

City of Hebron Estates  
December 2, 2003

**Present:** Mayor Ricketts, Commissioners Tucker, Muir, Murphy, Clark, Clerk Hurst, Attorney Edison, Pioneer News Tom Barr, Auditor Art Henson and 3 guests.

**Minutes:** Motion was made to approve the minutes as presented by Comm. Murphy and seconded by Comm. Muir; Motion Passed 4/0.

**Budget:** Motion was made to pay bills by Comm. Muir and seconded by Comm. Murphy; Motion Passed 4/0.

**Old Business:** Auditor Henson gave an overview for the fiscal years 2001-2002 and 2002-2003. The audit reports were handed to each council member and Art Explained that the reports reveal cash in the bank and expenditures.

Art began to explain the two funds that the city receives from the state: Road Aid and Local Government Assistance. Road Aid / Municipal Aid can only be used for fixing or repairs to the streets while Local Government Assistance is used for a list of several reasons except road repairs. Art stated that one example is public transportation. Art gave the list to Clerk Hurst for the city's use for expenditures. Art recommends that the city separate the two deposits. Comm. Muir asked Art if the city could use the Local Government monies for the service water run off. Art explained that the city could.

Art explained that the city had gained \$58,000.00 in over expenditures. He also stated that the city should have an audit and is required to have one every year. Art stated that the audit should be done the February after the closing of fiscal year.

Clerk Hurst asked Art about amending the budget. Clerk Hurst stated that she noticed that some of our line items are over the budget however, the bottom-line line is still under. Clerk Hurst asked if we needed to an amended budget when that happens. Art stated that no, you do not as long as your bottom line is not over. Art explained that you could just have a very simple budget with only broad items. Art stated that the city needs to look at the bottom line throughout the year because if you do not amended the budget before the end of the current fiscal year it does not count. Comm. Clark asked Atty Edison if the city should go with a simpler budget plan. Atty Edison replied that it would be cheaper for printing and most of the other cities do not break their budgets down as much.

Art concluded that each month the bank reconciliation must be signed off by the Mayor or another council member. Art stated that Jennifer may have not known this however; it needs to be reviewed and signed off, just to have a second look.

Motion was made to accept the June 2002 audit report by Comm. Clark and seconded by Comm. Tucker; Motion Passed 4/0.

Motion was made to accept the June 2003 audit report by Comm. Clark and seconded by Comm. Tucker; Motion Passed 4/0.

Comm. Murphy led a discussion on the cost for the service Water run off. Mayor Ricketts and Comm. Clark stated that no one knows the cost of the project. Comm. Murphy asked we do not have a ball park figure? Mayor Ricketts stated no.

*Herschel Ricketts Jr.*