

**CITY OF ELKHORN**  
**Finance & Judicial Committee**  
**Lower Conference Room, 9 S. Broad Street, Elkhorn, Wisconsin**  
**April 12, 2010**

The Finance and Judicial Committee was called to order at 5:00 p.m. by Alderman Taylor, followed by roll call.

**ROLL CALL**

Present: Aldermen Julie Taylor, Kim DeHaan, Scott McClory

Also present: City Administrator Sam Tapson, City Clerk Darlene Igl, Finance Director Mary Hinske, Alderman Gerald Norton, James Boardman, Sr.

**PURCHASE PLAN – PROPOSED REVISIONS**

Administrator Tapson presented proposed changes to the City's purchase plan. It was stated that public improvement projects are always covered by the State bid law. However, Administrator Tapson indicated that the City would not be compelled to follow the State bid law for other purchases provided the notice to bid is published as a Class 1 notice (one insertion). This change would allow for additional flexibility in awarding bids. The revisions also include provisions for competitive written quotations. Motion (McClory/DeHaan) to recommend the revised Purchase Plan to Council for approval. Motion carried.

**FINANCIAL MANAGEMENT POLICIES – PROPOSED REVISIONS**

Administrator Tapson presented the draft revisions of the Financial Management Policies. Alderman McClory stated his concerns that department heads are allowed to approve their own purchase orders for items under \$2,500. After discussion, additional revisions will be made and submitted to the Committee for additional review at the next meeting.

**EDRL REVISIONS**

Draft revisions to the EDRL Policy were reviewed. Final revisions will be made based on the input received from Committee and will be presented for consideration at a future meeting.

**ADJOURNMENT**

Motion (McClory/DeHaan) to adjourn at 6:30 p.m. Motion carried.

Darlene Igl  
City Clerk