



Finance and Administration Committee Record of Proceeding August 3, 2021

The Finance and Administration Committee met on Tuesday, August 3, 2021. Those in attendance included: Chairperson Michael Moore, Ward III; Council Committee Member Barbara McGuinness, Ward I; Council Committee Member Aaron Wahl, Ward II; Council Committee Member Gary Budoor, Ward IV; City Administrator Mike Geisel; and Finance Director Jeannette Kelly. Those also in attendance included: Mayor Bob Nation, Councilmember Mary Ann Mastorakos, Ward II; Councilmember Dan Hurt, Ward III; Director of Public Works/City Engineer Jim Eckrich; Director of Planning Justin Wyse; Assistant Finance Director John Hughes; Asst. to City Administrator/Deputy City Clerk Molly Taylor; and City Clerk Vickie McGownd

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

Approval of Minutes

The minutes of the June 29, 2021 Finance and Administration Committee Meeting were submitted for approval. Councilmember Moore made a motion, seconded by Councilmember McGuinness to approve the June 29, 2021 Finance and Administration Committee Meeting Minutes. A vote was taken with a unanimous affirmative result (4-0) and the motion was declared passed.

2021 Strategic Planning

Director of Public Works/City Engineer Jim Eckrich gave a detailed presentation about the Strategic Planning and requested approval to issue a Request for Proposals to 3-5 firms who provide Strategic Planning services. He reminded the Committee that City Council had identified submission of a proposal for strategic planning as one of Mr. Geisel's goals and objectives for 2021. Councilmember Wahl made a motion, seconded by Councilmember Moore, to direct staff to request proposals for strategic planning consultant services. A voice vote was taken with a unanimous affirmative result (4-0) and the motion was declared passed.

Deposit Accounts and Signors

Finance Director, Jeannette Kelly explained that several financial institutions were requesting an official resolution from City Council, verifying that the appropriate City Staff were acting as official account representatives for the City. City Council had previously executed a similar resolution for a single bank institution, but staff was now suggesting a generic resolution to serve

multiple institutions. She requested and recommended that City Council adopt a resolution designating City Staff as account representatives for City deposits. Councilmember Moore made a motion, seconded by Councilmember Budoor, to approve the proposed resolution. A voice vote was taken with a unanimous affirmative result (4-0) and the motion was declared passed.

Audit RFP 2021 Update

Finance Director, Jeannette Kelly updated the committee on staff's progress in preparing of a request for proposals to conduct future audit services.

Excess Checks Report

City Administrator, Mike Geisel addressed Councilmember McGuinness's previous questions pertaining to the June 2021 Excess Checks Report and in response to her previous question, advised the committee that the net profit on the recent amphitheater concert was in excess of \$59,000.

ARPA Update

City Administrator, Mike Geisel provided an update of the American Rescue Plan Act and gave a presentation outlining the details of the Act and how it applies to the City of Chesterfield.

Budget Workshop Dates

F&A Budget Workshop Dates for 2021 were submitted for approval. Councilmember Moore made a motion, seconded by Councilmember McGuinness to approve the Budget Workshop Dates. A voice vote was taken with a unanimous affirmative result (4-0) and the motion was declared passed.

Professional Services Contract Renewal

City Administrator, Mike Geisel discussed the Gamble & Schlemeier contract that is up for renewal at the end of the month and recommended approval to renew the agreement for another year. Councilmember Moore made a motion, seconded by Councilmember McGuinness to recommend the approval of the Gamble & Schlemeier contact renewal. A voice vote was taken with a unanimous affirmative result (4-0) and the motion was declared passed.

Adjournment

The meeting was adjourned at 7:03 p.m.

Respectfully submitted:



Jeannette Kelly
Finance Director



Molly Taylor
Deputy City Clerk

Approved: 8/31/2021