

WAYS & MEANS COMMISSION MINUTES  
CITY OF TOWN & COUNTRY, MO  
August 31, 2020  
Via Zoom Videoconference  
8:30 AM

Given the current public health crisis, various emergency meeting declarations, and in accordance with the provisions of Sec. 610.020, RSMo., this Ways and Means Commission meeting was held via Zoom videoconference and streamed live to YouTube. Public comments on agenda items were solicited via email. Real-time public viewing of the meeting was made available via the City's website at [www.town-and-country.org](http://www.town-and-country.org).

MEMBERS:

Alderman Sue Allen, Chairperson  
Mayor Jon Dalton  
Finance Director Pam Reitz  
City Administrator Bob Shelton

Ward 1

Randi Weber  
Bob Aikin

Ward 2

Oz Conrad  
Michael Goldberg

Ward 3

Hans Fredrickson  
John Wichlenski

Ward 4

Bob Proost  
Don Roberts (absent)  
Jeff Parrotte, At-Large  
(absent)

OTHERS PRESENT:

Communications and Administrative Assistant Morgan Kuepfert.

Alderman Allen called the meeting to order at 8:30 a.m. and the roll as noted above was taken. There was a quorum.

1. Approval of July 24, 2020 Minutes

Mr. Proost moved for approval, seconded by Mr. Aikin. The Minutes were approved.

2. Approval of July 29, 2020 Minutes

Mr. Proost moved for approval, seconded by Ms. Weber. The Minutes were approved.

3. Update on Property Tax Rate Public Hearing

Mr. Shelton stated that the Board of Aldermen posted, advertised and held a Public Hearing on August 24 to set the property tax rate. The Board requested that the notice advertise what the rate could possibly be so residents were aware of the authorized levy, but the proposed rate for 2020 from the Board of Aldermen was published at zero cents per \$100 assessed value. The first reading of the Bill was at the August 24 meeting and second reading will be held at the September 14 meeting.

Mayor Dalton noted to the Commission that Aldermen Allen made a motion to support the Commission's recommendation but that the motion failed for lack of a second. He explained he wanted to assure that the Commission knew that Alderman Allen moved consistent with this body and did not receive support from the Board of Aldermen. Additional discussions were held relating to decisions at the Board of Aldermen meeting.

4. General Fund Reserve Level Recommendation

Ms. Reitz stated she wished to query the Commission on a recommendation on the General Fund reserve. After discussion, it was the consensus of the Commission to keep the reserve requirements at 50%. Following further discussion, Mayor Dalton moved to express the Commission's desire to retain the 50% fund balance reserve to the Board of Aldermen. The motion was seconded by Mr. Fredrickson. Upon a vote being taken, the motion was approved.

5. Review of 2020 and 2021 Revenue Estimates

Ms. Reitz reviewed the documents sent to the Commission regarding revenue estimates for the remainder of 2020 and 2021. She explained that in all estimates, the worst case scenario was utilized. Ms. Reitz broke down the estimates monthly. She noted that grocery and hardware taxes remained stable and explained that redistributions to St. Louis County also affected the overall numbers.

Ms. Reitz discussed potential future investments and the interest rates for the same. She stated no purchases were made in the last few months due to lower interest rates and status of the fund balance, and she did not want to overinvest.

Additional discussions were held relating to the Use Tax, and it was noted that St. Louis County would have to establish it first for the City to receive use tax from the 1 % general sales tax. The City could hold an election and if approved, collect use tax on the Parks/Stormwater and Capital Improvement tax but this would not impact the General Fund. Also discussed were Court revenues and the Topping Road project and estimations for the same.

6. Review of Treasurer's language in Municipal Code

Mr. Shelton explained that this has been discussed by the Board of Aldermen for quite some time, along with the City Engineer position. He explained that the former finance director acted in both capacities as treasurer and finance director and happened to be a resident of Town and Country. Mr. Shelton stated that the proposed language cleans up the duties/responsibilities and designates the Finance Director as the City Treasurer and eliminates the residency requirement. Following discussion, Mr. Conrad moved to accept the proposed changes and forward to the Board of Aldermen, seconded by Mr. Proost and

unanimously approved.

7. Review of the Municipal Code, Article 145, Chapter IV – Ways and Means Commission, Vice Chairman Position

Ms. Reitz explained that according to the City's Municipal Code, each Commission shall elect a Vice Chairman to act in the absence of the Chairman. Mayor Dalton stated he wants to be consistent with the Code and fully supports filling the position. He encouraged the Commission to review the language and responsibilities in the Code. Discussion was held, and the Commission will take this matter up at their next meeting.

Additional discussion ensued relating to the timing and process of the Property Tax Ordinance and if there is a chance to amend it at this time. Mayor Dalton explained that the Bill had first reading and is pending Board of Aldermen approval, but at this time the Board does have the opportunity to make amendments or introduce a substitute bill. Mayor Dalton further explained when and how the rate can be adjusted.

Following further discussion on the pending bill, Mr. Proost made a motion to recommend a substitute bill to the Board of Aldermen consistent with the Commission's original recommendation. The motion was seconded by Mr. Conrad and approved.

Ms. Reitz reminded the Commission that October 16 is the proposed date for presentation of the 2021 budget to the Ways and Means Commission.

8. Adjourn

At 9:38 AM, Mr. Goldberg moved to adjourn, seconded by Mr. Conrad and approved.