



## Finance Committee Meeting Commission Chamber - 11/8/2022

### ATTENDANCE:

Present: Hons. Hardie Davis, Jr., Mayor; D. Williams, Chairman; McKnight, Vice Chairman; Mason and Scott, members.

### FINANCE

1. Motion to approve additional funding to open Advance Voting sites early.

**Item  
Action:**  
Approved

#### Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 4-0.	Commissioner Alvin Mason	Commissioner Catherine Smith-McKnight	Passes

2. Discuss Fund Balance Policy. **(Requested by Mayor Hardie Davis, Jr.)**

**Item  
Action:**  
Approved

#### Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve drafting a resolution in support of a fund balance policy. Mr. Mason out. Motion Passes 3-0.	Commissioner Francine Scott	Commissioner Catherine Smith-McKnight	Passes

3. Discuss lapsed salary policy amendments. **(Requested by Mayor Hardie Davis, Jr.)**

**Item  
Action:**  
Approved

#### Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve receiving this item as information. Mr. Mason out. Motion Passes 3-0.	Commissioner Catherine Smith-McKnight	Commissioner Francine Scott	Passes

4. Motion to approve the minutes of the Finance Committee held on October 25, 2022.

**Motions**

Motion Type	Motion Text	Made By	Seconded By	Motion Result
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Approve	Motion to approve. Motion Passes 4-0.	Commissioner Alvin Mason	Commissioner Catherine Smith-McKnight	Passes
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**Finance Committee Meeting**  
**11/8/2022 1:10 PM**  
**Attendance 11/8/22**

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**Department:**

**Presenter:**

**Caption:**

**Background:**

**Analysis:**

**Financial Impact:**

**Alternatives:**

**Recommendation:**

**Funds are Available in  
the Following  
Accounts:**

**REVIEWED AND APPROVED BY:**

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November 8, 2022  
Budget Request

ITEM	TOTAL COST
Advance Voting 101-01-4111-52.39112	\$26,100.00
Truck Rental 101-01-4111-52.24219	\$300.00
Miscellaneous Supplies 101-01-4111-53.11110	\$100.00
Print Shop Charges 101-01-4110-55.31111	\$200.00
Overtime 101-01-4110-51.13110	\$2,000.00
TOTAL ESTIMATED COST	\$28,700.00



**Finance Committee Meeting  
11/8/2022 1:10 PM  
Additional Funding for Advance Voting**

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<b>Department:</b>	Board of Elections
<b>Presenter:</b>	W. Travis Doss, Jr.
<b>Caption:</b>	Motion to approve additional funding to open Advance Voting sites early.
<b>Background:</b>	The Board of Elections voted to open 2 additional sites for Advance Voting prior to the scheduled opening date.
<b>Analysis:</b>	The additional three days were not originally budgeted. Each site requires hiring and training poll workers. Setting up voting equipment and printing extra materials and applications.
<b>Financial Impact:</b>	
<b>Alternatives:</b>	
<b>Recommendation:</b>	Approve additional funding to open more early voting locations
<b>Funds are Available in the Following Accounts:</b>	In anticipation of additional costs related to the election cycle, funds are reserved in the Contingency account for this purpose consistent with past practice. Approval would move \$30,000 to the Board of Election budget for election expenses.

**REVIEWED AND APPROVED BY:**

**Finance.  
Law.  
Administrator.  
Clerk of Commission**

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**Finance Committee Meeting  
11/8/2022 1:10 PM  
Discuss Fund Balance Policy**

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**Department:** Mayor's Office

**Presenter:** Mayor Hardie Davis, Jr.

**Caption:** Discuss Fund Balance Policy. **(Requested by Mayor Hardie Davis, Jr.)**

**Background:**

**Analysis:**

**Financial Impact:**

**Alternatives:**

**Recommendation:**

**Funds are Available in  
the Following  
Accounts:**

**REVIEWED AND APPROVED BY:**

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**Finance Committee Meeting**  
**11/8/2022 1:10 PM**  
**Discuss lapsed salary policy amendments**

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**Department:** Mayor's Office

**Presenter:** Mayor Hardie Davis, Jr.

**Caption:** Discuss lapsed salary policy amendments. (**Requested by Mayor Hardie Davis, Jr.**)

**Background:**

**Analysis:**

**Financial Impact:**

**Alternatives:**

**Recommendation:**

**Funds are Available in  
the Following  
Accounts:**

**REVIEWED AND APPROVED BY:**

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Finance Committee Meeting Commission Chamber - 10/25/2022

**ATTENDANCE:**

Present: Hons. D. Williams, Chairman; McKnight, Vice Chairman; Scott and Mason, members.  
Absent: Hon. Hardie Davis, Jr., Mayor.

**FINANCE**

1. Motion to approve the minutes of the Finance Committee held on October 11, 2022.

**Item  
Action:  
Approved**

**Motions**

<b>Motion Type</b>	<b>Motion Text</b>	<b>Made By</b>	<b>Seconded By</b>	<b>Motion Result</b>
Approve	Motion to approve. Motion Passes 4-0.	Commissioner Catherine Smith-McKnight	Commissioner Alvin Mason	Passes

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**Finance Committee Meeting  
11/8/2022 1:10 PM  
Minutes**

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**Department:**

**Presenter:**

**Caption:** Motion to approve the minutes of the Finance Committee held on October 25, 2022.

**Background:**

**Analysis:**

**Financial Impact:**

**Alternatives:**

**Recommendation:**

**Funds are Available in  
the Following  
Accounts:**

**REVIEWED AND APPROVED BY:**

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