

CITY OF ELKHORN
Finance & Judicial Committee Minutes
First Floor Conference Room, 9 S. Broad Street, Elkhorn, Wisconsin

March 9, 2015

The Finance and Judicial Committee was called to order at 5:15 p.m. by Alderman McClory, followed by roll call.

ROLL CALL

Present: Aldermen Scott McClory, James D'Alessandro, Tom Myrin

Also present: Mayor Brian Olson, Administrator Sam Tapson, City Clerk Cairie Virrueta, Finance Director James Heilman, Fire Chief Rod Smith, Police Chief Joel Christensen, Chris Clapper, Kellen Olshefski

SUNSET POOL APPLICATION FOR PAYMENT #7

Mayor Olson said this is a scheduled payment for work done to date per the contract. Administrator Tapson said retainage was withheld. This is for work completed through February 28th. DPW Manager Nuss has been visiting the site regularly. Mayor Olson said there was discussion to do a council walk through the site once it gets warmer out. **Motion (D'Alessandro/Myrin) to recommend approval of payment #7 for \$167,198.10 for work completed on the pool through February 28th. Motion carried.**

ROOM TAX ALLOCATIONS: CONTINUED DISCUSSION

Based on previous discussions, Administrator Tapson presented a draft of suggested ordinance language. The Chamber would continue to be the designated tourism entity and continue to receive 70% however, 40% of that would be available for the Chamber or others for tourism related activities. The Chamber has a committee that would review organizations asking for funds. These organizations would have to meet qualifications to receive funds. Alderman McClory asked how the City is updated on organizations who apply for funds. Clapper said a report could be created. Mayor Olson said the City could join the Chamber or receive their committee minutes. Annual reporting language was added to the ordinance. The tourism entity is responsible for compliance. Alderman D'Alessandro asked who would review the Chamber's annual report. Finance Director Heilman would review it and then it would either go to a committee or Common Council with his findings. Hotels' paying their room tax late was discussed. The Chamber would apply each quarter for funds and will receive payments quarterly. If they need additional funds prior to a payment they can approach the Finance Director and request an advance of funds. Clapper will look at her budget to see if the 40/60 percent will support it. This will apply for the first quarter of 2016. The committee will revisit this at the next regular meeting.

Administrator Tapson said that he received a proposal that day regarding the Business Park from ICI and if it would be OK to do a meeting on March 23 at 5:00 p.m. regarding it. The committee was OK with meeting.

ADJOURNMENT

Motion (Myrin/D'Alessandro) to adjourn at 6:10 p.m. Motion carried.

Cairie L. Virrueta
City Clerk