

Budget and Finance Committee

October 21, 2015

Final Meeting Minutes

Meeting was called to order by the Chair at 7:01 pm at South Riding Center.

1. Committee Attendees: Ty Kehrer (Chair), Dale Urbanek, Ken Walsh and Wes Elliott.
2. Non-Committee Attendees: Wendy Taylor (SRP General Manager), Scott Fisher (SRP Vice President), and Suzanne Allen (SFMC).
3. Public Comment / Issues: None
4. No one electronically recorded the meeting. Minutes were recorded for this meeting by Ty Kehrer.
5. Review and Adopt the Minutes from September 2015 Meeting.
 - a. Dale Urbanek made the motion that, "The Budget and Finance Committee accepts the September 16, 2015 minutes as presented". Ken Walsh seconded the motion.
 - b. The motion passed "Unanimously".
6. The Committee reviewed the financial statements from September 2015.
 - a. Wes Elliott made the motion that, "The Budget and Finance Committee accept the September financials as presented." The motion was seconded by Dale Urbanek.
 - b. The motion passed "Unanimously".
7. Investments: The Budget and Finance Committee recommends the purchase of a \$240,000 CD in the Replacement Reserve funds to be purchased from the Smith Barney Replacement Reserve Money Market. We suggest a 60 month CD, best rate available, maturing in the 3rd or 4th quarter 2020.
8. Bid Review:
 - a. The Budget and Finance Committee reviewed bids for the new irrigation contract for the upcoming years throughout South Riding. Wes Elliott made the motion that, "The Budget and Finance Committee recommends the use of Community Landscape Services to manage the irrigation system for 2016-2017 at a contract cost of \$28,812/year and \$29,388 for 2019 from operations." The motion was seconded by Ken Walsh. The motion passed "Unanimously".
 - b. The Budget and Finance Committee reviewed bids for the pond management contract for 2016 and forward. Dale Urbanek made the motion that, "The Budget and Finance Committee recommends the use of Aquatic Environment to manage the ponds for 2016 and 2017 for a contact cost of \$19,845 per year with options for years 3-5 out of operations." The motion was seconded by Wes Elliott. The motion passed "Unanimously".
 - c. The Budget and Finance Committee reviewed bids and information for a possible future purchase of two portable electronic sign trailers. No motion was made and it was

recommended it be presented to the South Riding Board first to determine if this is something South Riding wants to purchase.

- d. The Budget and Finance Committee reviewed bids for 94 slabs of sidewalk to be replaced. Due to a confusion in the bid amount costs and missing pages the bids were kicked back to Wendy to be corrected and present more information to the committee. A future email vote will be done if needed and noted on the next months minutes.
 - e. The Budget and Finance Committee reviewed bids for a new pool cover for the Town Hall pool. Wes Elliott made the motion that, "The Budget and Finance Committee recommends the use of Hadsell for the new Town Hall pool cover for a cost of up to \$14,500 from replacement reserves." The motion was seconded by Ken Walsh. The motion passed "Unanimously".
 - f. The Budget and Finance Committee reviewed bids for an 8' stainless steel salt spreader. Ken Wash made the motion that, "The Budget and Finance Committee recommends the use of Kohler Equipment for the 8' stainless steel salt spreader at a cost of up to \$5,000 from replacement reserves." The motion was seconded by Wes Elliott. The motion passed "Unanimously".
 - g. The Budget and Finance Committee reviewed bids for a replacement welcome sign located across the street from Town Hall. Wes Elliott made the motion that, "The Budget and Finance Committee recommends the use of Fastsigns for a cost of up to \$5,475 from Replacement Reserves to replace the welcome sign across from Town Hall." The motion was seconded by Dale Urbanek. The motion passed "Unanimously".
9. Discussions – none.
10. The meeting adjourned at 8:15 pm.

Next Budget and Finance Meeting: November 18, 2015 at Town Hall at 7pm.