

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

Monday, August 5, 2024

4:00 PM

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

Notice is hereby given that the Finance and Budget Committee for the City of Lee's Summit will meet on Monday, August 5, 2024 at 4:00 pm 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 12:00 p.m. (noon) on Monday, August 5, 2024, to the City Clerk at 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, 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 August 5, 2024 Finance and Budget Committee meeting to order at 4:02 p.m.

2. Roll Call

Present: 3 - Chairperson Hillary Shields
Councilmember Trish Carlyle
Councilmember Fred DeMoro

Absent: 1 - Vice Chair Beto Lopez

3. Approval of Agenda

Chairperson Shields amended the agenda by moving the budget calendar presentation (agenda item 5.J.) ahead of the visitor's bureau presentation (agenda item 5.I.) for better meeting flow.

A motion was made by Councilmember DeMoro, seconded by Councilmember Carlyle, to approve the agenda as amended by Chairperson Shields. The motion carried by the following vote:

Aye: 3 - Chairperson Shields
Councilmember Carlyle
Councilmember DeMoro

Absent: 1 - Vice Chair Lopez

4. Public Comments

There were no Public Comments.

5. Business

- A. [2024-6399](#) Approval of the July 1, 2024 Finance and Budget Committee Action Letter.
- A motion was made by Councilmember DeMoro, seconded by Councilmember Carlyle, to approve the Action Letter dated July 1, 2024. The motion carried by the following vote:**
- Aye:** 3 - Chairperson Shields
Councilmember Carlyle
Councilmember DeMoro
- Absent:** 1 - Vice Chair Lopez
- B. [BILL NO. 24-138](#) An Ordinance approving the use of a Cooperative Contract between Omnia Partners and Forms+Surfaces to purchase site furniture and furnishings as needed and authorizing the City Manager to execute and use the same by and on behalf of the City. (F&BC 8/5/24)
- A motion was made by Councilmember Carlyle, seconded by Councilmember DeMoro, that TMP-3033 be recommended for approval to the City Council. The motion carried by the following vote:**
- Aye:** 3 - Chairperson Shields
Councilmember Carlyle
Councilmember DeMoro
- Absent:** 1 - Vice Chair Lopez
- C. [TMP-3089](#) An Ordinance approving a Contractual Services Agreement, Hosting Service Agreement, Maintenance Agreement and Bronze Level Service Membership with N. Harris Computer Corporation for CityView software and authorizing the City Manager to execute the same for the City.
- A motion was made by Councilmember DeMoro, seconded by Councilmember Carlyle, that TMP-3089 be recommended for approval to the City Council. The motion carried by the following vote:**
- Aye:** 3 - Chairperson Shields
Councilmember Carlyle
Councilmember DeMoro
- Absent:** 1 - Vice Chair Lopez
- D. [BILL NO. 24-139](#) An Ordinance approving a lease-purchase financing agreement between the City of Lee's Summit and Clayton Holdings, LLC. for the purchase of new ambulances, and authorizing the City Manager to execute all documents necessary to effectuate the same by and on behalf of the City. (F&BC 8/5/24)
- A motion was made by Councilmember Carlyle, seconded by Councilmember DeMoro, that TMP-3067 be recommended for approval to the City Council. The motion carried by the following vote:**
- Aye:** 3 - Chairperson Shields
Councilmember Carlyle
Councilmember DeMoro
- Absent:** 1 - Vice Chair Lopez

- E. [BILL NO. 24-140](#) An Ordinance authorizing the approval of a sole source agreement for the purchase of three BMW traffic enforcement motorcycles for the total amount of \$90,957.66 and authorizing the City Manager to execute all related and necessary documents. (F&BC 8/5/24)

A motion was made by Councilmember DeMoro, seconded by Councilmember Carlyle, that TMP-3059 be recommended for approval to the City Council. The motion carried by the following vote:

Aye: 3 - Chairperson Shields
Councilmember Carlyle
Councilmember DeMoro

Absent: 1 - Vice Chair Lopez

- F. [BILL NO. 24-141](#) An Ordinance approving Amendment No. 1 to the budget for the Fiscal Year ending June 30, 2025, as adopted by Ordinances 9936, 9937, 9938, 9939, and 9940, by amending the authorized expenditures for the City. (F&BC 8/5/24)

A motion was made by Councilmember Carlyle, seconded by Councilmember DeMoro, that TMP-3061 be recommended for approval to the City Council. The motion carried by the following vote:

Aye: 3 - Chairperson Shields
Councilmember Carlyle
Councilmember DeMoro

Absent: 1 - Vice Chair Lopez

- G. [BILL NO. 24-142](#) An Ordinance approving the execution of a Memorandum of Understanding between the Kansas Bureau of Investigation and the City of Lee's Summit for the use of Midwest High Intensity Drug Trafficking Area Award Funds, and authorizing the Mayor to execute the same on behalf of the City. (F&BC 8/5/24)

A motion was made by Councilmember DeMoro, seconded by Councilmember Carlyle, that TMP-3070 be recommended for approval to the City Council. The motion carried by the following vote:

Aye: 3 - Chairperson Shields
Councilmember Carlyle
Councilmember DeMoro

Absent: 1 - Vice Chair Lopez

- H. [BILL NO. 24-143](#) An Ordinance approving the execution of an addendum to the 2023 Memorandum of Understanding between the Kansas Bureau of Investigation and the City of Lee's Summit, Missouri for the use of Midwest High Intensity Drug Trafficking Area Award Funds, and authorizing the Mayor to execute the same on behalf of the City. (F&BC 8/5/24)

A motion was made by Councilmember Carlyle, seconded by Councilmember DeMoro, that TMP-3069 be recommended for approval to the City Council. The motion carried by the following vote:

Aye: 3 - Chairperson Shields
Councilmember Carlyle
Councilmember DeMoro

Finance and Budget Committee

Action Letter

August 5, 2024

Absent: 1 - Vice Chair Lopez

- J. [2024-6411](#) Presentation: FY2024-2025 Budget Calendar

There were no questions or comments from the Committee.

This Presentation was received and filed.

- I. [2024-6389](#) Presentation: Lee's Summit Visitors Bureau Strategic Plan Overview and Request for Investment

Committee discussions included:

- Just a starting point and will have a better idea of need in the next year or two
- Will the organization ask for less next year if the first year need comes in less than budgeted
- Word of mouth vs. other avenues like UTube

This Presentation was received and filed.

- K. [2024-6435](#) Discussion: Business and Industry Fund

Committee discussions included:

- Industry Best Practices
- Possible future growth with new hotels (Discovery Park) and DMO (Destination Marketing Organization) in next two years
- World Cup's effect on revenues
- If revenue is expected to be lower, or more back to normal, after the newness of the Discovery Park Hotels wears off
- Ability to fully fund all three PSA (Public Service Agreements) for three years and still have a remaining fund balance
- If there is a need to have a reserve fund balance for this fund; ballot measure and managing budgets during extreme downturns
- Importance of getting all three PSA's fully funded for three years and re-evaluate if they were able to accomplish what they hope to accomplish
- Importance of getting these things moving forward especially with what is coming in 2026 and the World Cup in three years
- LSEDC (Lee's Summit Economic Development Council) funding is unknown

There was a consensus of the Committee to move forward on the DMO's requested budget of \$395,000.00 increasing to \$450,000.00 and then to \$475,000.00.

Chairperson Shields stated staff can start working with the DMO on a formal PSA to bring forward to City Council. She also said she will report the Committee's discussion regarding whether to have a reserve balance for this fund or not at the next City Council meeting.

This Discussion Item was received and filed.

6. Roundtable

Chairperson Shields thanked the members of the DMO (Destination Marketing Organization) for being at tonight's meeting.

City Staff mentioned the Tax Levy will need to be set in September so those numbers will be brought forward as soon as they are received from the County. It will formally be brought to City Council on September 24, 2024. Chairperson Shields asked to have a mini presentation given to City Council on this topic before it formally comes forward in order to give Council time to debate any issues before a formal vote. Councilmember DeMoro asked if the numbers supplied by Jackson County will be estimates again this year or if they will have actual numbers.

7. Adjournment

Seeing no further business, Chairperson Shields adjourned the August 5, 2024 Finance and Budget Committee meeting at 5:10 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"