

BUDGET WAYS & MEANS COMMITTEE  
MONDAY, JUNE 8, 2020 5:30 P.M.  
CITY HALL COUNCIL CHAMBERS

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

**OTHERS PRESENT:** City Administrator Tom Short, City Clerk Traci Cox, Council Members Craig Diggs, Ceri Otero, and Ed Barlow, Abi Almandinger, John Hacker and various agency representatives.

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 May 11 Budget meeting.  
Motion carried 3-0.

**NEW BUSINESS**

1. **Consider and discuss Agreements/Contracts with Agencies providing services to the City of Carthage beginning July 1, 2020 for fiscal year 2021.**

*“Attached are the original budget requests from the four (4) “Agencies” with Agreements with the City for providing distinct services to the City. These are the Over Sixty Center (same request in prior years); the humane Society, requesting an additional \$6,000; the CVB; and the Chamber of Commerce. The CVB and the Chamber have a little bit different situations than a straight renewal of an Agreement. These will be discussed at the meeting. I just received an update from the chamber of Commerce and have added it to their section (at the end) in the packet with the prior information. It is dated June 5, 2020.”*

**Over 60 Center** **\$21,000.00**

Mr. Short discussed the request from the Over 60 Center. Mr. West moved to send the request to council for approval. Motion carried.

**Humane Society:** Robin Smith and Teresa Smith **\$36,000.00**

Mr. Collier moved to send the contract to council for approval. Motion carried.

**Convention & Visitors Bureau:** Stephanie Howard, **\$102,000.00** Lodging Fund  
Anthea Harbin, Kim Bausinger, and Becky Andrews

This contract includes distribution of monthly collections to the CVB instead of a set amount. Mr. West moved to send the contract to council for approval. Motion carried.

**Chamber of Commerce:** Mark Elliff and Roy Mason

\$113,000.00

Mr. Short explained this contract is between the City of Carthage and the Carthage Chamber of Commerce. If approved, it would be the responsibility of the City to fund the contract whether CWEP participated in funding the contract or not. Mr. West moved to send the contract with the new proposal of \$113,000 to council for approval. Motion carried.

**2. Consider and discuss a Resolution Amending the 2019 - 2020 Annual Operating and Capital Budget for the City of Carthage.**

*“This resolution proposes adjustments to two funds. The first incorporates the last Council action approving a grant to the City from the Missouri Department of Natural Resources for Carthage Historic Preservation (CHP) to organize and host a Historic Preservation based Flooring Restoration Educational Program for local property owners, residents, business, institutions, prospective owners and the public. The City will not be out any money as the match for the grant will be provided by CHP. The Council approved the Agreement with DNR with the adoption of Resolution 1906 approved at the May 26, 2020 Council meeting. The funds will flow through the City’s book and therefore require an appropriation. The second, provides an adjustment for the Public Works Department not to exceed \$40,000. This is primarily due to projects that required some sort of engineering that were not assignable to a specific budgeted project. This would be a supplemental appropriation from the General Fund’s unallocated and unassigned fund balance.”*

Mr. Short discussed that this ordinance was to amend the budget to include the Flooring Restoration Education Program sponsored by the Carthage Historic Preservation and additional engineering expenses in the Public Works Department. Mr. Collier moved to send the Resolution to council for approval. Motion carried.

**3. Staff Reports.**

*“Sales Tax Numbers: receipts for the General Fund Sales Tax (1%) for June showed an increase of 23.35% from the same month last Fiscal Year. This amounted to approximately \$49,296 more than the same month last year. This is the final month of the fiscal year and, the seventh month of collections which were higher than last year’s total reported Sales Tax collections. Overall the General Fund Sales Tax (1%), came in over 2.46% than the same time last year. We believe this is the COVID-19 spike we have been anticipating. The report is included. **Revised Budget Hearings:** Included is an updated Budget (Schedule) Calendar. Meetings will take place with CWEP for approval of their budget at the July Committee meeting. Hearings with Department heads will take place August 19, 2020. Also included is the **(Unaudited) May Summary Revenue & Expense Report.** The Committee received the full report electronically from the City Clerk. We have a department that will need a small adjustment by year end due to operational and project costs. We may be able to have this available by the Committee meeting, if not we’ll at least get it prepared for the June 23, 2020 Council meeting. At this point, the overall General Fund, based on budget estimates, looks in good shape for year end, all things considered. **The May Pooled Investment Report is also included.** In part, due to actions associated with the movement of funds to a new Bank, there was not reported activity.”*

Mr. Short reviewed sales tax revenues which have exceeded budget. The financial reports were reviewed noting total revenues are above projections and total expenses are below projections.

4. **Other Business.** None

**ADJOURNMENT:** The meeting adjourned at 7:07 P.M. on motion by Mr. Collier.

Respectfully submitted,  
Traci Cox