



City of Carthage, Missouri

COMMITTEE ON INSURANCE/AUDIT AND CLAIMS

February 14, 2023 - 5:00 PM
CITY HALL COUNCIL CHAMBERS

MINUTES

1. Call to Order

MEMBERS PRESENT: Robin Harrison, Trudy Blankenship, Robin Blair, Tiffany Cossey

OTHER COUNCIL MEMBERS: Mayor Dan Rife, David Armstrong, Ceri Otero, and Mark Elliff

STAFF PRESENT: City Administrator Greg Dagnan, Assistant City Administrator Traci Cox, City Clerk Miranda Deal, and Deputy City Clerk Courtney Walker

Chair Robin Harrison called the meeting to order at 05:00 PM.

2. Old Business

1. Approval of January 24, 2023 Minutes

ACTION: Motion to accept/approve item 2.1. by Tiffany Cossey;
second by None;

Motion passed with a 4:0

AYES: Robin Harrison, Trudy Blankenship, Robin Blair, Tiffany Cossey

2. Review & Approval of the Claims Report

ACTION: Motion to accept/approve item 2.2. by Robin Blair
Motion passed with a 4:0

AYES: Robin Harrison, Trudy Blankenship, Robin Blair, Tiffany Cossey

3. Citizens Participation

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

4. New Business

1. Audit Presentation by KPM CPA's

Rebecca Baker, KPM CPA's and Associates, presented a detailed overview of the City's Audited Financial Statements. Ms. Baker noted total cash and investments decreased \$1.7 million, General Fund revenues increased \$1.5 million and General Fund expenses increased \$2.6 million over the previous fiscal year. The Reserve Fund Balance is calculated by dividing the Unassigned Fund Balance by Total Expenditures. The Reserve Fund Balance for the City of

Carthage at the end of fiscal year 22 was 62.4%, up from the previous fiscal year of 57.9%. This was due in large part to capital outlay that was carried over to the current fiscal year. Ms. Baker commended the City Staff on an unmodified/clean audit with no deficiencies reported.

ACTION: Motion to accept/approve the audit by Trudy Blankenship
Motion passed with a 4:0

AYES: Robin Harrison, Trudy Blankenship, Robin Blair, Tiffany Cossey

2. Staff Reports

Ms. Deal reported that license renewals are currently being worked on. There will be more final numbers at the meeting in March.

Ms. Cox reported that they have been working on OpenGov and conferencing with all department heads in reference to each department's five year capital plan.

Mr. Dagnan reported that the budget process has been going great and they are making progress by having open, transparent conversations with all department heads.

5. **Adjournment**

ACTION: Motion to adjourn at 5:25 pm by Tiffany Cossey
Motion passed with a 4:0

AYES: Robin Harrison, Trudy Blankenship, Robin Blair, Tiffany Cossey