

Transparency Committee Working Group Meeting Notes/Minutes March 31, 2015.

13 residents, the Mayor, 2 Council Members and 1 staff member in attendance.

Following Call to Order, Welcome and Introductions, the group began discussion on the sole agenda item which was the review of proposed BILL NO. 3422 prepared by City Attorney George Restovich and Council Member Linda Reel.

Participants read the bill. Major discussion topics and suggested changes are noted below:

Dan Duffy suggested language change to remove the need for a double negative in Sec. 1, para A.

Members discussed need for posting a copy of the actual contract for purchases or expenditures over \$10,000 in print and digitally 48 hours prior to approval. Change made to 48 hrs.

Numerous members discussed the 15 day Public Hearing notice. Result was to leave the standard 15 day notice as is.

Discussion of one reading v. two readings of ordinances outlined in Section 1, para B. Result was to leave the language as is which falls under normal council rules requiring two readings.

Discussion regarding the need to change dollar amount in Section 1, para B and C to \$100,000 to make it easier for staff to obtain equipment/services on short notice without preparing an ordinance. Change made from \$50,000 to \$100,000.

Discussion regarding need to note that Section 1, para B requirements are not applicable to emergency expenditures and ordinances. Language added for clarification.

Below are the recommended changes to proposed BILL NO. 3422 discussed at the Transparency Committee Working Group session March 31, 2015.

All changes involve paragraphs under Section 1 of the proposed bill.

Change to:

- A. *Availability of Proposed Contracts to the Public.* A proposed contract for purchase or expenditure exceeding ten thousand dollars (\$10,000) that has not been adopted by a duly adopted Budget shall not be approved unless the proposed contract is in writing and available to the public for inspection in print and digitally for forty-eight (48) hours prior to the time of approval.

- B. *Approval of Contract by Ordinance, When Required.* All contracts for purchases or expenditures exceeding one hundred thousand dollars (\$100,000) that have not been approved by a duly adopted Budget shall require the approval of the Council by ordinance. The Council will be advised by special legal counsel in attendance at the Council meeting if necessary. The preceding requirements are not applicable to emergency expenditures and ordinances.

- C. *Public Hearing, When Required.* Approval by ordinance of all contracts for purchases or expenditures exceeding one hundred thousand dollars (\$100,000) that have not been approved by a duly adopted Budget shall require a public hearing. Public notice of the time, place, and general subject matter of the hearing shall be published in a print or electronic newspaper of general circulation in the City of Ellisville at least fifteen (15) days prior to the hearing.

Prepared from notes taken by Co-Chair Elizabeth Schmidt.