



**Finance and Administration Committee
Record of Proceeding
June 18, 2018**

The Finance and Administration Committee met on Monday, June 18, 2018. Those in attendance included: Chairperson Barbara McGuinness, Ward I; Council Committee Member Michael Moore, Ward III; Council Committee Member Tom DeCampi, Ward IV; Finance Director Chris DesPlanques and City Administrator Mike Geisel. Those also in attendance included: Mayor Bob Nation; Councilmember Michelle Ohley, Director of Public Works Jim Eckrich, Deputy City Clerk Amanda Miller and John Hoffmann. Council Committee Member Ben Keathley, Ward II, was absent from this meeting.

Chairperson Barbara McGuinness called the meeting to order at 5:01 p.m.

At the commencement of the meeting Chairperson McGuinness requested larger font and bolder type on the Finance and Administration Committee Agenda's going forward.

Selection of Vice Chair

Councilmember McGuinness made a motion, seconded by Councilmember DeCampi to nominate committee member Michael Moore as the Finance and Administration Committee Vice Chairperson. A voice vote was taken with a unanimous affirmative result (3-0) and the motion was declared passed.

Selection of Liaison to Finance and Administration Citizen Advisory Committee

Councilmember McGuinness made a motion, seconded by Councilmember Moore to nominate committee member Michael Moore to be the liaison to the Finance and Administration Citizens Advisory Committee. A voice vote was taken with a unanimous affirmative result (3-0) and the motion was declared passed.

Organizational Structure Update

City Administrator Mike Geisel advised the committee that the meeting packet included a copy of the present approved organizational chart, as approved by Council resolution. He reminded Council that per city code, the council retained an advise and consent for Department Head positions and that the City Administrator was responsible for the day to day management and hiring of all other budgeted positions. For multiple reasons, including employee actions, and as a result of the City Administrator's goal and objectives established by City Council, he has developed a revised organization chart that

re-assigns the employee supervision of the Court, establishes the Information Technologies Group at the Department level under his direct supervision, and redefines the scope of the Assistant City Administrator and reduces the associated compensation. There are no additional employees proposed and the re-organization proposal will reduce annual employee costs by roughly \$60,000 annually.

Councilmember Moore made a motion, seconded by Councilmember McGuinness to recommend approval of the organizational structure as proposed by City Administrator Geisel, A voice vote was taken with a unanimous affirmative result (3-0) and the motion was declared passed.

American Promises Proposed Resolution

Finance Director Chris DesPlanques described the American Promise's Proposed Resolution. This Resolution states "to propose and send to the states for ratification a constitutional amendment to restore constitutional rights and fair elections to the people".

Councilmember DeCampi made a motion, seconded by Councilmember Moore to postpone action relative to the request of America's Promise indefinitely. A voice vote was taken with a unanimous affirmative result (3-0) and the motion was declared passed.

Financial Report

Finance Director Chris DesPlanques presented the Financial Report for June 2018.

Pending Policies

Councilmember McGuinness made a motion, seconded by Councilmember Moore to approve City Council Policy #7- First & Second Reading of Proposed Legislation. Councilmember DeCampi stated that normal practice is to require a super-majority to suspend an organizations rules. City Administrator Geisel advised that the current enumerated City Council rules of procedure, as provided in the City Code, only requires a majority of those Council members present to suspend the rules of procedure. He further indicated that if Council desired to change this standing rule to require a super-majority, it would necessitate passage of an ordinance to change this specific provision in the City Code, which would also be subsequently reflected in the policy document which currently requires a simple majority of the Council present to suspend the rules allowing for two readings of a bill in one evening. Councilmember DeCampi motioned to postpone further discussion on the proposed revision until the next meeting. The motion was seconded by Councilmember Moore, a voice vote was taken with a unanimous affirmative result (3-0) and the motion was declared passed.

Councilmember DeCampi made a motion to approve the proposed revisions to Council Policy #8 as they relate to Executive Session and release of closed session minutes. The motion was seconded by Councilmember Moore and a voice vote was taken with a unanimous affirmative result (3-0) and the motion was declared passed.

Potential Revenue Alternatives

Finance Director Chris DesPlanques described the various revenue alternatives to be considered by the city. The Revenue options for Chesterfield include: Property Tax, Use Tax, Utility Tax, Hotel Tax, and Business Licenses.

Councilmember DeCampi made a motion, seconded by Councilmember Moore to postpone the Potential Revenue Alternatives until the next Finance and Administration Meeting. A voice vote was taken with a unanimous affirmative result (3-0) and the motion was declared passed.

City Administrator Geisel inquired as to whether there would be substantial interest in scheduling a “Finance 102” briefing, similar but abbreviated to the Finance 101 worksession in 2016. The members of the Committee expressed their interest in scheduling of the Finance 102 worksession as proposed by staff.

Adjournment

The meeting was adjourned at 5:57 p.m.

Respectfully submitted:

Chris DesPlanques
Finance Director

Amanda Miller
Deputy City Clerk

Approved: _____