

**CITY OF FENTON, MISSOURI**  
**625 NEW SMIZER MILL ROAD, FENTON, MO 63026**  
**MINUTES OF THE SPECIAL BOARD OF ALDERMEN MEETING**  
**PUBLIC HEARING BUDGET**  
**THURSDAY, NOVEMBER 10, 2022**  
**6:00 P.M.**

**CALL TO ORDER**

Mayor Maurath called the Special Board of Aldermen Meeting of the City of Fenton, St. Louis County, Missouri to order at 6:00 p.m. on Thursday, November 10, 2022. The meeting was held at Fenton City Hall and via Zoom Videoconference (RSMo 610.015).

**PLEDGE OF ALLEGIANCE** – Mayor Maurath led the Pledge of Allegiance.

**ROLL CALL**

City Clerk Jane Hungler called the roll:

Alderman Ralph Cruts - <i>Present</i>	Alderman Chris Clauss - <i>Present</i>
Alderman Terry Bereitschaft - <i>Present</i>	Alderman Robin Huels - <i>Present</i>
Alderman Brian Wisbrock - <i>Present</i>	Alderman Scott Maserang - <i>Present</i>
Alderman Ron Harrell - <i>Present</i>	Alderman Susan Jokerst - <i>Absent</i>

Seven Aldermen were present at the opening of the meeting.

**CITY OFFICIALS PRESENT:**

Mayor Joe Maurath  
City Administrator Andrea N. Finkbiner  
Public Works Director Dan Howard  
Community Development Director Amy Starck  
City Clerk Jane Hungler  
St. Louis County Police Precinct Captain Kevin Lawson  
Financial Consultant Tammy Alsop

Mayor Maurath stated that this meeting was called to discuss the 2023 Budget.

**DISCUSSION OF 2023 BUDGET**

Alderman Cruts asked Financial Consultant Tammy Alsop to introduce and explain the proposed 2023 budget.

Financial Consultant Tammy Alsop expressed budgets were based on last year's activity with known changes and assumptions used were as follows:

1. Utility taxes and Intergovernmental (vehicle and cigarette taxes) were figured using the average of what the City has received for nine (9) months of 2022 and projecting for the remaining part of 2022. General fund sales tax was based on the County receiving the taxes over the base year therefore the City would receive the redistribution in 2023. Mayor Maurath stated for the record the County did not

meet base threshold the past couple of years and redistribution went back to the old formula. However, in 2022 revenue increased, and redistribution is back on track.

2. Wages and benefits assumptions are as follows:
  - a. City was fully staffed;
  - b. Wage increases were estimated 4% for eligible employees;
  - c. 4.9% rate for LAGERS (was 5.9% in 2022);
  - d. Health Insurance – 10% increase for the last six (6) months of 2023;
  - e. Dental Insurance – 5% increase for the last five (5) months of 2023;
  - f. Life Insurance – 0% increase for 2023;
  - g. Long-Term Disability – 0% increase for 2023.
3. Public Works will be reimbursed approximately 10% of salaries and benefits from the Storm Water / Parks Fund. This decrease is due to the YMCA taking over management of RiverChase.

Alderman Wisbrock inquired if proposed Public Works reimbursement is 10%, what was the prior percentage. Financial Consultant Tammy Alsop responded approximately 27%. The RiverChase Public Work Service expenditures decrease is due to removal of interior building cleaning and further noted the building maintenance line increased due to assisting and training YMCA. Contracted mowing services will need to be added to operating expenditures. The Parks and Recreation Public Work Service reimbursement expenditure decrease is due to moving the FAA Field Maintenance to Parks and Recreation Field Maintenance expenditure directly due to organizational restructure. Alderman Wisbrock asked if professional services were reimbursed through Storm Water / Parks Fund. City Administrator Nikki Finkbinder replied yes.
4. Parks program revenues and program expenditures are based on programs that will be offered in 2023.
5. RiverChase will have no program revenues for 2023 and the only expenditures are for YMCA management contract, insurance, and building maintenance.

### **General Fund Overview**

The General Funds Summary projected revenues of \$6.4 million, expenditures of \$6.2 million and a transfer of \$1.5 million to the Capital Projects Fund as Storm Water / Parks Fund has restrictions, a net change reduction of \$1.2 million leaving a net fund balance of \$7.2 million.

Financial Consultant Tammy Alsop explained the proposed total for other revenues consisted of: half of salary reimbursement from Valley Park for Code Enforcement Officer, Cardinal Vending commission, and reimbursement for snow removal on a private street.

Alderman Maserang inquired if Proposition P Sales Tax was ½ of one (1) cent. Financial Consultant Tammy Alsop replied yes. Alderman Maserang inquired on cause of Court Fine decrease. Financial Consultant Tammy Alsop explained decrease is related to Covid restrictions. Mayor Maurath stated the threshold percentage of fines was lowered from thirty-five (35) to twelve (12) percent due to SB5. Financial Consultant Tammy Alsop further shared a one (1) dollar fine for Court Clerk is now included in the court cost and may help offset City cost for training expense. Mayor Maurath noted for the record the City of Fenton was at eight (8) percent when the threshold allowance was lowered by SB5.

Alderman Maserang inquired if the proposed police services expense should be \$2.9 million not \$2.7 million. Financial Consultant Tammy Alsop replied the expense is allocated in different parts of the budget:

- **General Fund** includes \$2.5 million - General Police Services, \$8,742 - Municipal Division for court bailiff.
- **Storm Water / Parks Fund** includes \$122,704 - Parks Police Services for park officer and vehicle and \$286,088 - Parks Police Service (10%).

Alderman Cruts inquired if the proposed four (4) percent raise was only for full-time eligible employees. Financial Consultant Tammy Alsop replied yes. Alderman Bereitschaft inquired on the effective date of raise and inquired on time frame for non-eligible employees raise consideration. Financial Consultant Tammy Alsop replied effective date would be January 1<sup>st</sup> and currently non-eligible employees would not be eligible for a raise until the next budget proposal however, that is a decision of the Board of Aldermen can further consider to amend.

Financial Consultant Tammy Alsop shared increase to City Clerk Software Maintenance was for ADA compliance software.

Alderman Maserang inquired on increase to Prosecuting Attorney budget. Financial Consultant Tammy Alsop responded increase due to requirement per SB5 to include a Prosecuting Attorney Assistant.

Financial Consultant Tammy Alsop explained Finance increased as one (1) position changed from part-time to full-time. Alderman Wisbrock inquired if a percentage of finance wages could be allocated to Parks and Recreation as the finance clerk spends a big portion of time prepping cash drawers, verifying and counting deposits from concessions and preps timecards for payroll. Financial Consultant Tammy Alsop responded yes a percentage could be allocated. City Administrator Nikki Finkbinder inquired if percentage for Public Work Service reimbursement should be increased as Public Works Administrative Assistant spends a lot of time preparing breakdown of timecard job allocation. Alderman Wisbrock inquired if 10% percentage reimbursement for Parks Police Service could be considered for an increase. Financial Consultant Tammy Alsop stated she could draft proposed allocation for Bookkeeper and Public Works Administrative Assistant allocation of time to Parks and Recreation for consideration.

Financial Consultant Tammy Alsop shared Information Service budget decreased as software maintenance expenditures are charged directly to corresponding departments. Professional Service expenditure increased with reallocation of RiverChase computer services budget and blocks of time for services.

Community Development increased with the hiring of the Community Development Director and new software. Professional Services decreased due to the reduced need for contracted engineering review as Fenton Logistics as development is coming to a close.

Alderman Wisbrock inquired if Parks Police Service has always been 10% percentage reimbursement and further inquired if 10% was enough to cover expenses or should there be consideration for an increase. Financial Consultant Tammy Alsop responded yes that can be reviewed.

Financial Consultant Tammy Alsop explained labor charges changed with removal of Building and Grounds Maintenance works as the YMCA does the interior cleaning and reallocating Field Maintenance directly to salaries from Public Works reimbursement due to organizational restructure.

### **Storm Water/Parks Fund Overview**

The Storm Water / Parks Fund Summary projected revenues of \$4.6 million, expenditures of \$3.0 million, and a transfer of \$2 million to Capital Projects Fund a net change reduction of \$458,195 leaving a net fund balance of \$7.2 million.

Financial Consultant Tammy Alsop explained again salaries changed with removal of Building and Grounds Maintenance works as the YMCA does the interior cleaning and reallocating Field Maintenance directly to salaries from Public Works reimbursement due to organizational restructure.

Mayor Maurath inquired if Top Care mowing services were invoiced by the hour. Public Works Director Dan Howard stated the contract is per parcel based on acreage not by the hour and can be amended as needed.

Grant expenditure of \$250,000 is in the proposed budget for Meramec Study and will be discussed at the Board of Aldermen Committee meeting following the Budget Hearing.

### **Capital Projects Fund Overview**

Financial Consultant Tammy Alsop explained Capital Grants fluctuate every year with the varying projects.

Capital Projects Fund Summary projected revenues of \$3.5 million from grants, and expenditures of \$6.2 million from General Funds, and \$3.2 million from Storm Water / Parks Funds, \$2 million transfer from Storm Water / Parks Funds and \$1.5 million transfer from General Funds. There was a \$3.6 million fund balance, leaving a deficit net change of fund balance of \$2.3 million.

City Administrator Nikki Finkbinder suggested to add budget line item for \$5,000 volunteer projects to the Parks and Recreation budget.

There were no public comments.

### **EXECUTIVE SESSION**

There was no Executive Session held.

### **ADJOURNMENT**

At 6:59 p.m., with no other business before the Board, Alderman Cruts made a motion to adjourn the Budget Hearing. The motion was seconded by Alderman Harrell. Upon a vote being taken, it was announced that the motion was passed by the Board of Aldermen.

Respectfully submitted,

Jane Hungler  
City Clerk