

MINUTES

MEETING OF THE BUDGET & FINANCE COMMITTEE CITY OF BRANSON, MISSOURI SEPTEMBER 27, 2018

1) CALL TO ORDER.

The Finance Committee of the City of Branson, Missouri met for a meeting in the Courtroom of the Branson City Hall on September 27, 2018, at 10:00 a.m.

2) ROLL CALL.

Krystal McDaniel with the Finance Department called roll: Mayor Karen Best, Alderman Bob Simmons, City Administrator Stanley Dobbins, Pamela Yancey and Rod Romine.

Also present were: Finance Director Jamie Rouch, Assistant Finance Director Stacy McAllister, Financial Analyst Melissa Sill, City Engineer Keith Francis and Planning & Development Director Joel Hornickel.

3) DOWNTOWN BRANSON BETTERMENT ASSOCIATION APPLICATION FOR CONTINGENCY FUNDS.

Finance Director Jamie Rouch explained the Downtown Branson Betterment Association application for contingency funds in the amount of \$6,500. Discussion was held. Pamela Yancey moved to approve, seconded by Alderman Bob Simmons. Ayes: 5. Noes: 0. Motion carried.

4) DISCUSSION OF E-PAYABLES.

Pamela Yancey and Jamie Rouch explained the e-payables process and how the City could benefit from using e-payables. Discussion was held.

5A) MINUTES OF AUGUST 23, 2018.

Mayor Karen Best asked for a motion approving the minutes of August 23, 2018. Pamela Yancey moved to approve, seconded by City Administrator Stanley Dobbins. Ayes: 5. Noes: 0. Motion carried.

5B) MONTHLY SALES & TOURISM TAX REPORTS.

Financial Analyst Melissa Sill explained the monthly sales and tourism tax reports to the Committee.

5C) FINANCIALS: MONTHLY UNAUDITED FINANCIALS FOR AUGUST 2018.

Finance Director Jamie Rouch went over the unaudited financials for August 2018.

6) REVIEW OF DISBURSEMENTS & APPROVAL OF DISBURSEMENTS \$50,000 AND OVER (AUGUST 17, 2018 TO SEPTEMBER 20, 2018) AND OUTSTANDING CAPITAL DISBURSEMENTS AS OF 9/20/2018.

Discussion was held. City Administrator Stanley Dobbins moved to acknowledge receipt and review of the disbursements, seconded by Rod Romine. Ayes: 5, Noes: 0. Motion carried.

7) BRANSON CONVENTION CENTER INCENTIVE FEE DISCUSSION.

Jamie Rouch explained the Branson Convention Center incentive fee. She informed the Finance Committee that the Incentive Fee Committee met and is recommending \$108,645.35 be given to the Convention Center. Discussion was held. Alderman Bob Simmons made a motion recommending approval of the \$108,645.35 incentive fee to the Convention Center, seconded by Pamela Yancey. Ayes: 5. Noes: 0. Motion Carried.

8) BUDGET SUMMARY.

Jamie Rouch went over the assumptions and challenges for the 2019 budget. Discussion was held. She informed the Committee that the special budget meeting will be held on Monday, October 15, 2018 at 1:00 p.m.

9) PUBLIC SAFETY BUDGET DISCUSSION.

Jamie Rouch explained the public safety budget. Discussion was held.

10) GREENWAY RECYCLING REVENUE CONTRACT RENEWAL REVIEW.

City Engineer Keith Francis explained the Greenway Recycling revenue contract renewal. Discussion was held. Alderman Bob Simmons made a motion recommending approval of Greenway Recycling revenue contract renewal, seconded by Pamela Yancey. Ayes: 5. Noes: 0. Motion Carried.

11) DISCUSSION OF PLANNING & DEVELOPMENT FEES: CONSERVATION SUBDIVISION, MINOR MODIFICATION & TECHNOLOGY.

Planning & Development Director Joel Hornickel explain each fee and how they would be collected. Discussion was held. Mayor Karen Best asked for a motion recommending approval of the \$836 conservation subdivision fee, \$50 minor modification fee and the \$10 building permits/\$5 all other technology fees to the Board. Pamela Yancey moved to approve the recommendation, seconded by Rod Romine. Ayes: 5. Noes: 0. Motion Carried.

12) FINANCE DIRECTOR'S REPORT.

There was no Finance Director's report.

13) ADJOURN.

Mayor Karen Best asked for a motion to adjourn. Pamela Yancey moved to adjourn, seconded by Rod Romine. Ayes: 5, Noes: 0. Meeting adjourned at 11:55 a.m.