



# APPLICATION FOR APPOINTMENT AS City Council Ward 2 Council Member

The information provided will be used by the City Council in considering your appointment. Please complete each section, if applicable. Please attach additional materials (resume, letters of reference) that you would like considered as part of your application.

## >>APPLICANT INFORMATION

Applicant's Name: \_\_\_\_\_

Residence Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

How long have you been a continuous resident of the City of Columbia and of Ward 2?

If less than three years, please list all addresses within the last three years:

Are you registered to vote in the City of Columbia? \_\_\_\_\_

Do you meet all of the qualifications to hold elective office as defined in the Columbia City Charter Article II Section 6? \_\_\_\_\_

## >>EDUCATIONAL HISTORY

High School: \_\_\_\_\_ Diploma Earned: \_\_\_\_\_

City/State: \_\_\_\_\_

College/University: \_\_\_\_\_ Degree Earned: \_\_\_\_\_

City/State: \_\_\_\_\_

Any other training or education that you believe is relevant?

## >>EMPLOYMENT HISTORY

Current or Last Employer: \_\_\_\_\_ Position: \_\_\_\_\_ Dates: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Previous Employer: \_\_\_\_\_ Position: \_\_\_\_\_ Dates: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

## >>ORGANIZATIONS AND CIVIC EXPERIENCE

List any community, civic, trade or professional organization in which you have been active.

Organization/Project: \_\_\_\_\_ City/State: \_\_\_\_\_ To/From: \_\_\_\_\_

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Organization/Project: \_\_\_\_\_ City/State: \_\_\_\_\_ To/From: \_\_\_\_\_

Have you ever been elected or appointed to any public office, board or commission in Missouri? If so, please list.

Title/Position: \_\_\_\_\_ Office/Board/Commission: \_\_\_\_\_

Election/Appt. Date: \_\_\_\_\_ Term Length: \_\_\_\_\_

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Election/Appt. Date: \_\_\_\_\_ Term Length: \_\_\_\_\_

Title/Position: \_\_\_\_\_ Office/Board/Commission: \_\_\_\_\_

Election/Appt. Date: \_\_\_\_\_ Term Length: \_\_\_\_\_

## >>SUPPLEMENTAL QUESTIONS

**Please use an additional page to answer the following. Limit answers to 200 words each.**

- 1.) Why are you interested in serving on the City Council?
- 2.) Generally speaking, what do you see as the City Council's role?
- 3.) How does your specific experience make you qualified to serve as a City Council member?
- 4.) Describe your civic involvement in the Columbia community.
- 5.) Do you have the availability to attend all City Council meetings, meet with constituents, spend the time to become informed for meetings, and engage in outreach to the community?
- 6.) What do you see as the current topics before the City Council to be decided in the next 6 months?
- 7.) Is there anything else that you wish to add that would help us get to know you better?

## >>REFERENCES

The following individuals are qualified to comment on my capabilities. At least one reference must be from Ward 2.

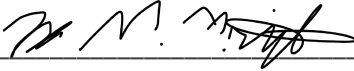
Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

## >>UNDERSTANDING OF APPLICATION

**NOTE:** By submitting this application, you affirm that the information contained in it is true and accurate to the best of your knowledge and that you are the person named. In addition, you acknowledge that upon receipt, this form is a public record and its contents will be provided to anyone requesting a copy and that this information could be made available to the public via the internet.

Signature of applicant:  \_\_\_\_\_ Date: \_\_\_\_\_

Please return this completed application to the City Clerk at Columbia City Hall, 701 E. Broadway, Columbia, MO 65201, no later than 5:00 p.m., Monday, November 13, 2023. Applications received after 5:00 p.m. on November 13, 2023 will not be accepted, and mailing post-marked applications will not be accepted.

The application and correspondence should be addressed to:

Sheela Amin, City Clerk  
City of Columbia  
701 E. Broadway  
Columbia, MO 65201

Sheela.Amin@CoMo.gov

Proffitt, Rachel  
Ward 2 Application- Supplemental Questions

1. Why are you interested in serving on the City Council?

My increased engagement in local civics over the past three years has culminated in this application to serve as the Ward 2 councilperson. I am not planning to run for the elected Ward 2 position and thus my service will end upon election of the new councilperson in April 2024. These next 5-6 months of service in this capacity will give me first-hand experience in the role of councilperson. I also look forward to engaging even more with residents of Ward 2 and hearing about issues that are important to them. This will help inform and bolster my continued (even after my service is over) advocacy and conversations with City Council.

2. Generally speaking, what do you see as the City Council's role?

The role of the City Council is to establish and keep updated the policies and laws for the City of Columbia. As elected members, the City Council members represent the City of Columbia residents in a Council-Manager form of government. Thus, the role of an individual councilperson is to represent the residents of their Ward during deliberations and voting. However, representation of resident opinions is only one facet of the decision-making process. A councilperson has a duty to make an informed decision in addition to representing their Ward during voting.

3. How does your specific experience make you qualified to serve as a City Council member?

I have served and currently serve on elected boards, assemblies, and councils in my professional career. During my undergraduate time at Randolph-Macon Woman's College, I served as the treasurer and then president of the Student Global AIDS Campaign. In graduate school I served as the treasurer and then president of the Xi chapter of Pi Theta Epsilon, the honor society in occupational therapy. I continued to serve this organization as the treasurer and then vice president of the national Pi Theta Epsilon organization. I have served as the Chair of the Technology Networking Group through the American Congress of Rehabilitation Medicine (ACRM). I was just elected to the ACRM Board of Governors as Secretary and will oversee the Bylaws, Policies, and Procedures Committee in that role. I recently completed a three-year term as the Missouri Representative to the Representative Assembly of the American Occupational Therapy Association, a role most closely related to City Council. In all of these roles, I have become acutely familiar with the functioning and importance of serving in a role that represents constituents during policy making.

4. Describe your civic involvement in the Columbia community.

Locally, I have served as the treasurer for the Highland Park Neighborhood Association. I relinquished this role when we moved to our new home in February 2022. In that role I worked with the other officers to plan neighborhood events, including potlucks, caroling, and garage sales. We also successfully petitioned to have new "kid friendly" speed limit signs installed at the entrances to our neighborhood. I also spearheaded the initiative

Proffitt, Rachel

Ward 2 Application- Supplemental Questions

petition to have the ban on roll carts removed from the City Code. This 18-month-long process involved coordinating volunteers, ensuring the petition language was appropriate, overseeing training of petitioners, and managing an online social media presence to boost efforts. I also advocated to City councilpersons many times throughout the course of signature collection and when the initiative came to a vote. Since the removal of the ban and adoption of roll carts, I have continued to educate and advocate to ensure success.

5. Do you have the availability to attend all City Council meetings, meet with constituents, spend the time to become informed for meetings, and engage in outreach to the community?

Yes. I have time to attend meetings and prepare beforehand by reviewing materials and following up with appropriate parties to have questions answered. I will also be able to meet with constituents and engage in outreach to ensure that their views are well-represented, and questions are brought forward.

6. What do you see as the current topics before the City Council to be decided in the next 6 months?

Affordable housing: Though this topic will continue to be important and current over the next several years, there will likely be decisions regarding specific policies made in the next 6 months.

Homelessness: Although the Opportunity Campus is several years out from completion, the City has a prerogative to address the current state of homelessness and provide humane and forward-thinking solutions.

Violence: The new Office of Violence Prevention may bring forward issues and topics for Council. This topic will also continue to be important and current over the next several years.

Solid waste/recycling: As the report on recycling is released, there will need to be decisions made regarding the Materials Recovery Facility and forward movement on improving recycling. Additionally, the new roll cart system for trash might need some adjustments as it is "rolled" out.

Utilities- water and sewer: With the expansion into the southwest areas of Columbia, there have been many concerns raised regarding water quality and sewer connections.

Paid family leave for City employees: The recent passage of this legislation supporting paid family leave will need to be implemented.

7. Is there anything else that you wish to add that would help us get to know you better?

If selected, I look forward to serving in this important role.