

CITY OF ELKHORN
Committee of the Whole Minutes
Common Council Chambers, 9 S. Broad Street, Elkhorn, Wisconsin

October 23, 2017

Committee of the Whole was called to order at 5:00 p.m. by Mayor Reynolds followed by roll call.

ROLL CALL

Present: Mayor Howie Reynolds, Aldermen Tim Shiroda, Michael Kluck, Cathy Bensaid, Bruce Lechner, Scott McClory, Tom Myrin.

Also present: Administrator Sam Tapson, Finance Director James Heilman, City Attorney Ward Phillips, City Clerk Cairie Virrueta, Police Chief Joel Christensen, Fire Chief Rod Smith, Library Director Lisa Selje, Utility Director John Murphy, DPW Supervisor Neal Kolb, Kellen Olshefski

TID 3 Closing: Distribution of Surplus Increment

Administrator Tapson referenced Finance Director Heilman's memo saying the City can receive interest payments with the closing of TID 3. Finance Director Heilman explained that the amount available is \$395,881 with \$349,616 from TID 3 closing and an additional \$46,265 that was retained for funding environmental issues associated with TID 2, but are no longer needed. Staff suggested the funds be distributed with 2/3 going to the Vehicle Replacement Fund and 1/3 going to Community Development. The Vehicle Replacement Fund has been shorted over the years and Community Development has been overspent. The committee members agreed with the split to the funds.

Library Board Recommendations to Change Fee Structure for Community Center in 2018

Library Director Selje said the suggested changes would be \$30 an hour for residents and \$60 an hour for non-residents. She also said the new fee structure incorporates the use of the kitchen as it used to be an additional charge if someone used the kitchen; however, many used it but didn't pay for it. Some groups that use the Community Center are not charged for it. ***Motion (McClory/Shiroda) to recommend changing the fees, as suggested, for the Community Center beginning in 2018. Roll call vote: McClory, yes; Shiroda, yes; Kluck, yes; Lechner, yes; Myrin, yes; Bensaid, yes. Motion carried.*** City Attorney Phillips asked if there is a cleanup deposit required; yes there is, it is \$100.

2018 Budget Review: Review/general discussion of proposed budget

Administrator Tapson said the budget is prepared looking to the future and uses a judicious use of tax dollars. The current budget is slightly lower than what is available and is at \$.02 per 1,000 for residential property and property values have increased. Alderman Myrin said property values increasing was a good thing and felt the proposed budget was very good. Administrator Tapson said there may be an opportunity to retain the Expenditure Restraint Program next year. He ran some spreadsheets and thinks he can make it work. Alderman McClory asked why the personal property dropped; Administrator Tapson said it is generally under reported and has some changes but it negligible in raw dollars. The committee agreed that the budget is ready to be approved.

Design for Public Works Building: Review Final Report and Layout Options for Proposed Facility

Administrator Tapson sent the DPW report separately to the packet with supervisor's comments. The general consensus was to go with Option two, which includes a mezzanine. Administrator Tapson said the committee could choose one of the three options or none. Work could continue with Barrientos or the City could seek another design services firm. Alderman Myrin asked for an RFP for design services. Alderman Lechner agreed as he felt it was a lot of money being spent. Mayor Reynolds asked if the whole building would be redesigned; it may. Alderman McClory wants to continue forward and not delay the process.

Mayor Reynolds felt due diligence was already done. ***Motion (Myrin/Lechner) to send out an RFP for DPW Facility Design Services.*** Alderman Bensaïd asked if it would be sent with the same plan; yes it would. Alderman Myrin thought the new firm could come up with a different plan that was better but would prefer not to start over. ***Motion (Myrin/Lechner) clarified to add from this phase to the finish line. Roll call vote: McClory, yes; Shiroda, yes; Kluck, yes; Lechner, yes; Myrin, yes; Bensaïd, yes. Motion carried.***

Adjourn into Closed Session

Motion (Lechner/Kluck) to adjourn pursuant to Wisconsin Statute 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" Regarding TID 4 Development Project: Proposed Development Agreement and Property. Adjourned at 5:37 p.m.

Cairie L. Virrueta
City Clerk