

MEMORANDUM

TO: Finance and Administration Committee of City Council

FROM: Lori Helle, Director of Finance and Administration

DATE: July 9, 2008

SUBJECT: Finance and Administration Committee Meeting

The next meeting of the Finance and Administration Committee has been scheduled for 5:30 p.m. on Monday, July 14th in Conference Room 202.

The following list of items has been scheduled for discussion at this meeting:

1. Approval of Minutes from June 9, 2008—Chairperson Lee Erickson
2. Discussion of FY2007 Audit/CAFR—Director of Finance and Administration Lori Helle/Mike Williams and Donna Wallace of Hochschild, Bloom & Company
3. Proposed Modifications to Citizen of the Year Guidelines—Asst. City Admin. for Economic/Community Development Libbey Malberg
4. Discussion: Article VII. Boards, Commission, Committees, etc.
5. Recommendation to move Forward with Phase II of the Web Design & to Request Additional Funding
6. Discussion Regarding Prioritization of Uses for Available Fund Reserves – Chairperson Lee Erickson/City Administrator Mike Herring
 - A. Discussion of Projected Available Fund Reserves—Director of Finance and Administration Lori Helle
7. Adjournment

If you have any questions or would like to add any items to this agenda, please let me know as soon as possible.

Notice is hereby given that the Finance and Administration Committee may hold a closed meeting for the purpose of dealing with matters relating to one or more of the following: legal actions, causes of action, litigation or privileged communications between the City's representatives and its attorney (RSMo 610.021(1) 1994); lease purchase or sale of real estate (RSMo 610.021(2) 1994); hiring, firing, disciplining or promoting employees within employee groups (RSMo 610.021(3) 1994); bidding specifications (RSMo 610.021(11) 1994); and/or proprietary technological materials (RSMo 610.021(15) 1994).

PERSONS REQUIRING AN ACCOMMODATION TO ATTEND AND PARTICIPATE IN THE CITY COUNCIL MEETING SHOULD CONTACT CITY CLERK JUDY NAGGIAR AT (636) 537-6716, AT LEAST TWO (2) WORKDAYS PRIOR TO THE MEETING.

cc: Mayor John Nations and City Council
Michael Herring, City Administrator
Department Heads
Rob Heggie, City Attorney

Kelly Vaughn, Assistant Director of
Finance and Administration
Andrea Majoros, Executive Secretary
Customer Service Center