1. Budget Ways And Means Agenda April 11, 2022

    Documents:

    BUDGET WAYS AND MEANS AGENDA 04 11 22.PDF

1.I. Budget Ways And Means Packet April 11, 2022

    Documents:

    BUDGET WAYS AND MEANS PACKET 04 11 22.PDF

1.I.i. Budget Ways And Means Minutes April 11, 2022

    Documents:

    BUDGET WAYS AND MEANS MINUTES 04 11 22.PDF

--NOTICE OF MEETING--

BUDGET WAYS & MEANS COMMITTEE

MONDAY, April 11, 2022

5:30 P.M.

COUNCIL CHAMBERS, CITY HALL
326 GRANT ST., CARTHAGE, MISSOURI

--TENTATIVE AGENDA--

CITIZENS PARTICIPATION

(Citizens wishing to speak should notify Department Head or Committee Chair in advance)

1. Danny Lambeth- Would like to address the committee regarding the "Boots Motel" project.

OLD BUSINESS

1. Consideration and approval of minutes from previous meeting.

NEW BUSINESS

1. Update on Budget Process, Budget Projections, Meeting with Department Heads
2. Sales and Use Tax Collection Report
3. Consider and Discuss Surplus Resolution 1962
4. Staff Reports.
5. Other Business.

ADJOURNMENT

PERSONS WITH DISABILITIES WHO NEED SPECIAL ASSISTANCE CALL 417-237-7000 (VOICE) OF 1-800-735-2466(TDD VIA RELAY MISSOURI) AT LEAST 24 HOURS PRIOR TO MEETING.

POSTED:____________________

BY:_________________________

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POSTED:______________________

BY:______________________________

BUDGET WAYS & MEANS COMMITTEE
MONDAY, March 14, 2022 5:30 P.M.
CITY HALL COUNCIL CHAMBERS

MEMBERS PRESENT: Alan Snow, Ceri Otero, Juan Topete and Ed Barlow.

OTHERS PRESENT: Mayor Dan Rife, City Administrator Tom Short, Assistant City Administrator Greg Dagnan, City Clerk Traci Cox, Police Chief Bill Hawkins, Fire Chief Ryan Huntley, Public Works Director Zeb Carney, Parks & Recreation Director Mark Peterson, IT Director Kevin Kinsey, Council Member David Armstrong, and citizens Abi Almandinger, Bren Flanigan, and John Hacker.

Mr. Snow called the meeting to order at 5:30 P.M.

***NOTE:** All areas *"italic"* below were submitted to the Committee in a pre-meeting memo by Mr. Short.

OLD BUSINESS:

1. **Consideration and approval of minutes from previous meeting.**

   Mr. Barlow made a motion to approve the minutes of the February 7 Budget meeting. Motion carried 4-0.

NEW BUSINESS

1. **Consider and discuss Five-Year Capital Improvement Program (CIP) 2023-2027.**

   Administration and Department Heads reviewed items included in the capital plan. Mr. Snow requested that annual software fees be removed from capital to an operating expense account. Ms. Otero requested carryover projects be reported separately from current requests.

2. **Consider and discuss acceptance of 2022 Jasper County Law Enforcement Sales Tax (LEST) Grant.**

   Mr. Short discussed the LEST grant that was received totaling $25,679. Items funded under the grant include $4,000 for ODET fees, a drone and training for $19,679, and MdE Adore FTO Software for $2,000, Ms. Otero made a motion to accept the grant and forward a resolution to City Council for approval. Motion carried 4-0.

3. **Consider and discuss a Resolution Amending the 2021 – 2022 Annual Operating and Capital Budget for the City of Carthage.**

Mr. Short discussed the need for the budget adjustment. Mr. Barlow moved to forward the budget adjustment Resolution to council for approval. Motion carried 4-0.

4. **Staff Reports.**

Mr. Short reviewed sales tax and use tax revenues and golf revenues. Financials were also reviewed. Ms. Cox asked when departments could proceed with items budgeted under the ARPA funds. Mr. Topete moved to forward a Resolution to Council for a budget adjustment to appropriate funds for ARPA projects. Motion carried 4-0.

5. **Other Business.** None.

ADJOURNMENT: The meeting adjourned at 8:09 P.M. on motion by Mr. Topete.

Respectfully submitted,
Traci Cox

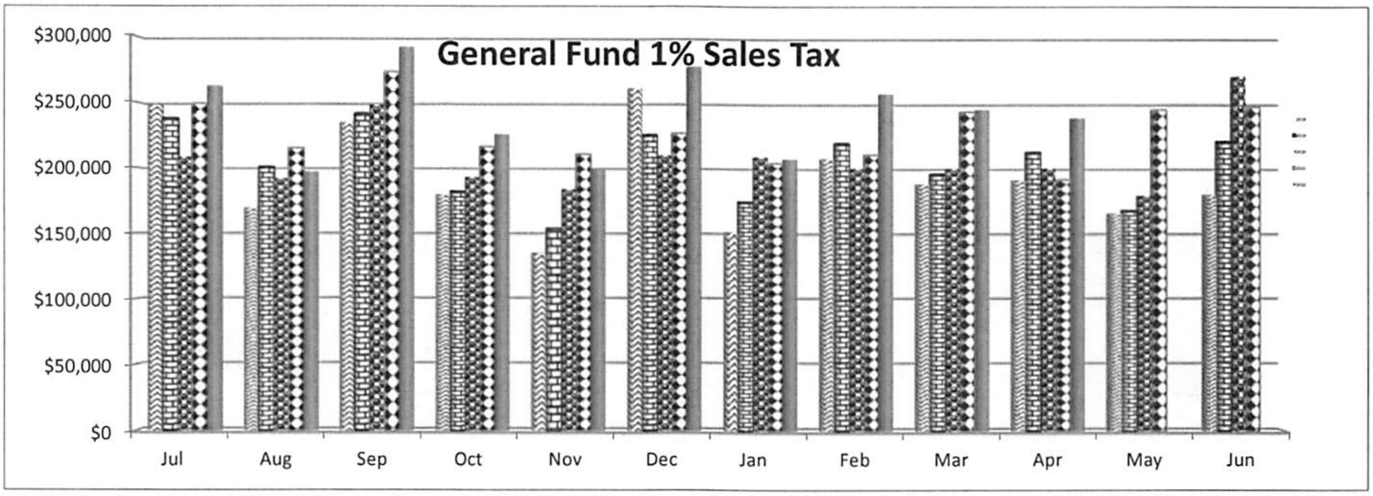
SALES TAX REPORT (UNAUDITED)

For the Month of: April FY 2021-22

City's 1% General Fund Sales Tax

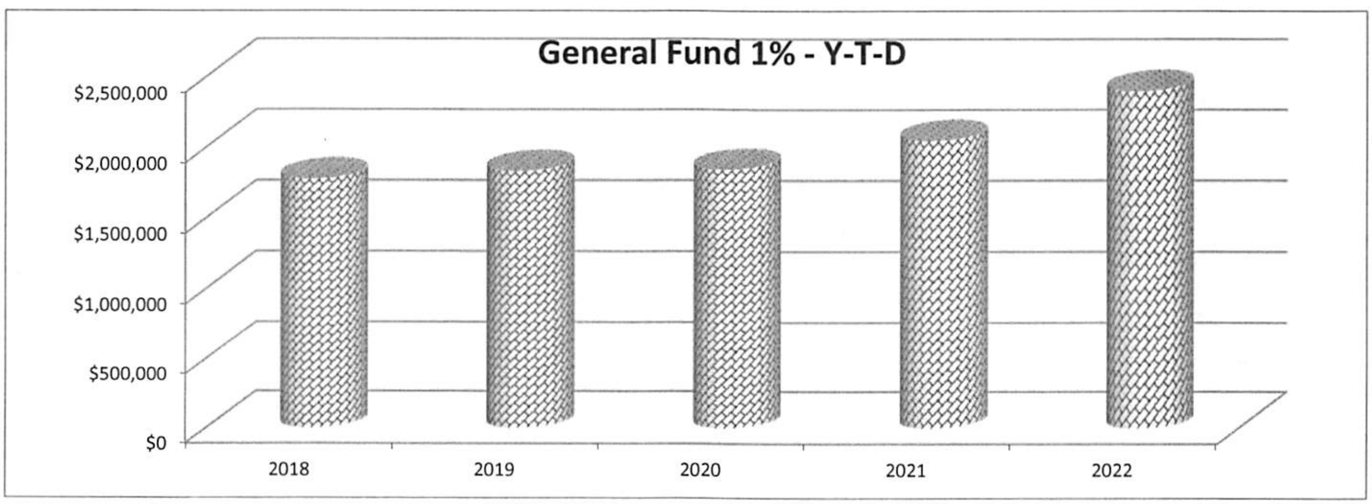
Current Month: $ 238,236.11	**Anticipated:** $ 181,373.69	**% Difference**	31.35%

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Current Month	$ 191,067.83	$ 212,351.00	$ 199,963.36	$ 191,471.68	$ 238,236.11
% Change		11.14%	-5.83%	-4.25%	24.42%
$Change		$ 21,283.17	-$ 12,387.64	-$ 8,491.68	$ 46,764.43



Year-To-Date: $ 2,398,237.77	**Budgeted:** $ 1,938,748.68	**% Difference** 23.70%

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Y-T-D	$ 1,773,709.35	$ 1,829,723.17	$ 1,841,243.08	$ 2,046,688.62	$ 2,398,237.77
% Change		3.16%	0.63%	11.16%	17.18%
$Change		$ 56,013.82	$ 11,519.91	$ 205,445.54	$ 351,549.15



Comments:

Currently, City Sales Taxes total 2.750%. This includes 1% General, .5% Transportation, .5% Capital Improvements, .5% Parks/Stormwater, and .25% Fire. Numbers are shown as received by the City. Receipts lag collections by approximately 2 months. The Total Sales Tax rate will go to 8.35% in about December with the passage of the 911 tax at the August 3, 2021 election and includes State and County amounts with the passage of the County's 1/4% Sales Tax for the Juvenile Center and Courthouse work in October 2016 with an approved extension until 2035. The General Fund Sales Tax (1%) receipts for April 2022 showed an increase of 24.42% from the same month last Fiscal Year. This amounted to approximately $46,764.43 more than the same month last year. This is the tenth month of the fiscal year and the eigth month collections were higher than last year's monthly reported Sales Tax collections. Overall, the City had budgeted an increase of 9.23% from the previous year's budgeted amount, primarily due to the COVID pandemic along with other revenue sources in the City's budget for fiscal year 2022. In late December 2020, Congress passed the Consolidated Appropriations Act to further address the economic devastation caused by the coronavirus pandemic. The bill was signed into law on Dec. 27, 2020. On March 11, 2021, President Biden signed the American Rescue Plan Act of 2021 (H.R. 1319), also known as ARP, into law. The $1.9 trillion package is intended to combat the COVID-19 pandemic, including the public health and economic impacts. The American Rescue Plan Act allocates hundreds of billions of dollars for public health and vaccines, and may stimulate additional local spending.

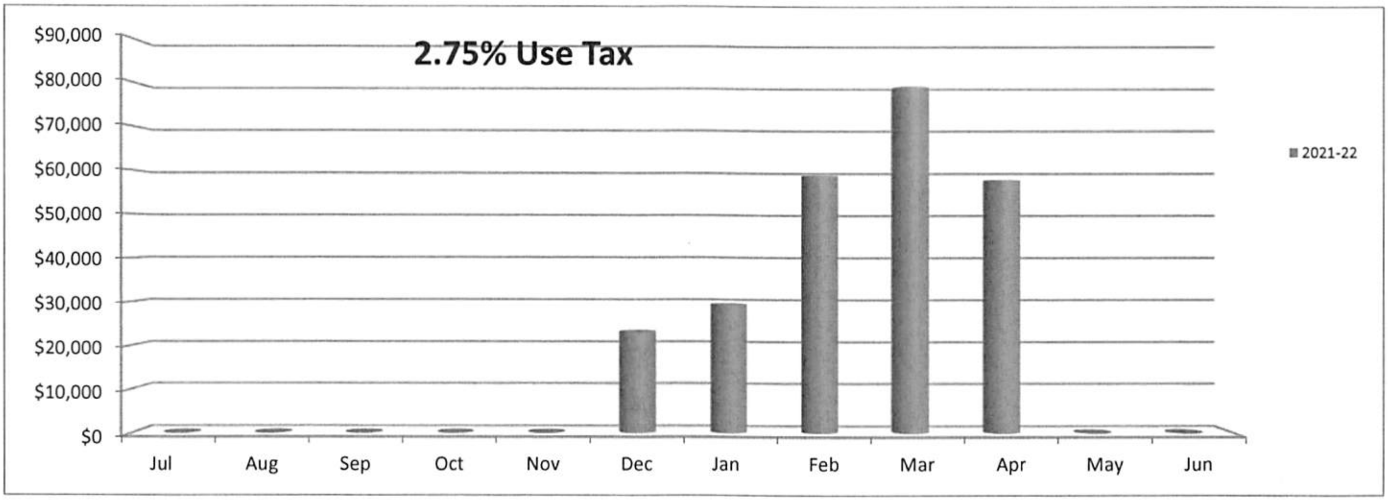
USE TAX REPORT (UNAUDITED)

For the Month of: April FY 2021-22

City's 2.75% Use Tax

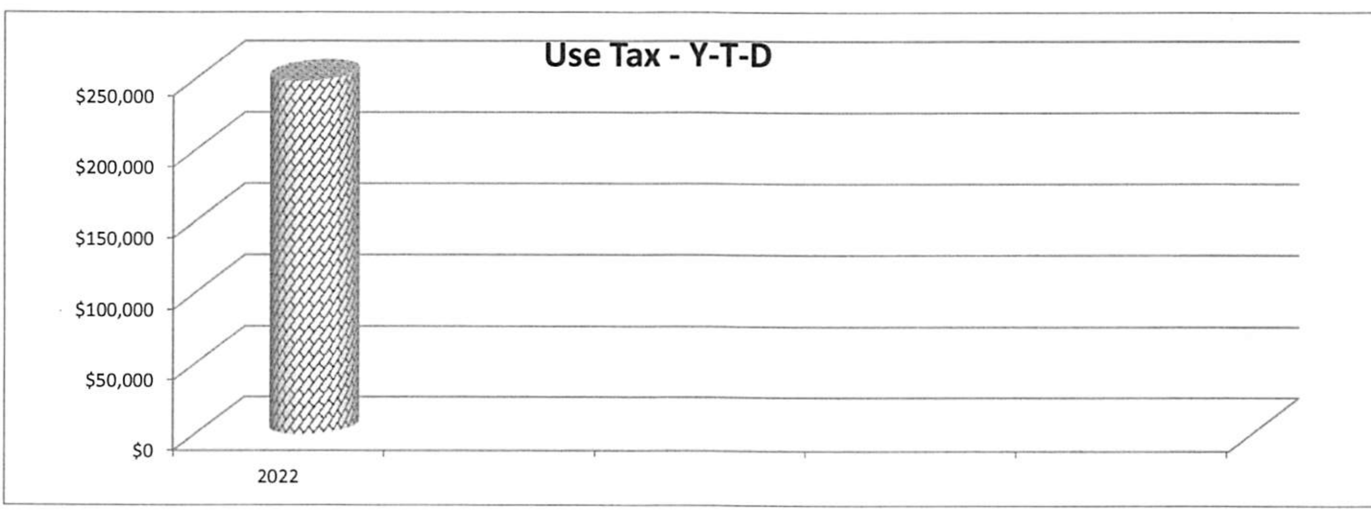
Current Month:	$ 58,040.93	**Anticipated:**	$ 55,733.90	**% Difference**	4.14%

	FY 2022
Current Month	$ 58,040.93
% Change	
$Change	



Year-To-Date:	$ 248,820.27	**Budgeted:**	$ 126,878.88	**% Difference**	96.11%

	FY 2022
Y-T-D	248,820.27
% Change	
$Change	



Comments:

The Department of Revenue received notification by the City-as required by Section 144.757- RSMo, that it had imposed a 2.75% City local option **Use Tax** at the same rate as the local sales tax rate. The tax became effective October 1. 2021 with no expiration date. The City had indicated that it would distribute the funds as follows:
30% Public Safety; 30% Roads & Bridges and 40% Parks & Recreation for the first 3 years of collections. City receipts lag collections by approximately 2 months. Monthly use tax distributions are distributed by means of electronic fund transfers from the State to the City.
The Missouri Municipal League's estimate for the first year collections was approximately $704,294. Six (6) months of receipts (half of the fiscal year) would amount to $352,147.
At this point it appears that the City will realize at least the anticipated amount. Monthly numbers exceed expectations. Hopefully, receipts will continue to increase in future months.

RESOLUTION NO. ____________

A RESOLUTION APPROVING THE DECLARATION OF CERTAIN MATERIALS AND PIECES OF EQUIPMENT AS SURPLUS TO THE CITY'S NEEDS AND AUTHORIZING THEIR DISPOSITION.

WHEREAS, City Department Heads exercise direct supervision over inventories of supplies, and the sale, trade, or disposition of surplus supplies and equipment belonging to the City; and

WHEREAS, the Purchasing Officer, is responsible (with Council approval) for the disposition or sale of salvage, obsolete, or surplus materials, to prevent deterioration and value losses of no longer used materials, and to reduce storage costs; and

WHEREAS, City Department Heads have submitted a list of said obsolete or surplus materials to the City Council for review and consideration of declaring such items as surplus or obsolete.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CARTHAGE, JASPER COUNTY, MISSOURI, THE MAYOR CONCURRING HEREIN, AS FOLLOWS:

That the attached list of materials and equipment are determined and declared to be surplus to the City's needs and are authorized for disposition at Auction to be tentatively held April 21, 2022 at 12:00 p.m. at 6th and Grant Street, Carthage, Missouri,

PASSED AND APPROVED THIS __________ DAY OF ____________, 2022.

____

Dan Rife, Mayor

ATTEST:

____

Traci Cox, City Clerk

AUCTION ITEMS – April 21, 2022

PARK DEPARTMENT

1. 4 Wooden Dining room chairs
2. Bolens 20" push mower
3. Stihl FS46 Weed eater
4. Stihl FS38 Weed eater
5. Stihl FS46 Weed eater
6. Stihl FS46 Weed eater
7. Stihl FS76 Weed eater
8. Echo SRM-300AE Brush cutter
9. Redmax G225N Brush cutter
10. Husqvarna 336FR Weed eater
11. Stihl BR200 Blower
12. Briggs edger
13. Stihl MS2500 chainsaw
14. Vicon 22119 3-point spreader
15. Craftsman tablesaw
16. 4 Drawer filing cabinet
17. 15 LED Floodlights from Ballfield
18. 8 gallon shop vac
19. Pullman ES2000 Floor Scrubber
20. Metal break room chairs with padding

FIRE DEPARTMENT

1. 7 interior can lights
2. 6 Ceiling vents
3. 5hp 60 gallon air compressor (not working)
4. Metal podium
5. 10 landline office phones
6. 3 roll around chairs
7. 3' round table
8. 10 construction hard hats
9. Dumbbell rack
10. 4' large box fan (not working)

POLICE DEPARTMENT

1. 32 bicycles
2. 1 Motobike
3. I Scooter

PUBLIC WORKS/STREET

1. 1997 Chevrolet 1 Ton Flatbed Truck Unit #6
2. Snapper SR1642 Riding Mower
3. 36x80 External Door
4. Office Waiting Room Chairs
5. Husqvarna Brushcutter 336 FR
6. Husqvarna Leaf Blower 150ST
7. Titan Post Driver PGD2875
8. Husqvarna Pole Chainsaw

BUDGET WAYS & MEANS COMMITTEE
MONDAY, APRIL 11, 2022 5:30 P.M.
CITY HALL COUNCIL CHAMBERS

MEMBERS PRESENT: Alan Snow, Juan Topete, and Ed Barlow. Ceri Otero was absent.

OTHERS PRESENT: Mayor Dan Rife, City Administrator Greg Dagnan, City Clerk Traci Cox, Parks & Recreation Director Mark Peterson, Council Member David Armstrong, Mark Elliff, Ed Hardesty, Kim Bausinger, John Hacker and Abi Almandinger.

Mr. Snow called the meeting to order at 5:30 P.M.

Mr. Barlow moved to amend the agenda to include a presentation by CVB Director Kim Bausinger. Motion carried.

OLD BUSINESS:

1. **<u>Consideration and approval of minutes from previous meeting</u>.**

   Mr. West made a motion to approve the minutes of the March 12 Budget meeting. Motion carried 3-0.

NEW BUSINESS

1. **<u>Kim Bausinger, CVB Director, requesting funds for Advertisement Grant Funding.</u>**

   Ms. Bausinger requested assistance from the City in paying for an advertisement reimbursement grant using DMO funds from the Missouri Division of Tourism. The total expenditure for this project is $89,009 and $66,081.75 would be reimbursed in August, leaving a balance of $22,927.25. Mr. Barlow moved to forward the request to council for approval. Motion carried.

2. **<u>Update on Budget Process, Budget Projections, Meeting with Department Heads.</u>**

   Mr. Dagnan discussed changes to the budget process to increase transparency. Revenue projections are flat. Mr. Topete moved to accept the 2023 revenue projections. Motion carried. The projected fund balance was also discussed.

3. **<u>Sales and Use Tax Collections.</u>**

   Mr. Dagnan reported the sales tax collections are up for the month and use tax revenues are slightly ahead of projections.

4. **Consider and Discuss Surplus Resolution 1962.**

   Due to the timing of the auction, a list of obsolete items from all departments was presented to the Budget Committee. Mr. Topete moved to deem all items as surplus and forward to council for approval. Motion carried.

5. **Staff Reports**: None

6. **Other Business:** None

ADJOURNMENT: The meeting adjourned at 6:10 P.M. on motion by Mr. Topete.

Respectfully submitted,
Traci Cox