

WAYS & MEANS COMMISSION MINUTES
CITY OF TOWN & COUNTRY, MO
June 13, 2023
1011 Municipal Center Drive
Town & Country, MO 63131
8:30 AM

MEMBERS:

Alderman Sue Allen, Chairperson
Mayor Charles H. Rehm, Jr.
Finance Director Joan Jadali
City Administrator Bob Shelton

Ward 1

Bob Aiken

Ward 2

Janine Fabick(absent)
Jason Hoberman(absent)

At Large

George Tarlas
Mohammed Agha(absent)

Ward 3

Hans Fredrickson
John Wichlenski

Ward 4

Mike Sawyer
Don Roberts(absent)

OTHERS PRESENT:

City Planner Ryan Spencer, Communications and Administrative Assistant Morgan Forney

1. Call to Order

Alderman Allen called the meeting to order at 8:32 a.m., and the roll, as noted above, was taken. There was a quorum.

2. Approval of Minutes from February 24, 2023

Mayor Rehm moved for approval, seconded by Mr. Fredrickson, and approved.

3. Discussion regarding 2022 Audit & Annual Comprehensive Financial Report

Finance Director Joan Jadali introduced Andrew Zebell with Clifton, Larson, Allen to give a report on the 2022 Financial Audit. She noted that the document reviewed today is still in draft form but will be finalized by June 30.

Mayor Rehm announced that the City had received the Government Finance Officers Association (GFOA) Certificate of Achievement, noting that this is the highest financial achievement award offered from GFOA.

Mr. Zebell began his presentation stating that he only works with local governments and commended the quality of leadership in the City of Town and Country. He then explained the process of the annual financial audit and noted that no single audit was required this year but will be required in 2024 (for the 2023 annual audit) due to the American Rescue Plan Act (ARPA)

funds. Mr. Zebell indicated that the City had received an unqualified opinion on the audit, which is basically a “clean audit”, meaning that the financial statements present fairly in all material respects, the financial position and results of the entity. Mr. Zebell recommended adding a fixed-asset software for easier financial tracking but noted no major recommendations.

Mr. Zebell reviewed the Statement of Net Position and noted the strong net position with no debts or bonds. In response to questioning, Mr. Zebel stated that ARPA funds must be spent by 2024 year-end, but there is a possibility that deadline may be extended. Ms. Jadali stated that the funds are currently budgeted in fiscal year 2023 to pay for the West County Fire & EMS contract.

Mr. Zebell reviewed the various notes in the draft report, specifically noting that the City’s Financial Policies were directly in line with State guidelines.

Following review of the City’s Schedule of Revenues, Expenditures, and Change in Fund Balance, the Commission held a lengthy discussion regarding the potential implementation of a property tax in 2024. Various scenarios were discussed including the rate and allocation of funds.

A copy of the draft report is attached hereto and made a part of these Minutes.

4. 2023 Financials Update and 5-year CIP Trends

Ms. Jadali stated that the Board of Aldermen will review the 5-year Capital Improvement trends at their annual workshop meeting and will then be presented to the Commission at the next meeting.

With regard to the 2023 Financials, it was noted that the City is in a good position with revenues, but slightly over in expenditures due to election costs. No other significant updates to report at this time.

5. Investment Management Follow-up

City Administrator Bob Shelton stated that Mr. Tarlas and Mr. Wichlenski will be meeting with Ms. Jadali to review and make recommendations to the Investment Policy.

6. Economic Update

City Planner Ryan Spencer reported that the 1% sales tax revenue reports through May 2023 show an increase of 8% from 2022. Additionally, he reported on the various businesses moving in and out of the City. Notable moves include Rawlings and Energizer relocating out of Town and Country, and Warby Parker moving into Town and Country Crossing. Mr. Spencer then stated that the BJC/Encompass Rehab Hospital is scheduled to open in Spring 2024, the Town & Country Market is scheduled to open in early Fall of 2023, and Chase Bank construction is near completion and will open late Summer 2023.

Mr. Spencer then reported that new home construction permits are in line with 2022 and building permits are slightly lower at 222 compared to 279 in 2022.

7. Other

Mr. Wichlenski inquired about the status of Preservation Park. Mr. Shelton noted that the City is in the beginning stages of planning, and an open house will be scheduled to gain resident input.

Mr. Shelton also reported that the Use Tax ballot measure failed again this year by slightly more than 2022.

8. Adjourn

On motion by Mr. Wichlenski, seconded by Mr. Sawyer and unanimously approved, the meeting adjourned at 9:58 AM.