

MEMORANDUM



TO: Finance & Administration Committee of City Council

FROM: Craig D. White, Finance Director

DATE: September 21, 2016

SUBJECT: Finance & Administration Committee Meeting

The next meeting of the Finance & Administration Committee has been scheduled for 5:30PM on Monday, September 26th in Conference Room 102-103.

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

I. APPROVAL OF MINUTES

- A. Minutes from July 25, 2016 – Chairperson Bruce DeGroot, Councilmember – Ward IV (enclosure)

II. NEW BUSINESS

- A. Credit Card Policy – Craig D. White, Finance Director (enclosure)
- B. Review of “Transparency Portal” (Financial Document Center)
- C. Budget Workshop I
 - A. 2017 General Fund – Fund Reserve Projects
 - B. Sponsorships & Contributions
 - C. Finance Plan\Strategy
 - D. Preliminary Budget review and guidance

III. UNFINISHED BUSINESS (no action anticipated on this portion of the agenda for this meeting)

- A. Legal Review of Doorack Lease – Chris Graville, Interim City Attorney
- B. City Attorney, Prosecuting Attorney and Municipal Judge Reform – Chris Graville, Interim City Attorney
- C. Review of City Code: Ordinances 3082 – 3089 – Chris Graville, Interim City Attorney
- D. Review of City Code: Chapter Two Administration – Volume 3 – Mike Geisel, City Administrator (enclosure)

IV. ADJOURNMENT

PERSONS REQUIRING AN ACCOMMODATION TO ATTEND AND PARTICIPATE IN THE CITY COUNCIL MEETING SHOULD CONTACT CITY CLERK VICKIE HASS AT (636) 537-6716, AT LEAST TWO (2) WORKDAYS PRIOR TO THE MEETING.

cc: Mayor Bob Nation and City Council
Mike Geisel, City Administrator
Chris Graville, Interim City Attorney

Customer Service Center
Management Team