

MINUTES OF THE REGULAR MEETING
OF THE FINANCE COMMITTEE
OF THE CITY OF SUNSET HILLS, MISSOURI
HELD ON TUESDAY, JUNE 15, 2010

BE IT REMEMBERED that the Finance Committee of the City of Sunset Hills, Missouri met in regular session at City Hall Quarters, 3939 S. Lindbergh Blvd., in said City on Tuesday, June 15, 2010. The meeting convened at 5:30 p.m.

ROLL CALL

Present:	Thomas Hrastich	-Chairman
	Michael Fitzgerald	-Member
	Patricia Fribis	-Member
	Michael Sawicki	-Member
	Laura Rider	-Ex Officio Member
Absent:	Kerry Borawski	-Member

It should be noted that Mayor Nolan and Mrs. Phillis Hardy, City Collector, were also in attendance.

APPROVAL OF THE MINUTES

Copies of the Minutes of the September 30, 2009 meeting were distributed to the members for their review. Mr. Fitzgerald made a motion to approve the Minutes as submitted. Mr. Sawicki seconded the motion, and it was unanimously approved.

2009 AUDIT

MICHELE GRAHAM, BOTZ, DEAL & Co.

Ms. Michele Graham of Botz, Deal & Co. was present and stated that there will be a single audit report due to the City receiving more than \$500,000 in Federal Funds. The report will be sent to the Federal Audit Clearinghouse by Botz, Deal & Co. She explained that the City is not considered a low risk auditee; this is not considered a negative towards the City it simply means the City did not have a single audit last year.

Ms. Graham stated that the City received a clean audit report.

There was discussion regarding capital assets which include, land buildings and improvements, equipment and infrastructure which are reported in the government-wide financial statements.

Ms. Graham stated that the City employees do a good job in segregating duties as much as possible so that someone else reviews another employee's duties.

Ms. Graham stated the city contributed the required amount for the City's annual pension in 2009.

Ms. Graham reviewed the long term debt.

Mr. Fitzgerald made a motion to accept both audit reports and present them to the Board of Aldermen. Alderman Fribis seconded the motion, and it was unanimously approved.

Ms. Graham left the meeting.

2010 COMMUNITY CENTER BUDGET

GERALD BROWN, DIRECTOR OF PARKS & RECREATION

Mr. Gerald Brown, Director of Parks & Recreation, was present.

Alderman Hrastich stated that Mr. Brown will be presenting the proposed budget for the community center. The budget will need to be presented to the Board of Aldermen for a budget amendment to revenue and expenses for the community center budget for August 1 through December 31, 2010.

Mr. Brown stated that it is anticipated the City will take ownership of the facility the beginning of August and anticipate opening the facility the beginning of September. Therefore, there will be five months of expenses and four months of revenue which is based on 30 days to move staff from the current office to the new facility as well as for staff training. Approximately 2 ½ years ago, a consultant put together a pro forma based on the facility design at that time. Therefore, the consultant's pro forma was adjusted to the final design of the community center.

There will be three additional full-time employees hired for the facility. It was originally thought four full-time employees would be needed; however he and the Parks & Recreation Commission agreed to try three full-time employees along with part-time employees. It may be determined in the future the fourth full-time employee is necessary; if a fourth full-time employee is deemed necessary the number of part-time employees will be reduced.

Mr. Brown stated that there are many things that are unknown until the facility opens. It is anticipated there will be a full recovery rate the first few years; then there will be a reduction in the recovery rate. There will not be as much of a reduction if there are the right programs offered and the fitness equipment is kept updated.

Mr. Sawicki made a motion to request a budget amendment to revenue and expense for the community center budget for August – December 31, 2010. Alderman Fribis seconded the motion, and it was unanimously approved.

Mr. Brown left the meeting.

OTHER MATTERS DEEMED APPROPRIATE

Alderman Hrastich distributed graphs showing the collections of sales tax for the first quarter of 2010 to the members for their review. He requested the members review the graphs and keep the information in mind when the 2011 budget is being prepared.

NEXT MEETING DATE

The next meeting has not yet been scheduled.

ADJOURNMENT

Mr. Sawicki made a motion to adjourn the meeting at 6:55 p.m. Alderman Fribis seconded the motion, and it was unanimously approved.

Recording Secretary,



Laurie Sanneman

UNAPPROVED