

MEMORANDUM

TO: Finance and Administration Committee of City Council

FROM: Lori Helle, Director of Finance & Administration

DATE: October 26, 2007

SUBJECT: Finance and Administration Committee Meeting

The next meeting of the Finance and Administration Committee has been scheduled for 8:15 a.m. on Saturday, November 3, 2007 in Conference Room 202.

The following list of items has been scheduled for discussion at this meeting:

1. Approval of Minutes from August 15, 2007 (enclosure)—Chairperson Bruce Geiger
2. Proposed 2008 City Council Meeting Schedule (enclosure)—City Administrator Mike Herring
3. Recommendation re: FY2007 Budget Amendments—City Administrator Mike Herring and Director of F&A Lori Helle
4. Recommendation from Planning and Public Works Committee re: “Grant” for Landmark Preservation Commission (enclosure)—City Administrator Mike Herring
5. Discussion regarding Fund Reserve policy (enclosure)—Chairperson Bruce Geiger/City Administrator Mike Herring
6. Adjournment/next meeting—Chairperson Bruce Geiger

If you have any questions or would like to add any items to this agenda, please let me know as soon as possible.

Notice is hereby given that the Finance and Administration Committee may hold a closed meeting for the purpose of dealing with matters relating to one or more of the following: legal actions, causes of action, litigation or privileged communications between the City's representatives and its attorney (RSMo 610.021(1) 1994); lease purchase or sale of real estate (RSMo 610.021(2) 1994); hiring, firing, disciplining or promoting employees within employee groups (RSMo 610.021(3) 1994); bidding specifications (RSMo 610.021(11) 1994); and/or proprietary technological materials (RSMo 610.021(15) 1994).

PERSONS REQUIRING AN ACCOMMODATION TO ATTEND AND PARTICIPATE IN THE CITY COUNCIL MEETING SHOULD CONTACT CITY CLERK MARTY DEMAY AT (636) 537-6715, AT LEAST TWO (2) WORKDAYS PRIOR TO THE MEETING.

cc: Mayor John Nations
City Council
Michael Herring, City Administrator
Department Heads
Rob Heggie, City Attorney

Kelly Vaughn, Assistant Director of
Finance and Administration
Customer Service Center
Caroline McDowell, Executive Secretary