

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

August 22, 2016

The Finance and Judicial Committee was called to order at 5:30 p.m. by Alderman McClory, followed by roll call.

**Roll Call**

Present: Aldermen Scott McClory, Hoss Rehberg, Tom Myrin

Also present: Alderman Bruce Lechner, Alderman Cathy Bensaid, City Administrator Sam Tapson, City Clerk Cairie Virrueta, Finance Director James Heilman, Utility Director John Murphy, DPW Manager Neal Kolb, Fire Chief Rod Smith, Police Captain Jon Anzalone, Kellen Olshefski

**CVMIC Dividends: Disposition of Accumulated Dividends**

Finance Director Heilman said in the past he didn't see a use for the funds and they earned a better return with CVMIC but due to the large amount accumulated he recommended taking the funds of \$109,000 and putting them in the Risk Management Fund. He said it keeps the money safe and in-house. Alderman Rehberg asked what the rate of return was with CVMIC and the City; last year CVMIC was in the high fours and the City is about one percent. The City is restricted on making money. Alderman Rehberg asked if a portion could be invested; yes it could. Administrator Tapson said he discussed this with the Finance Director and he agreed to lean towards the safe side with City money as there is a risk being in the securities market. Finance Director Heilman felt the gain wasn't worth the risk. Alderman Myrin asked if there were events happening that he recommended this; no. Alderman McClory felt the \$100,000 threshold takes on more significance than smaller amounts, while it could be a good year it could also be another year like 2008. Utility Director Murphy asked if the City could take a portion of the money; it is believed it can. The committee discussed taking out \$50,000. Staff will contact CVMIC about taking out a portion. Action doesn't need to be taken until November and this will be revisited at the next committee meeting.

**Future City Hall**

Administrator Tapson said Department Heads discussed this and their responses were provided in a memo created by the City Clerk and he also created a memo. He said their consensus was that City Hall be downtown but that City business could also be done anywhere; that the number of offices the City currently has is appropriate; and sizes were undetermined. The area of controversy was which offices to include at City Hall. He felt all departments should be at City Hall. He didn't recommend moving the DPW Manager out of City Hall. He suggested having Strang update their study. Alderman McClory pointed out the memo said employees want to relocate from the current building and it was time to find a new building. As the building no longer serves a use as City Hall he didn't want money spent on the current building. The Aldermen present agreed that the current building was no longer workable as a City Hall. Alderman Rehberg recommended finding an existing building and then bringing Strang in to do a study on it. Alderman McClory said if 13,000 square feet is needed, but a large enough building isn't available in the downtown, City Hall can't stay downtown. He said even if City Hall moves from downtown, it will still be in the City. Administrator Tapson said the lease with the County for the Police Department is coming up and the County may need to be contacted about it. The future City Hall may need to incorporate space for the PD. Alderman Rehberg recommended a committee be formed to look at the options. He recommended a total of six on the committee: 2 staff, 2 council members and 2 citizen members. Alderman McClory wants to assure the committee moves forward and suggested creating benchmarks to keep the project moving forward. Alderman Rehberg asked the City Administrator to put a timeline together for the next meeting. The committee will send the Administrator suggestions for community members to be on the committee. Alderman Myrin asked if the City would consider sharing a building; yes it is an option to consider.

**Adjournment**

Motion (McClory/Rehberg) to adjourn at 6:40 p.m. Motion carried.

Cairie L. Virrueta  
City Clerk