

**Minutes
Finance Committee
October 1, 2018
6:00 PM
2nd committee meeting**

Members present were Chairwoman Carol King, Committee members Dale Black and Terry Merritt. Interim City Administrator Bryan Turner, Interim Assistant City Administrator Van Broad, Mark Putnam, HR Director, and Holly Abercrombie, Finance Director were also present.

1. Call to order- Chairwoman King

2. Public comment

Councilman Goodson suggested that purchases come through the Finance committee as well as to the corresponding committee.

3. Reading and approval of minutes- July 2, 2018

Councilman Black made a motion to approve the minutes with Councilman Merritt seconding. The vote was unanimous (3-0).

4. Reports or communications from city officers

a. Budget Review- Holly said the budgets look normal for this time of year.

Councilman Black asked if the H&A fund number will change with any late numbers. Holly said all the numbers have been backed up and will change a little. The bottom line number that was previously given has been changed.

Councilman Merritt asked about a credit card charge in Sanitation in the amount of \$2574.16, which, per policy, should have two signatures. He asked that the administrator sign the purchase order.

Councilman Merritt asked about \$14,000 in charges in the 260 account from All Weather Services. Interim Administrator Turner said they were all in city hall. Unit 9 was replaced. Holly said Public Works may have put the wrong account number on the purchase order. She will go back and check.

Councilman Merritt then asked about a charge at Sunset Park for Southeastern Concrete. Is that the handicapped ramp? It was posted September 20th. Interim City Administrator Turner said he would check and let him know. It is in the 260 account for Parks Maintenance. Chairwoman King asked if it was the curbing.

Mark Putnam said his big project has been the health insurance. Some information should be sent out on this soon.

b. Department report- Hospitality and Accommodations fund

Holly said she gave committee a breakdown of the fund for commitments and expenditures. She did that and also got an updated figure from Van on the cultural center improvements. Chairwoman King asked Van about the numbers. Van said the City got a grant he didn't think we would get and there are some other opportunities being looked at as well. Chairwoman King asked if we were close to losing any grants. Van answered PRT had given us an extension, so no. Chairman Black asked if the number includes the sprinklers. Holly said the number includes sprinkling the entire building and HVAC for the auditorium. Van said it has been reduced from \$500,000 to about \$361,000. Councilman Merritt said council has not awarded these projects. Holly said several aspects have already been committed to. Holly said these numbers are the entire project and worse case scenario. Budgeted expenditures have been approved by council.

Committee asked about the drainage project at the Senior Center. Interim City Administrator Turner said a French drain and downspouts were installed. This should address the water issue. Water that has been under the building is slowly coming out. The Corn Road is the main issue. Councilman Black said he wants to make sure that water does not run off the parking lot to the fields. Bryan Turner said there was water sitting in the gym before. During a small rain event, there was a water line on the brick up to 2 ½ feet. We are not aware of any underground springs. City Administrator Turner said a sump pump was put in and the ground dried out, so he doesn't think there is a spring, but there could be.

Chairwoman King said we are here to determine what the remaining balance will be if everything is completed. The Sports Center is paid off in 2020, so those payments will reduce. This lets us know where we are and what we can afford to do this fiscal year. Holly said fund balances are important for bond ratings as well. Chairwoman King asked Holly if going to a balance of \$773,000 would cause a problem.

5. Unfinished business

6. New business

7. Public comment

Councilman Goodson said the cultural center sprinkler project needs to be moved forward if nothing else.

8. Committee concerns

Interim City Administrator said the Southeastern Concrete expenditure asked about earlier in the meeting was curb stops.

9. Adjournment- Chairwoman King adjourned the meeting.

Respectfully Submitted,

Cindy Miller

Municipal Clerk

NOTICE: A majority or quorum of City Council may attend a committee meeting.