

BUDGET WAYS & MEANS COMMITTEE
MONDAY, JULY 11, 2022 5:30 P.M.
COUNCIL CHAMBERS

MEMBERS PRESENT: Alan Snow, Ceri Otero, Ed Barlow and Mark Elliff.

OTHERS PRESENT: City Administrator Greg Dagnan, Assistant City Administrator Traci Cox, City Clerk Miranda Deal, and Jen Kirby with Vision Carthage.

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

OLD BUSINESS:

1. **Approval of minutes from previous meeting:** Mr. Barlow made a motion to approve the minutes for the June 13 Budget Meeting. Motion carried 3-0.

Ms. Otero arrived at 5:31 pm.

Mr. Barlow made a motion to amend the agenda to include the contract with Azavar. Motion carried 4-0.

NEW BUSINESS:

1. **Consider Budget Adjustment for the FY 22 Budget Year:** Mr. Elliff made a motion to approve the budget adjustment and forward to Council. Motion carried 4-0.

Ms. Cox stated that there will be more adjustments in the future.

2. **Consider and Approve Bids for the cleaning of City Hall:** Greg updated the committee on why a cleaning service is needed for City Hall. City Hall needs to be clean for all of those who come and visit and Administration felt that the part-time cleaning that City Hall was receiving was not sufficient. The bids received priced per month were Michelle Kuhn \$1,300, Miller Cleaning Services \$1,950, ShineBright \$1,386.75, and Drew's Cleaning Crew \$3,300. Mr. Barlow made a motion to accept the low bid from Michelle Kuhn for City Hall cleaning services. Motion carried 4-0.

3. **Consider and discuss contract with Azavar:** Ms. Cox updated the committee on what Azavar will do for the City, they do an audit of taxes and fees that are to be collected and remitted to the City and verify that everyone is paying the correct amount. Should they find anything that is owed to us, their fee is 37% of what they find. This contract was supposed to go to CIAC on Tuesday July 12, but that meeting had been cancelled due to lack of quorum and the contract was on the City Council agenda for July 12. Mr. Barlow made a motion to approve the contract forward to Council. Motion carried 4-0.

4. Staff Reports

Ms. Cox reported that the sales tax numbers were up 3.5% over last July and the Use Tax has been around projections. She will be sending out a survey in the coming days regarding the budgeting process, she also gave an update on the meetings with Opengov.

Greg stated that he wrote a budget message with Traci and the Mayor, it states that due to increase in payroll figures from inflation and the salary study the City implemented, our expenses are outpacing our revenues. This issue is not just for Carthage, but other cities are dealing with this issue as well. He stated that a comprehensive and a strategic plan are in the works. The Chamber of Commerce wants to host a "State of the City" presentation

where the public can attend and ask the Mayor questions about the City's plans and budget. He also updated the committee on the Humane Society contract, Carthage Humane Society has decided to sign the contract with the City. They received donations that covered the extra money they requested but the City was not going to fulfill this fiscal year. Mr. Dagnan also stated that him and Traci are working on getting a budget snapshot together for the committee and for the Council members, so they know where the budget is at on a regular basis.

5. Other Business: None

ADJOURNMENT: The meeting adjourned at 6:01 P.M. on motion by Ms. Otero.

Respectfully submitted,
Miranda Deal