

**FINANCE COMMITTEE  
MEETING OF NOVEMBER 20, 2008 – 5:30 P.M.**

Attendees: Councilman Hardman, Councilman Conley, Councilman O’Riley, Councilman France, City Administrator Harrill, City Intern Matt Wetherell, Finance Analyst Nola Wood, Deputy Clerk Carol Welch, City Clerk Barb Stinson

Review Bills

Monthly bills were reviewed by the committee. Councilman O’Riley made the motion to approve paying the monthly bills and Councilman France seconded the motion. Motion passed unanimously.

Budget Review

City Administrator Harrill stated the budget is in good shape with revenues running at 50.32% and expenses at 51.61%. We are still waiting on some grant revenues. Property tax revenues are starting to come in. Councilman France stated that he had talked to David Day about some legislation that would change the date that taxes are due.

Direct Deposit Update

Nola Wood stated that she had talked to Carl Boone of Security Bank and was told that they would need a 48 -72 turnaround for payroll. Now he says they can do it with a 24 hour turnaround. With the Credit Union program, it is done in-house; we are the processor. Nola has been talking to both Security Bank and Mid Missouri Credit Union. Councilman France stated that he would like one system that would handle both pay checks and on-line payment of utilities and taxes. Mr. Harrill stated that he doesn’t see this would negatively impact Security Bank’s business. Councilman O’Riley agreed with Councilman France. Ms. Wood explained the APEX system; cost is \$30.00 to have in-house. Ms. Wood will make some calls to get more details. Committee unanimously believes in the future and things being done on-line. Councilman Hardman would like to see on-line bill paying within twelve months.

Utilities Accounts Receivable Write Off

Our City auditors have recommended the write-off of outstanding/unpaid customer accounts. 95% are probably not collectible either by being over 7 years old, under \$50.99 in total, customer deceased or they have filed bankruptcy. Accudata, the company that has been handling collections for us will not try to collect in any of these cases. Councilman France stated that we shouldn’t issue a business license if anyone has delinquent utility bills. Ms. Wood stated that she would like to see us write off accounts receivable on a semi-annual basis. Committee will recommend we write off the accounts receivable balance with the stipulation that we will still try to collect on these individuals. Councilman Hardman made the motion and Councilman O’Riley seconded. Motion passed unanimously.

Pulaski County Growth Alliance

The Pulaski County Growth Alliance was created in response to an economic assessment. Councilman Hardman stated that one of things they plan on doing first is to hire an economic developer to attract businesses to the area and create jobs. They also want to provide training

and education to the county's unemployed and under-employed. They are asking the City of Waynesville to contribute \$5,000 annually for the first three years. Mr. Harrill stated that these funds could be taken out of the contingency fund and then put in next year's budget. Councilman Hardman made the motion to approve the expenditure and Councilman France seconded. Motion passed unanimously.

#### Option for City to Accept Credit Card Payments

Ms. Wood stated that she has been looking into taking credit card payments and any fees could be passed on to the customer. Councilman France asked Ms. Wood to research this further and bring information back to the committee. Councilman O'Riley stated he is in favor of it if there is no cost to the City.

#### OTCC Survey

Ms. Welch reported that 44 surveys were handed out and 21 were returned. We have two employees that are currently enrolled in evening courses. 15 employees are interested in taking classes either now or in the future. Councilman O'Riley has been talking to OTCC and will do some further research before next month's meeting.

#### Adjournment

There being no further business, the meeting was adjourned at 5:13 P.M.