

**CITY OF ELKHORN**  
**Operations Analysis Ad Hoc Committee**  
**First Floor Conference Room, 9 S. Broad Street, Elkhorn, Wisconsin**  
**November 17, 2011**

Alderman Julie Taylor called the Operations Analysis Ad Hoc Committee meeting to order at 5:00 p.m. followed by Roll Call.

**ROLL CALL**

Present: Aldermen Julie Taylor, Kim DeHaan, Ronald Dunwiddie, Gary Payson, Sr.

Also present: City Administrator Sam Tapson, Police Chief Joel Christensen, City Clerk Darlene Igl

**DISCUSSION: OPERATIONS ANALYSIS**

Study considerations were discussed including whether there is a common understanding of the existing organizational structure. It was discussed that Department Heads could meet with the Committee to provide background on the role and responsibilities of each department. The Committee will need to determine the level of detail that is to be provided. It was agreed that the Committee will meet on December 5 at 5:00 p.m. to further identify what level of detail will be requested. It was discussed that it may be beneficial to begin the review of information after the April election when new Council members are in office.

**ADJOURN**

Motion (Dunwiddie/DeHaan) to adjourn at 5:40 p.m.

Darlene R. Igl  
City Clerk