

Finance & Human Resources Committee
Open Session Minutes
February 1, 2024 | 5:00 p.m.

Members Present: Councilman Trudy Dils, Councilman Cecil Davis, Councilman Bob Hyatt

Members Absent: Councilman Amanda Koren

Staff Present: John Doyle, Michele Brown, Amber Box, Miriam Jones, Doug Potts

Guests: Mayor Sean A. Wilson, Steve Lynch

Media: Darrell Maurina, Pulaski County Daily News

Call to Order: Meeting was called to order at 5:00 p.m. by Councilman Davis who will stand in as Chairman. Councilman Hyatt will stand in for Councilman Koren. Quorum was established.

Citizen Comments: None

Establish the Use of Consent Agenda in Finance & Human Resources Committee: All matters listed under Consent Agenda are considered routine by the Finance & Human Resources Committee and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, the item will be removed from the Consent Agenda and will be considered separately. This month's agenda is amended to include the following items as the Consent Agenda:

1. Approval of the Agenda
2. Approval of the Minutes | January 4th, 2024
3. Approval of Bills

Approval of Consent Agenda: A motion was made by Councilman Dils to approve the consent agenda with Section 3.b. amended to "End of Month" as opposed to "End of Year". Motion was seconded by Councilman Hyatt. A vote was called.

YEAS – Davis, Dils, Hyatt

NAYS – None

Motion Passed

Cash Flow – Account Status/EOY Budget Review- Committee reviewed the city's cash flow reports, bank account status, and year to date budget. The city has completed 8.3% of the 2024 Fiscal Year with expenses ending at 6% and revenues at 9%. City bank accounts have a total of \$6,710,146.19 in restricted funds, reserve funds, and usable monies.

Westgate Community Improvement District Update- Committee reviewed the CID sales tax collection summary.

Fund Balance Reserve Compliance - Committee reviewed the Fund Balance Reserve Compliance Report for FY 2024 and the City of Waynesville was found in compliance as of 01/31/2024.

2023 Audit - The City of Waynesville has engaged KPM CPA's & Advisors to conduct an audit of the city funds and procedural compliance. Preliminary Audit was held virtually on January 22nd, 2024. Auditors will be on-site from April 1-5, 2024 to gather data for the FY2023 audit.

Proposed City Sanctioned Event: Route 66 Hogs & Frogs Festival – Doug Potts and John Doyle discussed the benefits of making this event city sanctioned.

Monthly Human Resources Report: Committee reviewed the January 2024 Human Resources Report as prepared by Michele Brown. This is a new report that will be reviewed each month. This report provides workforce composition and demographics, HR programs, turnover, training opportunities for staff, and current job openings.

Other Business:

The Wall That Heals 2023 – Doug Potts provided an update on the plans for this event.

Mr. Doyle stated a need for closed session in accordance with RSMo 610.21 (1)(2)(3). Councilman Dils moved to go into closed session for that purpose and was seconded by Councilman Hyatt. A vote was called.

YEAS – Davis, Dils, Hyatt

NAYS – None

Motion Passed & committee entered closed session at 5:39 p.m.

Committee returned to open session at 6:15 p.m.

Economic Development Coordinator - Councilman Davis made a motion to make the temporary Economic Development Coordinator position a permanent position within the city. Motion was seconded by Councilman Dils. A vote was called.

YEAS – Davis, Dils, Hyatt

NAYS – None

Motion Passed

Committee adjourned at 6:16 p.m.

Next meeting will be held on March 7th, 2024, at 5:00 p.m.