

**Finance & Human Resources Committee
Open Session Minutes
August 2, 2021**

Members Present: Councilman Ed Conley, Councilman Amanda Koren

Absent: Councilman Cecil Davis

Staff Present: John Doyle, Amber Box, Tracey York, Michele Brown, Miriam Jones

Guests: Councilman Sean Wilson

Media: Pulaski County Daily News (Darrell Maurina)

Call to Order – Councilman Conley served as Chair and called the meeting to order at 5:00pm. Councilman Wilson sat in for Councilman Davis. A quorum was established.

Citizen Comments – None

Approval of Minutes – Councilman Koren made a motion to accept the July 8th, 2021 minutes as written. Motion was seconded by Councilman Conley. A vote was called.

YEAS – Conley, Koren, Wilson

NAYS – None

Motion Passed

Review Bills - Committee reviewed the bills. Motion was made by Councilman Conley to approve paying the bills. Motion was seconded by Councilman Koren. A vote was called.

YEAS – Conley, Koren, Wilson

NAYS – None

Motion Passed

Cash Flow – Account Status/YTD Budget Review

Committee reviewed the City's cash flow reports, bank account status, and YTD Budget. The city has completed 58.3% of the Fiscal Year with expenses tracking at 58% and revenues tracking at 59%. City bank accounts have a total of \$5,101,844.74 in restricted funds, reserve funds, and usable monies.

Review Ordinance Creating Economic Development Coordinator Position

Mr. Doyle stated that this Ordinance was tabled at the July City Council meeting, pending further review. Without passing an ordinance creating this position, the city cannot hire or appoint anyone. There are three options moving forward including forwarding the same ordinance to City Council, making revisions and submitting to City Council, or discard proposed ordinance. Committee discussed options and members agreed they want the screening process that would allow a team to select the candidate. Councilman Koren made a motion to forward an Ordinance Establishing a Full-Time Temporary Position for an Economic Development Coordinator with no changes to City Council for final approval. Motion was seconded by Councilman Wilson. Vote was called.

YEAS – Conley, Koren, Wilson

NAYS – None

Motion passed

American Rescue Plan Act Update

Mr. Doyle reviewed the new information provided by MML regarding the ARPA funds. There is an application process, and the city will need to submit the documents verifying if they want to accept or deny the funding. Mrs. Box stated a separate account would be idea for the funds to be kept separate for auditing purposes. Councilman Koren made a motion to move forward with a new account and submitting an application accepting monies from the American Rescue Plan Act. Motion was seconded by Councilman Wilson. Vote was called.

YEAS – Conley, Koren, Wilson
NAYS – None
Motion passed

Code of Ethics

Mr. Doyle stated the city attorney, Lauber Municipal Law, have recommended cities to adopt a Code of Ethics that applies to elected and appointed officials, as well as city staff. Committee would like all committees to have the opportunity to review prior to being sent to City Council. Councilman Wilson made a motion to forward to City Council for the October 2021 session, ensuring each committee has a chance to review the new policy prior to its full approval. Motion was seconded by Councilman Koren. Vote was called.

YEAS – Conley, Koren, Wilson
NAYS – None
Motion passed

Mr. Doyle stated a need for a closed session in accordance with RSMo 610.021 (2)(3)(13). Councilman Koren moved to go into closed session for that purpose and was seconded by Councilman Wilson. Vote was called.

YEAS – Conley, Koren, Wilson
NAYS – None
Motion passed & committee entered into closed session at 5:30pm.

Committee returned to open session at 5:40pm

Other Business

Committee discussed the upcoming Public Hearing Setting Ad Valorem Tax Rate that will be held immediately preceding City Council on August 19th, 2021.

Town Hall Meeting – Mr. Doyle stated that there would be a Town Hall Meeting on Friday, August 6th at 5:30pm to discuss fire protection services in the City of Waynesville.

Committee adjourned at 5:42pm

Next meeting will be held on September 9th, 2021 at 5:00pm