



Memorandum

City of Lee's Summit

Date: April 23, 2024

To: Mayor and City Council

From: Mark Dunning, City Manager

A handwritten signature in blue ink, appearing to read 'MD', is written over the name 'Mark Dunning'.

Mayor and City Council:

In accordance with Lee's Summit Code of Ordinances Article IX, Section 2-552, the FY25 City Manager's management review recommendation is for an "Municipal Court Operations Review."

The purpose of the City Manager's annual review is to invest resources to create opportunities for operational improvements that maintain high levels of performance and to apply "leading practices" knowledge to specific work areas to promote positive change. These investments can be a tremendous tool for organizational leaders especially when shaping the direction of services for the future.

Lee's Summit Municipal Court has always been recognized as a regional and state leader in court operations. They have been early adopters of recommended practices and pilot technologies. This has helped the Court maintain a high-level of customer service and strong reputation of public trust even as case numbers and public scrutiny have risen.

In order to give our Judges and Court Administrator a key tool to help them continue to lead the way of municipal courts in Missouri, I would like to partner with them and invest my annual management review recommendation into the Lee's Summit Municipal Court. The Court twice conducted similar reviews. The last one was completed prior to court automation by the State and other changes.

The proposed review will look at Court operations related to case workload, records management, staffing sufficiency, case processing, public service, facilities, technology, and Court interrelations with City and justice system partner officials.

We estimate the cost of this review to be \$50-60K. We have budgeted that amount in the FY25 City Manager's Proposed Budget in the Administration Department as a professional fees expense.