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RSMO. 610 as amended
By: Kimberly Barfield, City Clerk

Date/Time Posted: January 23, 2026 10:00 am

**City of Pacific
300 Hoven Drive
Pacific, MO 63069**

**ADMINISTRATIVE COMMITTEE MEETING AGENDA
MONDAY, JANUARY 26, 2026 AT 5:00 P.M.**

This meeting is open to the public. The meeting will be streamed live on the City of Pacific YouTube channel: <https://www.youtube.com/channel/UC9dxzhHqWbPuIQJC1N6TSig>

- 1. Call to Order**
- 2. Roll Call**
- 3. Approve Agenda**
- 4. Approve the Minutes from the March 25, 2025 meeting**
- 5. Public Participation**
- 6. New Business**
 - a. Review/Discuss City of Pacific Fiscal 2025 Financial Audit.
 - b. Review/Discuss Status of Current Fiscal 2026 Budget.
- 7. Old Business**
 - a. N/A
- 8. Miscellaneous**
- 9. Adjourn**

The Administrative Committee will consider and act upon the Matters listed above and such others as may be presented at the Meeting and determined to be appropriate for discussion at that time. The City of Pacific is working to comply with the Americans with Disabilities Act mandates. Individuals who require accommodation to attend a meeting should contact City Hall (636-271-0500) at least twenty-four hours in advance.

Alderman members:
Alderman Cleeve
Alderman Kelley
Alderman Gass

Administrative Committee
300 Hoven Drive
Pacific, MO 63069

The Administrative Committee was held on Monday, March 24, 2025 at the Government Center, 300 Hoven Drive, Pacific, MO 63069 at 4:00 PM.

I. Call to Order

The meeting was called to order by Chairman Cleeve.

II. Roll Call

Present at Roll Call: Chairman Cleeve, Alderman Kelley, Alderman Madrigal. Others present: Public Works Commissioner Brueggemann, City Clerk Barfield.

III. Approve Agenda

Motion made by Alderman Madrigal, seconded by Alderman Kelley to approve the agenda. A voice vote was taken with an affirmative result. Nays: none. Chairman Cleeve declared the motion carried.

IV. Minutes from October 28, 2024

Motion made by Chairman Madrigal, seconded by Alderman Cleeve to approve the minutes from October 28, 2024. Chairman Cleeve asked for any discussion. **A voice vote was taken with an affirmative result. Nays: none. Abstain: none. Chairman Cleeve declared the motion carried.**

V. Public Participation – Chairman Cleeve stated there was no one in the audience and no speaker cards.

VI. New Business

- a. Review Articles of Agreement between International Union of Operating Engineers, Local No. 148 (AFL-CIO).

Alderman Kelley stated we just agreed to a contract with them, and this one did not come to us. She thought certain salaries needed reviewed. What major changes are happening, and why would we want to change this? PW Commissioner Brueggemann stated in the previous contract it stipulated that we would work together to come up with a pay matrix. When Harold was here, he told me to work on this again, he did that in October 2023 and has now revised it again and was bringing it forward. It classifies different departments over 3-5 years span if they meet certain qualifications. We have two open positions in the street department, and he cannot get anyone for \$ 19 an hour and then get their CDL

and expect them to stick around for our pay. With the matrix we can show where they would be at. For the water department, it brings them up a little if they meet these steps, and bring in new hires. He was not aware they did not have this information. If this does get passed, we would need a budget amendment afterwards for those that do qualify for an increase now. Alderman Kelley stated she was not against the Union; she doesn't believe the agreement should be changed three months later. To me this is binding. She was hoping to see an amendment change with the salaries, not a whole agreement. PW Commissioner Brueggemann stated we have a wage opener once a year, and this don't cover that. Alderman Kelley stated she only sees that six employees will benefit at this moment from the change. PW Commissioner Brueggemann stated if the employees already make the amount for the pay matrix, they would not get another increase. It brings up the lower guys once they hit the qualifications. Discussion followed. The mechanic position is not included in this, and if a new person is hired, would be based on experience. Alderman Cleeve does not think the minimum for the Parks Superintendent is where that employee should be, it should be a minimum, because ours already has experience. He suggested setting it at a lower rate, if we believe this is where our current one should be. Alderman Madrigal recommended we move forward with this to the entire Board. Alderman Kelley disagreed. Alderman Cleeve thought it would come forward as an appendix, and was in favor of the matrix, but not a whole new agreement. He also thought we needed to know where we were financially. Alderman Kelley stated we have to look at all the departments, not just one, otherwise if you force them to do something you are forcing a layoff on your department. The goal is to focus on the budget and the overall city. She hoped we could do raises in June. She continued there is no ordinance for the Parks Superintendent. She thought park department needed employees moved so we don't eat up all the park tax just on salary. Alderman Cleeve thought the Prop funds needed changed to allow for more to go to Parks. If there are more costs in Parks it should be taken from there. Alderman Cleeve would recommend the Parks Superintendent should be \$28 starting, and he was not opposed to making the current employee the \$ 30 an hour now. He continued he thought it should be up to the department head what employees make, and the Board either approves or not. We do not supervise daily. PW Commissioner Brueggemann stated the wage opener yearly is at the top of page 9, Article 11. The only change was the promotion of the street supervisor position, he sent a recommendation letter that goes to the city administrator. Alderman Kelley stated Attorney Jones clarified that the ordinance reads they approve. Alderman Cleeve was okay with increasing what we needed to, outside of the matrix. He thought the matrix should be part of the budgeting process. Alderman Kelley stated we are also under contract with another department, and thought we should use caution. Alderman Cleeve stated it seemed we are all in a different place. Discussion followed. Alderman Cleeve stated he would look at the budget impact and be prepared at the next Board meeting to discuss new hires. The challenge is a clear picture of where we are through the end of February. **Motion made by Alderman Cleeve, seconded by Alderman Madrigal to send this discussion back to the board. A voice vote was taken with an affirmative result. Nays: none. Abstain: None. Motion carried.**

- b. Discuss the recommendation from CliftonLarsonAllen, LLP regarding the creation of a financial/accounting position

Alderman Cleeve stated he put this on the agenda. It seems in the audit review he believed we should have an accounting/finance position, where the city clerk is not expected to do all the financial work. The city has grown enough that it is time for this. He suggested we look at this in the next budget. Alderman Madrigal agreed. Alderman Cleeve stated if CLA was correct in what they were saying, our audit costs were doubled because we don't have one. Alderman Madrigal suggested someone for 30 hours, and do a 1099, not an employee. Alderman Cleeve thought if that was the case, it would help. City Clerk Barfield will confirm this with CLA. **Motion made by Alderman Madrigal, seconded by Alderman Cleeve to recommend to the Board to look at adding a financial position in the 2026 budget.** Alderman Cleeve asked for any discussion. **A voice vote was taken with an affirmative result. Nays: Alderman Kelley. Alderman Cleeve declared the motion carried.**

c. FY2026 budget discussion

Alderman Cleeve stated it is getting close to budget discussions. He asked if there were any items that needed addressed that were not addressed last year. Alderman Kelley stated she had two items: for the 2026 budget she hoped to start getting a beginning balance sheet and thought it helped every month. When we set the budget are we using beginning budget and proposed or just proposed? Alderman Cleeve thought the revenues verses the expenses was what mattered, the money in the bank doesn't impact your budget. This was his opinion. Alderman Madrigal stated he thought we were budgeting just from what was expected to bring in. In regards to budget amendments, Alderman Cleeve believed the only time we would amend the budget is when you found a mistake. We will either miss the budget high or low, but should not amend the budget just for missing the beginning number. Only mistakes should be corrected. If a mistake causes it to be way off, then correct it in the mistake correction. Alderman Madrigal stated he would like the Economic Development Director to speak during budget process to give an actual number of what we have and what we expect to be getting, and discuss growth. He did not think we were growing as fast as we needed to be, which does impact it. Looking at an aggressive look on how to grow is what he recommends. We are the lowest paid city with surrounding communities, and we have the highest school district tax in the entire county.

VII. Old Business

a. Hiring a recruiter to assist with filling City Administrator position

Alderman Cleeve stated this was passed as a Board. The agreement was sent to Attorney Jones to review. He spoke with SGR; they have assigned the city a recruiter. We will set up a meeting where they walk through the process, we are the hiring committee, and at first might have several meetings quickly. There are two times they come on site, and was built into it. Alderman Kelley stated, in her opinion, they already have everything they need. Discussion followed.

VIII. Miscellaneous – none.

IX. Adjourn

Motion made by Alderman Madrigal, seconded by Alderman Cleeve to adjourn. A voice vote was taken with an affirmative result. Opposed: none. Abstain: none.

The meeting adjourned at 6:08 P.M.