



Finance and Administration Committee Record of Proceeding August 31, 2021

The Finance and Administration Committee met on Tuesday, August 31, 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; Director of Planning Justin Wyse; Director of Parks, Recreation and Arts Tom McCarthy, Assistant Finance Director John Hughes; Asst. to City Administrator/Deputy City Clerk Molly Taylor; and one other additional guest.

Chairperson Michael Moore called the meeting to order at 5:32 p.m.

Approval of Minutes

The minutes of the August 3, 2021 Finance and Administration Committee Meeting were submitted for approval. Councilmember Moore made a motion, seconded by Councilmember McGuinness to approve the August 3, 2021 Finance and Administration Committee Meeting Minutes. The motion passed unanimously, 3-0 by voice vote and was declared passed. [Councilmember Gary Budoor Ward IV, was absent for vote]

Public Comment

David Stokes with the Show Me Institute was invited to speak to the committee however he declined the invitation.

Salary Administration Manual

City Administrator, Mike Geisel, recommended an amendment to the Salary Administration Manual to add a provision that the annual CPI adjustment of the entire compensation plan would be limited to a value that shall not exceed 75% of the merit pool approved by City Council. Councilmember Wahl made a motion, seconded by Councilmember Moore, to adopt the proposed amendment. The motion passed unanimously, 4-0 by voice vote and was declared passed. [Councilmember Gary Budoor joined the meeting at 5:41pm]

Pay Plan Administration – F&A Policy #20 update

City Administrator, Mike Geisel, requested a motion to apply the amendment as previously discussed for the Salary Administration manual limiting the annual CPI compensation plan adjustment to a value that shall not exceed 75% of the merit pool approved by City Council to F&A Policy # 20.

Councilmember Moore made a motion, seconded by Councilmember McGuinness to approve the revisions. The motion passed unanimously, 4-0 by voice vote and was declared passed.

RFQ For Planning Services

Director of Planning, Justin Wyse, discussed a Request for Qualifications to obtain proposals from qualified consultants to provide review, analysis, and recommendations for redevelopment of the Southwest Quadrant of Chesterfield Village. Councilmember Moore made a motion, seconded by Councilmember Wahl to approve the Request for Qualifications as submitted. The motion passed unanimously, 4-0 by voice vote and was declared passed.

Use Tax Ordinance

City Administrator, Mike Geisel, recommended placing the Use Tax Ordinance on the April 5th, 2022 ballot for approval by Chesterfield residents.

Councilmember Wahl made a motion, seconded by Councilmember Moore to approve the recommended ordinance. The motion passed with an affirmative result (3-1) with Councilmember McGuinness voting opposed and was declared passed.

American Recovery Plan Act

City Administrator, Mike Geisel, provided a brief history of the American Recovery Plan Act (ARPA) and the Federal requirements related thereto. He explained staff's recommended strategy on how to manage the Federal funds received from the American Recovery Plan Act and presented to the Committee a list of recommended estimated expenditures. City Administrator Geisel and Finance Director Kelly discussed the administration and reporting requirements associated with the program. They also reminded the Committee that the strategy, as described in Staff's recommendation, reflected the "net results" for the use of the funds, recognizing that there were complex accounting and fund transfer actions required to track, report, and maintain the integrity of the program. Councilmember McGuinness made a motion, seconded by Councilmember Moore, to recommend and endorse the proposed strategy to the full City Council. The motion passed unanimously, 4-0 by voice vote and was declared passed.

Financial Update

Director of Finance, Jeannette Kelly, provided a financial update.

City Activities, Meetings, Programs and Other Functions

City Administrator, Mike Geisel, requested direction from the Committee on scheduling City activities, meetings and other programs on major Jewish holidays. Councilmember McGuinness recommended further research into the discussion and revisiting at the next Finance and Administration meeting. Staff was directed to consider the Committee's concerns as expressed during the Committee meeting and to develop a proposed policy for the Committee's review at their next meeting.

Adjournment

The meeting was adjourned at 7:31 p.m.

Respectfully submitted:



Jeannette Kelly
Finance Director



Molly Taylor
Deputy City Clerk

Approved: 9/28/2021