

**COMMITTEE ON INSURANCE/AUDIT & CLAIMS  
TUESDAY, JANUARY 22, 2019  
CITY HALL COUNCIL CHAMBERS**

**COMMITTEE MEMBERS PRESENT:** Ceri Otero, Brady Beckham, David Armstrong and Kirby Newport.

**OTHER COUNCIL MEMBERS:** Mike Daugherty and James Harrison

**OTHERS PRESENT:** City Administrator Tom Short and City Clerk Traci Cox.

Chairperson Ceri Otero called the meeting to order at 5:00 PM.

**OLD BUSINESS:**

**Approval of minutes from previous meeting:** On a motion by Mr. Armstrong, the minutes of the January 8, 2019 meeting were approved 3-0.

Mr. Beckham joined the meeting at 5:01 pm.

**Review and approval of the Claims Report:** The Committee discussed items regarding the Claims Report. Ms. Otero questioned claims from Names and Numbers and YP for advertisements in the telephone books. Mr. Short explained the City was on a three year contract and the contract would not be renewed. Mr. Armstrong requested copies of the contract with Names and Numbers and YP to see if there were any clauses that would allow the city to end the contract prior to the three years. Mr. Newport moved to approve the claims. Motion carried 4-0.

**NEW BUSINESS**

**1. Presentation by Rebecca Friedrich, KPM CPA, of the City of Carthage Basic Financial Statements.**

Rebecca Friedrich CPA, from KPM CPA's & Advisors, gave a detailed presentation of the Audit Report for the City of Carthage year ended June 30, 2018. She referred to key pages in the audit book and explained their financial impact and importance. The City received an unmodified/clean opinion with no deficiencies noted. As of June 30, 2018, revenues increased approximately \$255,000 over the previous year. Reserves were at 47% when comparing total expenditures to the unassigned fund balance. Mrs. Friedrich discussed GASB No. 87 stating its impact on the city would be minimal. Mr. Newport made a motion to accept the audit findings by KPM CPA's & Advisors for the year ended June 30, 2018. Motion carried 4-0.

**2. Consider and Discuss the job title of Parks Administrator.**

Discussion for the Parks Administrator job title originated in the Public Services Committee. The job description for the Parks Administrator references recreation multiple times but it is not included in the job title. Mr. Daugherty had requested the committee consider changing the job

title to Parks and Recreation Administrator. Ms. Otero noted that in order to keep the language parallel with other departments, it should be changed to Parks & Recreation Director. Mr. Newport made a motion to change the job title as listed in the Codes and felt it should be changed as well, but that would require a Council Bill. Mr. Newport withdrew his motion to allow a Council Bill to be prepared to change the job title in the Code as well.

**3. Staff Reports:** Mr. Short reported on an invoice that had been questioned at the previous committee meeting. The invoice was from Doug Pugh for dirt for Central Park. Mr. Armstrong had questioned why it had been purchased when the Public Works Department has excess dirt. The dirt was purchased prior to the Public Works Department having excess dirt but had only recently been invoiced.

**ADJOURNMENT:** Mr. Newport made a motion to adjourn at 6:16 PM. Motion carried 4-0.