



# City of Columbia, Missouri

## Meeting Minutes

### City Council

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Monday, March 4, 2019  
6:00 PM

Pre-Council

Conference Room  
1A/1B  
Columbia City Hall  
701 E. Broadway

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#### I. CALL TO ORDER

The meeting was called to order at approximately 6:04 pm.

**Present:** 7 - Ruffin, Trapp, Thomas, Peters, Treece, Skala, and Pitzer

City Manager Search Work Plan

**Attachments:** [Draft City Manager Position Brochure](#)  
[Draft City Manager Recruitment Work Plan Schedule](#)

Interim City Manager John Glascock stated that the meeting will begin with a discussion on the City Manager search process. Human Resource Director Margrace Buckler stated that the consultant is available to call during this discussion if questions arise. Council agreed to call in for questions. Ms. Buckler handed out a copy of the community profile brochure and draft work plan schedule.

Mayor Treece felt the profile looked good and suggested that Council submit comments to Ms. Derby by end of day tomorrow so this could be released immediately. Mayor Treece understood that the timeline was a little behind and he asked if four weeks was still enough time to aggressively recruit. Ms. Derby stated that was still enough time since this is an attractive position. Ms. Derby added that part of the reason the timeline was pushed out was due to some of the comments heard during the feedback process relating to the original date being close to the election date. Pushing it out a few weeks would be more conducive to recruitment and other peoples activities. There was council consensus that they leave the position "open until filled" rather than having a set closing date. Ms. Derby suggested that we indicate that screening interviews are tentatively scheduled in early April so people are aware of an anticipated timeframe. Mayor Treece stated that there could potentially be new council members sworn in on April 15th. If there are not new members being sworn in and a reception is not needed, that date could potentially be used for a work session on this. Council discussed the timing of the event where the finalists would be presented to the community which should be done after April 15, but before June 3rd. Mayor Treece felt the Client Report Meeting with Council on April 16th is too aggressive and should be pushed to the end of April. Councilpersons Thomas and Peters will be traveling in May/June and Council agreed to have the Client Report Meeting before they leave. The group discussed dates and agreed to push the interviews for finalists to early June. They hope to present finalists to the community in week of June 17th. Councilperson Peters asked if the posting should be delayed since the interviews will be delayed. Ms. Derby stated it might be pushed a few weeks, which gives Council more time to review the brochure and will leave time for the online survey to close on March 15. Mayor Treece requested a revised timeline given this discussion. Ms. Derby added that because the first round on interviews will be June 6th, the Client Report Meeting will be the week of May 8th. There may be a contract amendment needed

for the extra time. Ms. Derby will look into that.

#### FY 2020 Budget Discussions

- Attachments:** [01 - General Fund Departments](#)  
[02 - Internal Service Departments](#)  
[03 - Enterprise Funds](#)  
[04 - Special Revenue Funds](#)  
[Interim City Manager Handout - Funds without Specified Uses](#)

Mr. Glascock provided a handout and stated that he needs direction from Council on a few budget items. He explained that a few Boards and Commissions have requested budget increases for FY 2020. He asked how Council would like to handle those funding requests. Councilperson Skala felt that he would like to look at the budget before deciding if boards should receive funding and how much. Councilperson Thomas felt that a joint meeting with the CPRB and City Council to discuss their budget request, would be helpful. Skala agreed. Councilperson Pitzer would like to see what boards have budgeted and spent over the past 5 years. Mayor Treece felt the requests should be handled on a case by case basis.

Mr. Glascock stated that the documents included with the agenda for this meeting should be reviewed by council so that Council can discuss shifts and changes they would like to see during the May Budget Retreat. He provided a handout on "funds without specified uses" noting that amount totals \$18.5 million. These are all funds that do not have specified uses and could be allocated toward something else if the council would like to do so. Mr. Thomas stated that he would like to see the balance on each account for the past 10 years and how projects have been spent down. That would show which funds are truly being used versus unused. Mayor Treece would like to use some to add public safety staff for the new station. Mr. Glascock added that Fire has put in for a grant for 3 firefighters and they should hear back on that in July. It was clarified that capital improvement sales tax can be used for maintenance. Public Works Director Dave Nichols stated that balances go up and down on streets and sidewalks. Defined projects are put up front, and sometimes "annuals" are used to match funds. This provides flexibility.

Mayor Treece would like to improve this process moving forward so that this information is available for future councils so they may consider how to handle these funds. The group briefly discussed the ABC Labs tax credits. Mr. Glascock needs to find more information on that.

Mr. Glascock announced that the April 1, 2019 Council meeting will include an item on Intro & First Read for budget amendments including payroll changes, linemen pay, and other changes. This will be voted on the second meeting in April.

## **II. ALL OTHER ITEMS THE COUNCIL MAY WISH TO DISCUSS**

## **III. ADJOURNMENT**

The meeting adjourned at approximately 6:46 pm.