

WAYS & MEANS COMMISSION MINUTES
CITY OF TOWN & COUNTRY, MO
Friday, September 13, 2019
Municipal Center
8:00 AM

MEMBERS:

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

Ward 1

Randi Weber
Bob Aikin

Ward 2

Oz Conrad
Michael Goldberg (Absent)

Ward 3

Hans Fredrickson
John Winchlenski (Absent)

Ward 4

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

OTHERS PRESENT:

Assistant Finance Director Marian Oesterle, City Planner Ryan Spencer, Communications and Administrative Assistant Morgan Kuepfert

Alderman Sue Allen called the meeting to order at 8:03 a.m. and the roll as noted above was taken. There was a quorum.

NEW BUSINESS

1. Approval of July 19, 2019 Minutes

Mr. Aikin made a motion to approve the minutes; seconded by Mr. Parrotte. The Minutes were approved.

2. Audit Proposals

Ms. Reitz stated that five proposals were received and distributed a spreadsheet outlining cost and score. Ms. Reitz narrowed the results down to three contenders, Schowalter & Jabouri, Hochschild, Bloom & Co, and Botz, Deal & Comp. She stated she spoke with finance directors of other cities who have utilized each company and has positive feedback. Ms. Reitz further explained that the City may or may not need a single audit for 2019. Mr. Conrad inquired as to what qualifies a single audit, and Ms. Reitz stated they are required when federal grant monies are received in excess of \$750,000. Discussion ensued relating to the potential timeline for the completion of the audit should the City switch companies. Ms. Reitz responded and stated that between the City's finance department and an outside consultant it should still be completed in a timely manner. Discussion ensued relating to cost and general inquiries regarding the proposals. Mr. Reitz is recommending awarding the contract to Schowalter & Jabouri. Following discussion, Mr. Conrad made a motion to accept Staff's recommendation. The motion was seconded by Mr. Parrotte. Approved unanimously.

3. 5 Year Capital Expenditure Report

Ms. Reitz stated a report was distributed at the last meeting. She noted that there are still changes to be made to the numbers, including the total for grant reimbursement, but the projects are set. Ms. Reitz informed the Commission that the Board of Aldermen voted to opt out of the grant for the Topping Road Phase II Project which will increase City cost but will allow the project to be completed sooner. Mr. Conrad stated that some of the numbers are carried over from previous years, and suggested that the report show that. General discussion ensued relating to various capital projects.

4. Infrastructure Task Force Update

Mr. Shelton stated that the Task Force met earlier this week and the focus of the discussion was on capital projects and funding for the same. It was noted that there are no recommendations to be made at this time and the next meeting will be held on October 2. A brief discussion was held relating to the logistics of the Public Infrastructure Task Force.

5. Town Square Update

Mr. Shelton stated that Town Square is hosting free yoga classes on Wednesday evenings and Sunday mornings. Discussion was held relating to the amount of spaces available for businesses and potential businesses to occupy them. Additional discussions were held relating to other agenda items from the Board of Aldermen Meeting.

6. Miscellaneous

Mr. Conrad inquired about committee appointments. Mr. Shelton stated that members of this committee stand and serve unless they resign.

Ms. Weber inquired about the IT Agreement with Chesterfield that was discussed at the Board of Aldermen Meeting. Mr. Shelton stated that after an IT Audit was conducted, deficiencies were discovered and after researching individual firms, it was the conclusion that a cooperative agreement would be the most efficient route to best serve the City's needs.

Mr. Aikin asked about adding an agenda item to the Ways and Means agendas for "New Business Update". Mr. Spencer stated he would be happy to provide that, and at this time, new businesses include Harbor Freight and a Portuguese themed restaurant both at Manchester Meadows.

7. Next Meeting

Ms. Reitz stated she would like to present a draft 2020 budget on October 11 with a follow up meeting one week later, if needed, to address additional questions/concerns.

8. Motion to adjourn

Mr. Proost moved that the meeting be adjourned. The motion was seconded by Mr. Conrad. The meeting was adjourned at 9:00 a.m.