



**Finance and Administration Committee
Record of Proceeding
July 1, 2024**

The Finance and Administration Committee met on Monday, July 1, 2024. Those in attendance included: Chairperson Barb McGuinness, Ward I; Council Committee Member Aaron Wahl, Ward II; Council Committee Member Michael Moore, Ward III; Council Committee Member Gary Budoor, Ward IV; Mayor Bob Nation, Finance Director Jeannette Kelly and City Administrator Mike Geisel. Those also in attendance included: Councilmember Mary Monachella, Councilmember Mary Ann Mastorakos, Councilmember Merrell Hansen, Public Works Director Jim Eckrich, Planning Director Justin Wyse, Assistant City Administrator Elliot Brown, City Clerk Vickie McGownd, and Deputy City Clerk Amanda Hurley.

Chairperson Barb McGuinness called the meeting to order at 4:00p.m.

Approval of F&A Minutes

Councilmember McGuinness made a motion, seconded by Councilmember Moore, to approve the May 13, 2024 Finance and Administration Committee Meeting Minutes. A vote was taken with a unanimous affirmative result (4,0), and the motion was declared passed.

Chesterfield Historic and Landmark Preservation (CHLPC)

Following discussions at the May 13, 2024 Finance and Administration Committee Meeting, a motion was passed to begin preparations of code amendments to remove the regulatory role from CHLPC. Staff has identified three sections within the Unified Development Code to accomplish the removal. Two sections (405.02.040.B.1.e.(11) and 405.02.110.D.i) require minor amendments to state that any historic information would be identified by the City of Chesterfield instead of being identified by CHLPC.

The second amendment is more in depth and contains the regulations for establishing an “H” Historic District or “LPA” Landmark Preservation Area overlay district. Modifications to this section of code include removing CHLPC from the formality of the nominating process (e.g. conducting public hearings, formal reports to Planning Commission), aligning the process with similar zoning procedures, and modifying the process for Certificates of Appropriateness.

Councilmember Moore made a motion, seconded by Councilmember McGuinness to repeal policy PDS #1, dissolving CHLPC entirely. A vote was taken with a unanimous affirmative result (4,0), and the motion was declared passed

Councilmember Moore made a motion, seconded by Councilmember McGuinness to approve passage of the proposed bill, which transfers the responsibilities of CHLPC to the Architectural Review Board. A vote was taken with a unanimous affirmative result (4,0), and the motion was declared passed.

Aquatic Center Replacement Strategy

City Administrator Mike Geisel stated one of Council's established goals and objectives for 2024 was to create and present a proposed strategy for moving forward with the desired demolition and replacement of the aged City Aquatic facility.

Mr. Geisel discussed the proposed strategy dated June 21st, 2024 to move forward with the design, funding, and replacement of the Chesterfield Aquatic Facility. Task one of the seven tasks outlined in the strategy has been completed and task two involves soliciting and funding a design consultant for the entire project, but whose first tasks would be to conduct additional public engagement and develop the preliminary design and cost estimates which would be used to develop funding strategies. The design services portion of the strategy is proposed to be funded by the Parks Fund – Fund Reserve. The subsequent construction financing is not currently addressed, is complicated, and is dependent upon the product produced by the design professional after additional public input. That financing strategy can only be developed after the design and cost estimates have progressed sufficiently to provide adequate information to create a reasonable level of confidence.

Task 1 – Develop the vision and concept design plan - completed

Task 2 – Aquatic Center preliminary design

Task 3 – Aquatic Center Financing

Task 4 – Aquatic Center construction design and development

Task 5 – Aquatic Center – Approval of Financing

Task 6 – Aquatic Center – Advertising, Bidding, and Construction

Task 7 – Aquatic Center – Facility opening and operation

Councilmember Moore made a motion, seconded by Councilmember Wahl, to approve the Aquatic Center Replacement Strategy and forward to Council. A vote was taken with an affirmative result (3,1), Councilmember McGuinness voted “no”, and the motion was declared passed. This recommendation will be forwarded to the full City Council for their meeting on July 15th, 2024.

Insurance Damage Settlement

City Administrator Mike Geisel reminded the committee that a significant storm passed through the City on April 1, 2024, and caused substantial hail damage to vehicles and additional damage to the membrane roof at City Hall, including internal water damage. The City of Chesterfield actively pursued insurance claims. Council was previously advised that the vehicle hail damage was valued at \$243,086. The City's coverage provides a \$100,000 deductible for the fleet and the city was issued a check from the carrier in the amount of \$143,086. On 5/31/2024, City Administrator Mike Geisel advised Council regarding the settlement and shared that we had elected to repair only three of the damaged vehicles at an estimated cost of \$19,000 and the city would deposit the remainder of the insurance payment into its Insurance Reimbursement Revenue Account.

Executive Staff recommends that the \$831,807.80 in net positive insurance revenue, be deposited and set aside to satisfy future insurance deductibles, repairs and or replacements where it may be undesirable to file a claim.

Councilmember Moore made a motion, seconded by Chairperson McGuinness, to approve segregating the settlement funds and designating them for use in the creation of a dedicated insurance deductible/repair/replacement account. A vote was taken with a unanimous affirmative result (4,0), and the motion was declared passed. This recommendation will be forwarded to the full City Council for their meeting on July 15th, 2024.

Parks Fund Balance Explanation

City Administrator Mike Geisel explained that the 2024 end of year Parks Fund – Fund Balance was projected, in the 2024 budget submission, at \$3,072,582. The initial budget values are predicated upon information and projections representing only 1/3rd of the prior year performance.


City Administrator Mike Geisel further explained that the \$1,418,467 million ATT settlement received in 2024 was directed to reduce annual debt service. The settlement directly and positively reduced the budgeted debt service requirement from the 2024 budgeted level. On 7/17/2023 City Council subsequently authorized an additional \$2.5 million transfer from the Fund reserve to the pre-paid debt service fund (11/6/2023), which also directly and positively reduced the budgeted debt service requirement from the 2024 budgeted level.

Adjournment

The meeting was adjourned at 5:00 p.m.

Respectfully submitted:


Jeannette Kelly
Finance Director


Amanda Hurley
Deputy City Clerk

Approved: 7/23/24