

Budget Committee
Volusia Growth Management Commission

**MINUTES FOR
MEETING HELD
Wednesday, March 25, 2015**

County Council Chambers Conference Room
Thomas C. Kelly Administration Center
123 W. Indiana Avenue
DeLand, FL

The meeting was called to order at 6:30 p.m. by Committee Chairman, Roger Sonnenfeld.

The following Budget Committee members were present: Committee Chairman Roger Sonnenfeld, Debbie Connors, Douglas deLeon, Richard Kane, Glyn Slay and Sandra Walters. Also present were VGMC Chairman James Wachtel and Operations Manager Merry Chris Smith.

Approval of the Minutes of the January 28, 2015 Budget Committee Meeting

Douglas deLeon made a motion to approve the minutes of the Budget Committee meeting held on January 28, 2015 as presented; seconded by Debbie Connors. Motion carried unanimously.

Review 2014-15 Fiscal YTD Expenditures

Mr. Sonnenfeld reviewed the year-to-date expenditures. He pointed out there is an additional approximately \$2,500 in pending contract services invoices, and \$1,700 in legal ad invoices that aren't reflected in the 3/9/15 expense worksheet. Mr. Sonnenfeld also stated there has been an increase in group insurance premiums and we've been advised by the County that we will likely be over budget in this line item by approximately \$750 by the end of the year. He asked how the County will handle the overage. Ms. Smith responded that she doesn't anticipate a budget transfer will be required and that it will likely be absorbed within the Personal Services budget.

Mr. Sonnenfeld also raised a question relating to being at 70% of budget in line item 3320-Commissions/Fees/Costs. Ms. Smith responded it is for an annual special district fee which was already paid and no further expenses are expected in that category.

Mr. Sonnenfeld commented that overall, the budget is in good shape. He added that we have presently only expended 8.5% of our contract services budget, including the pending invoices. Mr. Kane asked why the planning and legal service expenses are lumped into one line item (contract services) rather than individual planning and legal budgets. Ms. Smith responded that the services provided fall under contract services for budget purposes, and that a breakdown of budgeted amounts and expenses for each of the three consultants are shown at the bottom of the worksheet.

Consider Final Recommendation for 2015-16 Proposed Budget

Mr. Sonnenfeld stated that the proposed budget figures include the \$25,000 litigation contingency that the County generally removes from the budget. He stated if it is taken out by the County, the overall budget as proposed is approximately 3% less than our current approved budget.

VGMC Chairman James Wachtel joined the meeting.

Mr. Sonnenfeld stated the contract services budget for legal and planning staff, which is based upon estimates provided by staff, is \$12,000 less than the current fiscal year approved budget.

Ms. Smith stated the only change in the proposed budget from when the committee reviewed it at the last meeting is the increase in group insurance based upon numbers provide by the County Budget office.

Debbie Connors made a motion to recommend the VGMC approve the 2015-16 proposed budget as presented; seconded by Sandra Walters. Motion carried unanimously.

ADJOURNMENT

There being no further business, the meeting was adjourned at 6:40 p.m.


Chairman Date: 9/23/15