

FINANCE COMMITTEE MEETING MINUTES

*Phil Gainer Community Center
142 Robert E. Lee Ave. Ext.
March 9, 2026
1:00 p.m.*

Present were members: **R.** Chenoweth (chair), M. Hinchman, & C. Lowther.

Also present were: Jerry Marco (mayor), Tracy Judy (treasurer), Steve Himes (fire chief), Travis Bennett (police chief), Tom Tesar (Parks & Recreation Director), Wes Lambert (water chief operator), Dewaine Corley (IT Manager), Sutton Stokes (city clerk), and Mikayla Goins (executive secretary).

MINUTES

Lowther **MOVED APPROVAL OF THE MINUTES FOR THE MEETING OF FEBRUARY 17, 2026.** The motion carried.

NEW BUSINESS

By unanimous consent of the Committee the agenda was reordered as follows:

b. Request to increase FY 2027 EPRC Funding

Judy presented information regarding EPRC funding and the need for more funding. Tesar provided a report on EPRC funding use in the past and requested an increase of \$65,000 above the FY 2026 EPRC budget. The proposal was made to provide \$25,000 immediately via an FY 2026 contribution from the Financial Stabilization Account, with the remaining \$40,000 to be made up in FY 2027 from a combination of anticipated higher Hotel/Motel Tax revenues and an increased contribution from the General Fund. Because EPRC's share of FY 2027 Hotel/Motel Tax revenues are projected to be \$32,250 higher than in FY 2026, achieving the \$40,000 increase would require increasing the General Fund contribution by only \$7,750 (for a total FY 2027 General Fund contribution of \$183,296).

Lowther **MOVED TO RECOMMEND COUNCIL APPROVAL FOR \$25,000 TO BE MOVED FROM THE FINANCIAL STABILIZATION ACCOUNT TO THE ELKINS PARKS AND RECREATION ACCOUNT FOR FY 2026.** The motion carried.

c. Consideration of FY 2027 funding requests by outside organizations

Judy advised the Committee that, based on current conservative projections, the Committee discussed FY 2027 outside organization funding requests.

Lowther **MOVED TO RECOMMEND COUNCIL APPROVAL OF FY 2027 OUTSIDE ORGANIZATION CONTRIBUTIONS TOTALING \$108,200, AS SHOWN ON THE ATTACHED “FY 2027 PROPOSED FUNDING FOR PARTNER AND COMMUNITY ORGANIZATIONS” DOCUMENT.** The motion carried.

a. Presentation of FY 2027 budget

Judy provided a presentation of the FY 2027 budget and advised that indirect cost payments be waived in FY 2027 for the Fire Fund and EPRC.

Hinchman **MOVED TO RECOMMEND THAT COUNCIL WAIVE INDIRECT COSTS FOR THE FIRE FUND AND EPRC IN FY 2027.** The motion carried.

Judy explained that FY 2027 Hotel/Motel Tax revenues are estimated at \$325,000. W. Va. Code §7-18-14 requires that 50 percent (\$162,500) be allocated for the CVB (Elkins Depot Welcome Center); Council traditionally allocates the remaining 50 percent to EPRC. As a result, the needed FY27 General Fund contribution to EPRC, as mentioned above, is \$183,296.

Stokes provided explanation for the Clerk Department’s FY 2027 budget.

Bennett provided explanation for the Police Department FY 2027 budget.

Lowther **MOVED TO RECOMMEND COUNCIL APPROVAL OF THE FY 2027 BUDGET AS PRESENTED, WITH THE ADDITION OF A \$183,296 CONTRIBUTION TO EPRC AND THE OTHER OUTSIDE CONTRIBUTION AMOUNTS LISTED ON THE ATTACHED DOCUMENT.** The motion carried.

Discussion of the Fire Fund budget will continue at a later meeting.

The meeting adjourned at 3:11 p.m.


Name & Title


Signature