



# AUDIT & FINANCE COMMITTEE

## MINUTES – February 24, 2020

The regular meeting of the Audit & Finance Committee was held Monday, February 24, 2019 at 4:30p.m. Those in attendance included:

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

Also in attendance were:

- Doug Harms, City Administrator
- Tracy Hansen, Director of Finance
- Julie Lancaster, Accounting Supervisor

**2019 Pre-Audit Communication:** Per SAS 114 requirements, Christina Jacquin from Schowalter and Jabouri gave a presentation relating to the 2019 Audit. She updated the Committee on their auditing process, new accounting pronouncements, and the fieldwork expected to begin on March 16<sup>th</sup>. Schowalter and Jabouri will give another presentation to the Audit and Finance Committee and Board of Aldermen after completion of the audit. Mr. Carver asked about any new GASB pronouncements in 2019. An invitation was also sent to the Mayor and Board of Aldermen for this presentation.

**2019 Financial Update:** The Director of Finance stated that the first draft of the 2019 CAFR is almost complete. She reported that overall there was a decrease in fund balance in 2019 largely due to the planned use of fund balance for GO bond payments and the Des Peres Park tennis court project. The Director of Finance will present the 2019 Financial Statements at the March meeting and provide a copy of the draft CAFR to the Committee members.

**Sales Tax Update:** The Director of Finance distributed a sales tax analysis as of February 2020 receipts (December sales tax at the register), Year to Date performance, budget comparison, and a 5 year trend analysis of sales tax. February receipts rebounded from January and were higher than 2019 by 20.42% over all of the sales tax categories. On a year to date accrual basis, Local Sales Tax are coming in 5.53% over last year. Use Tax is 3.09% higher than last year and the

Public Safety Sales Tax is 1.53% higher than last year. Over all funds, sales tax came in .04% under budget in 2019.

Mr. Harms explained that the State of Missouri has a hard deadline for processing tax payments and if they have not processed a payment by that date it will be included in the next month's reporting. This does not necessarily mean that the merchant has paid late. As a result, large fluctuations in sales tax from month to month could be because of a large business' payment not being processed until the following month.

Mr. McNulty asked the City's role in economic development and a discussion commenced.

**Adjournment:** The committee adjourned at 5:20 p.m.

**Next Meeting Date:** The next meeting date will be March 23<sup>rd</sup> at 4:30pm.

Respectfully Submitted,  
Julie Lancaster  
Accounting Supervisor

**AUDIT AND FINANCE COMMITTEE**

AGENDA

**Monday, February 24, 2020 at 4:30 PM  
Heimsch Conference Room**

- I. Roll Call
- II. 2019 Pre-Audit Communication – Schowalter and Jabouri
- III. 2019 Financial Update
- IV. Sales Tax 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](mailto:cityclerk@desperesmo.org) or use Relay Missouri 711 at least 72 hours in advance of the meeting date to communicate their needs.

March 13, 2020