

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

Monday, March 9, 2020

5:30 PM

City Council Chambers

City Hall

220 SE Green Street

Lee's Summit, MO 64063

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**1. Call to Order**

Chair Johnson called the March 9, 2020 Finance and Budget Committee meeting to order at 5:31 p.m.

**2. Roll Call**

**Present:** 4 - Chairperson Bob Johnson  
Vice Chair Beto Lopez  
Councilmember Diane Forte  
Councilmember Trish Carlyle

**Absent:** 1 - Alternate Rob Binney

**3. Approval of Agenda**

**ACTION: A motion was made by Councilmember Forte, seconded by Vice Chair Lopez, that to approve the published agenda. The motion carried by the following vote:**

**Aye:** 4 - Chairperson Johnson  
Vice Chair Lopez  
Councilmember Forte  
Councilmember Carlyle

**Absent:** 1 - Alternate Binney

**4. Public Comments**

There were no Public Comments.

**5. Business**

- A.** [2020-3341](#) Approval of February 10, 2020, Finance and Budget Committee Action Letter.

**ACTION: A motion was made by Vice Chair Lopez, seconded by Councilmember Forte, to approve the February 10, 2020 Finance and Budget Committee Action Letter. The motion carried by the following vote:**

**Aye:** 4 - Chairperson Johnson  
Vice Chair Lopez  
Councilmember Forte  
Councilmember Carlyle

**Absent:** 1 - Alternate Binney

- B.** [BILL NO. 20-59](#) An Ordinance authorizing the City of Lee's Summit, Missouri to waive the Lee's Summit Housing Authority's payment in lieu of taxes for the Authority's fiscal

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year ended September 30, 2019 in the amount of \$33,874.16. (F&BC 3/9/20)

**ACTION: A motion was made by Councilmember Forte, seconded by Councilmember Carlyle, that this Ordinance be recommended for approval to the City Council. The motion carried by the following vote:**

**Aye:** 4 - Chairperson Johnson  
Vice Chair Lopez  
Councilmember Forte  
Councilmember Carlyle

**Absent:** 1 - Alternate Binney

- C. [BILL NO. 20-60](#)** An Ordinance approving the award of Bid No. 2020-033 for the purchase of apparel and specialty items for an initial term of one-year, with up to four, one-year renewals, to Moon Tees, Ltd. and authorizing the City Manager to execute the same by and on behalf of the City of Lee's Summit, Missouri. (F&BC 3/9/20)

**ACTION: A motion was made by Vice Chair Lopez, seconded by Councilmember Forte, that this be recommended for approval to the City Council. The motion carried by the following vote:**

**Aye:** 4 - Chairperson Johnson  
Vice Chair Lopez  
Councilmember Forte  
Councilmember Carlyle

**Absent:** 1 - Alternate Binney

- D. [BILL NO. 20-61](#)** An Ordinance approving the extension of Contract No. 2014-103/4R with Talco Direct, Inc., for Processing and Mailing of Water Utility Bills and authorizing the City Manager to execute the same by and on behalf of the City of Lee's Summit, Missouri. (F&BC)

**ACTION: A motion was made by Councilmember Forte, seconded by Councilmember Carlyle, that this Ordinance - Committee be recommended for approval. to the City Council - Regular Session, due back on 3/17/2020 The motion carried by the following vote:**

**Aye:** 4 - Chairperson Johnson  
Vice Chair Lopez  
Councilmember Forte  
Councilmember Carlyle

**Absent:** 1 - Alternate Binney

- E. [SUBSTITUTE BILL NO. 20-18](#)** An Ordinance approving the award of Bid No. 2020-010, for the processing and mailing of utility bills and notices, to KC Presort, LLC, for an initial term of one-year, with up to four, one-year renewals, and authorizing the City Manager to execute an agreement for the same by and on behalf of the City of Lee's Summit, Missouri.

**ACTION:**  
The committee was given two options for this ordinance:

**Option 1: I move to recommend to the City Council for approval an Ordinance approving the award of Bid No. 2020-010, for the processing and mailing of utility bills and notices, to KC Presort, LLC, for a term of one-year with no option for renewal, and authorizing the City Manager to execute an agreement for the same by and on behalf of the City of Lee's Summit,**

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Missouri; if KC Presort, LLC, rejects the city's offer for a one-year contract with no option for renewal, the City Council approves the award of Bid No. 2020-010 to Strahm Automation & Mailing, for a term of one-year with no option for renewal, and authorizes the City Manager to execute an agreement for the same by and on behalf of the City of Lee's Summit, Missouri.

**Option 2:** I move to recommend to the City Council for approval an Ordinance approving the award of Bid No. 2020-010, for the processing and mailing of utility bills and notices, to KC Presort, LLC, for an initial term of one-year, with up to four, one-year renewals, and authorizing the City Manager to execute an agreement for the same by and on behalf of the City of Lee's Summit, Missouri.

A motion was made by Vice Chair Lopez, seconded by Councilmember Forte, that Option 2 (An Ordinance approving the award of Bid No. 2020-010, for the processing and mailing of utility bills and notices, to KC Presort, LLC, for an initial term of one-year, with up to four, one-year renewals, and authorizing the City Manager to execute an agreement for the same by and on behalf of the City of Lee's Summit, Missouri.) be recommended for approval to the City Council. The motion carried by the following vote:

**Aye:** 4 - Chairperson Johnson  
Vice Chair Lopez  
Councilmember Forte  
Councilmember Carlyle

**Absent:** 1 - Alternate Binney

- F. [BILL NO. 20-62](#) An Ordinance approving Amendment No. 9 to the budget for the Fiscal Year ending June 30, 2020, as adopted by Ordinance No. 8643 and Ordinance No. 8652, by amending the authorized expenditures and revising the authorized amount of Full Time Equivalents in the Police Department and Public Works-Operations Department for the City of Lee's Summit, Missouri, and establishing a new Pay and Classification Plan. (F&BC 3/9/20)

**ACTION:** A motion was made by Councilmember Carlyle, seconded by Councilmember Forte, that this Ordinance be recommended for approval to the City Council. The motion carried by the following vote:

**Aye:** 4 - Chairperson Johnson  
Vice Chair Lopez  
Councilmember Forte  
Councilmember Carlyle

**Absent:** 1 - Alternate Binney

- G. [BILL NO. 20-57](#) An Ordinance Amending the Schedule of Fees and Charges to provide consistent management of the Rights-of-Way in accordance with Chapter 26, Streets, Sidewalks and Other Public Places, of the City Code of the City of Lee's Summit, Missouri. (F&BC 3/9/20)

**ACTION:** A motion was made by Councilmember Carlyle, seconded by Vice Chair Lopez, that this Ordinance be recommended for approval to the City Council. The motion carried by the following vote:

**Aye:** 4 - Chairperson Johnson  
Vice Chair Lopez  
Councilmember Forte  
Councilmember Carlyle

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**Absent:** 1 - Alternate Binney

- H. [BILL NO. 20-58](#) An Ordinance Repealing Previous Ordinances related to the Schedule of Fees and Charges for the City of Lee's Summit and Establishing a New Schedule of Fees and Charges to take Effect July 1, 2020 for the City of Lee's Summit, Missouri. (F&BC 3/9/20)

**ACTION: A motion was made by Councilmember Carlyle, seconded by Vice Chair Lopez, that this Ordinance be recommended for approval to the City Council. The motion carried by the following vote:**

**Aye:** 4 - Chairperson Johnson  
Vice Chair Lopez  
Councilmember Forte  
Councilmember Carlyle

**Absent:** 1 - Alternate Binney

- I. [2020-3356](#) Recommendation for Funding Stormwater Utility Rate Study

**ACTION: A motion was made by Councilmember Forte, seconded by Vice Chair Lopez, to direct staff to prepare an ordinance for a budget amendment to fund the Stormwater Utility Rate Study and bring it back to the Finance and Budget Committee. The motion carried by the following vote:**

**Aye:** 4 - Chairperson Johnson  
Vice Chair Lopez  
Councilmember Forte  
Councilmember Carlyle

**Absent:** 1 - Alternate Binney

- J. [2020-3364](#) Presentation of the FY20 January General Fund Financial Dashboards

Mr. Chris Clubine, Financial Analyst, presented the FY20 January General Fund Financial Dashboards.

## 6. Roundtable

Vice Chair Lopez asked Chair Johnson to remind everyone of the budget schedule for this year.

Chair Johnson stated he did not have that schedule with him, but they will be meeting in a couple of weeks to try to get a revenue projection.

Mr. Chris Clubine, Financial Analyst, noted the April meeting will be a normal Finance and Budget Committee meeting, and he will present the revenue projections at that time. At the April 27th meeting the City Manager will present the budget. On May 4th and May 11th the departments will be presenting their budgets.

Chair Johnson said he wants to make sure this committee has ample time to hear and consider budget requests and feels by May 11th the committee should be talking about the budget. Councilmember Carlyle clarified the schedule as stated above.

Chair Johnson stated the next meeting will be held on April 13th.

## 7. Adjournment

Chair Johnson adjourned the March 9th, 2020 Finance and Budget Committee meeting at 6:43p.m.

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