

## **Columbia City Council Pre-Council Minutes**

Monday, March 2, 2015 6:00 p.m.

City Hall – Conference Room 1A/1B

701 East Broadway

**Council members present:** Mayor McDavid, Mike Trapp, Karl Skala, Ian Thomas, Laura Nauser (arrived at 6:10), and Barbara Hoppe

**Absent:** None

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Mayor McDavid called the meeting to order at approximately 6:04 p.m.

### **Comprehensive Plan Update and Scorecard Implementation:**

City Manager Mike Matthes introduced Rachel Bacon, Project Manager in Community Development to update Council on the Comprehensive Plan and review the implementation scorecard. Ms. Bacon explained that Columbia Imagined was adopted by Council in October 2013 and noted that there are some good implementation actions already underway. The biggest action item underway is the Development Codes Update, currently in Module 3. Other items include Neighborhood Planning (West Central Plan), adoption of ADU Ordinance, work on Infrastructure Score Card, and development of implementation tracking tool (score card). The plan mandated that a Report Card would need to be approved and this is due October, 2015 (2 years after plan adoption). Once the report card is approved by Council, staff and the Planning and Zoning Commission will develop an interactive web-based database with hyperlinked supporting documents, expandable cells, sorting capabilities and other features (in conjunction with project management software) in an effort to enhance user experience. Council person Thomas asked if the enhanced site would be for public use too. Ms. Bacon replied that it would. She continued to explain that the plan says the report card will be "A set of evaluation criteria, including indicators or metrics, together with specific action statements, will be developed for each of the plan categories by the Planning and Zoning Commission, with the assistance of City staff, for City Council review and approval within the first two years after plan adoption". The plan itself will be a living document updated over time. Mr. Thomas asked if Urban Service would be looked at too. Ms. Bacon stated that the plan calls for it to be looked at. She showed the report card and noted that they elected to keep the indicators basic; meaning short-term, long-term, medium-term, and complete. Council person Skala felt that we have a good indicator system for the budget process for dashboard colors and keys and he suggested giving thought to color coding it in a similar way. Ms. Bacon felt they tried to keep the concept very simple, but she will take that into consideration. Ms. Bacon explained that Council is required to approve the report card, at this point we are looking for feedback. Mayor McDavid had an unsettled feeling about the planning process and was thinking about it and it struck him that in spite of planning, we have never sat down and said where we want students to live. There are pressures on student housing that have been quite contentious. Senior

Leaders at MU show to aim for another 3,000 students. Another 3,000 students hasn't really been incorporated into this plan. He noted that MU is the driver of growth. Mr. Skala added that there were sessions at the National League of Cities Conference that covered this topic. Some areas got ahead of the curve on this issue, but is an issue being faced all over. Mayor McDavid commented that the next Council will be having this conversation and hopes that Ms. Hoppe provides input on this prior to her departure from Council. Council person Nauser noted that the problem is that it's still very fragmented. Other places have had a designated person working on growth for the university and community. We need to hone in on this and develop a true partnership with the University. Ms. Hoppe requested that the next Pre-Council session be dedicated to the Council providing information on their key takeaways from the NLC Conference. She also requested a two week window to look at this in more detail. Ms. Bacon explained that she would like individual feedback rather than open conversation, which can become difficult. Comments can be emailed directly to Rachel Bacon. Council agreed that Rachel should proceed with the interactive version.

The presentation on this item can be viewed at the following link:

<http://www.gocolumbiamo.com/Council/Commissions/downloadfile.php?id=17103>

A memo to Council regarding the Columbia Imagined Scorecard implementation can be viewed at the following link:

<http://www.gocolumbiamo.com/Council/Commissions/downloadfile.php?id=16800>

The implementation table can be viewed at the following link:

<http://www.gocolumbiamo.com/Council/Commissions/downloadfile.php?id=16801>

### **Timing of Evaluations:**

Mr. Matthes provided background on the process of evaluations for the three positions that Council oversees. Council wanted to be more organized this year and had felt that the three evaluations would be done at the same time rather than spread among the year. Council also considered the City Manager position be evaluated through a 360 style. The process in the past was that individual forms were completed by Council and given to the Mayor to compile and give to the employee. Making all three evaluations take place in one meeting, frees up other meetings for Council topics. They discussed doing the evaluations at the next Pre-Council meeting. Council discussed the timing of the evaluations and whether to keep them spread out or do them at once. Mayor McDavid was not comfortable doing evaluations before an election and suggested doing them every October after the budget passes. Council person Trapp suggested using the 2nd meeting in October which would be a two hour session, for all three. He also felt that there should be a tighter evaluation system to really reach valuable goals and evaluations for the three employees. He added that Council should do their due diligence on looking in on the employees and he liked the 360 style. Margrace Buckler, Human Resource Director stated that she can provide information on various forms and types of evaluation options and noted that any

type can be adapted for this. Council decided to use the two hour work session in October for all three evaluations. Mr. Thomas would like a discussion prior to completing the evaluations and Mayor McDavid asked Council to look at the templates provided by Human Resources and decide. Mr. Matthes suggested the first Pre-Council in October could be closed to discuss goals and framework, followed by the closed work session for the actual evaluations. They agreed and suggested doing a resolution to make this the new format, after this first year.

**Other items Council may wish to discuss:** None.

There being no further discussion, the meeting adjourned at approximately 6:51 PM.