

MEMORANDUM

TO: Finance and Administration Committee of City Council

FROM: Jan Hawn, Director of Finance and Administration

DATE: April 27, 2001

SUBJECT: FINANCE AND ADMINISTRATION COMMITTEE MEETING

The Finance and Administration Committee met Wednesday, April 25, 2001. Those in attendance included Chairperson Jane Durrell, Councilmember, Ward I, Councilmember Barry Streeter, Ward II, and Councilmember Mary Brown, Ward IV. Also in attendance were Mayor John Nations, Tim Engelmeyer, Dan McMichaels, Allan Sheppard, Director of Public Works Mike Geisel, Director of Finance and Administration Jan Hawn, and Executive Secretary Shirley Yost.

The meeting was called to order by Chairperson Streeter at 5:35 p.m.

[*Items to be discussed at the City Council meeting on May 7, 2001.]

1b. Approval of Minutes – February 28, 2001

Councilmember Durrell made a motion that the minutes from February 28, 2001 be approved. Chairperson Streeter seconded the motion. The motion was approved 2-0, Councilmember Brown abstaining.

1a. Confirmation of Chairperson, Election of Vice-Chairperson and Selection of Liaisons to Council Committees

Councilmember Brown nominated Councilmember Jane Durrell for Chairperson of the Finance and Administration Committee. Councilmember Streeter seconded the motion. The motion was approved 2-0, with Councilmember Durrell abstaining.

Councilmember Streeter nominated Councilmember Mary Brown for Vice Chairperson to the Finance and Administration Committee. Councilmember Durrell seconded the vote. The motion was approved 2-0, with Councilmember Brown abstaining.

The Finance and Administration Committee postponed the appointments of liaisons to the citizens advisory committees until Councilmember Hurt was in attendance.

Chairperson Durrell proceeded with the meeting.

***1c. Interview of Tim Engelmeyer for Position of Prosecuting Attorney.**

Chairperson Durrell introduced Tim Engelmeyer and opened the meeting for discussion. Councilmember Streeter asked Mr. Engelmeyer if he had any business relationships with the City. Mr. Engelmeyer stated that the only relationship he had with the City was that he was president of his subdivision's trustees association. Councilmember Streeter also asked if he had any relationship with Judge Rick Brunk. Mr. Engelmeyer replied that he had represented clients in the Chesterfield Municipal Court, but did not have any other affiliation with Judge Brunk or the Court. Councilmember Brown asked Mr. Engelmeyer why he wanted the prosecutor position. Mr. Engelmeyer stated that he was a resident of Chesterfield and wanted the opportunity to serve the City. He indicated that he has practiced law in Chesterfield for ten years. He mentioned that, after law school, he had been interested in being a prosecuting attorney. Councilmember Brown asked Mr. Engelmeyer if he would be able to represent clients in other cities without conflict of interest. Mr. Engelmeyer stated that he would be able to represent clients in other cities; however, his firm does mostly litigation type cases.

Chairperson Durrell told Mr. Engelmeyer that she had attended court, for informational purposes, and found a backlog of attorneys waiting to speak with the prosecutor before court. She asked Mr. Engelmeyer about his plan for opening up avenues of communication. Mr. Engelmeyer stated that he had spoke with Court Clerk Nancy Morr and Judge Brunk in an informal meeting on Tuesday. He had been told about the case backlog and discussed accessibility of the prosecuting attorney. Mr. Engelmeyer stated he planned to continue some recommendations by mail, as well as making himself available to attorneys by phone and on court night. He mentioned that once the new Government Center was completed, the Prosecuting Attorney would have an office to meet with attorneys and he would come in early on court nights to speak with attorneys.

Councilmember Streeter asked about his opinion regarding the "Good Ole Boy" network. Mr. Engelmeyer stated that, as prosecuting attorney, he worked for the City and believed that every case should be judged upon the merit of the case. He stated that he has not traded favors in the past and has no plans to do so in the future. Councilmember Streeter stated that the prosecutor's salary versus the amount of time required to do the job and staff to keep up with the paperwork had been an issue in the past. He asked Mr. Engelmeyer if he knew the salary for the position and if he fully understood the amount of time and manpower required to perform the job. Mr. Engelmeyer stated that he was fully informed of the salary and manpower requirements of the position and that he had the full support of his firm's partners and staff. He introduced Dan McMichaels as one of the partners of his law firm. Mr. McMichaels told the Committee that the firm fully endorsed Mr. Engelmeyer and that he had the firm's total support.

Councilmember Brown asked Mr. Engelmeyer if he had done any zoning referrals. Mr. Engelmeyer stated he had represented a few clients for zoning and nuisances.

Chairperson Durrell thanked Mr. Engelmeyer and Mr. McMichael for meeting with the Committee. Councilmember Streeter made a motion to recommend to Council the approval of Mr. Tim Engelmeyer for Prosecuting Attorney. Councilmember Brown seconded the motion. The motion was approved 3-0.

2. Legislative Office for Representative Cunningham

Ms. Hawn summarized Representative Cunningham's request for the use of space in the City's new Government Center. The Committee discussed the request and decided that the request should be denied because of security reasons, as well as the finite amount of space and the inability to deny other similar requests. Councilmember Streeter made a motion to have staff write a letter explaining why the request was denied. Councilmember Brown seconded the motion. The motion was approved 3-0.

The Committee also noted that Representative Cunningham should be told that the new Government Center would have space for public meetings in the various conference rooms, subject to availability.

***3. Contribution Requests**

The Committee reviewed requests from the Chesterfield Chamber of Commerce and the Chesterfield Arts.

After discussion, Councilmember Streeter made a motion to approve the Chesterfield Chamber of Commerce's contribution request of \$2,000. Councilmember Brown seconded the motion. The motion was approved 3-0.

The Committee discussed the Chesterfield Arts request for \$5,000. The Committee noted that the Chesterfield Arts is an outstanding organization and provides a variety of programs to citizens in Chesterfield. It was also noted that the request was sent to the Public Works/Parks Committee first and was approved in concept. The Committee noted that citizens committees are encouraged to coordinate their events and budgets with the respective Department of the City. In this case, Chesterfield Arts would work with the Public Works/Parks Department, which would help offset some of their cost. Councilmember Brown made a motion to approve \$2,000 to the Chesterfield Arts. Councilmember Streeter seconded the motion. The motion was approved 3-0.

The Committee discussed whether to keep the \$2,000 contribution limit or to evaluate each request individually. Councilmember Brown made a motion recommending that City Council change the current policy to allow organizations to receive more than \$2,000 per year, should funds remain after the initial requests in any given year. Under the proposed scenario, new requests would be given priority. Councilmember Streeter seconded the motion. The motion was approved 3-0.

***4. Internet Links Policy**

The Committee reviewed the Internet Links Policy, which was forwarded back by City Council at the March 19, 2001 meeting. Ms. Hawn told the Committee that this was the same policy that went to Council; however, she noted that Councilmember Flachsbart had expressed concern regarding links to organizations that take a political stand. The Committee discussed the policy and decided that the links should be monitored and, if any political position was being promoted, that the link would be discontinued. Councilmember Brown made a motion to recommend that Council approve the Internet Links Policy. Councilmember Streeter seconded the motion. The motion was approved 3-0.

5. Citizen of the Year Award

The Committee discussed the Citizen of the Year Award and the process by which nominees are determined. The consensus of the Committee was to leave the policy as is.

[Councilmember Scheidt arrived at 6:25 p.m.]

6. Copyright City's Logo

The Committee discussed the possibility of copyrighting the City's logo. Ms. Hawn told the Committee that it should cost \$1,000 or less. Councilmember Streeter made a motion to have staff direct the City Attorney to proceed with copyrighting both the original and current City logos. Councilmember Brown seconded the motion. The motion was approved 3-0.

7. Webcam Idea from Councilmember Barry Flachsbart

The Committee discussed a request from Councilmember Flachsbart regarding the use of webcams to monitor traffic on I-40. Ms. Hawn told the Committee that she had been informed that Chief Johnson is working with the Missouri Department of Transportation (MODOT), who is considering cameras to monitor I-40. The Committee decided that the City should not monitor traffic on I-40, but rather to leave this activity to MODOT.

***8. Budget Adjustment for Open Purchase Orders from Fiscal Year 2000**

Ms. Hawn told the Committee that the proposed budget adjustment would reappropriate funds for open purchase orders carried forward from Fiscal Year 2000. She noted that this is a standard procedure according to generally accepted accounting principles. Councilmember Streeter made a motion to recommend that City Council reappropriate the funds for open purchase orders carried forward from Fiscal Year 2000. Councilmember Brown seconded the motion. The motion was approved 3-0.

***9. Budget Adjustment for Special Election in August of 2001**

Ms Hawn told the Committee that a budget adjustment would be required in order to pay for the cost of a special election in August of 2001 for the Ward II City Council seat. After a brief discussion, Councilmember Streeter made a motion to transfer \$20,000 from Contingency for the special election to be held in August of 2001. Councilmember Brown seconded the motion. The motion was approved 3-0.

10. Other/Next Meeting

The next meeting of the Finance and Administration Committee will be held on June 27, 2001 at 5:30 p.m.

Councilmember Streeter made a motion to adjourn. Councilmember Brown seconded the motion. The motion was approved 3-0. The meeting adjourned at 6:40 p.m.