

WORK SESSION OF THE CITY COUNCIL
CITY OF EXCELSIOR SPRINGS
EXCELSIOR SPRINGS, MISSOURI
MARCH 19, 2007

The City Council of the City of Excelsior Springs, Missouri met in a Work Session on Monday, March 19, 2007, at 5:00 PM in the Council Chambers of the Hall of Waters Building to discuss criteria for selecting a City Manager.. The meeting was called to order by Mayor Jim Nelson.

Roll Call of Members: Present: Mayor Nelson, Mayor Pro-Tem Taylor, Councilman Fousek, Councilman Parker and Councilwoman Schutte

Absent: None

Present Representing the City: Interim City Manager Steve Marriott
Chad Birdsong, Director of Construction Services
Fire Chief Bill Stewart
Phil Hodges, Supervisor Pollution Control
John McGovern, Police Chief
Fire Chief Bill Stewart
Kent Cantrell, Deputy Fire Chief
City Attorney John McClelland

PRESENTATION BY SCHOOL SUPERINTENDENT: (Tape #1 A1-A410)

Mr. Jim Horton, Superintendent of the Excelsior Springs School District, addressed the Council. Mr. Horton presented information regarding the upcoming bond issue for the School District. This bond will raise \$7,000,000 and will not cause the existing debt-service levy to increase. Monies from this bond will be used for improving safety for all students, improve the High School kitchen and serving area, roof repair and a multi-purpose building for Elkhorn School and roof repair and air-conditioning to Lewis school gymnasium. Mr. Horton is asking for the Council's support of this upcoming bond issue which will be on the ballot April 3, 2007.

CRITERIA FOR SELECTING A CITY MANAGER: (Tape #1 A411-A1900)

Councilwoman Schutte stated that the City has now received 42 applications for city manager and the end date to submit an application is April 4, 2007. Some applications have come from as far away as New Jersey and Minnesota, with several good ones from within the state. Between April 1 and the hiring, the Council needs to decide who will do what. The Council will need to rank applicants, someone will need to tally the rankings, the top five will need to have a background check, and the top five will need to be interviewed by the Council. When the field has been narrowed to two or three will need to bring in families, have them meet with a citizen's committee and let candidates visit with members of the community. From those two or three applicants, will need to offer a salary. On the second round of interviews, need to give candidate tour of city.

Councilman Fousek asked what range of salary would be offered. Councilwoman Schutte stated this information may be obtained from MARC and asked Fousek to initiate this procedure.

Mayor Pro-Tem Taylor stated he would like for candidates to meet with the people he will be working with. These employees and staff members should input because they will be working with him everyday. The applicants should have more people skills...need to get the feedback from employees.

Mayor Nelson stated he has mixed feelings about applicants meeting with city employees. Doesn't feel right having subordinates having input into who is hired.

Councilman Fousek asked if Council will be able to look at all applications and he was advised that they would. He also stated that the Council should agree on a salary range and make sure we have a contract this time.

Mayor Nelson stated starting salary can't go below \$70,000.

City Attorney John McClelland stated the contract will have to be by Ordinance.
Councilwoman Schutte stated each Councilperson needs to draw up questions he or she wants to ask each applicant and send these questions to Councilman Parker by March 26, one week from today.

Council candidate Gary Taylor asked that the applicants talk to the Presidents of Park and Recreation Board, and the Hospital Board.

Councilman Fousek will work on the salary range and Attorney John McClelland will provide outline of contract.

Councilwoman Schutte suggested Council members "rank" applications on Wednesday, April 4, Thursday, April 5 and Friday, April 6. The Council will meet on Wednesday, April 11, 2007 to certify election results and will have their next work session on that date.

Attorney McClelland stated applicant's resumes cannot be made public.

It was agreed that MARC will sort applications by (1) City Manager experience (at least three years), and (2) Education (Master's Degree in Public Administration).

With no further discussion to be held, Mayor Nelson adjourned the Work Session at 5:59 PM.

ATTEST:

JIM NELSON, MAYOR

FRANCES SMITH, CITY CLERK