



BUDGET, FINANCE AND ADMINISTRATIVE COMMITTEE

OF THE VILLAGE OF VOLENTE, TEXAS

MINUTES

July 5, 2021, at 10:00 A.M.

1. Chairperson Kit Hopkins called meeting to order at 10:01 a.m. Committee members Shannon Scoville, Judy Graci and Ben Peterson were in attendance. Sonja De La Fuente was absent.

2. FY 2021 Projected Expenses will not be reviewed until June expenses have been completed as major expenses remain unrecorded.

3. Discussion and review of the latest draft of the FY2022 Budget workpaper was led by Kit Hopkins.

- Revenue amount for Mixed Beverage Sales Tax was reduced to \$8,000 due to lower than anticipated collections for YTD 2021.
- FY 2022 budget and current year spending requests submitted by Mayor Thost and Committee Chairs have been added to this current draft. Some current year requests, new projects/contracts, were moved to the FY 2022 budget to allow adequate time for bidding and vetting processes, as the Village fiscal year ends September 30, 2021.
- Requested by Mayor Thost and included in next year's budget is MyGov Permitting software for \$750/mo. which will streamline Village permitting and inspection processes along with storing digitized documentation and plans required to be permanently archived.
- Community Survey expense has been budgeted for FY 2022, \$800 survey monkey and \$15,000 for 3rd party services to prepare questions, analysis and present the results.
- Municipal court expenses – budgeted expenses for Judge Thrash's CPE and 2 potential legal proceedings \$20,000.
- Computer Services and Support – added \$100/mo. for an upgrade to the cybersecurity software.
- Mayor Thost is proposing adding expense for Lake Patrol at \$450/wk. Budget Committee discussed the request and will need Council weigh in on this \$24,000 expense as to the need.

- Discussed need for Contract Police who can enforce city ordinances including tow-away zones. Possibly Jonestown. Travis County do not.
- Discussed need for a Code Compliance officer and consistent enforcement.
- Salary increases for Village Employees has been budgeted at 3% occurring on the anniversary of employment to motivate and encourage retainage.
- Proposed additional expense for a new zoning map was not included. The cost of a new zoning map is borne by the applicants requesting zoning changes.
- The proposed expense for mailouts is still under review as it was understood that future community newsletters will be sent via email and posted on the website. And postage and production will need to be separated. Postage is increasing to .58 for next year.
- Capital improvements for roads has been budget at \$375,000 to chip seal all roads. This was based on the Travis County bid of \$254,000 with 10% a cost increase. Since the Village is not on Travis County's work schedule, additional costs were included for repairs as may be required.
- A professional Road Engineer was budgeted \$ 15,000 per year, to facilitate the oversight of road maintenance and repair including, recommendations, bidding and inspections and quality control.
- Additional signage of \$15,000 was requested for additional stop signs, speed limit signs and caution signs.

4. Discussed the need to re-bid old service contracts that haven't been utilized for several years.

5. Next Budget, Finance and Administrative Committee meeting scheduled for July 12th has been cancelled. We will wait for input from Council.

6. Meeting adjourned at 11:29 a.m.