



701 East Broadway, Columbia, Missouri 65201

Department Source: City Clerk

To: City Council

From: City Manager & Staff

Council Meeting Date: January 5, 2026

Re: Virtual Participation Policy for City Council Members associated with City Council

Meetings

Impacted Ward: Citywide

### Executive Summary

At the December 15, 2025 Council Meeting, the Council asked staff to bring forward a policy resolution associated with virtual participation by council members in city council meetings.

### Discussion

This policy resolution incorporates the desires of the Council based on discussion at the December 15, 2025 Council Meeting, and incorporates the following:

- Virtual participation is allowed for all public (open) city council meetings.
- Virtual participation is not allowed for closed city council meetings.
- Virtual participation is the exception, not the rule.
- An in-person quorum is required for meetings at which a vote on ordinances, resolutions, and/or policy resolutions is anticipated, e.g., regular city council meetings.
- An in-person quorum is not required for meetings at which a vote on ordinances, resolutions, and/or policy resolutions is not anticipated, e.g., work sessions and pre-council meetings.
- It is the responsibility of each city council member to inform the city clerk, the city manager, and the mayor if they will not be able to attend an upcoming council meeting.
- Advance notice of at least 24 hours needs to be provided if a council member plans to participate virtually. Late requests may be accommodated subject to the availability of adequate resources to accommodate the request.
- Responsibilities of the mayor, or presiding officer, of the meeting, the council member(s) participating virtually, and staff are included.

### Fiscal Impact

Short-Term Impact: Unknown, but likely minimal

Long-Term Impact: Unknown, but likely minimal



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### Strategic & Comprehensive Plan Impact

#### Strategic Plan Impacts:

Primary Impact: Inclusive and Equitable Community, Secondary Impact: Not Applicable, Tertiary Impact: Not Applicable

#### Comprehensive Plan Impacts:

Primary Impact: Not Applicable, Secondary Impact: Not applicable, Tertiary Impact: Not Applicable

### Legislative History

Date	Action
October 20, 2025	Pre-Council meeting: The Council discussed the potential of allowing council members to participate virtually and requested additional information on which decisions could be made.
December 15, 2025	REP61-25: After discussion, Council asked staff to bring forward a policy associated with virtual participation by council members at city council meetings.

### Suggested Council Action

Adopt the proposed policy resolution.