



AUDIT & FINANCE COMMITTEE

MINUTES – January 27, 2020

The regular meeting of the Audit & Finance Committee was held Wednesday, January 27, 2020 at 4:30p.m. Those in attendance included:

Member	In Attendance	Absent
Randy Atkisson	x	
Rich Carver	x	
Ted McNulty		x
Katrina Pon	x	
Vacant		
Jim Kleinschmidt	x	

Also in attendance were:

- Doug Harms, City Administrator
- Tracy Hansen, Director of Finance

January Sales Tax: The Director of Finance provided the sales tax analysis as of January 2020 receipts (November sales tax at the register), Year to Date performance, and budget comparison. January receipts were lower than 2019 by 22.61% over all of the sales tax categories. She also provided a breakdown of sales tax by category of West County Center, Restaurants and Grocery Stores to show the sources of sales tax revenue. Restaurants were down 23% of prior year totals, likely due to St. Louis County’s closure of indoor dining in November. The recovery at West County Center is around 62% of prior year totals.

Outsourcing Dispatch and Lifeguarding Services: The City Administrator informed the Committee that the Board of Alderman decided to move forward with outsourcing the police dispatching services to the City of Kirkwood. Kirkwood will be hiring 2-3 new dispatchers and has welcomed Des Peres current dispatchers to apply and interview for the positions. The Board of Aldermen also approved retention pay for dispatchers who stay active employees through the transition period. The City estimates this change will save \$250,000-\$340,000 a year.

Mr. Harms also noted that the Lodge will outsource lifeguarding services to Midwest Pool Management as early as 2/8/21. The contract included offering jobs to all of the City’s current lifeguarding staff at their current rate and position. The estimated cost savings are around \$57,000 per year. Mrs. Pon asked about the penalty for pool chemicals not being accurate or enough staffing to open the pool. Mr. Harms stated the penalty is an hourly rate based on the amount of time the pool is closed.

2020 Audit Update: The Director of Finance expects to have the first draft of the 2020 CAFR ready for the next Committee meeting. Interim fieldwork is scheduled for two weeks, March 15-26, 2021. The audit will be virtual again this year, due to the pandemic. Mr. Carver asked about the staffing of the Audit. The Director of Finance noted that she had a zoom meeting with the new Audit Partner, Steve Trippi and that he also participated in the December interim fieldwork. She also stated that the City will have a Single Audit this year.

At the end of the meeting, Mr. Kleinschmidt asked for an update on the fire at the Dierbergs in Des Peres. Mr. Harms informed the Committee that Dierbergs has reopened and was only closed for 6 days. The City is looking into filing a sales tax interruption insurance claim for the time it was closed.

Adjournment: The committee adjourned at 5:19 pm.

Next Meeting Date: The next meeting will be held on Wednesday, February 24th at 4:30pm via Zoom.

Respectfully Submitted,
Julie Lancaster
Accounting Supervisor

AUDIT AND FINANCE COMMITTEE

AGENDA

Wednesday, January 27th, 2021 at 4:30 PM

[Audit and Finance Committee Livestream](#)

In light of ongoing concerns regarding the COVID-19 pandemic, public attendance at Des Peres Audit and Finance Committee meetings has been temporarily suspended. The City of Des Peres will be live streaming Audit and Finance Committee meetings during this pandemic to allow the public to observe meetings in real-time. The livestream will commence five (5) minutes prior to the start time of any meeting. Please use the link above for livestream access to our meeting.

- I. Roll Call
- II. January Sales Tax
- III. Outsourcing Dispatch and Lifeguarding Services
- IV. 2020 Audit Update
- V. Adjournment

AMERICANS WITH DISABILITIES ACT

The City of Des Peres will comply with the Americans with Disabilities Act. Individuals who require ADA modifications due to a disability to attend a meeting should contact the City Clerk at 314-835-6111 or cityclerk@desperesmo.org or use Relay Missouri 711 at least 72 hours in advance of the meeting date to communicate their needs.