

Budget Ways & Means Committee
Monday, January 14, 2019 5:30 PM
City Hall Council Chambers

MEMBERS PRESENT: Darren Collier, Juan Topete and Alan Snow.

OTHERS PRESENT: Mayor Dan Rife, City Administrator Tom Short, City Clerk Traci Cox, Fire Chief Roger Williams, Police Chief Greg Dagnan, Ceri Otero, Ray West, Deborah Bell, Rachel Bell, Robin Smith, Tyler Warnall, and John Hacker.

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

***NOTE:** All areas "*italic*" below were submitted to the Committee in a pre-meeting memo by Mr. Short.

OLD BUSINESS

Consideration and approval of minutes from previous meeting: Mr. Snow made a motion to accept the minutes of the December 10 meeting. Motion approved 3-0.

NEW BUSINESS

1. Consider and discuss six month review of Humane Society Contract.

"The contract approved by the city stated that "in consideration of the services to be rendered hereunder to the Government, the Government agrees to pay to CHS the yearly sum of thirty-one thousand five hundred dollars and no cents (\$31,500.00), appropriated by the annual budget of the Government, which shall be paid in monthly installments, for the first six months, of two thousand seven hundred and fifty dollars and no cents (\$2,750.00) and the remaining six months of monthly installments of two thousand five hundred dollars and no cents (\$2,500.00) at the end of each month, during the time that this agreement is in force and effect, unless the Government, after a six month satisfactory review, increases the yearly total to thirty-three thousand dollars and no cents (\$33,000.00) made by continuing payments of two thousand seven hundred fifty dollars and no cents (\$2,750.00) for the remaining six months the agreement is in force and effect." Deborah Bell has been invited to the meeting for the six month "review" with the Committee. The Police Department has supplied end-of-year numbers from Animal Control and reports of the feral cat colonies. If they will not attach to this email, I'll send them out via a separate email. Greg Dagnan will also be there for the discussion. If the Committee is satisfied with this review, it will need to recommend to the Council increasing the payment for the remaining six months per the contract. Included is a copy of the full contract approved by the City."

Mr. Short explained the agreed to performance review. The number of animals taken to the Humane Society increased by 114 from the previous year. Medical expenses were also reviewed. No major concerns were addressed. Mr. Snow moved to appropriate the additional funds to allow

payment of \$2,750 monthly to the Carthage Humane Society for the remainder of the fiscal year. Motion carried.

2. Consider and discuss Fiscal 2019 Mid-Year Budget Status Report.

"Included are the summary spreadsheets for the (unaudited) mid-year budget report. We will review the information with the Committee at the meeting. Also included are the full monthly reports as requested at a previous Council meeting."

Mr. Short reviewed year-to-date revenues and expenditures, detailing General Revenue, Public Health and the Golf Course on spreadsheets. Current year-to-date revenues and expenditures align with last year's totals, with the exception of increased spending in the Capital Improvements Fund. Staff will continue to monitor.

3. Consider and discuss budget calendar for Fiscal Year 2020.

Mr. Short presented the budget calendar for Fiscal Year 2020 and explained key dates. Mr. Snow moved to accept the budget calendar. Motion carried.

4. Consider and discuss a Resolution amending the FY 2019 Operating and Capital Budget for the City of Carthage.

"This resolution appropriates funds from the fund balance for applicable projects which have received donations in the past and had funds left over from previous years' expenditures. If this passes, it will be include in the next formal budget adjustment ordinance. We wanted to at least start the process to complete these projects."

Mr. Short discussed the available funds in the Civic Enhancement Fund and how they could be used. On a motion by Mr. Snow, the Resolution appropriating the funds will be forwarded to Council.

5. STAFF REPORTS

"Included is the monthly Sales Tax report for the General Fund's 1% Sales Tax. This was reported at the last Council meeting but as the numbers were received just prior to that meeting. I've included the report for the Committee. The General Fund Sales Tax (1%) receipts for January showed an increase of 15.16% from the same month last Fiscal Year. This amounted to approximately \$22,960 more than the same month last year. This is the seventh month of the fiscal year and, the fifth month of collections which were higher than last year's total reported Sales Tax collections. Overall, the City had budgeted an increase of 0.01% from the previous year's budgeted amount. However, actual receipts for FY 18 fell short of projections. Final fiscal 2018 y-t-d numbers ended up 3.45% (\$77,102) higher than 2017 but approximately 3.16% (\$75,348) below what was anticipated (budgeted). Current Y-T-D receipts are 2.64% above last year's numbers. This amounts to approximately \$36,448 but is -0.61%, \$8,670 lower than anticipated budgeted collections. The monthly budget reports are also attached for December as

the Council indicated they wished to receive a copy of the report for now. The mid-year budget schedules are derived from these."

Mr. Short reported on sales tax revenues. Ms. Cox reported on interest revenues from investments.

Adjournment: The meeting adjourned at 6:45 PM on motion by Mr. Snow. Motion carried 3-0.