



City of Columbia, Missouri

Meeting Minutes

City Council

Monday, August 5, 2019
6:00 PM

Pre-Council

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

I. CALL TO ORDER

The meeting was called to order at approximately 6:03 pm.

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

Interim City Manager John Glascock stated that the Budget Work Session is scheduled for Monday, August 26th. He has been notified that he is on call for jury duty that week. Department Heads and Finance staff are prepared to proceed with their presentations in the event he cannot attend the session.

Pre-Council date discussion for City Clerk and Municipal Judge annual evaluations

Mr. Glascock explained that in previous years, the Council has held both September meetings dates for the evaluations of the City Clerk, Municipal Judge, and City Manager positions. He asked if Council would like to hold both sessions as closed meetings for the evaluations of the City Clerk and Municipal Judge. The Council agreed to have both meetings in September closed for this purpose and they would like the City Clerk and Municipal Judge to plan to attend both sessions. Ms. Thompson reminded Council that the evaluation for the City Manager calls for annual evaluation in February/March.

Business Licensing for Medical Marijuana Dispensaries

Attachments: [Medical Marijuana Business Licensing Presentation](#)

City Counselor Nancy Thompson provided a history of medical marijuana ordinances in Columbia. She reviewed Section 29-3.3(qq) which relates to the use specific standards for medical marijuana facilities (MMJ). These include requirements for facilities to be 500 feet from existing public or private elementary or secondary schools, child day care centers, or churches; dispensary facilities are limited to 1 per 20,000 population or fraction thereof (currently would allow for seven dispensaries); dispensary hours of operation are limited to between 6:00 am and 10:00 pm; facilities must be within a fully enclosed building; have visual integration with surrounding structures; be odor free; have secure disposal of waste; facility signage per regulations and City Code; must submit as part of business license process; and have valid State and local license.

Assistant City Counselor Jose Caldera reviewed the drafts of the proposed changes for Chapter 13, Article XIII including definitions, licensing, applicant qualifications, premise requirements, and application requirements. He also reviewed a draft of the application and questions included. Mayor Treece understood there is a cap of seven applicants that could be approved and he would like to know the process that the City will use to determine which applicants will be approved considering more than seven will likely be approved at the state level. He also understood that the state deadline closes around August 16-17 and Council will vote on this on August 19. He asked if our requirements

are in conflict with state requirements. Mr. Caldera stated that we may require more on the safety plan than the state does, but that doesn't seem like a major burden to applicants. Mr. Caldera stated that there is a \$2,000 processing fee. Mr. Pitzer confirmed that the fee must be paid regardless of whether the application is approved or not and it is non-refundable. Ms. Thompson stated that is correct. She explained that the fee is tied to the cost of the actual plan review and is not a business license fee, which is a separate cost. The City application will open October 1 and most applicants should know if they have received a state license or not. Mr. Caldera added that dispensaries will need to manage the schedule and timing more than other facility types since those are the only ones with a cap on the number of facilities allowed. The cap can be reviewed when population grows and new licenses may open as businesses close or licenses are not renewed. There will be a notification process when new licenses may be issued.

Mr. Caldera continued to review the process for application renewals noting that renewal applications not submitted by December 31 result in automatic forfeiture of the license. He then reviewed the draft approval process for MMJ facilities including the standards for issuance of a license, limits on the license numbers for MMJ dispensary facilities, and the time period for initial MMJ dispensary license applications. Mr. Pitzer voiced concern about a small start up businesses paying the \$2,000 fee before knowing if their state application is approved. Ms. Thompson stated that Council can amend that to add language to make fees refundable in the event of a state license being denied. Mr. Caldera added that the \$2,000 fee is far less than what the state requires for a fee and this is a reasonable fee based on staff time to review applications.

Mr. Caldera reviewed the draft scoring criteria for MMJ dispensary licenses including points awarded for: disadvantages business enterprise points, geographical dispersion points, vested community interest points, and cultural competency plan points. Mr. Caldera reviewed the draft process to determine how MMJ dispensary facility licenses are issued as well as how temporary conditional licenses, appeals, and penalties for violations may be handled. Ms. Thompson noted that if there are more than seven applications for the City, this scoring system would be used to determine the seven applications with the highest scores. In the event of tied scores, the administrator will use scores issued by DHSS and in the event of those scores being the same, a random lottery system will be utilized. Ms. Thompson stated that there will be a public hearing in two weeks, if a Council member has suggested amendments to consider, they should contact Ms. Thompson individually.

II. ALL OTHER ITEMS THE COUNCIL MAY WISH TO DISCUSS

No other items were discussed.

III. ADJOURNMENT

The meeting adjourned at approximately 6:57 pm.