



Finance and Administration Committee Record of Proceeding July 1, 2019

The Finance and Administration Committee met on Monday, July 1, 2019. Those in attendance included: Chairperson Michael Moore, Ward III; Council Committee Member Barb McGuinness, Ward I; Council Committee Member Ben Keathley, Ward II; Council Committee Member Michelle Ohley, Ward IV; and Finance Director Chris DesPlanques. Those also in attendance included: Mayor Bob Nation, Councilmember Mary Monachella, Councilmember Mary Ann Mastorakos, Councilmember Dan Hurt, City Administrator Mike Geisel, Administrative Assistant to the City Administrator/Deputy City Clerk Amanda Miller, Director of Public Works Jim Eckrich, Civil Engineer Chris Krueger, Information Technology Director Matt Haug and Assistant Finance Director John Hughes.

Chairperson Michael Moore called the meeting to order at 5:30 p.m.

Approval of Minutes

The minutes of the May 28, 2019 Finance and Administration Meeting were submitted for approval. Councilmember McGuinness made a motion, seconded by Councilmember Keathley to approve the May 28, 2019 Finance and Administration Meeting minutes. A vote was taken with an affirmative result (4, 0) and the motion was declared passed.

Proposed 2020 City Council Meeting Schedule

City Administrator Mike Geisel presented the proposed 2020 City Council meeting schedule. After reviewing the Jewish Community Relations Council (JCRC) "Calendar of Major Jewish Holidays and reviewing the holidays the City will observe in 2020, City Clerk Vickie McGownd prepared the 2020 proposed City Council Meeting Schedule.

Councilmember Ohley made a motion, seconded by Councilmember Keathley to approve the proposed 2020 City Council Meeting Schedule and forward to City Council. A vote was taken with an affirmative result (4, 0) and the motion was declared passed.

Financial Report

City Administrator Mike Geisel presented a current financial update. Finance Director Chris Desplanques, Assistant Finance Director John Hughes, and Mr.

Geisel provided an overview of additional information related to the budget, interpretation and understanding of the monthly Financial reports, timing of various revenue streams, as well as a detailed description of the City's finances.

Information Technologies Contract for Service

City Administrator Mike Geisel was contacted by the City Administrators of Frontenac and Town & Country who inquired about the possibility of contracting with the City of Chesterfield to provide Information Technology services. The proposal would be to hire an additional IT technician to work five days per week, committing two days to the city of Town and Country for \$55,000 and one day to the city of Frontenac for \$35,000. The fully loaded cost of the additional IT Technician (F4) would be \$51,942.

Councilmember Keathley made a motion, seconded by Councilmember Ohley to forward the Information Technologies Contract for Service to City Council. A vote was taken with an affirmative result (3, 1) Councilmember McGuinness voting no and the motion was declared passed.

Gamble-Schlemeier Contract Renewal

City Administrator Mike Geisel presented an agreement to renew the annual contract with Gamble and Schlemeier for professional services. Gamble and Schlemeier will provide government relations services, as an independent contractor. Gamble and Schlemeier will provide to the City of Chesterfield the following service: Governmental relations services before the Missouri legislature and executive branch related to the establishment and maintenance, of contacts with members of the Missouri General Assembly; monitoring of pertinent legislation affecting Chesterfield's municipal interests; and preparation of or lobbying on behalf of legislation proposed in Chesterfield's interest, which may include, without limitation, legislation affecting the St. Louis County municipal sales tax pooling requirements imposed by RSMo Section 66.620 and legislation directly related to a merger of St. Louis City and St. Louis County. Included in such services, during the legislative session, Gamble and Schlemeier will provide a written monthly summary of services performed and legislation monitored on behalf of Chesterfield for the previous month. This agreement shall be in effect through August 30, 2020 and will be funded by a \$40,000 transfer from General Fund – Fund Reserves.

Councilmember Keathley made a motion, seconded by Councilmember McGuinness to forward the governmental relations services contract to City Council with an affirmative recommendation, including a \$40,000 transfer from General Fund – Fund Reserves. A vote was taken with an affirmative result (4, 0) and the motion was declared passed.

Adjournment

The meeting was adjourned at 6:37 p.m.

Respectfully submitted:

John Hughes

John Hughes

Assistant Finance Director

Amanda Miller

Amanda Miller

Deputy City Clerk

Approved: 8/12/2019