City of Chesterfield

MEMORANDUM

TO: Finance and Administration Committee of City Council

FROM: Kelly L. Vaughn, Director of Finance and Administration

DATE: August 12, 2011

SUBJECT: Finance and Administration Committee Meeting

The next meeting of the Finance and Administration Committee has been scheduled for 5:30 p.m. on Monday, August 22nd in Conference Room 202.

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

1. Approval of Minutes from March 28, 2011 – Chairperson Mike Casey, Councilmember – Ward III (enclosure)
2. Review/acceptance of FY2010 Audit/CAFR – Mike Williams, Hochschild, Bloom & Co. LLP (enclosure)
3. Recommendation for Setting FY2011 Property Tax Rate – Brian Whittle, Assistant Director of Finance and Administration (enclosure)
4. Selection of Vice-Chair – Chairperson Mike Casey, Councilmember – Ward III
5. Selection of Citizen Advisory Committee Liaisons – Chairperson Mike Casey, Councilmember – Ward III
   - Finance & Administration Citizens Advisory Committee
   - Human Rights Commission
   - MIS Citizens Advisory Committee
6. Contribution to Special Event – Libbey Tucker, Assistant City Administrator for Community Services and Economic Development (enclosure)
7. Proposed F&A Meeting Schedule – Brian Whittle, Assistant Director of Finance and Administration (enclosure)
8. Proposed 2012 City Council Meeting Schedule – Mike Herring, City Administrator (enclosure)
9. Recommendation for Utilizing Trafficpayment.com for Court Fines – Brian Whittle, Assistant Director of Finance and Administration (enclosure)
10. Financial Update – Brian Whittle, Assistant Director of Finance and Administration (enclosure)
11. Suggestion to Investigate Changing City LOGO – Chairperson Mike Casey, Councilmember – Ward III
12. Adjournment – Chairperson Mike Casey, Councilmember – Ward III

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 JUDY NAGGIAR AT (636) 537-6716, AT LEAST TWO (2) WORKDAYS PRIOR TO THE MEETING.

cc: Mayor Bruce Geiger and City Council
Michael Herring, City Administrator
Department Heads
Rob Heggie, City Attorney
Andrea Majoros, Finance/Bus. License Svcs Coordinator
Customer Service Center
Aimee Nassif, Planning Director
Brian McGownd, PW Dir./City Engineer
Brian Whittle, Asst. Dir. Finance & Admin