

Village of Rapids City  
Committee of the Whole Meeting to discuss Operating Budget Planning  
January 16<sup>th</sup>, 2018

Mayor Pro Tem Rankin called the meeting of the Committee of the Whole to order at 6:10pm.

Pledge of Allegiance

Roll call: Feims, Clark, Fowler and Rankin

Others Present: Ryan Bump, Benjamin Barber, Clerk Missy Housenga and Chris Cooper of MSA Professional Services.

This Committee of the Whole Meeting was held to discuss Budget Preparations for 2018/2019. It was established the fiscal year begins May 1<sup>st</sup> of each year. Desired upgrades to Village buildings and properties were identified; projected wage costs and bids estimates for projects were compiled to determine a general idea of what to budget for in the upcoming year.

Rankin was given a list of items from President Mire to allow for budgeting, included were installation of the purchased electronic sign, a drop ceiling with lighting change in the Village Office, acoustic ceiling with a change in lighting in Community Center.

Rankin had Chris Cooper of MSA Professional Services give a brief statement about the water loop system and a tentative quote. Cooper noted total project cost maybe around \$230,000.00. To design the project at this time estimated cost is \$22,000.00.

It was identified the bid threshold was \$10,000.00 for the Village although the State of Illinois threshold is \$20,000.00.

Barber noted he would like to see a breakdown of capital and small item expenditure line items. Some line items need to be removed, replaced or renamed as well.

Bump explained required maintenance projects, upgrades and normal expenses for the Public Works Department. Some of the building and equipment upgrade and repair costs for specific items would be divided out between the water, sewer, recreation and streets departments. A major purchase of a new dump truck is needed.

Barber explained how budgeting for vehicles works, currently \$350.00 per month is deposited from General, Water and Sewer account to a Vehicle account. Moving forward Barber feels account payment totals should be increased to \$500.00 per month per account to be deposited into the Vehicle account.

Fiems inquired about cell phone reimbursement, currently at \$25.00. Now that Bump is using the computer more for reports Fiems feels this needs to be revisited since there is now an increase of data usage. Rankin would like to bring up at a future Board Meeting for discussion.

Housenga explained desired and required maintenance projects to Village Hall including office and Community Center. Housenga noted this fiscal year we were to have purchased a copier for the office but the funds were used for other expenditures. Office Machine Consultants had provided a quote for a two year used color copier, scanner and fax machine in the amount of \$3100.00. Office Machine Consultants will allow a demo of the machine and purchase of the fee would not need to be paid until the beginning 2018/2019 fiscal year, monthly costs would go down as well. Fiems motioned for the purchase of the copier machine from Office Machine Consultants pending Clerk's approval after a demo of the equipment with a cost not to exceed \$3100.00 to be paid in 2018/2019 fiscal year. Fowler seconded. All present voted yes. Motion carries.

Bump pointed out the boat dock launch will need to be dredged. Previous dredging costs were approximately \$150,000.00. Line item 5370 of the General account will be used as a savings for dredging.

With nothing else to discuss Clark motioned to adjourn the meeting, Rankin seconded. Meeting adjourned at 9:09pm.



Clerk