

BUDGET WORKSHOP MEETING MINUTES

April 4, 2019 - 6:00 p.m.

A budget workshop was held on April 4, 2019 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 Lee Ault, Councilor Boyce Shore, Councilor Lori Shore-Smith, and Administrator Dan Corder. Village resident Jim Gliniewicz attended the meeting. Total attendance was 7.

Mayor Baker called the meeting to order and asked Administrator Corder to update the Council concerning the status of the 2019-2020 budget. Administrator Corder reviewed the budget revenue and expense projections. The review proceeded as follows:

- **Revenues** -The Village should receive \$611,869 of revenue for the next fiscal year prior to any consideration of appropriations. The ad valorem tax revenues have been adjusted upwards based on the last County tax estimates. Although the Reynolds value has not been finalized, it is expected to remain the same or slightly increase.
- **Council Department Expenses** – Election costs will be budgeted this year. Workers comp and liability insurances are combined in a line item in this department. There are no increases being proposed for insurance this fiscal year. Other costs remain very similar to last year.
- **Administration Department** - The Village saved quite a bit of money converting over to the State Health Care Plan 2 years ago. This cost has remained fairly consistent from year to year. There are no cost increases associated with the benefits from MIT and we do not expect any huge increases in health care cost from the State Plan. The Village will buy a phone system to replace the current system with money in the current budget. Funds will be budgeted for parking lot repairs in front of Village Hall. The technology line item will have funds to replace and upgrade the computer systems in Village Hall. Information concerning salary recommendations was shared with Council. These recommendations include the increased cost for retirement as well as cost of living increases for Village employees.
- **Park Department Expenses** – We will once again need a summer employee to work in the Park. The Village has received the PARTF money and we be able to budget this into the next budget cycle for an architect to do a Park Master Plan. RFP's have been sent out and eventually a selection will be made and cost determined. All of the Department of Commerce Grant should be expended by June 30th. If for some reason it is not, the remaining grant funds will need to be budgeted for expenditure. We are evaluating the surfacing of the tennis and basketball courts. The PARC budget and the rest of the operational needs will be very similar to next year.
- **Services Expenses** – The garbage and recycling contract estimated costs for next year are \$172,454. Residents pay 60% of costs of the contract with ad valorem taxes. 40% is subsidized by other revenues. The growth in housing is also making this gap wider. Cost per residence is \$149 per household per year. Powell Bill funds status was reviewed. The Village will be considering paving projects for next fiscal year to be paid with Powell Bill funds.
- **Capital Project Expenses** – A line item for a Village Park Master Plan has been added. Although we don't know how much this will cost year, an estimated amount has been entered.

The budget will require appropriations from Powell Bill and from Restricted in order to balance. The paving will be paid entirely from Powell Bill and the Master Plan and one other Park project will be paid from Restricted. This is intended to preserve or even have the effect of increasing General Fund balance if revenues are greater than General Fund expenditures. The Council was asked to examine the draft documents including salary recommendations and provide comments and feedback to the Administrator during the May budget meeting. Administrator Corder will continue to adjust the budget as costs for all departmental line items are received. A motion was then made to adjourn by Mayor Pro Tem Myron Marion and seconded by Mayor Mark Baker. The vote was unanimous and the meeting adjourned at 6:45 pm.

Minutes Prepared By:

Dan Corder, Administrator