



**DATE:** December 4, 2018  
**TO:** Chris DesPlanques, Finance Director  
**FROM:** Vickie J. Hass, City Clerk *VJH*  
**SUBJECT:** Codification Update

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As approved and provided in the 2017 budget, the City of Chesterfield entered into agreement with General Code on August 25, 2017 for codification services.

General Code currently administers, maintains, and publishes the City's Code of Ordinances. Since our Code has not been comprehensively codified and reviewed, there have been statutory changes in the criminal code that need to be reflected in our municipal code and a thorough review is necessary and warranted.

Since August 2017, the City Attorney and Staff have met with General Code and worked extensively to complete the first step in the codification review process. No substantial changes are being recommended; the purpose of this review is to "clean it up" and bring it in line with state statutes.

The codification process should occur on a routine and regular basis, and is simply a compilation of thousands of individual ordinances into a single document that provides transparency and ease of use. Obviously, when compiling and consolidating multiple ordinances (some which amend, append, repeal, and/or replace prior ordinances), it is necessary to organize by subject matter. The compiled City Code reflects the current text of the City's ordinances and becomes the official resource reference for legal purposes.

Once General Code completes the final proof of recommended revisions, we will schedule a meeting for discussion. We anticipate that the compilation will be forwarded to the Finance and Administration Committee for review and recommendation early in 2019.