

CITY COUNCIL MEETING OF MARCH 23, 2020

A meeting of the Warrensburg City Council was held on March 23, 2020, at the Municipal Center, 102 S. Holden. Roll was called as follows, Present were: Brooks, Jacobs, Holmberg, Allen, Lund. Absent: none.

The minutes of the March 9, 2020, City Council meeting were considered. Jacobs moved to approve the minutes of the March 9, 2020, City Council meeting. Yes: Brooks, Jacobs, Holmberg, Allen, Lund. No: none.

The adoption of the agenda was considered. Allen moved to adopt the agenda. Yes: Brooks, Jacobs, Holmberg, Allen, Lund. No: none.

Bill No. 3-3-20 being for an Ordinance of the City of Warrensburg Ratifying the Declaration of Emergency of the City Manager Dated March 17, 2020, Ratifying Regulations Adopted Thereunder, and Extending the Duration of the Emergency Declaration Pending Further Action by the City Council was read for the first time by title. City Manager Harold Stewart said in the City Manager form of government, according to City Code, the City is authorized to declare a state of emergency; however, there is a time-limit of 21 days. He said considering the declarations by the President of the United States and Governor of the State of Missouri, this may need to be extended past the 21-day period. Stewart said in consultation with legal counsel, it was decided this ordinance should be ratified until the City Council ceases this action. Stewart said this includes five restrictions he is recommending be added to the ordinance. Jacobs moved said bill be passed to second reading by title. Carried unanimously. Said bill was read a second time. Roll was called for the adoption or rejection of said bill as follows: Yes: Brooks, Jacobs, Holmberg, Allen, Lund. No: none. Said bill was declared duly adopted and given Ordinance No. 5573.

In Other Business was the Fiscal Year Audit Report and Presentation. Finance Director Marcella McCoy said Bob Cummings of KPM CPAs has provided the slide show to present the City's audit report for Fiscal Year October 2018 through September 30, 2019. McCoy said Cummings said he can be available by phone or if requested, he could be present at a future City Council meeting.

McCoy said the independent audit report is the audited business financial activities for each of the City's major funds. She said management is responsible for these financial statements according to generally accepted auditing standards. The auditing firm is responsible for reporting findings according to auditing standards. McCoy said the auditor's opinion of the financial statements was an unmodified, or clean opinion, as in past years.

McCoy summarized the balance sheet of major governmental funds, and said this past fiscal year there was a large amount of money collected from investments. She said the Neighborhood Improvement District assets increased due to the sale of several lots. McCoy said the City established a fund for the acquisition and disposal of vehicles throughout the City departments.

McCoy said the City received the following recommendations:

1. GASB Statement No. 87-leases would establish a single model for lease

accounting which would change the definition of a lease. This would include recognition of certain lease assets and liabilities that had been classified as operating leases. The effective date would be for the City's year ending September 30, 2020.

2. Bank Depository Agreements-it is recommended the City review certain elements of depository agreements within the City's banking institutions to insure proper controls. McCoy said she has been reviewing this process and has already completed this recommendation.
3. McCoy said cybersecurity is another concern. She said Information Technology has been working on this, and the costs are covered by the City's insurance carrier.
4. McCoy said with the latest information concerning COVID-2019, the City will review the the latest information concerning this virus and will adopt any needed policies and procedures.
5. Internal Audit Procedures will be periodically reviewed to determine if any changes are necessary.
6. Standard for Fiduciary Activities-this is reporting pension and other employee benefit trust funds. McCoy said this also includes investment trust funds, private-purpose trust funds, and custodial funds (formerly agency funds.)
7. GASB 91 Conduit Debt Obligations-any debt of the county or school district or governmental entity. McCoy said even though the City is not responsible for the debt, it impacts the system.

Overall, McCoy said the cash balances remain steady. Council member Holmberg said he is glad the City's debt is relatively low at 5 per cent.

In Mayoral appointments, Mayor Lund said he had sent an e-mail concerning his recommendation to remove Ray Crisp from the Arts Commission. Holmberg moved to approve the removal of Ray Crisp from the Arts Commission. Yes: Brooks, Jacobs, Holmberg, Allen, Lund. No: none. Carried unanimously.

Under Miscellaneous Matters from the Mayor and/or City Council, Chairman Pro Tem Jacobs asked about late fees on utility bills and other future charges such as business licenses, etc. Stewart said the City has ceased shut offs of sewer service during this State of Emergency. Stewart said the assessment of waiving penalties can be discussed by the Mayor and City Council if they wish. Jacobs said he wanted to mention this as something to consider in the future.

Stewart said he has cautioned City staff on future spending. He said the City is proceeding with an abundance of caution because of the anticipated reduction in revenues.

Council member Brooks asked how the City is communicating to the public, and Stewart said the City's website and Facebook page are updated and press releases are intended to keep families safe. He said agencies in the area are also helping to keep everyone informed.

Mayor Lund asked City Counselor Doug Harris to briefly explain the City's role concerning

public health. Harris said with the adoption of the emergency regulations, the City Council can adopt regulations to stop the spread of contagious diseases. He said in general, the first line of decision making is Johnson County Community Health. Harris said if more time is needed the City Council has the authority to adopt additional ordinances.

In the City Manager's Report, Stewart said the City is participating with the task force and helping to be a communication guide with the most up-to-date information available. He said the City is collaborating with others within the county to make the best decisions. Stewart said moving forward this needs to be taken seriously.

Jacobs moved to close part of this meeting pursuant to Section 610.021 of the Revised Statutes of Missouri, relating to:

- (1) Legal actions, causes of action or litigation involving the City and any confidential or privileged communication between the City and its representatives and its attorneys.
- (2) Leasing, purchase or sale of real estate where public knowledge might adversely affect the amount paid in the transaction.
- (3) Hiring, firing, disciplining, or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.
- (12) Documents or any documents related to a negotiated contract until a contract is executed, or all proposals are rejected.
- (13) Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for pertaining to employees or applicants for employment.

Yes: Brooks, Jacobs, Holmberg, Allen, Lund. No: none. Carried unanimously.

As there was no further business, the meeting was adjourned to the closed meeting.

Casey Lund, Mayor

Attest:

Cindy Gabel, City Clerk