

**MINUTES FROM THE FINANCE AND ADMINISTRATION COMMITTEE:
JUNE 1, 2020**

Committee Present: Josh Prescher and Dave Vinz

Committee Absent: Cynthia Stroessner

Others Present: Kim Hopfinger, Mike Grant, Dan Link, Roger Zubke & Andy Buchanan

The meeting was called to order by Finance and Administration chairman Josh Prescher at 9:05AM

Discuss/Approve Minutes from March 2, 2020 Finance Meeting:

Mike made a motion, seconded by Josh, to approve the minutes from the March 2, 2020 finance committee meeting as presented. The motion carried unanimously.

Discuss/Recommend Giving Credits on July 2020/June 2021 Annual Liquor License Renewal Fees Due to COVID-19 Shutdown:

Kim informed the committee that in the middle of the shutdown she had received an email from the League of Municipalities urging communities to look at giving credits on the Class B beer and Liquor license for bars due to the hardship of being shut down. The total fee for this combination B Beer & Liquor License (what bars have) is \$400 for a year in the Village. The term runs July 1, 2020 – June 30, 2021. There are 5 establishments that have this license in the Village: Lake Street Inn, Teddy's, Days Gone By, Hustisford Community Hall and Mocha Vino. These establishments were forced to shut down over 2 months. In discussion, the committee felt the impact of this shut down was far greater than the 2 months they were shut down. The committee felt it will take quite some time for business to be back as usual, as many people are not comfortable going out yet due to the COVID-19. Also, bookings through the summer we canceled due to COVID-19. Kim checked with surrounding communities to see if they were giving credits on their upcoming licenses for bars. Mayville, Iron Ridge and Town of Hustisford were all giving a 50% credit for this one year. Horicon was giving a 25% credit. Neosho had not discussed yet. The committee felt giving this credit would show support to these local businesses affected. Dave made a motion, seconded by Mike, to recommend giving a one-time 50% credit on the 5 Class B combination licenses in the Village for the term of July 1, 2020 – June 30, 2021. The motion carried unanimously. This would make the cost of the Class B combination license \$200 for this term. Kim did mention that the Village should be able to recoup some of the costs of dealing with COVID-19 from the recently passed grant for communities, so this credit should not have too bad of a negative effect on the budget.

Discuss/Recommend Guidelines & Procedures for Opening Village Parks:

The committee discussed how the Village should handle opening parks in the Village amidst the COVID-19 outbreak. Bob Knueppel – parks chairman – had taken a lot of time to get the committee responses from other communities and other leagues as to how they were going to handle their parks and what restrictions they would be setting. The advice from the Village attorney is to try to follow Dodge County Health Dept. guidelines and to post signs that things are not sanitized after each use and you are using the park at your own risk and to encourage social distancing. The committee reviewed all of the information that Bob Knueppel had gathered and stated they appreciated all of the time he put into this. Bob had also compiled some guidelines he thought would be helpful to put in place, should the board decide to open the ballpark for leagues to play. These included recommendations for the use of the concession stand guidelines. The committee has a lengthy discussion on this matter. The committee felt that the Village should not be involved as far as specific league guidelines for teams but concentrate on just guidelines for the Village park use. They felt that the Recreation Department and the Rock River league should have their own guidelines dealing with specific rules for while the actual sport is being played. These guidelines could still be posted on the building for all to see while attending. The committee also

discussed the bathrooms at both Firemen's Park and the park on Ann Street. The committee felt the bathrooms at Firemen's Park should be open while there is an event at the park. They also felt the bathrooms on Ann Street should be open to the public, as the park is heavily used for fishing and family activities. With the bathrooms closed, park users have been going to local businesses for the sole purpose of using their bathrooms. There was concern over Roger having to clean these bathrooms during the COVID-19 outbreak. Roger stated he would probably need to hose down the bathrooms daily as another step in the cleaning process. The committee brought up the idea of looking into having a professional cleaning service at least once a week to sanitize completely. Kim will look into this. Josh made a motion, seconded by Dave, to recommend that the board allow league play at the park and to approve the attached concession stand guidelines, and that the Village Post signs such as the one attached to these minutes which encourages social distancing and noting that people are using the park at their sole risk. The motion also included that the bathrooms be open to the public and have the same signs hung but change the word park to bathroom. The motion carried unanimously. The committee also agreed that the bleachers should not be brought back from the high school – which would encourage people to bring their own chairs and social distance.

Update Committee on TIF Development Progress & Discuss Possible Funding Options for Future TIF Development:

There was no update

Review April Budget Report:

The committee reviewed the April budget report.

Schedule Next Finance Committee Meeting:

The next finance committee meeting was scheduled for Monday June 29th at 8:45am.

With no other business before this committee, Mike made a motion, seconded by Dave, to adjourn. The motion carried unanimously, and the meeting was adjourned.