



**MINUTES
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
WORK SESSION
COMMUNITY CENTER
AUGUST 17, 2020**

6:30 PM

LOCATION CHANGE DUE TO COVID-19 SOCIAL DISTANCING

1. Call to Order

The meeting was called to order at 7:38 PM by Mayor Judy Bowman.

2. Present

Attendee Name	Organization	Title	Status	Arrived	Departed
Mike Zaring	Harrisonville	Board Member	Present		
Dave Doerhoff	Harrisonville	Board Member	Present		
Marcia Milner	Harrisonville	Board Member	Present		
Judy Reece	Harrisonville	Board Member	Present		
Clint Miller	Harrisonville	Board Member	Present		8:27 PM
David Dickerson	Harrisonville	Board Member	Present		
Gary Davidson	Harrisonville	Board Member	Present		
Matt Turner	Harrisonville	Board Member	Present		
Judy Bowman	Harrisonville	Mayor	Present		

Others present: City Administrator Brad Ratliff, Director of Administrative Services Jeremy Smith, Police Chief John Hofer, Fire Chief Eric Myler, Public Works Director/City Engineer Carl Brooks, Streets Superintendent Rodney Jacobs, Economic and Community Development Director Jim Clarke, PIO/Deputy City Clerk Daniel Barnett - recording.

3. Discussion Items

A. CPA Ben Hart COVID-19 Sales Tax Update and Budget Calendar Review

CPA Ben Hart of Baker Tilly provided an update to the City's financial stress test and indicated that Municipal Court funds had been added to the test. Hart said that revenues are starting to turn around and that the sales tax revenues are currently 3% ahead of 2019. Hart said the City has seen a significant volume increase due to spending at grocery stores and larger retailers. Hart said that while 2020 is estimated to see a slight loss in the General Fund Fund Balance, he believes that revenues 2021 will be equal to or higher than 2020. Hart explained the current state of several revenue sources in comparison to where they were at this time in 2019, including: sales tax, real estate tax, public safety tax, court fines, enterprise funds, franchise fees, motor vehicles tax, water sales and sewer services. Hart says he feels revenues overall are looking good.

Mayor Bowman said she pleased to see the 3% sales tax increase.

B. 2021 KICKOFF BUDGET

CPA Ben Hart of Baker Tilly provided a presentation about what the upcoming budget planning process will look like. Hart reviewed the City goals that were set by resolution in March and said that as the City puts together the budget, it will need to reflect on those goals. Hart provided an outline of the budget calendar, which was not included in the packet for the meeting, and walked through the calendar month-by-month, briefly explaining what will be required of Baker Tilly and what will be required of City staff. Hart said the first draft is expected to be presented at the first Board of Aldermen meeting in October. Hart said he would like to have the final budget workshops completed before Thanksgiving, with the goal of passing the final budget before the end of 2020. Hart said that in January and February, Baker Tilly will review the 2020 finances and provide information about how that will affect 2021.

Alderman Turner asked if the budget was still intact.

Ratliff said that the answer depends on the fund, with some operating at or above capacity and others operating lower than expected.

C. Site Selection Process

Economic and Community Development Director Jim Clarke presented information about the concepts and process that influences site selection for a building or site search (a new location).

Clarke said site selection is a process of "Elimination" not "Retention", and said the emphasis is on shovel-ready sites. Clarke said 80% of searches are looking for an existing building. Clarke said the goal for the City is to reduce or remove uncertainty and risk and to build capacity. Clarke said companies are seeking locations and communities with "Capacity" and said a lack of capacity increases risk and uncertainty, while also causing an inability to meet the project requirements.

Clarke presented a list of goals/tasks for Harrisonville, Which are as follows: Reduce or remove uncertainty, eliminate or mitigate risk, build or develop capacity. Clarke said the goal for the City should be to have as many competitive advantages as possible, in each category: Product/s, Asset/s, Leadership and Workforce.

Clarke said companies will pose three questions when seeking a new location: Can you meet my current needs? Can you meet my future needs? Can you meet my unique needs?

Clarke explained the reasons for a site/building search.

Mayor Bowman asked who the Missouri Partnership is funded by and asked if they were operated by the Missouri Department of Economic Development. Clarke said the Missouri Partnership is a mixture of public and private funds, including funding by the State and partnering with the Missouri Department of Economic Development.

Clarke said the City needs to position itself to get short-listed by a company and obtain a site visit. Clarke reminded the Board that all project leads are confidential.

Clarke said economic development professionals do not bring business and investment to a community; community assets and product/s bring business and investment to a community.

Clarke provided examples of site submissions.

Clarke provided examples of project drivers and said that project drivers are typically a project requirement.

Judy Bowman, Mayor & Ex-Officio
Chairman of the Board of Aldermen

ATTEST:

Randall K. Jones, City Clerk