

## **Summary of the Board of Aldermen Worksession of January 21, 2017. City Hall, Council Chambers**

Meeting was called to order at 10:05 a.m. In attendance: Mayor, Tim Grenke, Aldermen Don Rodgers, Andrea Vollrath, David Wilkins, Dick Ward, and Jim Lee. Others in attendance: City Administrator Matt Harline, Don Bormann and James Smith of the Centralia Fireside Guard.

### **GENERAL DISCUSSION ITEMS**

#### **A. Survey Results Report**

Harline reviewed the results from the annual citizen survey and the Board discussed the results and potential reaction to them. The following items were selected for follow up.

- Street maintenance needs to be on the next survey (possibly on Comp. Plan Survey).
- Need to focus on things we score low on so they should be repeated until we get better.

#### **B. Comprehensive Plan Review**

*Comp. Plan Survey:* Harline described the current status of the plan and the remaining steps. MMRPC Staff was working on the document and the City was responsible for the survey. Harline explained the survey could be hard copy, online or both. Aldermen suggested ways to get more surveys completed. Harline noted that the School District had some interest in including some questions so maybe they would assist in getting the survey handed out/looked at. Staff should include some form of door-to-door survey and supplement with surveys at the Recreation Center. Harline said that the City Perhaps survey could be handed out at parent-teacher conferences. The Board would like to see and take the survey before it is released (Beta test).

#### **C. Protective Inspection City v. County**

Harline presented the cost of hiring a code enforcement officer but noted that some costs would be defrayed by permit fees that are currently going to the County. Harline noted that we might start with residential only and then increase the training to do plan review and commercial. Aldermen suggested combining Building Code Officer with Public Works Director. Aldermen wanted assurance that fourth class cities could conduct rental (property maintenance) inspections. Aldermen wanted to see options presented with the budget.

#### **D. Salary & Benefit Review**

Various ways of conducting a salary and benefit review were discussed. Harline suggested that an intern could possibly do the work compiling data from existing surveys done by MO Rural Water Association, MPUA, MML and other cities. It was pointed out that job descriptions are key to comparisons.

#### **E. Cash v. Accrual Based Accounting.**

Harline reviewed the memo sent by Williams-Keepers and discussed the advantages of having the annual audit conducted on a cash basis, modified cash basis (includes debt

and capital assets) and accrual (i.e. GAAP). Harline noted that he had spoken with our Financial Advisor and with Boone County Bank and they indicated that it would not affect any current debt; the biggest risk would be for new debt, especially the first few years after the switch. The Aldermen showed general support for moving toward a cash basis.

## FY2018 CAPITAL BUDGET

### A. Street Overlay.

After a lengthy discussion of the list of streets to pave the Aldermen made the following recommendations:

- Mayes Meadows needs to be a priority as soon as possible. (Harline noted that the preliminary work on the base and the drainage had not yet been done).
- Look into alternate street repair practices such as chip seal and crack sealing.
- Next priority after the streets on the 2018 list is the downtown streets.
- The idea of selling bonds to overlay most streets and catch up should be investigated.

### B. Capital Requests.

Harline reviewed the preliminary requests from the departments. Several Aldermen liked the idea of a looking into the cost of a fuel island for City vehicles to improve tracking usage.

Meeting adjourned at 1:10 p.m.