

City of Vienna
BUDGET AND FINANCE MEETING MINUTES
Council Chambers
609 29th Street, Vienna, WV 26105
February 2, 2021
8:30 AM

Members present: Mayor Randall Rapp, Recorder Melissa Elam, and Chairman Jim Leach. Meeting called to order at 8:30 AM by Chairman Jim Leach.

Unfinished Business – Ongoing:

None.

Unfinished Business – CDBG:

None.

New Business – CDBG:

None.

Unfinished Business – Capital Projects:

None.

New Business:

2020-2021 General Fund Budget Revision #3

Moved to forward General Fund Budget Revision #3 to Council for consideration by Mayor Randy Rapp. Seconded by Recorder Melissa Elam.

2020-2021 Internal Budget Revision #1

Moved to forward 2020-2021 Internal Budget Revision #1 to Council for consideration by Recorder Melissa Elam. Seconded by Mayor Randy Rapp.

Bid approval Spring Planting and Maintenance

Moved to forward Spring Planting and Maintenance bid to Council by Mayor Randy Rapp. Seconded by Recorder Melissa Elam.

Bid Approval Street Sweeper

Moved to forward Street Sweeper bid to Council by Recorder Melissa Elam. Seconded by Mayor Randy Rapp.

Discussion on treasurer's report compliance and supplemental document review

Chairman Jim Leach stated that Attorney Russ Skogstad verbally said what we are doing now for the treasurer's report is sufficient. He also referenced a new Short Budget Report that he will supply Council for review as a possible financial tool.

Mayor Randy Rapp will begin providing department head reports to Council.

Recorder Melissa Elam would like a more user-friendly summary of the city's financial status on a monthly basis.

Meeting adjourned at 9:10 A.M.

Next Regular Budget and Finance Meeting:

March 2, 2021 at 8:30 AM

Prepared by:

Melissa Elam, Recorder