LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE
A G E N D A

OCTOBER 14, 2013 - 6:30 P.M.

CITY HALL COUNCIL CHAMBERS
15 LOOCKERMAN PLAZA
DOVER, DELAWARE

Public comments are welcomed on any item and will be permitted at appropriate times. When possible, please notify the City Clerk (736-7008 or e-mail at CityClerk@dover.de.us) should you wish to be recognized.

AGENDA ADDITIONS/DELETIONS

1. Creation of Ad Hoc Financial and Operational Advisory Committee

(Request for Endorsement for the Creation of an Ad Hoc Financial and Operational Advisory Committee, as Suggested by Councilman Hutchison)

2. Adjournment by 7:00 p.m.

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THE AGENDA ITEMS AS LISTED MAY NOT BE CONSIDERED IN SEQUENCE. THIS AGENDA IS SUBJECT TO CHANGE TO INCLUDE THE ADDITION OR THE DELETION OF ITEMS, INCLUDING EXECUTIVE SESSIONS.

ACTION FORM

PROCEEDING: Legislative, Finance, and Administration Committee	**AGENDA OF:** 10-14-2013
DEPARTMENT OF ORIGIN: City Council	**DATE SUBMITTED**: 10-04-2013
PREPARED BY: Traci A. McDowell, City Clerk (On Behalf of Councilman James Hutchison and Councilwoman Beverly Williams)	
SUBJECT: Creation of an Ad Hoc Financial and Operational Advisory Committee	
EXHIBITS:	
TIMETABLE:	
RECOMMENDED ACTION: Recommend endorsement for the creation of an Ad Hoc Financial and Operational Advisory Committee, as suggested by Councilman Hutchison.	

BACKGROUND AND ANALYSIS

With concern for the financial future of the City in mind, Councilman Hutchison and Councilwoman Williams request the creation of an Ad Hoc Financial and Operational Advisory Committee to review the City in total and make recommendations for achieving efficiencies and preparing for long-range objectives.

Councilman Hutchison has suggested that the Committee, appointed by the Council President and confirmed by City Council, be comprised of himself, Councilman Lynn, Councilwoman Williams, and three (3) civilian members. The qualifications for the three (3) civilian members are recommended to be as follows: Two (2) members with an extensive financial background, preferably dealing with large budgets; must hold at least a bachelor's degree in financial management or related field; and must have at least seven (7) years experience. One (1) member with an extensive background in operations management or business development; must hold at least a bachelor's degree in business administration, operations management, or related field; and must have at least seven (7) years experience.

It is expected that this committee will provide its recommendations to the Legislative, Finance, and Administration Committee on January 13, 2014, with Council consideration taking place on January 27, 2014.

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