



## **Finance and Administration Committee Record of Proceeding August 12, 2019**

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The Finance and Administration Committee met on Monday, August 12, 2019. Those in attendance included: Chairperson Michael Moore, Ward III; Council Committee Member Barb McGuinness, Ward I; Council Committee Member Ben Keathley, Ward II; Council Committee Member Michelle Ohley, Ward IV; and Acting Finance Director John Hughes. Those also in attendance included: Mayor Bob Nation, Councilmember Mary Ann Mastorakos, City Administrator Mike Geisel, Director of Planning and Development Services Justin Wyse, and City Clerk Vickie McGownd.

Chairperson Michael Moore called the meeting to order at 5:30 p.m.

### **Approval of Minutes**

The minutes of the July 1, 2019 Finance and Administration Meeting were submitted for approval. Councilmember McGuinness made a motion, seconded by Councilmember Ohley, to approve the July 1, 2019 Finance and Administration Meeting minutes. A vote was taken with an affirmative result (4, 0) and the motion was declared passed.

### **City Council Policy No. 10 - Speakers**

After some discussion, the F&A Committee directed Staff to draft revisions to City Council Policy No. 10 – Speakers – pertaining to the deadline for submittal of speaker cards and the purpose of the public comment portion of City Council meetings. The recommended policy revision should be presented to the F&A Committee for review at their next meeting.

### **2018 Comprehensive Annual Financial Report (CAFR)**

City Administrator Mike Geisel stated that the 2018 Comprehensive Annual Financial Report (CAFR) has been completed, and he presented the report for review. Councilmember Moore made a motion, seconded by Councilmember McGuinness, to receive and file the CAFR. A vote was taken with an affirmative result (4, 0) and the motion was declared passed.

## **St. Louis Metro Municipal League Annual Dues**

Mr. Geisel indicated that the City has received the annual dues statement from St. Louis Metro Municipal League in the amount of \$7,122. Council has directed Staff for the last two years to present the annual dues notice to the F&A Committee, and subsequently City Council, for approval before payment is made. Councilmember Moore made a motion, seconded by Councilmember McGuinness, to recommend approval of payment to the St. Louis Metro Municipal League for annual dues in the amount of \$7,122 and continue the practice of submitting these invoices to the F&A Committee for annual approval by City Council. A vote was taken with an affirmative result (4, 0) and the motion was declared passed.

## **Retirement Plan Provision**

Mr. Geisel explained his recommendation to eliminate the one-year deferral period for new employees, before the City begins to contribute to the retirement plan for new-hires. He explained that this provision of the retirement plan has become a hindrance to employee recruitment, and there would be little to no cost associated with eliminating the one-year waiting period because employees have no right to any retirement contributions until they become fully vested after completing five years of employment. Discussion ensued regarding contributions, vesting, and matching incentives. Councilmember McGuinness made a motion, seconded by Councilmember Moore, to recommend approval to eliminate the one-year waiting period for the City's contribution to the retirement plan for new-hires. A vote was taken, resulting in a tie (2-2) with Councilmembers Keathley and Ohley voting "No", therefore the motion failed and will proceed to Council with no recommendation.

Councilmember Keathley made a motion, seconded by Councilmember Ohley, to request a review of retirement plan provisions and employee participation. A vote was taken with an affirmative result (4,0) and the motion was declared passed.

## **Proposed Budget Workshop Calendar**

Councilmember Keathley made a motion, seconded by Councilmember Ohley to approve the proposed Budget Workshop dates as presented (Tuesday, September 3; Tuesday, October 1; and Tuesday, October 29). A vote was taken with an affirmative result (4, 0) and the motion was declared passed.

## **Financial Report**

Mr. Geisel gave a brief update, stating that overall, sales tax revenues are flat. The General Fund, from a sales tax perspective, is trending right on budget, but the Capital and Parks Funds are significantly below budget, due in part to unusually high revenues in 2017 which prompted inflated budget amounts in 2018 and 2019.

**Adjournment**

The meeting was adjourned at 6:29 p.m.

Respectfully submitted:

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John Hughes  
Assistant Finance Director

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Vickie McGownd  
City Clerk

Approved: \_\_\_\_\_

DRAFT