

BUDGET WORKSHOP MEETING MINUTES
FEBRUARY 3, 2011 - 6:00 P.M.

A budget workshop was held on February 3, 2011 at 6:00 p.m. in the conference room of the Village Hall. Present at the meeting were Mayor Keith Snow, Mayor Pro Tem Myron Marion, Councilor Mark Baker, Councilor Robin Beck, Councilor Lori Shore-Smith, and Administrator Dan Corder. No members of the public or press attended. Total attendance was 6.

Mayor Snow called the meeting to order and then turned the meeting over to Administrator Corder for the current year budget update.

Administrator Corder updated the Council by delivering spreadsheets showing the actual costs and revenues for the previous two budget cycles as well as current budget information. At the next budget meeting the document will reflect how the Village will finish the current year in regards to revenues and expenditures. The Council will go through a series of workshops during the next few months culminating with a presentation to Council in the May Council meeting. Thereafter, the Council will probably set a date for a public hearing in June and adopt a budget prior to the first of July, 2011.

Other discussion took place as follows:

1. There should be about the same revenue as last year available for budget purposes. It is hoped that the state shared revenues will remain consistent even though the state is facing a budget shortfall. The state withheld a share of beer and wine tax revenue last year. There are some positive signs that interest rates may be turning around the second and third quarters of this year as the economy continues to recover. If interest rates rise, our interest income on deposits will improve. We are currently directing funds to get the best interest rates possible while maintaining liquidity.
2. We have received a request from the Department of Housing to continue in the HOME Program for the next budget cycle. This \$2,000 expenditure generates much more on return than the investment and will be written in to the upcoming budget.
3. The Administrator and Council reviewed the costs and benefits of what the addition of the part-time maintenance supervisor had provided to the Village Park and properties. Overall there have been savings for renovations to our properties versus hiring contracted labor. As of February 1st, Doug's temporary part time status has been discontinued. There is value to considering what projects might require contracted labor for the next budget cycle and continuing to allow Doug to work instead of using contracted labor as in the past.
4. The value of the cleaning contract and the floor contracts for the Community Center and the Village Hall were considered. It may be possible to save additional dollars by redirecting these funds to rehire our part-time maintenance person and not only perform the contracts but have additional time to perform

other work in the Park. It was felt that if we decided to go this route that there would be ample notice given to our current contractor before such a move would be made. Planning for equipment and materials would also be necessary prior to any change. This idea will be discussed further next workshop.

5. The Village should combine the preventive maintenance HVAC contracts on the Community Center and the Village Hall to one vendor to save money and to get the best possible service charges for breakdowns.
6. Mayor Snow indicated that this would be a year in which there would not be any room for any capital projects due to the economic situation and that the Village should concentrate on taking care of what we have and providing the services we have at current standards.
7. Councilor Beck indicated that she would like to research a way the Village could pay for the construction of bike lanes on specific parts of the current state highway system within the Village limits. Construction of bike lanes is something on which Powell Bill money can be spent to accomplish. Administrator Corder advised that perhaps some planning dollars could be allocated toward this during the upcoming budget cycle to identify possible projects.
8. Mayor Snow indicated that he would like to see us put up a welcome sign on Doral Drive near the entrance to the Village limits. Administrator Corder advised that he had contacted the DOT about placing limit signs here that would carry a welcome to the Village limits message. The DOT has restrictions on wording, size, and other specifications, but a custom sign could be done within certain restrictions. J.P. Couch with the DOT will send the Village the restrictions and terms of an agreement with the DOT concerning placement of the sign. Once this is received, the information will be sent to the Council for consideration.
9. Electrical costs and propane costs are expected to rise for all buildings the next budget cycle.
10. The medical provider is changing to Med Cost for employee health benefits this spring. A meeting is scheduled in March to inform the municipalities of what this will entail and at what cost.

A motion to adjourn was made by Councilor Beck and seconded by Councilor Lori Shore-Smith. All were in favor of adjournment. The meeting adjourned at 6:55 p.m.

Minutes Prepared By:

Dan Corder, Administrator