

CITY OF FRONTENAC



MINUTES OF THE WAYS AND MEANS COMMITTEE HELD VIA VIDEO CONFERENCE 3:00 P.M., WEDNESDAY, OCTOBER 19, 2022

A. CALL TO ORDER

The October 19, 2022 meeting of the Ways and Means Committee of the City of Frontenac was called to order at 3:00 p.m.

Chairperson Sant called the meeting to order. All participated via video and phone.

B. ROLL CALL

Tim Sant	Warren Winer
Ken Marx	Tom Mug
Katie Dixon	John Kennedy
Aldersperson Millman	Emily Arneson

City Clerk Leesa Ross stated a quorum was present.

Also in attendance was Mr. Christensen and Ms. Bennett.

C. VOTE TO APPROVE AGENDA

Chairperson Sant requested a motion to approve the agenda.

Mr. Mug made a motion and Mr. Kennedy made a second to the motion, to approve the October 18, 2022 agenda. All voting members present voted in the affirmative. **MOTION PASSED.**

D. APPROVE MINUTES

Chairperson Sant asked for a motion to approve the September 21, 2022 meeting minutes.

MOTION: Mr. Mug made a motion and Mr. Kennedy made a second to the motion to approval of the minutes. All voting members present voted in the affirmative. **MOTION PASSED.**

E. CITY ADMINISTRATOR REPORT

Mr. Christensen said the comp plan is nearing completion, with one final public forum. Also, a workshop meeting will be planned with the Planning & Zoning Commission and Board of Alderspersons. He also discussed the proposed updates to the plan.

The community survey conducted by the Warren Poll was discussed. The Geyer Road project update was discussed.

Mr. Christensen congratulated the Public Works Department, Mr. Wappelhorst and the Storm Water Engineers for the Timber Trail Stormwater Project. The City received the Outstanding Local Government Achievement Award from East-West Gateway, and an American Public Works Achievement Award.

F. PUBLIC FORUM

No comments at this time.

G. COMMENTS BY COMMITTEE MEMBERS

No comments by committee members at this time.

H. CHAIR'S COMMENTS

No comments were made by Mr. Sant at this time.

I. REVIEW OF FINANCIAL REPORTS – September 2022

Ms. Bennett stated in the September financials, revenues and sales taxes are doing well. The use tax has increased significantly and is 99% above budget. Utility taxes, especially for electric is up. The building department fees are due to a timing issue. Ambulance revenue is up, as the department is running more calls and doing more transports. Court fines are up 85%. Interest income is up also up, and the interest rate being paid is 1.5% from bank.

Expenses are up \$298,000 from last year, 72% is personnel related. It is due to a salary adjustment. The budget numbers are inflated due to the market adjustments which has not happened,

J. OLD BUSINESS

Sales Tax Trends

- Ms. Bennett stated no apples to apples comparison at this time. There were no significant swings in sales tax recently.

- Unrestricted cash in September 2022, is down \$300,000 from June, which is timing of expenses, and she said we are still over \$8,000,000. Mr. Sant asked about how the city will invest in the future.

❖ **Salary Survey**

- Mr. Christensen stated the city has been working with CBIZ the last several months. They discussed the market target. The decision was to target the 60th percentile or better. Different models were run. Recently with the 90th percentile, it would not be sustainable. It would be an additional \$1 million in a few short years. CBIZ ran numbers to the 60th – 70th percentile of the numbers. One with Des Peres, T&C, Ladue, Kirkwood, Creve Coeur and Brentwood. CBIZ looked at the broader St. Louis market. They want to bring salaries up to the greater of the 60th percentile of contiguous cities or the 70th percentile of the broader market. The cost to implement the 60th or 70th percentile is \$61,000. The large number of salary ranges are at the 60th percentile. The majority of the employees would receive an increase. Only 25% would go to the police and fire personnel. A number of employees would come up.

Mr. Mug stated he would like to see the detailed report of the numbers. The increase is approximately \$61,000.

❖ **City of Frontenac Compensation Policies**

- Mr. Christensen presented the policy which CBIZ helped with. Mr. Christensen went over the proposed policy.

K. NEW BUSINESS

❖ **Audit Update**

- Ms. Bennett stated there is nothing to report. The auditors were here yesterday, and they are doing a lot of virtual work. She stated she is unaware when the audit will be presented but stated it would probably be in January 2023.

L. SCHEDULED DATE FOR NEXT MEETING

Questions of in-person meetings were discussed. Mr. Sant stated he is in favor of in person meetings. Most preferred in persons meetings, but virtual meetings are better if they continue at 3:00 p.m.

Wednesday, November 16, 2022 at 3:00 p.m. The meeting will be in person with a virtual option.

M. ADJOURNMENT

MOTION: Mr. Winer made a motion to adjourn the meeting, and Mr. Millman made a second to the motion. The motion carried unanimously. **MOTION PASSED.**

The meeting adjourned a 3:42 p.m.