

**CITY OF CHESTERFIELD  
POLICY STATEMENT**

**CITY COUNCIL**

**No.           XX**

**SUBJECT: EXECUTIVE SESSION**

**INDEX:       CC**

**DATE ISSUED: 9/22/14**

**DATE  
REVISED: XX/XX/18**

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**POLICY:**

Executive (closed) Session Meetings shall only be scheduled at the City Council level. There shall be no Executive Sessions scheduled or conducted at the standing committee level.

Reference Finance and Administration Committee meeting minutes, 9/22/2014.

**Executive Session Procedures:**

- Agendas for the Executive Session of Council shall describe the topic to be discussed as clearly as possible.
- Whenever possible and not detrimental to the City, Council will vote on ordinances in open session.

**Executive Session Minutes:**

- Minutes of the Executive Session proceedings shall be maintained by the Custodian of Records for the City in accordance with Missouri Sunshine Law and City Resolution #303.

**RECOMMENDED BY:**

\_\_\_\_\_  
Department Head/Director/Council Committee (if applicable)

\_\_\_\_\_  
Date

**APPROVED BY:**

\_\_\_\_\_  
City Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Council (if applicable)

\_\_\_\_\_  
Date

CITY OF CHESTERFIELD  
POLICY STATEMENT

CITY COUNCIL

NO. 8

SUBJECT Executive Session

INDEX: CC

DATE 9/22/2014

DATE

ISSUED

REVISED

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POLICY

Executive (closed) Session Meetings shall only be scheduled at the City Council level. There shall be no Executive Sessions scheduled or conducted at the Committee level.

Reference Finance and Administration Committee meeting minutes, 9/22/2014.

RECOMMENDED BY:

Finance and Administration Committee

9/22/2014

Department Head/Council Committee (if applicable)

Date

APPROVED BY:

City Administrator

City Council (if applicable)

Date

Date

NOTE:  
COMMITTEE OF  
THE WHOLE MTG  
✓ MGH