



City of Carthage, Missouri

BUDGET WAYS & MEANS COMMITTEE

May 15, 2023 - 5:30 PM
CITY HALL COUNCIL CHAMBERS

MINUTES

1. Call to Order

MEMBERS PRESENT: Alan Snow, Mark Elliff, David Armstrong, Ed Hardesty

OTHER COUNCIL MEMBERS: Tiffany Cossey, Terri Heckmaster, and Mayor Dan Rife

STAFF PRESENT: Assistant City Administrator Traci Cox, City Clerk Miranda Deal, Administrative Assistant Dorothy Weber, Police Chief Bill Hawkins, Fire Chief Ryan Huntley, Public Works Director Zeb Carney, Parks and Recreation Director Abi Almandinger, Tourism Director Katie Fields

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

2. Old Business

1. Approval of April 10, 2023 Minutes

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

AYES: Alan Snow, Mark Elliff, David Armstrong, Ed Hardesty

3. Citizens Participation

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

4. New Business

1. Consider and discuss over 60 center contract

Ms. Cox informed the committee that the contract for the Over 60 Center is the same as it has been in the past. The contract is for \$21,000 which covers the utilities and then there is \$2,000 for building maintenance. This is a one year contract and it is not set to increase like other contracts for next fiscal year.

ACTION: Motion to accept/approve item 4.1 and forward to Council by David Armstrong
Motion passed with a 4:0

AYES: Alan Snow, Mark Elliff, David Armstrong, Ed Hardesty

2. Continue Budget Discussions and Perfect It

Ms. Cox explained to the committee that she had spent a lot of time the past week working on reports for the meeting and there were some issues with the Opengov software. There were still a few items that needed fixed, but for the

most part the report she presented was accurate. She explained that there was a 2% step increase budgeted for the salaries on July 1 and there is also a 3% COLA budgeted for January 1. This year the budget process was different than in the past, the department heads were able to make adjustments to their operating expenses as they saw fit and they were allowed to increase line items up to 7.5% due to inflation. After the capital requests were submitted, Administration reviewed the requests and asked the department heads to make their own cuts based on what their top priorities were. The General Revenue Fund is showing that it will be in a deficit of \$864,429.00 at the end of Fiscal Year 2024.

Department Heads went through their department and special fund budgets for next fiscal year. They explained major changes to line items, and their capital projects for the next year.

Public Works Director Zeb Carney went over the the following departments and funds: Public Works, Street Department, Engineering/Street Capital, Public Health Fund, Parks/Stormwater Sales Tax Fund, Capital Improvement Tax Fund, Myers Park Fund, and Public Facilities Bond Fund, and Use Tax Fund.

Police Chief Bill Hawkins went over the the following departments and funds: Police Department, Taxi, Use Tax Fund.

Tourism Director Katie Fields went over the the following fund: Lodging Tax Fund

Fire Chief Ryan Huntley went over the the following departments and funds: Fire Department, Emergency Management, Fire Protection Sales Tax Fund, and Use Tax Fund.

Parks and Recreation Director Abi Almandinger went over the the following departments and funds: Parks Department, Pool, Memorial Hall, Civil War Museum, Golf Course, Parks/Stormwater Sales Tax Fund, and Use Tax Fund.

City Clerk Miranda Deal and Assistant City Administrator Traci Cox went over the the following departments and funds: Administration, City Attorney, Municipal Court, Information Technology, and Central Municipal Activities.

The committee did not decide to make any cuts or add anything back into the budget at this time.

3. Staff Reports

There were no further reports given.

5. **Adjournment**

ACTION: Motion to adjourn at 8:43 pm by Ed Hardesty
Motion passed with a 4:0

AYES: Alan Snow, Mark Elliff, David Armstrong, Ed Hardesty