

**The City of Lee's Summit**  
**Action Letter**  
**Finance and Budget Committee**

Wednesday, September 6, 2023

4:00 PM

City Council Chambers  
and Via Video Conference  
220 SE Green Street  
Lee's Summit, MO 64063

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Notice is hereby given that the Finance and Budget Committee for the City of Lee's Summit will meet in Special Session on Wednesday, September 6, 2023 at 4:00 pm in person and via video conference as provided by Section 2-50 of the City of Lee's Summit Code of Ordinances, adopted by the City Council on June 15, 2021, Ordinance No. 9172. Persons wishing to comment on any item of business on the agenda via video conference may do so by sending a request prior to 5:00 p.m. on Tuesday, September 5, 2023, to the City Clerk at [clerk@cityofls.net](mailto:clerk@cityofls.net) to attend the meeting on the video conferencing platform. The City Clerk will provide instructions regarding how to attend by this method. The meeting may be viewed on the City's website at [WatchLS.net](http://WatchLS.net), and on various cable providers (Spectrum Channel 2, AT&T U-Verse Channel 99 and Comcast Channel 7).

**1. Call to Order**

Chairperson Shields called the September 6, 2023 Finance and Budget Committee meeting to order at 4:04 p.m.

**2. Roll Call**

**Present:** 3 - Chairperson Hillary Shields  
Vice Chair John Lovell  
Councilmember Beto Lopez

**Absent:** 1 - Councilmember Faith Hodges

**3. Approval of Agenda**

**A motion was made by Vice Chair Lovell, seconded by Mayor Pro Tem Lopez, to approved the agenda as published. The motion carried by the following vote:**

**Aye:** 3 - Chairperson Shields  
Vice Chair Lovell  
Councilmember Lopez

**Absent:** 1 - Councilmember Hodges

**4. Public Comments**

There were no Public Comments.

5. Business

- A. [2023-5824](#) Approval of the August 7, 2023 Finance and Budget Committee Action Letter.

**A motion was made by Mayor Pro Tem Lopez, seconded by Vice Chair Lovell, to approve the Action Letter dated August 7, 2023. The motion carried by the following vote:**

**Aye:** 3 - Chairperson Shields  
Vice Chair Lovell  
Councilmember Lopez

**Absent:** 1 - Councilmember Hodges

- B. [BILL NO. 23-176](#) An Ordinance approving Amendment No. 3 to the Budget for the Fiscal Year ending June 30, 2024, as adopted by Ordinance No. 9704, Ordinance No. 9705, Ordinance No. 9706, Ordinance No. 9707, and Ordinance No. 9708, by amending the authorized expenditures for Fire and Fleet and approving the transfer of money between funds and amending the Pay and Classification Plan for the City. (F&BC 9/6/23)

**A motion was made by Vice Chair Lovell, seconded by Mayor Pro Tem Lopez, that TMP-2751 be recommended for approval to the City Council. The motion carried by the following vote:**

**Aye:** 3 - Chairperson Shields  
Vice Chair Lovell  
Councilmember Lopez

**Absent:** 1 - Councilmember Hodges

- C. [BILL NO. 23-177](#) An Ordinance approving the award of Contract No. 2024-001, for Holiday Lighting Service to ICON Event Group, LLC, and authorizing the City Manager to execute the same for the City. (F&BC 9/6/23)

**A motion was made by Mayor Pro Tem Lopez, seconded by Vice Chair Lovell, that TMP-2756 be recommended for approval to the City Council. The motion carried by the following vote:**

**Aye:** 3 - Chairperson Shields  
Vice Chair Lovell  
Councilmember Lopez

**Absent:** 1 - Councilmember Hodges

- D. [BILL NO. 23-178](#) An Ordinance authorizing award of Bid No. 2024-012 for the purchase of two (2) rescue boats for use by the fire department to Connor Industries, DBA Stanley Manufacturing in the amount of \$310,188.00 and authorizing the City Manager to enter into an Agreement for the same by and on behalf of the City. (F&BC 9/6/23)

**A motion was made by Vice Chair Lovell, seconded by Mayor Pro Tem Lopez, that TMP-2741 be recommended for approval to the City Council. The motion carried by the following vote:**

**Aye:** 3 - Chairperson Shields  
Vice Chair Lovell  
Councilmember Lopez

**Absent:** 1 - Councilmember Hodges

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- E. [BILL NO. 23-179](#) An Ordinance authorizing the execution of two grant agreements between the State of Missouri, through its Department of Transportation Traffic and Highway Safety Division, and the City of Lee's Summit for the Missouri Highway Safety Program. (F&BC 9/6/23)

**A motion was made by Mayor Pro Tem Lopez, seconded by Vice Chair Lovell, that TMP-2770 be recommended for approval to the City Council. The motion carried by the following vote:**

**Aye:** 3 - Chairperson Shields  
Vice Chair Lovell  
Councilmember Lopez

**Absent:** 1 - Councilmember Hodges

- F. [BILL NO. 23-180](#) An Ordinance approving the Calendar Year 2024 Employee Benefit Programs; approving agreements for services by and between the City of Lee's Summit, Missouri and Cigna Health and Life Insurance Company, Metropolitan Life Insurance Company, Hartford Life and Accident Insurance Company, Curalinc LLC, Navia Benefit Solutions Inc. and Trustmark Insurance Company, and authorizing the City Manager to Execute Agreements and other documents as necessary to administer employee benefits for calendar year 2024 on behalf of the City. (F&BC 9/6/23).

**A motion was made by Vice Chair Lovell, seconded by Mayor Pro tem Lopez, that TMP-2771 be recommended for approval to the City Council. The motion carried by the following vote:**

**Aye:** 3 - Chairperson Shields  
Vice Chair Lovell  
Councilmember Lopez

**Absent:** 1 - Councilmember Hodges

- G. [2023-5822](#) Discussion: General Fund Balance Reserve Policy

Committee discussions included:

- All Committee Members agreed a floor and cap should be set
- There was a consensus of the committee to a 25% floor and 35% cap of reoccurring annual expenses
- There was a consensus of the committee that if the Fund Balance is under 25% it needs to be brought up to the 25% threshold. If the Fund Balance is 25% to 35% the additional funds can be spent and if it is over 35% a list of projects needs to be provided to City Council for discussion.
- There was a consensus of the committee to have Mrs. Bette Wordelman, Finance Director, bring a draft ordinance to City Council for discussion.

**This Discussion Item was received and filed.**

## 6. Roundtable

There were no Roundtable items from the Committee.

Mrs. Bette Wordelman, Finance Director, reminded everyone the Public Hearing to set the Tax Levy will be held at the next City Council meeting on September 19, 2023.

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**7. Adjournment**

Seeing no further business, Chairperson Shields adjourned the September 6, 2023 Finance and Budget Committee meeting at 4:59 p.m.

For your convenience, City Council agendas, as well as videos of City Council and Council Committee meetings, may be viewed on the City's Legislative Information Center website at "[lsmo.legistar.com](https://lsmo.legistar.com)"