

## **Budget Committee Meeting Minutes – 5/13/2022**

### **Budget Committee Members Present**

Thad Taylor, Nash Shook, Kevin Pierre, Jackie Hoevenaar, Nate Davenport

### **Absent**

Ralph Yarborough

Also present are City Manager Francis, Finance Manager Tracey Richardson, City Clerk Yolanda Quiceno, Public Works Derreck Atkins, and Police Chief Laura Houston

#### **1. Call to Order**

Committee member Taylor called the meeting to order at 3:11 pm; City Manager Francis could not confirm a quorum with only 3 Committee Members present (Thad Taylor, Nate Davenport, and Jackie Hoevenaar)

#### **2. Citizens Comments – no citizens present, no comments made**

Sidewalk Discussion - City Manager Francis explained the sidewalk ownership factors that need to be decided by the Council that will affect the final estimation for sidewalk improvements; the Council can expect a 10-yr plan

#### **3. Confirmation of Quorum**

City Manager Francis confirms a quorum after the arrival of Kevin Pierre and Nash Shook at 3:15 pm

#### **4. Approval of Minutes**

Committee member Taylor made a motion to approve the meeting minutes from March 28, 2022

Committee member Pierre seconded the motion, which passed unanimously with those present

#### **5. Agenda Items**

##### **a. Revenue and Expenses**

- Nash requested the current Reserves percentage after Budget Amendment #2; Finance Manager Richardson confirmed it is currently 31.9%

##### **b. Budget Amendments**

- Public Works Derreck Atkins requests additional funds for Urban Forestry and Training; discussion about supporting reasons for additional funds
- Public Works Atkins to provide a caveat for hurricane prep funds

Committee member Taylor made a motion to recommend \$25,000 additional funds for Urban Forestry; Committee Member Pierre seconded the motion, which passed unanimously with those present

- Committee member Shook requested to verify the adjusted totals from Budget Amendment #2, which Finance Manager Richardson confirmed

Committee member Shook made a motion to approve Budget Amendment #2 to forward to the Council; Committee Member Taylor seconded the motion, which passed unanimously with those present

##### **c. Budget Schedule FY 2022-2023**

- City Manager Francis stated that the budget for 2022-2023 must be adopted by September 30, 2022
- Discussion about schedule dates
- City Manager Francis discussed Cleargov for review of demographics, financial status & graphs, and check register; Public Works will have an app to help citizens communicate with the City

#### **6. Next Meeting**

The next meeting was scheduled for July 8, 2022, at 3:00 pm, which was changed to 3:30 pm; all members in agreement

#### **7. Adjournment**

Committee member Shook motioned to adjourn, and Committee member Taylor seconded the motion. The meeting adjourned at 4:10 pm