

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

February 25, 2019

The Committee of the Whole meeting was called to order by Mayor Reynolds at 5:00 p.m.

Roll Call

Present: Mayor Howie Reynolds, Aldermen Tim Shiroda, Frank Boggs, Ron Dunwiddie, Karel Young, Scott McClory, Tom Myrin; Junior Council Members: Megan Degner, Alex Johnson

Others present: City Administrator Sam Tapson, Attorney Ward Phillips, Finance Director James Heilman, City Clerk Cairie Virrueta, Utilities Operation Director John Murphy, DPW Manager Matthew Lindstrom, Kellen Olshefski

EVP Installation Update

DPW Manager Lindstrom said he was talking to the DOT about design for the signals and they said they will be doing ramp improvements in 2020 and could incorporate the EVPs into the improvements with no cost to the City. This means the EVPs installation would be delayed by a year; however, it would save the City the cost of installation of \$29,000. ***Motion (McClory/Young) to have the DOT install EVPs with their ramp improvements in 2020. Voice vote, all approved, motion carried.***

City Hall RFP Construction Management Services

Administrator Tapson said one of the firms asked if the proposal should include construction management services. He said cities typically do not include it, but schools do and he has received mixed responses from other municipalities. DPW Manager Lindstrom, Utility Director Murphy and Chief Christensen suggested it as the construction manager would represent the City's interest. Alderman McClory asked what the cost would be; DPW Lindstrom said approximately 10% of the RFP cost. Alderman McClory suggested adding it as an alternate. Administrator Tapson said he would let the firms know to include it as a separate fee proposal if they provide this service but it was not necessary if they don't.

Financial Planning Workshop

City Administrator Tapson and Finance Director Heilman reviewed the City's current financial health, looked at some financial projections and the City's Financial Management Policy. More workshops are planned in the next couple of months.

Adjourn

Motion (Shiroda/Young) to adjourn at 6:07 p.m. Voice vote, all approved, motion carried.

Cairie L. Virrueta
City Clerk