

# CITY OF FRONTENAC



## MINUTES OF THE CITY OF FRONTENAC WAYS AND MEANS COMMITTEE TUESDAY DECEMBER 16, 2014 5:30 P.M.

### A. CALL TO ORDER

The December 16, 2014 meeting of the Ways and Means Committee of the City of Frontenac was called to order at 5:30 P.M.

### B. ROLL CALL

The following Committee members were present:

- |                           |              |
|---------------------------|--------------|
| ✓ Chairman Warren Winer   | ✓ Mark Kiehl |
| ✓ Alderman John O'Connell | ✓ Jane Rubin |

Also in attendance were City Administrator Bob Shelton and Finance Officer Julie O'Guinn.

City Administrator Bob Shelton noted that there was a quorum.

### C. APPROVAL OF AGENDA:

Chairman Winer requested approval of the December 16, 2014 Agenda.

**MOTION:** Mr. Kiehl motioned and Mr. O'Connell seconded approval of the agenda. All voting members present voted in the affirmative. **MOTION PASSED.**

### D. APPROVAL OF MINUTES:

Chairman Winer requested approval of the November 13, 2014 Regular Meeting Minutes.

**MOTION:** Mr. Kiehl motioned and Ms. Rubin seconded approval of the minutes. All voting members present voted in the affirmative. **MOTION PASSED.**

### E. PUBLIC FORUM (PRESENTATION OF REMARKS AND/OR PETITIONS):

No comments were made.

#### **F. COMMENTS BY COMMITTEE MEMBERS:**

No comments were made.

#### **G. CHAIRMAN'S COMMENTS:**

No comments were made.

#### **H. NEW BUSINESS:**

Auditor Mike Williams with the firm Hochschild & Bloom gave an overview of the City's 2013-14 Comprehensive Annual Financial Report (CAFR). He stated that the difference between a regular audit and a CAFR is the introductory section and statistical section. Having a full CAFR allows the city to fully meet the continuing disclosure requirements as a bond holder so it is good to have. It includes information about long term financial planning and relevant policies and can assist in achieving a lower rate on bond issues or help with obtaining grants. It is comprehensive and a full disclosure which is a higher level of reporting.

He proceeded to review the financial section which he stated is the regular audit portion and reviewed the Management Discussion and Analysis portion which shows that the City's net position has grown from last year to \$24,084,000 or 3.8% due to 2.8% increase in assets and a 1.7% decrease in liabilities. He indicated a net change in total fund balances of \$441,545. He noted that, compared to prior year, expenses overall were up 5.1%. It was noted by staff that the fund statements are normally what the committee is used to seeing and that summary format is included on page 16 for all funds. He reviewed each page with the committee including the net pension obligation in effect next year which requires the pension obligation to be included as a liability and which shouldn't be a problem for the city, as the amount is currently reasonable (\$68,000) and the plan experienced a growth in assets and is doing well. New market tables will cause a modest increase in liabilities; however the amount will be amortized.

He reviewed the contents of the remaining pages and remarked about the new disclosure for House Bill 103, a court disclosure with the percentage of traffic fines required to be less than 30% of operating revenues. At 9% the city is well below the 30% threshold.

The committee discussed revising the new investment policy wording regarding market value disclosures and will review the policy again at the next meeting.

## **I. OLD BUSINESS:**

### **Internal Control Review Update**

No update from last month.

### **Redevelopment Updates**

There was no discussion.

### **Review Expense Subcommittee – Resident Communication:**

The committee discussed reviewing the newsletter via email and discussing the result at the next meeting.

### **Resident Survey**

Mr. Shelton stated Dr. Ken Warren, a law professor at St. Louis University with extensive experience in municipal survey work, would be recommended to the Board of Aldermen to conduct the survey.

### **SCHEDULE DATES FOR NEXT MEETINGS:**

January 13, 2015 - 7:00 PM

## **J. ADJOURNMENT**

Chairman Winer requested approval for adjournment of the December 16, 2014 meeting.

**MOTION:** Ms. Rubin motioned and Alderman O'Connell seconded that the meeting be adjourned. All voting members present voted in the affirmative.  
**MOTION PASSED.**

Meeting adjourned 6:40 P.M.