

**FINANCE, LICENSE & REGULATION COMMITTEE MEETING MINUTES  
TUESDAY, JULY 3, 2018 – 4:00 PM  
CITY HALL, MEETING ROOM 2A**

**Committee Members:** Chairperson Ken Howell, Alderpersons: Selena Proksa, Doug Skates, John Halverson, and Rich Hedlund

The July 3, 2018 meeting of the Finance, License, and Regulation Committee was called to order by Chairperson Howell at 4:00 p.m.

**Roll Call**

Clerk Kropf called the roll and noted that Alderpersons Howell, Proksa, Skates, and Halverson were present with Hedlund being absent and excused. She noted that others present included: City Administrator Oborn, Finance Director Hall, and Clerk Kropf

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes

None

Approve the Regular Finance, License and Regulation Committee Meeting minutes of June 19, 2018, as prepared and distributed

Motion by Skates to approve the minutes of the June 19, 2018 meeting of the Finance, License, and Regulation Committee, second by Proksa. No discussion. Motion carried 4-0.

**Licenses & Permits**

2018-2019 Original & Renewal Operator License applications filed by various applicants as listed in packet

Motion by Skates to approve, second by Halverson. No discussion. Motion carried 4-0.

Discussion/Recommendation regarding a Beach Reservation Permit filed by Mt Zion Church for the event of a beach baptism to be held at Riviera Beach on September 16, 2018 between 11:00 a.m. and 4:00 p.m. (Recommended by Piers, Harbors, and Lakefronts on June 20, 2018)

Motion by Skates to approve, second by Halverson. No discussion. Motion carried 4-0.

**Discussion/Action/Recommendation on Employee Health Benefits including:**

**Claims Paid 6 Month Rolling Average**

City Administrator Oborn reviewed the six month claims paid over the last six months. He added that it did decrease slightly. No action.

**Wisconsin Public Employers' Health Insurance Underwriting by Segal Consulting for \$3,000**

City Administrator Oborn noted that the Personnel approved the underwriting for the state health plan. Motion by Halverson to approve, second by Proksa. Motion carried 4-0.

**Preliminary Discussion regarding City Fund Balance Policy- Finance Director Hall**

Finance Director Hall explained that when she started with the City she inquired if the City had a policy and she found that it didn't. She stated that the City would need a fund policy to ensure that the City maintains flexibility with their funds and would aid the City from going over budget. This would also allow the City to move money from undesignated funds to other funds other than the general fund. This would also allow the City to maneuver money after the year end, which typically you cannot do. Hall indicated that she would like to hear the auditor's opinion on this before moving forward to Council. No action taken.

## **Recommendation from Piers, Harbors, and Lakefronts Committee- June 20, 2018**

Discussion/Recommendation regarding Riviera Grounds/Driehaus Plaza Lighting donation by the Beautification Committee, Inc. (Motion at Piers, Harbors, and Lakefronts: Ald. Halverson motioned to approve the lighting donation with construction to start after Labor Day (can only take place up to noon on Friday's - no Saturday construction), second by Hedlund. Motion carried 5-0.)  
Motion by Skates to approve the lighting donation with construction to start after Labor Day (can only take place until noon on Friday's with no Saturday construction), second by Halverson. No discussion. Motion carried 4-0.

Discussion/Recommendation on mandating boat lifts for City Slip Rentals (Motion at Piers, Harbors, and Lakefronts: Motion by Ald. Skates to implement mandatory boat lifts for 2019, second by Hedlund. Motion 3-2 with Halverson and Straube voting no.)  
Skates stated that the City has a lose policy in regards to the piers. He added that this will help with the deterioration of the piers and aid with costly repairs. He added that this would be an added expense to the renters of the slips but the cost would offset the cost they would incur to remove invasive species from the bottom of their boats. Oborn added the Fontana and Williams Bay currently require that slip renters have lifts.  
Motion by Skates to approve the mandatory boat lifts for the slip renters for West End Pier for 2019, second by Proksa. Halverson worried about the aesthetics of the change. Motion carried 4-0.

Discussion/Recommendation of Riviera Concourse Leases renewal for 2019 (Motion at Piers, Harbors, and Lakefronts: Motion by Ald. Hedlund to not increase Riviera Concourse leases for 2019; for one year. Motion carried 5-0.)  
Oborn noted that the Piers, Harbors and Lakefronts Committee decided not to raise the cost for rent for the Riviera Concourse leases. Motion by Skates to approve the Riviera Concourse lease renewals for 2019 with no increase in cost, second by Proksa. Motion carried 4-0.

## **Presentation of Accounts**

### Purchase Orders

None

### Prepaid Bills in the amount of \$23,570.00

Motion by Skates to approve, second by Proksa. No discussion. Motion carried 4-0.

### Regular Bills in the amount of \$430,973.59

Motion by Proksa to approve, second by Skates. No discussion. Motion carried 4-0.

Motion to go into Closed Session pursuant to Wis. Stat. 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session with regard to selection of Real Estate Broker for the Sale of City property located at N. Edwards Blvd and Sheridan Springs Rd

Motion by Skates to convene the Finance, License, and Regulation Committee in closed session, second by Halverson. Motion carried 4-0. The Finance, License, and Regulation Committee convened in closed session at 4:35 p.m.

Motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in closed session

Motion by Halverson to reconvene the Finance, License, and Regulation Committee in open session, second by Skates. Motion carried on a roll call vote 4-0. The Finance, License, and Regulation Committee convened in open session at 4:47 p.m.

Motion by Skates to solicit additional proposal for the property located at N. Edwards Blvd and Sheridan Springs Rd as discussed in closed session, second by Halverson. Motion carried 4-0.

## **Adjournment**

Motion by Skates to adjourn the July 3, 2018 meeting of the Finance, License, and Regulation Committee, second by Halverson. Motion carried 5-0. The meeting adjourned at 4:48 p.m.

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE FINANCE, LICENSE, AND  
REGULATION COMMITTEE

