

**Rising Sun City Council  
January 28, 2016  
Special Work Session Meeting  
6:30 PM City Hall**

**Call to order/Pledge**

The meeting was called to order at 6:30pm with the Pledge of Allegiance led by Mayor Brent Bascom. A determination of quorum was made by Clerk Treasurer Gipson with the following Councilmembers in attendance: Swede Colen, John Rumsey, Bill Marksberry, Bud Radcliff and Dennis Williams. City Attorney Andy Baudendistel was also in attendance.

**City Consultant Jeff Peters**

Jeff Peters approached Council and Mayor Bascom regarding the Additional Appropriation for 2016. He explained how Rising Sun basically has a 2 part budget process with the yearly additional. He also reminded everyone the City has supplemented the General Budget with riverboat funds to operate in the amount of \$1.3-\$1.6 million dollars annually. A Quality of Life Endowment Fund was created by the City years ago with the concept that the interest received from this Endowment at the OCCF ultimately be used as the supplement for the General Budget.

In 2016 the amount needed to supplement the City Budget is \$1.3 million. The City had \$960,000 last year in OCCF Endowment interest so we are not at the level needed yet to fully fund the City Budget. At some point we can pull all or part of this interest to the City. Currently we have used this interest to help fund various programs through OCCF within the City. At this time the \$1.3 million will come off the top of Riverboat funds unless Council would inform us otherwise.

Peters also noted that years back during legislation session the City created a Community Development Fund to put dollars aside in case the revenues went away—we would be able to use this cash for a transition period. Peters stated in the past 3-4 years we have opted to only spend (appropriate) total funds available for the incoming year and not spend down our remaining (saved) cash unless it becomes a necessary expense.

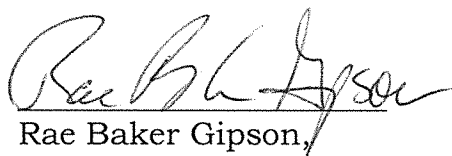
Peters also stated another option is to increase our revenues to cover expenses—specifically City Waste/Sanitation (Trash Collection). Fees charged to City Residents do not cover costs for the service. The fees have not been increased since 2009. Residents pay \$8.50/month. The City pays \$11.60 per month—a difference of \$3.10/resident. We currently subsidize this service in the amount of a \$60,000 additional in Riverboat. Increasing this cost for residence would free up funds for discretionary use as well.

Clerk Treasurer Gipson presented a proposed Additional Appropriation with tentative numbers for publication in the newspaper for a meeting on February 18, 2016 to approve such Additional. According to Clerk Treasurer Gipson after our commitments to other governmental units the model we have used in the past 3-4 years allows us \$195,000 for projects and \$100,000 for programs and community events. In 2016 we used \$163,000 for community events and programs. We will need to cut these back if we want to stay in line with numbers. Looking forward our revenue numbers will be down \$100,000 to \$200,000 each year at a minimum. We will need to look at how to balance this. If we spend cash down at some point we will not be able to fund much of anything because there is no replenishing revenue mechanism. The best option is to cut expenses to match our revenues. Gipson stated at this time there is no need for a vote—Council can review the information, offer requested changes and approve the Additional after published in the newspaper (10 days prior to the meeting date). After further discussion Clerk Gipson stated she will submit the information for publication to the newspaper for a meeting to be held on February 18, 2016 at 6:00pm for Council to address this Additional Appropriation.

**City Visa-List of Authorized Users**

Clerk Treasurer Gipson presented a letter written to Friendship State Bank which includes an updated list of authorized Visa Card users for Council approval. See Attached Exhibit A. According to Gipson, Friendship State Bank needs approval per City Council minutes that Council authorizes this updated list of City Credit Card (Visa) users. After discussion a motion was made by Councilman Marksberry to approve this updated list, 2<sup>nd</sup> by Councilman Rumsey; motion carried 5-0.

Attest:



Rae Baker Gipson,  
Clerk Treasurer



Brent Bascom,  
Mayor

Exhibit A

**CITY OF RISING SUN  
RAE BAKER GIPSON  
CLERK TREASURER**

**200 North Walnut Street  
PO Box 172  
Rising Sun, Indiana 47040  
Phone 812-438-2475  
FAX 812-438-3561  
Cell 812-290-3344  
raegipson@cityofrisingsun.com**

January 28, 2016

To: Friendship State Bank  
Attn: Larissa Phelps  
405 Main Street  
Rising Sun, IN 47040

From: Rae Baker Gipson  
Clerk Treasurer  
City of Rising Sun

**Re: City Visa  
Account 4070 7012 3000 6389 Expires 07/2016**

Larissa:

Per our conversations regarding the City Visa Account referenced above; please note the following City employees are authorized to receive information on the account:

Brent Bascom, Mayor  
Rae Baker Gipson, Clerk Treasurer  
Tammy J. Johns, Deputy Clerk Treasurer  
Heather Whitham, Deputy Clerk Treasurer  
Kathy Ruch, Deputy Clerk Treasurer

The following City employees can have issued cards in their name:

Brent Bascom, Mayor  
Rae Baker Gipson, Clerk Treasurer  
Tammy J. Johns, Deputy Clerk Treasurer

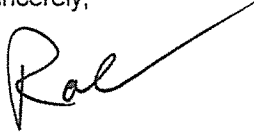
The following City Employees are considered Authorized users/signers of the City Visa card:

Brent Bascom, Mayor  
Donita Valentine, Executive Secretary  
Rae Baker Gipson, Clerk Treasurer  
Tammy J. Johns, Deputy Clerk Treasurer  
Heather Whitham, Deputy Clerk Treasurer  
Mike Northcutt, Project Manager  
Paul Bovard, Street Commissioner  
Doug Baker, Street Laborer  
Bobby White, Street Laborer  
Karrah Miller, Main Street Interim Director  
Jamie Bell, Park Director  
Andy Baudendistel, City Attorney

January 28, 2016

We request 4 cards for the City Offices and please remove any other names listed on the City Visa account other than those listed above. Thank you for your time and assistance, and if you should need further information, please call.

Sincerely,

A handwritten signature in black ink, appearing to read "Rae", with a long, sweeping horizontal stroke extending to the right.

Rae Baker Gipson  
Clerk Treasurer  
City of Rising Sun