

**MINUTES OF THE REGULAR MEETING OF FINANCE COMMITTEE OF THE CITY OF SUNSET HILLS,
MISSOURI HELD ON JUNE 21, 2022**

Meeting called to order at 5:34 p.m.

Place of meeting: Chambers

The Finance Committee of the City of Sunset Hills, Missouri met in open session. Chairman, Alderman Joe Stewart, Alderman Fred Daues, Member Mike Fitzgerald, Member Mark Colombo, Member Mike Sawicki, Finance Director, Susanna Messmer, Assistant Finance Director, Jeff Trentmann, City Administrator, Brittany Gillett, Pat Fribis, Mayor, were in attendance. Absent: Member Jeff Camilleri.

Approval of Minutes:

Member Fitzgerald made the motion to remove "alderman" as his title. Seconded by Member Colombo. All ayes in favor of approval of the March 10, 2022 minutes.

2021 Final Draft of Audit Report

Angela Dorn of Sikich covered the Annual Comprehensive Financial Report, gave accolades to Jeff and Susanna; this is the first year the City will be submitting to the GFOA to determine its eligibility for a certificate of achievement; Ms. Dorn pointed out the statistical section which is now required as the report is being submitted to the GFOA; the city's net position is healthy and increased over \$3m over the prior year; fund balances also increased over the last year; revenues in 23% while expenses increased only 3%; ARPA funds are reported as a liability; sales taxes increased and the use tax resulted in additional funds for 2021 as well; Ms. Dorn reviewed several pages of the report.

Steve Trippe of Sikich discussed internal controls and made recommendations which could improve our processes; the credit cards statements need to go to the City Administrator for approval; additionally, the Parks cash receipts need consistent documentation of supervisory approval; Steve noted that there were no disagreements and management agrees with the financial statements.

Motion to approve the draft: Sawicki

Second: Daues

All ayes in favor of approval.

2022 Mid-Year Budget Review

Susanna gave an overview of the 2022 mid-year budget amendments; noted that this is the second year that we have covered this review in this level of detail; General Fund shows a net favorable adjustment of \$294,000 including more than \$500,000 in revenue adjustments; legal fees are tracking much higher than budgeted; gasoline prices are also tracking much higher; insurance has increased overall; additional offsets that net to zero; Susanna reviewed all adjustments in further detail.

Motion to approve the budget adjustments as presented: Sawicki

Second: Daues

All ayes in favor

Discussion of Employee Retention Incentives

Brittany discussed the retention incentive; Alderman Daues offered the idea of splitting the payments up in an effort to keep them; the committee opted not to move forward with the idea as presented but wanted to kick it to the Board of Aldermen.

Motion to move to BOA: Colombo

Second: Daues

All ayes, except Member Fitzgerald who voted no

Adjournment

Member Sawicki made a motion to adjourn the meeting. Member Colombo seconded the motion and it was unanimously approved.

Meeting adjourned at 7:27 p.m.