

City of Montgomery
Government Affairs Committee Minutes
February 10, 2020

Present

Brian Riblet, City Manager
Tracy Roblero, Asst. City Manager/Acting Comm. Dev. Dir.
Connie Gaylor, Clerk of Council

City Council Committee Members Present

Gerri Harbison, Chair
Craig Margolis
Lynda Roesch

The Government Affairs Committee of Council convened in the Council Chambers at 4:30 p.m. with Mrs. Harbison presiding.

City Manager Evaluation Process Discussion

Ms. Jacquelyn McCray with Management Consultants was present to discuss with the Committee a suggested method for the City Manager evaluation process. Ms. McCray discussed their approach of working as a third party to administer the evaluation process for the City Manager. She stated that their approach for this process is to include the following steps:

- Conduct individual interviews with the chosen participants
- Prepare composite descriptions of the themes that were heard
- Meet with City Council without the City Manager in Executive Session
- Prepare a final summary document based on the meeting with Council
- Meet with City Council and Manager if needed

Ms. McCray distributed an anticipated timeline in which to conduct and complete the evaluation period.

Ms. McCray and the Committee discussed the scheduling of a Special Session of City Council at which time Mr. Jerry Newfarmer of Management Partners will present summary reports.

Mrs. Harbison stated that Mr. Riblet's appointment to the City Manager position was enacted on January 9, 2018 although his contract was not signed until March of that year. She asked if the process should be changed to be in alignment with the hiring date of January 9.

Mr. Riblet stated that he felt it would be a quick turnaround as the evaluation process would need to begin again in the late fall, but that he was agreeable to what City Council chose to do.

Mrs. Harbison stated that since that would coincide with the Law Directors review, she recommended keeping the evaluation time frame the same with any increase in wages being retroactive to the hiring date of January 9.

Discussion of Donation Protocol and Process

Mrs. Harbison explained that she asked that this topic be added to the agenda for discussion to determine if donations to the City in the form of sponsorship or informal donations were tax deductible.

Mr. Riblet explained that the City does have a form letter that is issued as confirmation of the donation that can be used for IRS documentation. Mr. Riblet stated that he would use caution in using that as a marketing tool to obtain donations or sponsorships as that is not the message the City wants to send as a government entity.

Mrs. Harbison stated that it could be time to look at the Commission budgets to see if an adjustment is justified.

Mr. Riblet stated that the budgets were reduced in 2008 but could be reviewed again.

Other Business

Ms. Roesch discussed the current funding levels of the Blue Ash Montgomery Symphony Orchestra between the the City of Blue Ash and the City of Montgomery. She stated there was a discrepancy and would like to investigate a resolution to that.

Mr. Riblet stated he was scheduled to discuss this with Blue Ash administration that week.

Mr. Roesch reported that the Beautification and Tree Commission discussed including some type of art element to the program of the Garden Tour. She discussed having a joint Beautification and Tree Commission and Arts Commission meeting in the future.

Minutes

Ms. Roesch moved to accept the December 9, 2019 Government Affairs Committee minutes. Mr. Margolis seconded. The Committee unanimously agreed.

Adjournment

Mr. Margolis moved for adjournment. Ms. Roesch seconded. The Committee unanimously agreed. The Governmental Affairs Committee of Council meeting was adjourned at 5:00 p.m.



Chair