

**BILL NO. 1732**  
**INTRODUCED BY: Alderman Bickford**

**ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE OF THE CITY OF WARSON WOODS, MISSOURI AMENDING SECTION 140.040 OF THE MUNICIPAL CODE OF THE CITY AS THE SAME RELATES TO THE RESPONSIBILITIES OF THE PERSONNEL, FINANCE, AND INSURANCE COMMITTEE OF THE CITY**

**WHEREAS**, the Personnel, Finance, and Insurance Committee (the “Committee”) of the City of Warson Woods, Missouri (the “City”) advises the Board of Aldermen as to a variety of matters; and

**WHEREAS**, the Board of Aldermen of the City believe it to be in the best interest and benefit to the citizens and governance of the City to amend the responsibilities of the Committee and grant the Committee authority to help select independent auditors to carry out audits of the City and to participate in such audits.

**NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF WARSON WOODS, MISSOURI, AS FOLLOWS:**

**SECTION 1.** That Section 140.040 of the Municipal Code of the City of Warson Woods, Missouri, be and hereby is amended by deleting Section 140.040 in its entirety and enacting, in lieu thereof, a new Section 140.040 to read as follows;

**Section 140.040. Responsibilities.**

A. The Personnel, Finance and Insurance Committee shall be responsible for making recommendations to the Board of Aldermen on the salaries and fringe benefits for the full-time employees of the City, establishing personnel policies for the City and other matters pertaining to personnel matters. The Committee may recommend to the Mayor a suitable person to advise the City as its insurance consultant. The Committee, or person delegated by the Committee to act for the Committee, shall meet with, consult with and advise him/her on the insurance needs of the City.

B. In addition, the Committee shall:

1. Review of the financial status of the City, considering actual and estimated cash receipts and individual department's actual and budgeted expenditures, and report to the Board of Aldermen any suggested modifications as determined by the review.
2. Help prepare proposed annual budgets or alternatives in detail with statements of the assumptions on which the figures are based for Board of Aldermen consideration. An initial budget proposal or alternatives shall be prepared for the

consideration of the Board of Aldermen and delivered to the members of the Board by February tenth (10th) of each year for the fiscal year starting the next July first (1st). The proposals shall include a statement of the tax rate which will be required to support the budget. The budget shall also include a month-to-month projected cash balances based upon the figure developed by the Committee. The City Clerk shall assist the Committee in the preparation of its figure.

3. Assist in the preparation of the annual budget. The annual budget shall present a complete financial plan for the ensuing budget year, and shall include at least the following information:

a. A budget message describing the important features of the budget and major changes from the preceding year.

b. Estimated revenues to be received from all sources for the budget year, with a comparative statement of actual or estimated revenues for the two (2) years next preceding, itemized by year, fund, and source.

c. Proposed expenditures for each department, office, committee, and other classification for the budget year, together with a comparative statement of actual or estimated expenditures for the two (2) years next preceding, itemized by year, fund, activity, and object.

d. The amount required for the payment of interest, amortization, and redemption charges on the debt of the political subdivision.

e. A general budget summary.

4. Report to the Board of Aldermen annually on how the actual expenditures compare to the budget figures and suggest modifications as the year progresses.

5. Following comment by the Board of Aldermen and further review, modifications and final budget recommendations and the proposed tax rate, including any alternatives suggested by the Committee or Aldermen or the Mayor, will be presented to the Board of Aldermen no later than July first (1st) for its consideration and vote. The Committee shall assist in and be present at any public hearings held on the proposed budget and a tax rate.

6. Advise the Board of Aldermen on the selection of an independent auditor for such time when an auditor is required or requested, as necessary.

7. Participate in, to the extent necessary, any audit performed by an auditor selected under Section 140.040 or any other section of the Municipal Code. Committee participation shall include, but in no way be limited to, review and appraisal of the independent auditor's efforts and provide an avenue of communication between the independent auditor and the Board of Aldermen.

**SECTION 2. Savings Clause.** Except as expressly set forth herein, nothing contained in this Ordinance shall in any manner be deemed or construed to alter, modify, supersede, supplant or otherwise nullify any other Ordinance of the City or the requirements thereof whether or not relating to or in any manner connected with the subject matter hereof.

**SECTION 3. Severability Clause.** If any term, condition, or provision of this Ordinance shall, to any extent, be held to be invalid or unenforceable, the remainder hereof shall be valid in all other respects and continue to be effective and each and every remaining provision hereof shall be valid and shall be enforced to the fullest extent permitted by law, it being the intent of the Board of Aldermen that it would have enacted this Ordinance without the invalid or unenforceable provisions. In the event of a subsequent change in applicable law so that the provision which had been held invalid is no longer invalid, said provision shall thereupon return to full force and effect without further action by the City and shall thereafter be binding.

**SECTION 4. Effective Date.** This Ordinance shall be in full force and take effect from and after its final passage by the Board of Aldermen and approval by the Mayor.

THIS BILL PASSED AFTER HAVING BEEN READ IN FULL TWO TIMES PRIOR TO PASSAGE BY THE BOARD OF ALDERMEN OF THE CITY OF WARSON WOODS, MISSOURI, THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023.

\_\_\_\_\_  
Sean Fitzgerald, Mayor

ATTEST:

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Kathy Mahany, City Clerk

APPROVED AS TO FORM:

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Drew Weber, City Attorney