



City of Racine

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

Meeting Minutes - Final

Finance and Personnel Committee

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

Monday, August 13, 2018

5:00 PM

City Hall, Room 307

Call To Order

PRESENT: 4 - Terry McCarthy, Mary Land, Tracey Larrin and Jason Meekma

EXCUSED: 1 - Q.A. Shakoor II

Chairman Comments

Also Present: David Brown, Finance Director, Emelia Roso, Human Resources Assistant, Mayor Mason.

Approval of Minutes for the July 23, 2018 Meeting.

A motion was made by Alderman Meekma, seconded by Alderman Land, that this be to Approve the Minutes. The motion **PASSED** by a Voice Vote.

[0827-18](#)

Subject: (Direct Referral) Communication from the MIS Project Manager requesting permission to purchase and implement a citizen engagement application through a sole sourced provider, CitySourced Inc.

Recommendation of the Finance & Personnel Committee on 08/13/2018: Permission be granted to the MIS Project Manager to purchase and implement a citizen engagement application through a sole sourced provider, CitySourced Inc.

Fiscal Note: Funds for this service are available in account 70113-57800, costing \$23,400 (including setup, implementation and first year support) with a \$20,000 annual maintenance fee thereafter.

Attachments: [081318-Agenda Briefing Citizen Engagement](#)

Megan Dudzik, MIS Project Manager, appeared before the Committee to speak on the item.

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

[0758-18](#)

Subject: Communication from the Director of Parks, Recreation &

Cultural Services requesting permission to accept donations from McDonalds (\$1,000) and US Cellular (\$1,000) for the Gus Macker Basketball Tournament.

Recommendation of the Finance & Personnel Committee on 08/13/2018: Permission be granted to the Director of Parks, Recreation & Cultural Services to accept donations from McDonalds (\$1,000) and US Cellular (\$1,000) for the Gus Macker Basketball Tournament.

Fiscal Note: No City match required.

Attachments: [GusMacker_MacDonalds_USCellular_LOR](#)

Tom Molbeck, Director of Parks, Recreation & Cultural Services, appeared before the Committee to speak on the item.

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

[0762-18](#)

Subject: Communication from the Director of Parks, Recreation & Cultural Services requesting permission to accept a \$1,500 donation received on 7/6/18 from United Healthcare for a Back to School festival at the Bryant Center.

Recommendation of the Finance & Personnel Committee on 08/13/2018: Permission be granted to the Director of Parks, Recreation & Cultural Services to accept a \$1,500 donation received on 7/6/18 from United Healthcare for a Back to School festival at the Bryant Center.

Fiscal Note: No City match required.

Attachments: [0000-00 UHC Donation 7-18-18 LOR](#)

Tom Molbeck, Director of Parks, Recreation & Cultural Services, appeared before the Committee to speak on the item.

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

[0808-18](#)

Subject: Communication from the Public Health Administrator requesting permission to allow the Finance Department to make a 2018 budget amendment allowing the transfer of \$14,000 from the Laboratory Department's Fund Balance Reserves account to three designated accounts.

Recommendation of the Finance & Personnel Committee on 08/13/2018: Permission be granted to the Finance Department to make a 2018 budget amendment allowing the transfer of \$14,000 from the Laboratory Department's Fund Balance Reserves account to three designated accounts.

Fiscal Note: Sufficient funds are available.

Attachments: [2018 Lab Funds Transfer Rqst \(\\$14000\) 2018 08-01](#)

Kathleen Fischer, Assistant Finance Director, appeared before the Committee to speak on the item.

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

[0788-18](#)

Subject: Communication from Chief Howell requesting to apply for and accept the 2018 Bureau of Justice Assistance Edward Byrne Justice Assistance Grant.

Recommendation of the Finance & Personnel Committee on 08/13/2018: Permission be granted to Chief Howell to apply for and accept the 2018 Bureau of Justice Assistance Edward Byrne Justice Assistance Grant.

Fiscal Note: No City match required.

Mark Schulz, Deputy Chief, appeared before the Committee to speak on the item.

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

[0793-18](#)

Subject: Presentation of the 2nd Quarter 2018 Fiscal Results.

Recommendation of the Finance & Personnel Committee on 08/13/2018: To receive and file.

Fiscal Note: N/A

Attachments: [3315 001](#)

Kathleen Fischer, Assistant Finance Director, appeared before the Committee to speak on the item.

A motion was made by Alderman Meekma, seconded by Alderman Larrin, that this file be Recommended to be Received and Filed

[0794-18](#)

Subject: Presentation of the "2017 City of Racine Audited Financial Statements" and the "2017 Communication to Those Charged with Governance and Management" reports.

Recommendation of the Finance & Personnel Committee on 08/13/2018: To receive and file.

Fiscal Note: N/A

Attachments: [3316 001](#)

Kathleen Fischer, Assistant Finance Director, appeared before the Committee to speak on the item.

A motion was made by Alderman Meekma, seconded by Alderman Land, that this file be Recommended to be Received and Filed

[0800-18](#)

Subject: Communication from the City Attorney wishing to meet with the Finance & Personnel Committee regarding updates to the Transient Lodging Tax ordinance, Racine Code of Ordinances 90-51 et seq.

Recommendation of the Finance & Personnel Committee on

08/13/2018: To recommend approval of the changes as proposed and to direct staff to revise the ordinance in accordance with the changes.

Fiscal Note: The City will receive room taxes from bed and breakfast establishments and short term rentals.

Attachments: [Transient Lodging Tax.Rev 08092018](#)
[ABM 0800-18](#)

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

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

Adjournment

There being no further business to come before the Committee, the meeting adjourned at 5:45 p.m. The next scheduled meeting of this Committee is at 5:00 p.m. on Monday, August 27, 2018 at City Hall, Room 307.

Respectfully submitted,

**Ald. Terry McCarthy, Vice Chairman
Finance & Personnel Committee**