



City of Carthage, Missouri
**BUDGET WAYS & MEANS
COMMITTEE**

June 24, 2025 - 5:00 PM
CITY HALL COUNCIL CHAMBERS

AGENDA

- 1. Call to Order**
- 2. Old Business**
 1. Approval of June 4, 2025 Minutes
- 3. Citizens Participation**
(Citizens wishing to speak should notify Department Head or Committee Chair in advance)
- 4. New Business**
 1. Consider and discuss FY 2025-2026 Golf Fund budget
 2. Staff Reports
- 5. Adjournment**

PERSONS WITH DISABILITIES WHO NEED SPECIAL ASSISTANCE CALL 417-237-7000 (VOICE) OR 1-800-735-2466 (TDD VIA RELAY MISSOURI) AT LEAST 24 HOURS PRIOR TO MEETING



City of Carthage, Missouri

BUDGET WAYS & MEANS COMMITTEE

June 4, 2025 - 5:00 PM
CITY HALL COUNCIL CHAMBERS

MINUTES

1. Call to Order

MEMBERS PRESENT: Alan Snow, Derek Peterson, Jana Schramm, Lori Leece, Tom Barlow

MEMBERS ABSENT:

OTHER COUNCIL MEMBERS:

STAFF PRESENT: City Administrator Traci Cox, Administrative Assistant Dorothy Weber, City Clerk Miranda Deal

Chair Alan Snow called the meeting to order at 5:02 PM

2. Old Business

1. Approval of Minutes

Approval of May 12, 2025 Minutes

ACTION: Motion to approve May 12, 2025, minutes by Derek Peterson

Motion passed with a 5:0

AYES: Derek Peterson, Alan Snow, Jana Schramm, Lori Leece, Tom Barlow

NOES: None

ABSTAIN: None

Approval of May 14, 2025 Minutes

ACTION: Motion to approve May 14, 2025 minutes by Derek Peterson

Motion passed with a 5:0

AYES: Derek Peterson, Tom Barlow, Lori Leece, Alan Snow, Jana Schramm

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 Downtown Sidewalk Expansion Project
The Committee discussed the CDBG sidewalk grant. There is \$187,000 budgeted for the project. The Committee discussed prioritizing funds and making a decision on whether or not to go forward with the sidewalk project. Mrs. Schramm wants to get the entire Council's opinion on going forward with the project. Ms. Cox reminded the Committee that it's not good to be awarded a grant and then back out.

ACTION: Motion to forward discussion on the sidewalk expansion project to council by Jana Schramm
Motion passed with a 5:0

AYES: Lori Leece, Tom Barlow, Alan Snow, Jana Schramm, Derek Peterson

NOES: None

ABSTAIN: None

2. Consider and Discuss Memorial Hall Curtain Budget Adjustment
The Committee discussed the Memorial Hall budget adjustment.

ACTION: Motion to forward the Memorial Hall Curtain Budget Adjustment to Council by Lori Leece
Motion passed with a 5:0

AYES: Alan Snow, Jana Schramm, Tom Barlow, Lori Leece, Derek Peterson

NOES: None

ABSTAIN: None

3. Consider and Discuss Revisions to the Boots Court Foundation Agreement
Ms. Cox discussed the reasons for the revisions. Mrs. Schramm requested that the operating hours be changed. Mr. Peterson suggested giving them a range of times to choose from. Mrs. Schramm made a motion to pin down the hours before the contract is approved. Mrs. Leece also thinks it's important to have set hours. Mrs. Leece wants the contract to say 9am -7pm but the Boots Court can lengthen the hours as needed.

ACTION: Motion to forward the Boots Court Foundation Agreement to Council contingent on the hours being changed to 9am - 7pm by Lori Leece
Motion passed with a 5:0

AYES: Jana Schramm, Alan Snow, Lori Leece, Derek Peterson, Tom Barlow

NOES: None

ABSTAIN: None

4. Consider and Discuss Budget Perfection
Ms. Cox stated that the budget year 2025/2026 shows a \$16.00 surplus. Mr. Snow asked about the \$25,000 greenhouse that Parks was asking for. Mr. Snow would like to reallocate the \$25,000 that was going to the greenhouse and move it to the Fair Acres' improvement. Mrs. Schramm spoke about putting the rock

stadium wall and fence removal carryover on hold.

ACTION: Motion to remove the Rock Stadium wall and fence removal carryover by Jana Schramm
Motion passed with a 5:0
AYES: Tom Barlow, Jana Schramm, Derek Peterson, Alan Snow, Lori Leece
NOES: None
ABSTAIN: None

ACTION: Motion to allocate \$100,000 to Fair Acres Improvements by Jana Schramm
Motion passed with a 5:0
AYES: Lori Leece, Tom Barlow, Alan Snow, Derek Peterson, Jana Schramm
NOES: None
ABSTAIN: None

ACTION: Motion to forward FY 25/26 Budget to Council by Alan Snow
Motion passed with a 5:0
AYES: Alan Snow, Jana Schramm, Lori Leece, Derek Peterson, Tom Barlow
NOES: None
ABSTAIN: None

5. Staff Reports

5. Adjournment

ACTION:	Motion to Adjourn at 6:21 by Jana Schramm
	Motion passed with a 5:0
AYES:	Tom Barlow, Lori Leece, Jana Schramm, Derek Peterson, Alan Snow
NOES:	None
ABSTAIN:	None

General Information		FY 23 Actual	FY 24 Actual	FY 25 Approved	FY 25 Projected	FY 26 Proposed
GOLF COURSE						
Revenues:						
Golf Memberships	142-34710.000	\$ 84,309.48	\$ 97,646.17	\$ 91,000.00	\$ 96,893.00	\$ 120,000.00
Golf/Green Fees	142-34711.000	\$ 305,468.57	\$ 287,398.38	\$ 322,900.00	\$ 298,117.00	\$ 340,000.00
Golf /Cart Rental	142-34712.000	\$ 192,427.46	\$ 189,516.97	\$ 198,000.00	\$ 195,000.00	\$ 220,000.00
Driving Range Fee Revenue	142-34716.000	\$ 15,876.76	\$ 15,846.74	\$ 18,000.00	\$ 18,000.00	\$ 21,000.00
Event Services	142-34717.000	\$ 32,817.17	\$ 85,120.71	\$ 63,000.00	\$ 55,000.00	\$ 52,000.00
Concession Sales	142-34721.000	\$ 13,603.57	\$ 28,488.38	\$ 45,000.00	\$ 40,000.00	\$ 40,000.00
Pro Shop Sales/Certificate	142-34722.000	\$ 54,407.88	\$ 100,230.35	\$ 202,000.00	\$ 120,000.00	\$ 125,000.00
Golf Rentals	142-34723.000	\$ -	\$ 650.58	\$ 600.00	\$ 1,000.00	\$ 1,200.00
Sponsorships	142-34724.000	\$ -	\$ 4,500.00	\$ -	\$ -	\$ -
Interest Income	142-36110.000	\$ 17,903.77	\$ 21,564.56	\$ 10,000.00	\$ 17,242.00	\$ 10,000.00
Rents Pro Shop	142-36202.000	\$ 1,169.12				
Sale of City Assets	142-39210.000	\$ -	\$ 3,000.00	\$ -	\$ -	\$ -
Miscellaneous Revenues	142-39600.000	\$ 366.17	\$ -	\$ -	\$ -	\$ -
		\$ 718,349.95	\$ 833,962.84	\$ 950,500.00	\$ 841,252.00	\$ 929,200.00

General Information		FY 23 Actual	FY 24 Actual	FY 25 Approved	FY 25 Projected	FY 26 Proposed
GOLF COURSE						
Expenses:						
Salaries	142-45125.100	\$ 320,213.95	\$ 354,050.21	\$ 480,584.58	\$ 367,201.86	\$ 457,148.08
Commission/Golf	142-45125.105	\$ 12,688.21				
SALARIES OVERTIME	142-45125.130	\$ 3,373.62	\$ 1,081.24	\$ 4,828.15	\$ -	\$ 3,978.40
Health Insurance	142-45125.210	\$ 33,704.92	\$ 38,147.44	\$ 68,913.36	\$ 41,105.64	\$ 56,373.36
FICA	142-45125.220	\$ 25,119.69	\$ 26,831.22	\$ 37,139.81	\$ 28,232.54	\$ 35,283.83
Pension Plan	142-45125.230	\$ 28,937.58	\$ 28,734.31	\$ 47,172.19	\$ 30,571.01	\$ 47,575.02
Unemployment	142-45125.250	\$ 9,660.17	\$ 7,407.60	\$ 7,408.00	\$ 3,108.56	\$ 7,408.00
Worker's Compensation	142-45125.260	\$ 5,316.75	\$ 8,039.00	\$ 12,062.26	\$ 10,685.01	\$ 11,860.20
Disability Insurance	142-45125.290	\$ 420.29	\$ 547.19	\$ 876.05	\$ 652.37	\$ 829.66
Maintenance	142-45125.430	\$ 96,207.76	\$ 15,484.72	\$ 55,000.00	\$ 35,000.00	\$ 35,000.00
Vehicle Maintenance	142-45125.431	\$ 792.67	\$ 1,017.26	\$ 3,000.00	\$ 3,200.00	\$ 3,000.00
Equipment Repairs	142-45125.432	\$ 10,103.60	\$ 8,620.42	\$ 8,813.00	\$ 8,813.00	\$ 10,000.00
Building Maintenance	142-45125.433	\$ 4,858.30	\$ 6,279.08	\$ 4,000.00	\$ 3,500.00	\$ 2,600.00
Special Events	142-45125.498	\$ -	\$ 723.50	\$ 1,000.00	\$ 17,666.94	\$ -
Uniform Expense	142-45125.500	\$ 2,255.20	\$ 1,326.18	\$ 1,500.00	\$ 1,400.00	\$ 1,000.00
Other Insurance	142-45125.520	\$ 6,578.21	\$ 6,943.55	\$ 9,100.00	\$ 9,009.94	\$ 17,883.49
Telephone	142-45125.530	\$ 547.85	\$ 601.62	\$ 750.00	\$ 750.00	\$ 750.00
Computer Services	142-45125.531	\$ -	\$ 7,588.56	\$ 16,000.00	\$ 15,000.00	\$ 17,200.00
Internet	142-45125.532	\$ -	\$ 498.09	\$ 700.00	\$ 700.00	\$ 739.00
Advertising	142-45125.540	\$ 7,753.74	\$ 89.00	\$ 500.00	\$ 150.00	\$ 300.00
Dues & Subscriptions	142-45125.550	\$ 2,305.91	\$ 2,316.72	\$ 2,250.00	\$ 2,700.00	\$ 4,100.00
General Office Expense	142-45125.600	\$ 1,807.47	\$ 3,524.54	\$ 2,700.00	\$ 2,600.00	\$ 2,500.00
Concession Purchases	142-45125.603	\$ 5,730.77	\$ 10,848.05	\$ 18,000.00	\$ 14,000.00	\$ 18,000.00
General Tools & Supplies	142-45125.605	\$ 2,426.18	\$ 6,961.10	\$ 4,000.00	\$ 4,200.00	\$ 4,800.00
Driving Range Tools & Supp	142-45125.606	\$ 1,404.24	\$ 3,961.56	\$ 7,000.00	\$ 1,000.00	\$ 3,500.00
Golf Chemicals	142-45125.607	\$ -	\$ 62,077.33	\$ 65,000.00	\$ 60,000.00	\$ 65,000.00
Sponsorship Expenses	142-45125.610	\$ -	\$ 4,500.00	\$ -	\$ -	\$ -
Utilities	142-45125.622	\$ 31,349.26	\$ 29,866.26	\$ 38,180.00	\$ 34,000.00	\$ 35,020.00
Gasoline	142-45125.626	\$ 19,225.77	\$ 27,033.00	\$ 36,000.00	\$ 34,000.00	\$ 35,000.00
Retail Inventory	142-45125.645	\$ -	\$ 113,094.87	\$ 120,000.00	\$ 95,000.00	\$ 100,000.00
Credit Card Fees	142-45125.690	\$ -	\$ 503.31	\$ -	\$ -	\$ -
Miscellaneous	142-45125.699	\$ 9,628.93	\$ 23.89	\$ -	\$ -	\$ -
Travel/Training	142-45125.700	\$ 35.01	\$ 1,320.00	\$ 2,500.00	\$ 320.00	\$ 2,500.00
Capital Outlay	142-45125.800	\$ 56,750.59	\$ 19,645.84	\$ -	\$ -	\$ 50,000.00
		\$ 699,196.64	\$ 799,686.66	\$ 1,054,977.40	\$ 824,566.87	\$ 1,029,349.04
142 REV VS EXP		\$ 19,153.31	\$ 34,276.18	\$ (104,477.40)	\$ 16,685.13	\$ (100,149.04)

Account ID	Capital Request (Category)	2026 Capital Costs
142-45125.800	Irrigation Design Plans (Design)	\$10,000.00
142-45125.800	Wide Area Mower (Vehicle Cost)- 3 year lease payment	\$40,000.00
142-45125.800	Bunker Renovations (Construction/Maintenance)	
142-45125.800	Greens Mowers (2) (Vehicle Cost)	
	142-GOLF TOTALS	\$50,000.00