



City of Carthage, Missouri

BUDGET WAYS & MEANS COMMITTEE

December 12, 2022 - 5:30 PM
CITY HALL COUNCIL CHAMBERS

MINUTES

1. Call to Order

MEMBERS PRESENT: Alan Snow, Ceri Otero, Mark Elliff, David Armstrong

OTHER COUNCIL MEMBERS:

STAFF PRESENT: Assistant City Administrator Traci Cox, and City Clerk Miranda Deal

Chairman Snow called the meeting to order at 05:30 PM.

2. Old Business

1. Approval of November 14, 2022 Minutes

ACTION: Motion to accept/approve item 2.1. by Mark Elliff
Motion passed with a 4:0

AYES: Alan Snow, Ceri Otero, Mark Elliff, David Armstrong

NOES: None

ABSTAIN: None

3. Citizens Participation

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

4. New Business

1. Consider and discuss new contract for website services

Ms. Cox presented the Apptegy website service contract to the committee. Apptegy would cost \$12,500 for the first year, it is an easier to use website and it is considerably cheaper than what the City currently uses. If the contract is approved and signed before December 31, there is an additional discount. Once the contract is signed, Apptegy would work on building the website so it is ready to launch once our current contract expires at the end of June.

Abi Almandinger was present at the meeting in the audience. She mentioned when speaking with Mr. Dagnan, other cities have switched to Apptegy from CivicPlus because of the ongoing frustrations and issues with CivicPlus.

Mr. Armstrong mentioned that Apptegy is not as flashy as what we currently have. He would like to see more examples of other cities' websites and get the

IT Administrator's opinion on it.

ACTION: Motion to forward item 4.1 to council by David Armstrong
Motion passed with a 4:0

AYES: Alan Snow, Ceri Otero, Mark Elliff, David Armstrong

NOES: None

ABSTAIN: None

2. Consider and discuss MOU between Carthage Water & Electric, City of Carthage, and the CEDC

Mr. Snow briefly explained what the MOU was for. It is to help fund the Economic Development Director that has been hired. The City, Carthage Water & Electric and the CEDC will all work together to fund, house, and direct this person. The Director will be a Carthage Water & Electric employee and be on their payroll, benefits, and be housed at CWEP. The MOU is for the City and CWEP to each pay \$70,000 to fund the director, part of CWEP's \$70,000 may be reduced in the future to cover costs associated with housing the Director.

Ms. Cox mentioned that there was \$20,000 in the current budget to contribute to this Director. Ms. Otero mentioned that she would like the MOU to specifically state \$20,000 in the first year, which would be paid in January when the Director started, and then \$70,000 each year for the remainder of this MOU.

ACTION: Motion to amend item 4.2 by changing the amount under "Responsibilities and Obligations of the Parties" to state the City will pay \$20,000 in FY 22-23, \$70,000 in FY 23-24, and \$70,000 in FY 24-25 by Mark Elliff

Motion passed with a 4:0

AYES: Alan Snow, Ceri Otero, Mark Elliff, David Armstrong

NOES: None

ABSTAIN: None

Mr. Armstrong mentioned that he thinks there were better options and more appropriate organizations to work with other than the CEDC for this position. He believes the easy route was taken to appease the parties involved.

ACTION: Motion to forward the amended MOU to Council by Ceri Otero

Motion passed with a 4:0

AYES: Alan Snow, Ceri Otero, Mark Elliff, David Armstrong

NOES: None

ABSTAIN: None

3. Consider and discuss 3% COLA for January 1, 2023

Ms. Cox explained to the committee the process that is followed when determining the COLA amounts. When the salary study was passed in 2020 the

council voted to do the COLA recommendation and look at the CPI each December and base the COLA off of that number. In December of 2021, the CPI was 7.5, so there was a 3.5% COLA given January 1, 2022 and 3% given on July 1, 2022. One-percent of this 3% that is being considered, will go towards last December's CPI, and the other 2% will go towards December 2022's CPI which will become available in January. The current CPI for the month of October is 7.4, November's numbers will be available in the coming days. During the budget process, a potential second COLA for July 1 will be discussed. The current budget had a 2% COLA incorporated, but since the health insurance rates were not as high as what was budgeted for, the additional cost of this 3% COLA can be absorbed from that.

ACTION: Motion to recommend to council a 3% cola effective january 1, 2023 by Ceri Otero
Motion passed with a 4:0
AYES: Alan Snow, Ceri Otero, Mark Elliff, David Armstrong
NOES: None
ABSTAIN: None

4. Staff Reports

Ms. Deal reported on the Opengov progress, the budget portion is almost complete in time to use for this next budget process.

Ms. Cox presented a capital project list to the committee. It shows everything that was budgeted for and what has currently been spent. There was around \$13.276 million budgeted and through November there has been about \$2 million spent. There are several issues that are out of our control that are causing the projects to not get completed, such as supply issues. Sales and Use Tax numbers are still up. Sales tax YTD is \$116,000 above the previous years YTD, the use tax was anticipated to be around \$358,498 at this time but we have received \$484,947 since July 1. That amount puts the Use Tax at about 70% of what was budgeted in this fiscal year. Interest rates are doing well, November's interest income between the operating account and MOSIP was about \$50,000.

Mr. Armstrong brought up the Humane Society and Vision Carthage contracts that were reduced to last year's amounts during the budget process. During the budget process, he asked that the contracts be revisited after 6 months and if the budget was doing well enough, he asked that the committee look into fully funding the contracts for their original asking amounts. He would like to request that it be put on January's agenda to review them.

5. Adjournment

ACTION: Motion to adjourn at 6:34 pm. by Ceri Otero
Motion passed with a 4:0
AYES: Alan Snow, Ceri Otero, Mark Elliff, David Armstrong
NOES: None
ABSTAIN: None