



*Finance Director*  
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## M E M O

DATE: October 20, 2016  
TO: Mike O. Geisel, City Administrator  
FROM: Craig D. White, Finance Director  
RE: Finance & Administration Citizens Advisory Committee

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The Finance & Administration Citizens Advisory Committee (the Advisory Committee) was created by City Ordinance No. 558 and met for the first time on Sunday June 2, 1991. The group was formed to draw from individual citizens with appropriate and specific backgrounds and influences for the betterment of the City of Chesterfield. The Advisory Committee is responsible for making recommendations to the Finance & Administration Committee of the City Council (F&A Committee) on designated and assigned areas of study which shall include but are not limited to budgets, budget process, long range economic planning, personnel policies and procedures, investments and other subjects deemed appropriate by the F&A Committee. The Mayor, with the approval of the City Council, appoints a board of seven members chosen from citizens at large. The Ordinance instructs that the "Committee shall meet at such times and places as appropriate as work is assigned by the F&A Committee." The City's Committee has not met since 2004.

Per an informal survey of other area municipalities, it appears that few such Committees exist. The City of Des Peres is an exception with an Audit & Finance Committee that meets periodically throughout the year. Similar to Chesterfield's Advisory Committee, this group was designed to review the annual budget, examine monthly financial statements, review the annual audit and make recommendations to the Mayor and Board.

During 2012 the City reviewed the necessity of the Public Works Citizens Advisory Group, a similar Committee that had also been meeting infrequently. As a result of that review, Council determined that the City's need for occasional professional and technical assistance can be effectively addressed by discipline specific ad hoc committees and recommended that the Committee be dissolved.

The City of Chesterfield is fortunate to have numerous residents with the experience and background to contribute to an Advisory Committee in any discipline. However, the F&A Committee has historically included individuals with these same skills and has not required the assistance of the Advisory Committee for many years. Unless there is a desire by the F&A Committee to revisit or change this practice, it is unnecessary to continue appointing residents to the Advisory Committee. Rather ad hoc committees can be formed on an as needed basis.