

1. Budget Ways And Means Agenda July 11, 2022

Documents:

[BUDGET WAYS AND MEANS AGENDA 07 11 22.PDF](#)

2. Budget Ways And Means Packet July 11, 2022

Documents:

[BUDGET WAYS AND MEANS PACKET 07 11 22.PDF](#)

3. Budget Ways And Means Minutes July 11, 2022

Documents:

[BUDGET WAYS AND MEANS MINUTES 07 11 22.PDF](#)

--NOTICE OF MEETING--

BUDGET WAYS & MEANS COMMITTEE

Monday, July 11th, 2022

5:30 P.M.

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

--TENTATIVE AGENDA--

OLD BUSINESS

1. Consideration and approval of minutes from previous meeting.

CITIZENS PARTICIPATION

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

NEW BUSINESS

1. Consider Budget Adjustment for the FY 22 Budget Year
2. Consider and Approve Bids for the cleaning of City Hall
3. Staff Reports.
4. Other Business.

ADJOURNMENT

PERSONS WITH DISABILITIES WHO NEED SPECIAL ASSISTANCE CALL 417-237-7000 (VOICE) OR 1-800-735-2966 (TDD VIA RELAY MISSOURI) AT LEAST 24 HOURS PRIOR TO MEETING.

POSTED:_____

BY:_____

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POSTED:_____

BY:_____

BUDGET WAYS & MEANS COMMITTEE
MONDAY, JUNE 13, 2022 5:30 P.M.
ZOOM VIDEO CONFERENCE

MEMBERS PRESENT: Alan Snow, Ceri Otero, Ed Barlow and Mark Elliff.

OTHERS PRESENT: Mayor Dan Rife, City Administrator Greg Dagnan, Assistant City Administrator Traci Cox, City Clerk Miranda Deal, Parks & Recreation Director Mark Peterson, Police Chief Bill Hawkins, Fire Chief Ryan Huntley, Council Member Robin Blair, Council Member David Armstrong, Chamber of Commerce Director Julie Reams, Abi Almandinger, and John Hacker.

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

OLD BUSINESS:

1. **Approval of minutes from previous meeting:** Mr. Elliff made a motion to approve the minutes for the May 11 and June 1 Budget Meetings. Motion carried 4-0.

NEW BUSINESS:

1. **Consider & discuss a Council Bill authorizing adopting the City of Carthage's Annual Operating and Capital Budget for the year ending June 30, 2023.**

Mr. Dagnan updated the Committee on the budget books and the goals that were changed within the budget book. There were also a few more minor adjustments that were made prior to the meeting. Ms. Otero made a motion to forward the Fiscal Year 2022-2023 budget to Council. Motion carried 4-0.

2. **Consider & discuss a Council Bill authorizing the Mayor to execute a contract between the City of Carthage and the Carthage Chamber of Commerce, for Fiscal 2022-2023.**

Mr. Dagnan spoke on the Chamber of Commerce contract and the amounts that were discussed. \$12,500 of that contract is to house the future Tourism Director, \$1,337 is for Chamber dues, and the rest is for the services listed in the contract. Mr. Elliff made a motion to forward the Chamber of Commerce contract to Council. Motion carried 4-0.

3. **Consider & discuss a Council Bill authorizing the Mayor to enter into an agreement with OpenGov for budgeting and financial software for the City of Carthage, MO.**

Mr. Dagnan told the committee that the OpenGov contract includes the separate payroll software that is offered by UKG, the total amount for both software is still the \$680,000.00 that is coming from the ARPA funds the City has received. Ms. Cox stated that she has been firm with the company in that she wants the budget portion of the software ready by the end of the calendar year so it can be used for the next budget process. Ms. Otero made a motion to forward the OpenGov contract to Council. Motion carried 4-0.

4. **Staff Reports.**

Mr. Dagnan updated the Committee on sales and use tax numbers. Both are above projections and above what they were at last year. He commended department heads for their teamwork and willingness to help get the budget to where it is.

Ms. Cox updated the Committee on her CD transfer from Guaranty Bank to MOSIP. She

transferred \$2,000,000.00 to MOSIP with an interest rate of 1.95% for 6 months.

5. **Other Business**: None

ADJOURNMENT: The meeting adjourned at 5:50 P.M. on motion by Mr. Elliff.

Respectfully submitted,
Miranda Deal

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

MEMBERS PRESENT: Alan Snow, Ceri Otero, Ed Barlow and Mark Elliff.

OTHERS PRESENT: City Administrator Greg Dagnan, Assistant City Administrator Traci Cox, City Clerk Miranda Deal, and Jen Kirby with Vision Carthage.

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

OLD BUSINESS:

1. **Approval of minutes from previous meeting:** Mr. Barlow made a motion to approve the minutes for the June 13 Budget Meeting. Motion carried 3-0.

Ms. Otero arrived at 5:31 pm.

Mr. Barlow made a motion to amend the agenda to include the contract with Azavar. Motion carried 4-0.

NEW BUSINESS:

1. **Consider Budget Adjustment for the FY 22 Budget Year:** Mr. Elliff made a motion to approve the budget adjustment and forward to Council. Motion carried 4-0.

Ms. Cox stated that there will be more adjustments in the future.

2. **Consider and Approve Bids for the cleaning of City Hall:** Greg updated the committee on why a cleaning service is needed for City Hall. City Hall needs to be clean for all of those who come and visit and Administration felt that the part-time cleaning that City Hall was receiving was not sufficient. The bids received priced per month were Michelle Kuhn \$1,300, Miller Cleaning Services \$1,950, ShineBright \$1,386.75, and Drew's Cleaning Crew \$3,300. Mr. Barlow made a motion to accept the low bid from Michelle Kuhn for City Hall cleaning services. Motion carried 4-0.

3. **Consider and discuss contract with Azavar:** Ms. Cox updated the committee on what Azavar will do for the City, they do an audit of taxes and fees that are to be collected and remitted to the City and verify that everyone is paying the correct amount. Should they find anything that is owed to us, their fee is 37% of what they find. This contract was supposed to go to CIAC on Tuesday July 12, but that meeting had been cancelled due to lack of quorum and the contract was on the City Council agenda for July 12. Mr. Barlow made a motion to approve the contract forward to Council. Motion carried 4-0.

4. Staff Reports

Ms. Cox reported that the sales tax numbers were up 3.5% over last July and the Use Tax has been around projections. She will be sending out a survey in the coming days regarding the budgeting process, she also gave an update on the meetings with Opengov.

Greg stated that he wrote a budget message with Traci and the Mayor, it states that due to increase in payroll figures from inflation and the salary study the City implemented, our expenses are outpacing our revenues. This issue is not just for Carthage, but other cities are dealing with this issue as well. He stated that a comprehensive and a strategic plan are in the works. The Chamber of Commerce wants to host a "State of the City" presentation

where the public can attend and ask the Mayor questions about the City's plans and budget. He also updated the committee on the Humane Society contract, Carthage Humane Society has decided to sign the contract with the City. They received donations that covered the extra money they requested but the City was not going to fulfill this fiscal year. Mr. Dagnan also stated that him and Traci are working on getting a budget snapshot together for the committee and for the Council members, so they know where the budget is at on a regular basis.

5. Other Business: None

ADJOURNMENT: The meeting adjourned at 6:01 P.M. on motion by Ms. Otero.

Respectfully submitted,
Miranda Deal