

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF  
THE INDUSTRIAL DEVELOPMENT AUTHORITY OF  
THE CITY OF LEE'S SUMMIT, MISSOURI

The Industrial Development Authority of the City of Lee's Summit, Missouri met in special session on October 5, 2018, at 8:15 a.m., in the Lee's Summit, Missouri City Hall, Strother Conference Room, 220 SE Green Street in Lee's Summit, Missouri. The meeting was in accordance with notice duly given and posted.

<u>Name</u>	<u>Title</u>	<u>Present/Absent</u>
Rick Viar	President	Present
Kristi Johnson-Ware	Treasurer	Present
Don Beaman	Secretary	Present
Robert Handley	Assistant Secretary	Present
Jody Carroll	Director	Present
Tyler Morehead	Director	Absent
John Elkin	Director	Present

Also in attendance were Bette Wordelman and Conrad Lamb (LS Finance Department), David Bushek (LS Law Department), Tina Chase (LSEDC), Jon Cundiff (Velocity Lee's Summit) and Chris Williams, LSIDA General Counsel. The President declared a quorum present and called the meeting to order. Approval of minutes of the August 17, 2018 meeting was introduced by the President. A motion to approve the minutes, previously distributed, was made and seconded. The motion was considered and put to a vote. All voted in favor, none opposed. The President declared the minutes approved unanimously.

Treasurer's Report: Treasurer Johnson-Ware reported a current checking account balance of \$137,071.24 plus a certificate of deposit maturing in August 2019 in the amount of \$27,381.22. Total funds are \$164,452.46.

President Viar invited Ms. Chase to address the Challenge Grant Letter of Interest from LSEDC. Ms. Chase described the proposal to replace the existing LSEDC website. The new website will focus on business attraction and improved engagement with corporate decisions-makers and site selectors. The website will highlight targeted industries, available sites and buildings, the local incentive process and Lee's Summit's strong local work force programs. It will include geographic maps, videography, and testimonials with a search engine of available sites and buildings. New Approach Graphics will do the work for \$9,500.00 with a \$4,750.00 matching grant request from IDA. There were questions regarding promotion and rollout of the new website and continuing maintenance costs. Ms. Chase responded that the costs are to update the functionality of the website and not content. The consensus of the board was that the project is in the nature of a digital infrastructure upgrade and has long term supportable benefits. There was a motion and second to approve the grant request in concept, with direction to bring the Grant Agreement back in final form for approval at the next board meeting. All voted in favor; none opposed. The President declared the motion passed.

President Viar then invited Mr. Cundiff to address the Challenge Grant Letter of Interest from Velocity LS. Mr. Cundiff described Velocity LS's entrepreneur-focused mission and noted that Velocity LS is the only single purpose support and resources group for the LS entrepreneurial community. Mr. Cundiff proposed five possible projects for funding.

After discussion, there was consensus that three of the projects are appropriate for IDA match-grant funding:

- Contractual services for website development and archival of event-videos of expert speakers. (\$5,000 – \$7,000 annually is projected for video archiving.)
- Conference room signage in the Bridge Space facility.
- Provision for administrative tools including desk, computer, and office peripherals.

Total project cost is expected to be \$30,000 supported by a \$15,000 matching grant from IDA. There was a motion and second to approve the grant request in concept, with direction to bring back a written Grant Agreement in final form for approval at the next board meeting. President Viar asked if there was further discussion. There was none. The motion having been considered was put to a vote. The following vote was recorded.

Aye: Kristi E. Johnson-Ware, Don Beaman, Jody  
Carroll, Robert Handley, John Elkin  
Nay: None  
Abstain: Rick Viar

The President stated that the Motion passed.

The next item of business was an update to the board regarding matching-grant invitation letters previously sent to the following organizations:

- Lee's Summit Chamber of Commerce – A meeting is scheduled with Blake Fry, Chamber President, to discuss possible projects.
- Downtown Lees Summit Main Street – No firm proposals received yet. Mr. Viar mentioned a conversation with Mr. Eames regarding possible noise-abatement equipment for the railroad crossing which may be eligible for grant funding.
- Lee's Summit Cares – No response at this time.

The final item of new business was an update for the board from Conrad Lamb regarding the two gateway monument signs. Mr. Lamb reported the City Council approved payment of the final change order for the North Monument Sign at its last meeting. City Council also directed staff to terminate the Municipal Building Authority. Regarding landscape maintenance issues, he reported that maintenance, mowing, and landscape on MODot right-of-way is under MODot jurisdiction and will require MODot approval resulting in further discussions with MODot. Conceptual design drawings of revised landscape plans for the north and west sites were circulated with cost estimates of \$10,000 for the west sign and

\$7,500 for the north sign. The Lees Summit Parks Department is putting together cost estimates for ongoing maintenance at the two sites. Treasurer Johnson-Ware asked if there are beautification funds for the revised landscape plans. Mr. Lamb indicated a budget amendment will be necessary. Treasurer Johnson-Ware volunteered to contact the Beautification Board to see if there is support. President Viar suggested IDA consider covering part of the cost of the new landscaping with a 50% matching grant if all work is completed as a one-time expenditure. There will be further conversations with the City.

President Viar inquired about director availability to meet Friday Nov 9, 2018, for the annual meeting and election of officers. There was consensus to meet on that date. President Viar noted that terms for directors' Beaman and Viar will expire this year, and both confirmed they will be glad to serve another term. The Mayor will be notified, and reappointment will be requested.

President Viar asked if there was any additional business to come before the meeting. There was none. There being no further business to come before the meeting of the IDA, on motion duly made, seconded and carried by unanimous vote, the meeting was adjourned.

  
Assistant Secretary