



**Finance and Administration Committee  
Record of Proceeding  
December 19, 2023**

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The Finance and Administration Committee met on Tuesday, December 19, 2023. 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 Monachella, Ward I; Councilmember Mary Ann Mastorakos, Ward II; Councilmember Merrell Hansen, Ward IV; Director of Planning Justin Wyse; Assistant City Planner Petree Powell; Assistant City Administrator Elliot Brown; Director of IT Matt Haug; City Clerk Vickie McGownd; and approximately six other attendees.

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

**Chesterfield Historic and Landmark Preservation Committee (CHLPC)**

Chairperson Michael Moore introduced a proposal to transfer the responsibilities from Chesterfield Historic and Landmark Preservation Committee (CHLPC) to the Heritage Foundation [a 501(c)(3) organization]. The CHLPC has become more of a regulatory group since its creation, and has not been doing the regulatory things associated with the policy created for the CHLPC. Mr. Moore suggested, for the purpose of discussion, a solution could be to transfer membership from CHLPC to the Heritage Foundation.

City Administrator Geisel explained that under the current structure, the CHLPC (as well as all other citizen advisory committees) should only be working on things specifically assigned by a Committee of Council. He continued by stating that the CHLPC has done great work for the City of Chesterfield, but they have not followed the City's policy of working under the direction of a Committee of Council.

Members in attendance representing the CHLPC and Heritage Foundation asked questions and shared concerns of the proposed change. Discussion ensued pertaining to responsibilities of each group.

Mr. Geisel described a potential scenario for working with the CHLPC as an independent group. This could be accomplished by transferring the regulatory functions internally to the Architectural Review Board (ARB) and entering into a service agreement including designated functions. A value would be negotiated for those functions and included in the annual budget.

This would eliminate the constraints of City policy and allow the group to function independently.

Councilmember McGuinness made a motion, seconded by Councilmember Moore, to endorse staff's recommendation to disband the CHLPC, transfer the regulatory function to ARB and enter into a service agreement with a group to perform historic public services. A voice vote was taken with a unanimous affirmative result (4-0) and the motion was declared passed.

**City Logo**

Assistant City Administrator Elliot Brown stated that staff is requesting a recommendation from this Committee to update the City's digital logo. As the City migrates to a new website, it is necessary to create an updated digital version of the logo to be ADA compliant (Americans with Disabilities Act) and compatible with current technology. The updated logo would be used on all digital assets – social media, digital copy of the Citizen newsletter, email signature lines, etc.

Councilmember Wahl made a motion, seconded by Councilmember Moore, to recommend authorization for a \$5,000 budget item to be used toward updating the Chesterfield logo. A voice vote was taken with a unanimous affirmative result (4-0) and the motion was declared passed.

**Adjournment**

The meeting was adjourned at 6:55 p.m.

Respectfully submitted:

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Jeannette Kelly  
Finance Director

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Vickie McGownd  
City Clerk

APPROVED: \_\_\_\_\_