



## **FINANCE COMMITTEE MEETING AGENDA**

Commission Chamber

Tuesday, October 08, 2024

1:15 PM

### **FINANCE**

- 1.** Motion to approve the minutes of the Finance Committee held on August 27, 2024.
- 2.** Public Defender Salary Proposal
- 3.** Update authorized staff as signatories for bank accounts



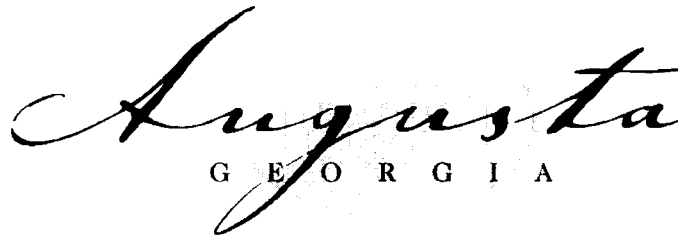
## Finance Committee

September 24, 2024

### Minutes

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<b>Department:</b>	N/A
<b>Presenter:</b>	N/A
<b>Caption:</b>	Motion to approve the minutes of the Finance Committee held on August 27, 2024.
<b>Background:</b>	N/A
<b>Analysis:</b>	N/A
<b>Financial Impact:</b>	N/A
<b>Alternatives:</b>	N/A
<b>Recommendation:</b>	N/A
<b>Funds are available in the following accounts:</b>	N/A
<b><u>REVIEWED AND APPROVED BY:</u></b>	N/A

**FINANCE COMMITTEE MEETING MINUTES**

Commission Chamber

Tuesday, August 27, 2024

1:20 PM

**FINANCE****PRESENT**

Mayor Garnett Johnson  
Commissioner Jordan Johnson  
Commissioner Francine Scott  
Commissioner Stacy Pulliam

**ABSENT**

Commissioner Wayne Guilfoyle

1. Consider a request from Ms. Nancy Glaser, Executive Director of the Augusta Museum of History, regarding the reinstatement of the 2024 1% cut for the budgets of the Augusta Museum of History and the Ezekiel Harris House.

Motion to approve the request for the Augusta Museum of History and the Ezekiel Harris House as well as the reinstatement of the 1% cut for the Lucy Laney Museum.

Motion made by Scott, Seconded by Pulliam.

Voting Yea: Johnson, Scott, Pulliam

Motion carries 3-0.

2. Tasking the Administrator, the Finance Director, the Procurement Director, a representative from the Law Department if necessary and a representative from the Mayor's Office to meet and come back with a resolution of the matter to the next Finance Committee relative to matters of 1) requiring the Mayor to use the credit card provided/issued by Augusta Richmond County Government with a monthly Credit line of \$15,000.00 and not to exceed the Mayor's yearly budget; 2) Mayor's Office expense reimbursement process. **(Approved/deferred from Finance Committee August 13, 2024)**

Motion to approve directing the Administrator and the Procurement Department to work with the Law Department to bring back a recommended policy after a review of the current credit card policy and to reimburse the submitted expenses of the Mayor that were confirmed by his Chief of Staff as business expenses and that the Mayor receive a credit card for his use in the meantime under the current policy while a determination is made concerning the establishment of the limits on the credit card.

Motion made by Pulliam, Seconded by Scott.

Voting Yea: Johnson, Scott, Pulliam

Motion carries 3-0.

3. Motion to approve the minutes of the Finance Committee held on August 13, 2024.

Motion to approve.

Motion made by Pulliam, Seconded by Scott.

It was the consensus of the committee that this item be approved without objection.

4. Motion to approve the request to reinstate the 1% budget reduction in Superior Court's 2024 budget.

Motion to approve.

Motion made by Pulliam, Seconded by Scott.

It was the consensus of the committee that this item be approved without objection.

#### ADDENDUM ITEM

1. Motion to approve Housing and Community Development Department's (HCD's) request to transfer budget funds of \$121,000 from Salary/Benefits object 51 codes to object code 5239112 for temporary workforce expenditures. (Requested by the Administrator)

It was the consensus of the committee that this item be added to the agenda without objection.

Motion to approve.

Motion made by Pulliam, Seconded by Scott.

It was the consensus of the committee that this item be approved without objection.



## Finance Committee

September 24, 2024

### Public Defender Salary Proposal

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<b>Department:</b>	N/A
<b>Presenter:</b>	N/A
<b>Caption:</b>	Public Defender Salary Proposal
<b>Background:</b>	N/A
<b>Analysis:</b>	N/A
<b>Financial Impact:</b>	N/A
<b>Alternatives:</b>	N/A
<b>Recommendation:</b>	N/A
<b>Funds are available in the following accounts:</b>	N/A
<b><u>REVIEWED AND APPROVED BY:</u></b>	N/A

## AGENDA ITEM REQUEST FORM

**Commission meetings:** First and third Tuesdays of each month – 2:00 p.m.

**Committee meetings:** Second and last Tuesdays of each month – 1:00 p.m.

**Commission/Committee:** (Please check one and insert meeting date)

<input type="checkbox"/> Commission	Date of Meeting _____
<input type="checkbox"/> Public Safety Committee	Date of Meeting _____
<input type="checkbox"/> Public Services Committee	Date of Meeting _____
<input type="checkbox"/> Administrative Services Committee	Date of Meeting _____
<input type="checkbox"/> Engineering Services Committee	Date of Meeting _____
<input checked="" type="checkbox"/> Finance Committee	Date of Meeting <u>September 24, 2024</u>

**Contact Information for Individual/Presenter Making the Request:**

Name: Rahmaan Bowick  
 Address: 902 Greene Street  
 Telephone Number: 706-312-5105  
 Fax Number: \_\_\_\_\_  
 E-Mail Address: rbowick@augustaga.gov

**Caption/Topic of Discussion to be placed on the Agenda:**

Public Defender Salary Proposal

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**Please send this request form to the following address:**

<b>Ms. Lena J. Bonner</b> <b>Clerk of Commission</b> <b>Suite 220 Municipal Building</b> <b>535 Telfair Street</b> <b>Augusta, GA 30901</b>	<b>Telephone Number: 706-821-1820</b> <b>Fax Number: 706-821-1838</b> <b>E-Mail Address: nmorawski@augustaga.gov</b>
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Requests may be faxed, e-mailed or delivered in person and must be received in the Clerk's Office no later than 9:00 a.m. on the Thursday preceding the Commission and Committee meetings of the following week. A five-minute time limit will be allowed for presentations.



## Finance Committee

Meeting Date: October 8, 2024

### Bank Signatories

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<b>Department:</b>	Finance
<b>Presenter:</b>	Timothy E. Schroer, Interim Finance Director
<b>Caption:</b>	<p>Update authorized staff as signatories for bank accounts</p> <p>When authorized signatories leave the employment of ARC, they are deleted from bank signature cards. In most instances, two signatures are required on forms for certain business transactions. Based upon current best practices relating to the number of authorized signatories, we are requesting the following finance staff be added as authorized signatories:</p> <p>Nancy He, Grants Compliance Manager</p> <p>Rachel McFatridge, Budget Manager</p> <p>Upon Approval of this request the authorized signatories would be:</p> <p><i>Timothy E. Schroer, Interim Finance Director</i></p> <p><i>Nancy He, Grants Compliance Manager</i></p> <p><i>Rachel McFatridge, Budget Manager</i></p>
<b>Analysis:</b>	Normal business practice is to have more than two authorized signatories on bank accounts that require two signatures for certain transactions. This methodology allows for options if one of the signatories is unavailable.
<b>Financial Impact:</b>	N/A
<b>Alternatives:</b>	N/A
<b>Recommendation:</b>	Approve as requested
<b>Funds are available in the following accounts:</b>	N/A
<b><u>REVIEWED AND APPROVED BY:</u></b>	TS