

**CITY OF SPARTA**  
**FINANCE MEETING AGENDA**  
**July 5, 2017**

**CITY HALL**

**6:00 p.m.**

- 1. Call Meeting to Order**
- 2. Consent Agenda: Consisting of Minutes of the Regular Meeting of June 7, 2017**
- 3. Consideration of Tourism Funds**  
  

**Downtown Flower Basket - \$1950.00**
- 4. Discussion on Budget**
- 5. Items for Future Consideration**
- 6. Adjourn**

A possible quorum of the Common Council may be in attendance at this meeting but no action will be taken by the Council.

Posted: 7-3-17

**CITY OF SPARTA**  
**FINANCE MINUTES**  
**June 7, 2017**

**PRESENT: Kevin Riley, Norm Stanek, Josh Lydon**

**ABSENT: None**

**ALSO PRESENT: Mark Sund, Todd Fahning**

Chairman Riley called the meeting to order at 6:01 p.m.

**A motion was made by Norm Stanek and seconded by Josh Lydon to approve the Consent Agenda consisting of the minutes of the regular meeting of May 3, 2017. Motion carried 3-0.**

Last month Mark presented the committee with a draft of our Investment Policy. The committee didn't have any changes to be made on this policy. **A motion was made by Norm Stanek and seconded by Josh Lydon to approve the Investment Policy. Motion carried 3-0.**

At license renewal time, there are several businesses that have not been supplying the Clerk with their paperwork on time. Our current ordinance states that all renewal applications be received by April 15<sup>th</sup>. The payment is not necessarily due at that time but if they want to pay at that time, they can do so. This creates more work for the Clerk by having to track them down, making sure they are able to get on the appropriate agendas to be approved in time and making sure they are published on time also. The administrators are recommending that we change our ordinance to assess a fine of doubling their fees if not received by April 15<sup>th</sup> and triple their fees if received after June 30<sup>th</sup>. **A motion was made by Norm Stanek and seconded by Josh Lydon to approve doubling the fees for renewal license applications received after April 15<sup>th</sup> and tripling the fees for applications received after June 30<sup>th</sup> effective in 2018. Motion carried 3-0.**

There were no items mentioned for future consideration.

**A motion was made by Josh Lydon and seconded by Norm Stanek to adjourn at 6:08 p.m. Motion carried 3-0.**

Respectfully submitted,

Julie Hanson  
City Clerk

**Request for Matching Grant**  
**Sparta Tourism – Room Tax Distribution**  
**Downtown Flowers Project**  
**June 28, 2017**  
**Prepared by Reinhard Mueller**

The Downtown Flower Basket Project is something Sparta residents have come to love and enjoy over the years. It also presents a very welcoming presence for tourists, and sets a welcoming tone for people traveling from out of town.

The project however is not without cost. Not only do we need to purchase flowers, but we need to water them which requires an individual with a vehicle, and the use of our support equipment. This year our cost structure is as follows:

Flowers and fertilizer	\$1400.00
Watering, 4.5 Months	\$2250.00
New Equip (generator)	\$ 800.00
Total 2017 Out of Pocket	\$4450.00
Collected in donations	\$2500.00
<b>2017 Deficit</b>	<b>\$1950.00</b>

We would appreciate any amount that the City Tourism Fund could offer towards the reduction of our 2017 Flower Program Deficit.

Sincerely,

Reinhard Mueller