

MEMORANDUM

TO: Finance and Administration Committee of City Council

FROM: Michael G. Herring, ICMA-CM – City Administrator

DATE: February 19, 2016



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, February 22nd in Conference Room 102-103.

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

1. Approval of Minutes from January 25, 2016 – Chairperson Barry Flachsbart, Councilmember – Ward I (enclosure)
2. 2008 Certificates of Participation Refunding – Craig D. White, Finance Director, and Michelle Bock, Financial Advisor (enclosure)
3. Review of all City Ordinances – Chairperson Barry Flachsbart, Councilmember – Ward I
4. Discussion re: City Attorney, Municipal Judge, and City Prosecutor Ordinance – Chairperson Barry Flachsbart, Councilmember – Ward I and Interim City Attorney Harry O'Rourke (enclosure)
5. Discussion re: Expansion of Financial Information on Chesterfield's Website – Craig D. White, Finance Director (enclosure)
6. Discussion re: Overtime Tracking – Craig D. White, Finance Director, and Mike Geisel, Director of Public Services (enclosure)
7. Revision of Current E-Mail Retention Policy re: Elected Officials – Chairperson Flachsbart and Councilmember McGuinness – Ward I
8. Next Meeting/Adjournment – Chairperson Barry Flachsbart, Councilmember – Ward I

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

cc: Mayor Bob Nation and City Council
Michael G. Herring, City Administrator
Harold V. O'Rourke, Interim City Attorney

Customer Service Center
Management Team