972 International tack truck. The new purchase came with a cab and chassis only and would need to be modified to fit the currently owned tack tank. Additional parts to modify the truck were needed for fitting the tank; this cost a total of \$15,059.00. Because the truck was a new purchase to the County, the parts to get the truck fully operational will now have to be capitalized as they should be included as part of the original purchase.

Racine County Highway Department is seeking to transfer the amount of \$15,059.00 in Fleet Parts Inventory account 660161.441000.66134 to Capital Equipment account 660281.488000.

REQUEST FOR COUNTY BOARD ACTION

YEAR <u>2022</u>		Resolution Request
		Ordinance Request
		Report Request
	X	Action of Committee Only

**Requestor/Originator:** Sarah Street, Human Resources Director

**Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading)** Sarah Street  
 If a person is not in attendance the item may be held over.

**Does the County Executive know of this request:** Yes

**If related to a position or position change, Does the Human Resources Director know of this request:** \_\_\_\_\_

**Does this request propose the expenditure, receipt or transfer of any funds?** No  
 If the answer is "YES". A fiscal note is required. If Fiscal Note is not created by Finance, send to Finance & Budget Manager before it goes to Committee.

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

**Date Considered by Committee:** 6/22/2022      **Date of County Board Meeting to be Introduced:** NA

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

\* If applicable, include a paragraph in the memo explaining why 1st and 2nd reading is required.

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

**SUGGESTED TITLE OF RESOLUTION/ORDINANCE/REPORT:**

Request for approval of changes to the Racine County HR Policy Manual.

The suggested title should contain what the Committee is being asked to take action on (ex: Authorize, Approve) . If the action includes a transfer this must be included in the title.

**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.

If requesting a multi year contract a copy of the contract or draft contract must be attached

Any request which requires the expenditure or transfer of funds must be accompanied by a fiscal note that shows 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.**

June 15, 2022

TO: Don Trottier  
Chairman, Finance and Human Resources Committee

FROM: Sarah Street  
Human Resources Director

RE: Double Encumbering positions

Staffing changes are inevitable and in this current, fast-paced environment employee changes are taking place more frequently than ever. In an effort to support employee transitions I would like to add a policy to allow for critical positions to be temporarily filled by both the incumbent and the successor for up to six months, with the approval of the County Executive and Human Resources Director. This new policy would offer successors a smooth transition and adequate time for the transfer of knowledge. This policy would be utilized when advance notice about an upcoming staff vacancy is known.

**Racine County Policy Manual, Section 8. Recruitment and Selection**

C. With the County Executive and the Human Resources Director's approval, Departments will be allowed to fill strategic positions prior to the incumbent vacating the position (up to six months) so the transfer of knowledge can occur.

June 15, 2022

**TO:** Don Trottier  
Chairman, Finance and Human Resources Committee

**FROM:** Sarah Street  
Human Resources Director

**RE:** Updating Holiday Pay Policy

Although the recent updated holiday pay policy is advantageous to the majority of employees it did create an unintended consequence for non-exempt employees that work non-traditional work hours within the Behavior Health and Youth & Family Divisions. These employees provide coverage for their units and might work on both the holiday and the observed holiday. If the proposed updated holiday comp time policy is approved it would go into effect immediately,

**Proposed Updated Holiday Comp time policy:**

**Holidays on Scheduled Days Off**

Non-exempt, non-represented, employees that work non-traditional hours (excluding employees that work a 5-2, 5-3 schedule) will receive banked holiday hours if a holiday falls on a non-scheduled day. The holiday hours will be added to their comp time balance to be used at a future date. The date of use must be at the mutual convenience of the department and the employee. The banked holiday hours will be subject to the Compensatory Time Bank and Payout policy (see Section 2.D.4).

**Racine County 2019 Policy Manual, Section 5. A. Holidays**

**10. Holidays on Scheduled Days Off**

Except for corrections officers and dispatch technicians who work 5-2/5-3 or similar schedules, \* whenever a designated holiday falls on the scheduled day off a covered non-exempt employee, the employee will be given banked holiday time to be used in the future, provided the employee is in pay status the scheduled workdays before and after the holiday. A full-time employee will receive eight (8) banked holiday hours, and a part-time employee will receive banked holiday hours prorated to his/her position hours. These banked hours shall be used at the mutual convenience of the department and the employee.

**11. Employees Who Work on a Holiday**

Except for corrections officers and dispatch technicians who work 5-2/5-3 or similar schedules, \* a covered non-exempt employee who is required to work on a holiday is paid straight time for the holiday hours worked and is given banked holiday time to be used in the future. A full-time employee will receive eight (8) banked holiday hours, and a part-time employee will receive banked holiday hours pro-rated to his/her position hours. Banked holiday hours shall be used with the approval of the department head.

**Racine County 2022 Policy Manual, Section 5. A. Holidays**

**9. Employees Who Work on a Holiday**

Racine County has identified ten observed holidays., effective, June 1, 2022, non-exempt/non-represented employees who are required to work on a holiday are paid time and a half (holiday pay) for the holiday hours worked. Holiday pay will be given when an employee is required to work on one of the 10 holidays as long as they are working on the actual holiday itself (i.e., not on a designated observed holiday day such as the Friday following Thanksgiving, the day before Christmas Day, and the day before New Year’s Day)