

BUDGET WORKSHOP MEETING MINUTES

April 5, 2018 - 6:00 P.M.

A budget workshop was held on April 5th, at 6:00 p.m. in the conference room of the Village Hall. Present at the meeting were Mayor Mark Baker, Mayor Pro Tem Myron Marion, Councilor Lori Shore-Smith, and Administrator Dan Corder. Absent were Council members Lee Ault and Boyce Shore. Attendance was 4 . No members of the press or public were in attendance.

Mayor Baker called the meeting to order and asked Administrator Corder to update the Council on the progress of the 2018-2019 Village budget. The revenue and expense estimates for each department were then reviewed. There should be approximately \$575,211 of revenue prior to appropriations available in the next budget for 2018-2019. This number would not include any grant money received or Powell Bill revenue. Expense estimates are currently at \$589,398. Some small appropriations would be necessary from fund balance in order to balance next year's budget. The Council then discussed items from the review.

Items that came forward during this discussion were as follows:

- The website re-design proposal from Rich's Web Design was discussed. The updated proposal includes a new estimate to reflect an increase in hourly rates. The proposal cost was \$3,373. After discussing the cost and the proposal, the Council agreed that it would be best if we used the money in the current budget for the website and begin work on it by May. If the project is unable to be completed prior to fiscal year end, then money would be carried to the next budget.
- An additional welcome sign and cost were discussed. There is money put in the budget for repainting the existing sign at Reynolda Road. We must first find a location on Doral Drive in order to place another permanent sign there. Administrator Corder was asked to look at the area near Spectrum Cable for an easement.
- The garbage and recycling costs for 2018-2019 were reviewed. Factoring in a growth factor of 15 houses and a CPI increase which is contractually guaranteed, the contract number for next year would be \$157,779.
- Money is allotted in the Technology line item for computer upgrade for the Village Clerks office.
- The Village needs to replace the golf cart we have and perhaps purchase another tractor more suitable to increased use to maintain the additional land that has been purchased. If revenue becomes available for maintaining the Park from Powell Bill money through legislative action, the budget will be amended accordingly. No funds are allowed for this purpose until the legislation is considered. In the meantime, the Village will buy a bush hog to put on the current tractor.

- Parking lot repairs are being delayed for the same reason as the tractor and cart purchases.
- There is money budgeted for temp labor for this summer due to the increased demands on our 1 full time park employee to do all the necessary mowing and grounds maintenance.
- Salary line items were discussed for both the Park Departments and the Administrative Departments. Administrator Corder will provide salary recommendations to Council concerning each employee at the next workshop. The intention for the funds in the budgeted line items would be to allow the Council to consider salary rates as well as end of year bonus and reimbursement for employee state health care premiums paid by the employee.
- Health care premiums are reduced dramatically due to moving to the State Health Care Plan.
- Liability and property insurance costs will be less than last year.

A motion to adjourn was made by Councilor Shore-Smith and seconded by Mayor Pro Tem Marion. The vote was unanimous and the meeting adjourned at 6:50 p.m.

Minutes Prepared By:

Dan Corder, Administrator