

Maryville City Council
Rescheduled Regular Meeting
September 21, 2015
5:30 p.m.

The Council of the City of Maryville, Missouri, met in a rescheduled regular session on Monday, September 21, 2015, at City Hall, 415 North Market Street, in said City at 5:30 p.m.

ROLL CALL

The meeting was called to order by Mayor Riedel and roll was called by the City Clerk, with the following present to-wit: Mayor Renee Riedel, Council Members, Rachael Martin, Gerald Riggs and Jason McDowell. Councilman Timothy Shipley arrived at 5:35. Others present were City Manager Greg McDanel; Asst., City Manager Ryan Heiland; City Attorney Taryn Henry; Dir., Public Works C.E. Goodall, Dir., Public Safety Keith Wood; Dir., Finance Denise Town; and City Clerk Sheila Smail.

PLEDGE TO THE FLAG

The pledge to the flag was led by Mayor Riedel.

INVOCATION

Councilman McDowell gave the invocation.

APPROVAL OF THE AGENDA

Mayor Riedel requested any changes needed to the agenda, be noted at this time. No changes were noted.

Motion was made by Councilwoman Martin, seconded by Councilman Riggs, that the agenda be approved as adjusted. Upon roll being called, the vote was as follows: Councilman McDowell, yea; Councilwoman Martin, yea; Councilman Riggs, yea; Mayor Riedel, yea. Motion carried.

AN ORDINANCE TO AMEND THE 2015 FISCAL BUDGET OF THE CITY OF MARYVILLE, MISSOURI

The City Clerk presented a bill, Bill No. 2015'101 for an ordinance entitled:

AN ORDINANCE TO AMEND THE 2015 FISCAL BUDGET OF THE CITY OF MARYVILLE, MISSOURI; APPORTIONING FROM THE REVENUE OF THE CITY REQUISITE FUNDS THEREFORE AND PROVIDING FOR THE METHOD OF ADJUSTMENT THEREOF

Dir., Finance Denise Town outlined proposed changes to the five (5) funds which require amendments for FY 2015 due to total expenditures (less contingencies) exceeding their original budgets.

PARK & RECREATION

The Park & Recreation board determined after the beginning of the fiscal year to move forward with a few repair or remodeling projects to the Community Center based on its fund balance level and an unbudgeted donation. Also included were Robertson-Crist Park parking lot and dam repairs, election expenses, repairs at the Aquatic Center, and pump repairs at Donaldson Westside Park. The largest unbudgeted expenses came from repair to the Community Center after being damaged by a vehicle. Revenues have been adjusted to reflect the insurance

proceeds, adjustment to the beginning cash reserves, donations and actual program revenues at the Aquatic Center and Community Center.

CIP FUND

Two trail projects in the CIP Fund were budgeted to be complete at September 30, 2014, however were still ongoing in early FY 2015, resulting in higher expenditures than budgeted. During the year, City Council approved spending reserves to move forward with the design phase of the Spoofohound Trail Project, and to pay for half of the non-water related items in change order #3 for the 4th Street Improvement project. Revenues have been adjusted for increased sales tax, grant funds, and impact fees for storm water.

DEBT RETIREMENT FUND

The Debt Retirement Fund is being amended to reflect the increase in transfers to the TIF fund of sales tax and the increase in sales tax revenue and property taxes.

The **TIF Fund** is being amended to reflect refunding of the TIF Revenue Bonds, and to adjust revenues for increased sales taxes captured by the TIF District.

CENTRAL GARAGE

Central Garage performed more maintenance for departments, resulting in additional expenses for parts; other line items were adjusted to reflect estimated ending balances. Revenues were also adjusted to show estimated ending balances.

These amendments result in revenue and expenditure increases by fund as follows:

Park & Recreation Fund	\$ 97,192
CIP Fund	\$ 119,832
Debt Retirement Fund	\$ 21,455
TIF Fund	\$1,757,031
Central Garage Fund	\$ 3,967

Staff recommended approval of the proposed ordinance to amend the 2015 Fiscal Budget of the City of Maryville Missouri, apportioning from the revenue of the City requisite funds therefore and providing for the method of adjustment.

Upon motion duly made, said bill was read by title on the first reading, a copy of said bill having been made available for public inspection by filing the same in the office of the City Clerk more than twenty-four (24) hours prior to the meeting, and was duly passed by unanimous vote.

Upon motion duly made, said bill was read by title on the second reading, a copy of said bill having been made available for public inspection by filing the same in the office of the City Clerk more than twenty-four (24) hours prior to the meeting, and was duly passed by unanimous vote.

Motion was made by Councilwoman Martin, seconded by Councilman Riggs to amend the 2015 Fiscal Budget of the City of Maryville Missouri, apportioning from the revenue of the City requisite funds therefore and providing for the method of adjustment thereof. Upon roll being called the vote was as follows: Councilman Shipley, yea; Councilman McDowell, yea; Councilwoman Martin, yea; Councilman Riggs, yea; Mayor Riedel, yea. Motion carried.

Said bill was then identified as Ordinance No. 7794 and was duly passed, adopted and was thereupon signed by the Mayor and attested by the City Clerk.

AN ORDINANCE ADOPTING THE ANNUAL BUDGET FOR THE 2016 FISCAL YEAR OF THE CITY OF MARYVILLE, MISSOURI

The City Clerk presented a bill, Bill No. 2015'102 for an ordinance entitled:

AN ORDINANCE ADOPTING AN ANNUAL BUDGET FOR THE 2016 FISCAL YEAR OF THE CITY OF MARYVILLE, MISSOURI, COMMENCING ON OCTOBER 1, 2015, AND APPROPRIATING FUNDS PURSUANT THERETO

The adoption of the budget is the single most important function of a City's Governing Body and Administration. The budget is the principal policy management tool for the Governing Body and an operations plan for Administration. It represents the culmination of projecting available resources for the upcoming year to create the financial plan for spending those resources. The official FY 2016 budget process began in May and has involved key discussions regarding the levels of service to be provided and projects anticipated with the available revenues and reserves.

The FY 2016 proposed budget is a continuation of a multi-year transition to a city budget that is priority based and guided by the Maryville Comprehensive Plan. The Maryville Comprehensive Plan was adopted on December 19, 2012 and its content has been used during draft budget preparation and decision making. Also, on July 26th & 27th City Council held strategic planning sessions with the Art Davis Group, LLC to prioritize council goals. Many projects and initiatives included in this proposed budget align with the goals adopted by resolution on August 24th.

Budget workshops were held on August 24th, September 9th, & September 14th were held to review the draft budgets of various funds. Many of the key variances were discussed and questions were answered regarding city initiatives. A brief outline and highlights of the proposed FY16 Budget was provided at the September 21, 2015 meeting.

Attached is a financial overview showing the revenue and expenditure summaries for all funds in the FY 2016 proposed budget. Budget detail sheets will be provided at the meeting. Revenues plus beginning available reserves total twenty-seven thousand two hundred forty thousand three hundred eighty-nine dollars (\$27,240,389), while expenditures plus contingencies (ending available reserves) equal the same amount of twenty-seven thousand two hundred forty thousand three hundred eighty-nine dollars (\$27,240,389).

The Maryville Comprehensive Plan was used to guide the proposed FY 2016 budget, specifically when it comes to nonoperational expenditures.

Staff recommended adoption of the proposed ordinance approving the FY 2016 Budget for the City of Maryville and apportioning from the City requisite funds thereof. The annual operating and capital budgets allow the City Council to align resources with priority programs, projects, and services. The proposed FY16 Budget plans to draw down fund reserves while ensuring a minimum 20% reserve balance of essential operating costs remains in all funds with over fifty percent (50%) reserves in the Water Sewer Fund. The budget includes conservative estimates for revenues and expenditures to ensure financial stability throughout the course of the fiscal year.

The proposed budget includes a significant pay scale adjustment for City employee salaries and a potential two and one half percent (2.5%) merit-based raise. No additional full-time employees are included in the budget. Other major initiatives include: South Main Street Engineering, Asphalt Mill & Overlay, I&I Sewer Improvements, Runway 14/32 Rehabilitation, and preparing for the Conference Center at Mozingo Lake Recreation Park.

A FY 2016 Budget Document will now be prepared by staff in conjunction with the Government Finance Officers Association (GFOA) Distinguished Budget Award Program. This document will contain narrative and graphical displays outlining the budget while focusing on transparency and stated city goals and objectives. The City of Maryville received its third consecutive GFOA Distinguished Budget Award earlier this year for the FY 2015 Budget Document.

Upon motion duly made, said bill was read by title on the first reading, a copy of said bill having been made available for public inspection by filing the same in the office of the City Clerk more than twenty-four (24) hours prior to the meeting, and was duly passed by unanimous vote.

Upon motion duly made, said bill was read by title on the second reading, a copy of said bill having been made available for public inspection by filing the same in the office of the City Clerk more than twenty-four (24) hours prior to the meeting, and was duly passed by unanimous vote.

Motion was made by Councilwoman Martin, seconded by Councilman Riggs, to approving the FY 2016 Budget for the City of Maryville and apportioning from the City requisite funds thereof.. Upon roll being called the vote was as follows: Councilwoman Martin, yea; Councilman Riggs, yea; Councilman Shipley, yea; Councilman McDowell, yea; Mayor Riedel, yea; Motion carried.

Said bill was then identified as Ordinance No. 7795 and was duly passed, adopted and was thereupon signed by the Mayor.

EXECUTIVE SESSION

Motion was made by Councilwoman Martin, seconded by Councilman Riggs that the Council, go into executive session. Upon roll being called, the vote was as follows: Councilman Riggs, yea; Councilman Shipley, yea; Councilman McDowell, yea; Councilwoman Martin, yea; Mayor Riedel, yea. Motion carried.

City Council met in closed session to discuss an item related to Leasing, Purchase or Sale of Real Estate by a Public Governmental Body Where Public Knowledge of the Transaction Might Adversely Affect the Legal Consideration Therefore, as Authorized by Section 610.021(2) RSMo. Closed Meeting, Closed Record, Closed Vote.

Motion was made by Councilwoman Martin, seconded by Councilman Riggs that the Council comes out of executive session. Upon roll being called, the vote was as follows: Councilman Shipley, yea, Councilman McDowell, yea; Councilwoman Martin, yea; Councilman Riggs, yea; Mayor Riedel, yea. Motion carried.

ADJOURNMENT

Motion was then made by Councilwoman Martin, seconded by Councilman Shipley, to adjourn the meeting. Upon roll being called, the vote was as follows: Councilman McDowell, yea; Councilwoman Martin, yea;

Councilman Riggs, yea; Councilman Shipley, yea; Mayor Riedel, yea. Motion carried. Meeting was adjourned at 6:25 p.m.

Renee Riedel, Mayor

ATTEST:

Sheila Smail, City Clerk