

AGENDA

CALL TO ORDER: Meeting was called to order at 5:30 PM. Members present were Ryan Cairns, Karin Tepley, and Melony Walters.

APPROVAL OF MINUTES: Motion by Walters waive the reading of the June 4, 2024 Finance Committee minutes and approve them as presented. Seconded by Tepley. Motion carried 3-0.

PAYMENT OF BILLS: Motion by Walters to approve the July 2, 2024 bills as presented. Seconded by Tepley. Motion carried 3-0.

CLERK/TREASURER'S REPORT: Interim Clerk/Treasurer Oliphant delivered progress reports regarding the Aquatic Center's acquisition of City-owned iPads to facilitate the implementation of Square for monitoring daily transactions, leading to enhanced accuracy. Additionally, she provided an update on the annual reports and the commencement of the Share Ride Taxi procurement process, a mandatory task to be completed every five years, with a deadline set for January 1st. Interviews are presently underway to fill vacancies, and the recent addition of a new Administrative Assistant in the office has enabled Tess to dedicate her full attention to her primary Grounds responsibilities. Efforts are ongoing to address any backlog in meeting minutes and other pending tasks.

DISCUSSION AND ACTION ITEMS

1. **Additional Service Engagement with Johnson Block**

Administrator Oliphant requested to receive additional services from Johnson & Block, the city's auditor, to assist with monthly reconciliation along with assisting the treasurer moving forward and be better prepared for the yearly audit. The additional services would be on an as needed basis at an hourly rate of \$150 or \$242; anticipated need would be 1-2 days a month to utilize the additional services. Motion to recommend additional service engagement with Johnson & Block by Cairns. Seconded by Tepley. Motion carried by 3-0.

2. **Modify Contract for Ongoing Services with Southwestern Wisconsin Regional Planning Commission (SWWRPC)**

Motion to recommend amending the existing contract with Southwestern Wisconsin Regional Planning Commission for short-term financial and accounting consulting to extend the terms to 2-3 days a week for up to 3 years with a 90-day withdrawal period by Cairns. Seconded by Walters. Motion carried 3-0.

3. **Review and Status Update on Aquatic Center Donations (Mick Cosgrove)**

Mick Cosgrove with Southwest Partners reported 87.9% of Aquatic Center Donation pledges have been collected to date for a total of \$665,932.31. Six major pledges have yet to come this year, Mr. Cosgrove is contacting the businesses and individuals with outstanding pledges and is confident that those will be paid.

SET NEXT MEETING DATE: August 6, 2024

ADJOURNMENT: Motion by Cairns to adjourn. Seconded by Tepley. Motion carried 3-0 at 5:50 PM.