

BUDGET WAYS & MEANS COMMITTEE
MONDAY, MARCH 9, 2020 5:30 P.M.
CITY HALL COUNCIL CHAMBERS

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

OTHERS PRESENT: City Administrator Tom Short, Deputy City Clerk Michael Miller, Council Members Ceri Otero and Ed Barlow, Fire Chief Roger Williams, Parks & Rec Director Mark Peterson, IT Manager Kevin Kinsey, Police Lieutenant Michael Banes, Deputy Fire Chief Ryan Huntley, Police Chief Greg Dagnan, Public Works Director Zeb Carney, Mayor Dan Rife, and Citizen Abi Almandinger.

Mr. Snow called the meeting to order at 5:30 P.M.

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

OLD BUSINESS:

1. **Consideration and approval of minutes from previous meeting.**

Mr. Collier made a motion to approve the minutes of the February 10 Budget meeting. Motion carried 4-0.

NEW BUSINESS

1. **Consider and discuss Five-Year Capital Improvement Program (CIP) 2021-2025.**

“Departments will be present to discuss their five-year CIP requests. These are in the same format we have had in the past few years. Included in the agenda packet is the electronic plan document which includes the summary sheets and the CIP Request Forms with project description and justification. The Summary Sheets have the final numbers and totals for departments and funds. The Grand Total is \$68,550,128. This compares to \$ 68,206,948 in last plan year, \$65,030,009 in the prior plan; \$57,277,037 in the year before that and \$46,941,375 the prior year. The document is over 200 pages long. We are planning on working from the electronic version. However, we will print out a hard copy for any Committee Members who needs one and bring it to the meeting, or can be picked up at City Hall. It is planned to display the entire plan through the projectors at the meeting. If you need the hard copy, please let me know and we can make arrangements. Again, just let me know prior to the meeting.”

Public Works Director Zeb Carney discussed the Five-Year CIP for the Public Works Department, Street Department, Street Engineering, Capital Improvement Tax, Myers’ Park, Parks & Stormwater, and Public Health. IT Manager Kevin Kinsey discussed the Five-Year CIP for Information Technology. Parks & Rec Director Mark Peterson discussed the Five-Year CIP for the Parks Department, Memorial Hall, Golf Course, and Parks & Stormwater. Fire Chief Roger Williams discussed the Five-Year CIP for Emergency Management, Fire Department, and Fire Sales Tax. Police Chief Greg Dagnan discussed the Five-Year CIP for the Police Department and Taxi.

2 Consider and discuss acceptance of 2020 Jasper County Law Enforcement Sales Tax (LEST) Grant.

“Area law enforcement agencies in Jasper County were given the opportunity to apply for funding from the LEST Grant for the 2020 award cycle. A total of approximately \$200,000 was available Budget for LEST Grant Awards. The grant applications awarded in 2020 from area law enforcement agencies totaled approximately \$195,000. By accepting this Grant, the City accepts the award and agrees to abide by the program guidelines. JASCO usually requires recipients to expend grant funds by the end of the fiscal year. Therefore, instead of waiting for the Public Safety Committee to consider a recommendation to accept this grant, it is being presented to the Budget Committee for recommendation. The Grant is for the Carthage PD - ODET Fee; 34 Load Bearing Vest; 3 Taser Replacement for a total award of \$28,771. This should speed up the process by about 3 weeks.”

Mr. Short discussed that this grant usually goes through the Public Safety Committee, however there was a need to speed up the acceptance of this grant due to it needing to be used by the end of the calendar year 2020. Mr. Topete made a motion to accept the grant and forward it on a resolution to City Council. Motion carried 4-0.

3. Consider and discuss an Ordinance Amending the 2019-2020 Annual Operating and Capital Budget for the City of Carthage.

“This ordinance allows the expenditure of the grant funds discussed above so the PD will be able to meet the timeframe of the fiscal year. In the past, the County has insisted that expenditures of funds by the receiving entities be completed by the end of the fiscal year for their internal purposes. This Resolution will facilitate this requirement. The first section of the resolution will also appropriate money from the General Revenue Fund fund balance for repairing and replacing electrical wiring and conduit at Rock Stadium which was stolen and vandalized recently. A formal budget adjustment ordinance will be presented before year end to “officially” amend the budget.”

Mr. Short discussed that this ordinance was to amend the budget to include the LEST grant if approved by City Council. It would also appropriate money that was needed for the City Hall and Fire Department HVAC repairs, pool pump repairs, Pearson-Kelly Technology contract, Nexedge radio system, fountain work, and legal fees to Spencer Fane. Mr. Collier made a motion to forward this item to City Council for approval. Motion carried 4-0.

4 Staff Reports. *“As of this writing, we have not received the **March Sales Taxes Report.** We expect it by the time of the meeting and will report on it then. Also included is the summary budget **Revenue & Expense Report (unaudited)** as of the end of February 2020. As of February 2020, there did not appear to be any major budgetary concerns (on a fund basis) outside of the **Golf Course Fund.** Currently in the **General Fund,** revenues are running higher than expenditures. There are still 4 months left in the fiscal year. The originally approved budget anticipated using a portion of the fund balance. The original budget also anticipated using a portion of the **Golf Fund’s** fund balance in addition to the transfer from the General Fund of \$80,000. We are also seeing an economic impact of the coronavirus to develop. We will continue to monitor the budget for any outstanding and potential adjustments that will need to take place before the end of the fiscal year.*

*Also included in the packet is the **Pooled Investment Report** for February 2020. Activity for the month added about \$12,776 to the City's accounts."*

Mr. Short discussed the March Sales Tax Report and noted that the sales tax revenue is up approximately 2% from this time last year and is on pace to be approximately .6% over budget. Also discussed was a possible need to transfer money from the general fund to the golf course fund.

5. Other Business. None

ADJOURNMENT: The meeting adjourned at 8:08 P.M. on motion by Mr. West.

Respectfully submitted,
Michael Miller