



City of Carthage, Missouri

BUDGET WAYS & MEANS COMMITTEE

September 9, 2024 - 5:30 PM
CITY HALL COUNCIL CHAMBERS

MINUTES

1. Call to Order

MEMBERS PRESENT: Alan Snow, Terri Heckmaster, Dustin Edge, Christopher Taylor

MEMBERS ABSENT:

OTHER COUNCIL MEMBERS:

STAFF PRESENT: Assistant City Administrator Traci Cox, Parks Director Abi Almandinger and Admin Assistant Dorothy Weber

Chairman Snow called the meeting to order at 5:30 PM.

2. Old Business

1. Approval of Sept 4, 2024 Minutes

ACTION:	Motion to approve sept 4, 2024 minutes by chris taylor
	Motion passed with a 4:0
AYES:	Chris Taylor, Alan Snow, Terri Heckmaster, Dustin Edge
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 a Budget Adjustment for the Golf Fund

The Committee and Ms. Cox discussed the need for a \$20,000 budget adjustment for the golf course. The purpose of the \$20,000 is for grass seed to help with the winter kill. The \$20,000 does not include the anticipated additional \$5500.00 for water and electricity. Mr. Taylor asked if it would be easier to amend the amount to include the anticipated utilities, or if it would be easier to have a new resolution later when the amounts of the utilities were known. It was decided to make an amendment at a later date.

ACTION:	Motion to forward the budget adjustment to council by Chris Taylor
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	Motion passed with a 4:0
AYES:	Alan Snow, Terri Heckmaster, Dustin Edge, Chris Taylor
NOES:	None
ABSTAIN:	None

2. Staff Reports

Ms. Cox informed the committee that she met with the firm that did the salary study for the City of Carthage in 2020 in preparation for doing another salary study this year. Ms. Cox listed some of the comparables that the firm has given her. Mr. Snow suggested adding Pittsburg KS to the list because they have a similar golf course. Ms. Cox and the committee agreed it was a good idea to make sure that the City is not falling behind in their pay scale. Ms. Cox also noted that there will be 3 new positions in this study that were not in the previous study.

ACTION:	Motion to forward comparables to council by chris taylor
	Motion passed with a 4:0
AYES:	Chris Taylor, Dustin Edge, Terri Heckmaster, Alan Snow
NOES:	None
ABSTAIN:	None

Mr. Taylor stated that he would like to be on the salary study committee.

Ms. Cox stated that she met with the auditor to discuss the ARPA funds to find out when they need to be contracted by.

Mr. Cox stated that the Sales Tax was up, the use Tax was down, and the marijuana tax was slightly up from last month. Mr. Edge asked about last year's numbers at this time.

5. Adjournment

ACTION:	Motion to Adjourn at by Alan Snow at 5:52 PM
	Motion passed with a 4:0
AYES:	Alan Snow, Terri Heckmaster, Chris Taylor Dustin Edge
NOES:	None
ABSTAIN:	None

REQUEST FOR COUNCIL BILL

I request a council bill be drafted to accomplish the following:

Amending the 2024 - 20254 Annual Operating and Capital Budgets for the City of Carthage.

Date: _____

/s/ Traci Cox
Signature

This request was referred to the **Budget Ways & Means Committee** for their recommendation.

Date: _____

Mayor

The **Budget Ways & Means Committee** has voted in favor of / against sponsoring the above council bill.

Date: _____

/s/
Committee Chairperson

The attached council bill has been prepared in accordance with the above request and is ready to be included on the agenda of the next council meeting. I have sent copies to the various departments listed below.

Date: _____

City Attorney

Street	_____	CWEP	_____
Police	_____	Parks	_____
Fire	_____	City Admin.	_____
Eng.	_____		

COUNCIL BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE ANNUAL OPERATING AND CAPITAL BUDGET OF THE CITY OF CARTHAGE FOR FISCAL YEAR 2024 - 2025 FOR SPECIFIED FUNDS (GENERAL FUND, GOLF FUND AND USE TAX FUND).

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CARTHAGE, JASPER COUNTY, MISSOURI as follows:

SECTION I: The City of Carthage's 2024 – 2025 Annual Operating and Capital Budget for the **General Fund**, is hereby amended to reflect supplemental appropriations from the unallocated and unappropriated Fund Balance, for:

- a.) the Fire Department**, is hereby amended to reflect a supplemental appropriation of an amount not to exceed \$15,065 to the Vehicle Maintenance line item to repair a fire truck head gasket; and
- b.) the Central Municipal Activities** is hereby amended to reflect a supplemental appropriation of an amount not to exceed \$20,000 to the Economic Development line item for expenses related to the Economic Development Park and \$55,000 to the Professional Services line item; and

SECTION II: The City of Carthage's 2024 – 2025 Annual Operating and Capital Budget for the **Golf Fund**, is hereby amended to reflect supplemental appropriations from the unallocated and unappropriated fund balance, for:

- An amount not to exceed \$20,000 to the Maintenance line item for grass seed and \$5,500 to the Utilities line item; and

SECTION III: The City of Carthage's 2024 – 2025 Annual Operating and Capital Budget for the **Use Tax Fund**, is hereby amended to reflect supplemental appropriations from the unallocated and unappropriated Fund Balance, for:

- An amount not to exceed \$50,000 to the Parks Capital Outlay line item for the purchase of a 4x4 Half Ton Crew Truck; and

SECTION IV: This ordinance shall take effect and be in force from and after its passage and approval.

PASSED AND APPROVED THIS _____ DAY OF _____, 2024.

Dan Rife, Mayor

ATTEST:

Miranda Deal, City Clerk