

The City of Lee's Summit
Action Letter - Draft
City Council Rules Committee

Thursday, November 21, 2024

11:30 AM

Via Video Conference

Notice is hereby given that the Rules Committee for the City of Lee's Summit will meet in Regular Session on Thursday, November 21, 2024 at 11:30am via video conference as provided by Section 2-50 of Ordinance No. 9172. Persons wishing to comment on any item of business on the agenda, including public testimony during a Public Hearing, via video conference may do so by sending a request prior to 5:00 p.m. on Wednesday, November 20, 2024, to the City Clerk at clerk@cityofls.net to attend the meeting on the video conferencing platform. The meeting may be viewed on the City's website at WatchLS.net, or Spectrum Channel 2, AT&T U-Verse Channel 99 and Comcast Channel 7.

1. Call to Order

Chairperson Shields called the November 21, 2024 City Council Rules Committee to order at 11:32 a.m.

2. Roll Call

Staff in Attendance:

Brian Head

Christal Weber

Jina Bellamy at 11:35 a.m.

Present: 3 - Chairperson Hillary Shields
Councilmember Faith Hodges
Councilmember Cynda Rader

Absent: 1 - Vice Chair Trish Carlyle

3. Approval of Agenda

Councilmember Hodges made a motion to approve the October 17, 2024 City Council Rules Committee Agenda. Motion was seconded by Councilmember Rader. Motion passed 3-0 (Councilmember Carlyle absent).

Aye: 3 - Chairperson Shields
Councilmember Hodges
Councilmember Rader

Absent: 1 - Vice Chair Carlyle

4. Public Comments

There were no public comments.

5. Business

- A. [2024-6584](#) Approval of the Action Letter for the October 17, 2024 City Council Rules Committee Meeting.

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November 21, 2024

Councilmember Hodges made a motion to approve the October 17, 2024 City Council Rules Committee Action Letter. Motion was seconded by Councilmember Rader. Motion passed 3-0 (Councilmember Carlyle absent).

Aye: 3 - Chairperson Shields
Councilmember Hodges
Councilmember Rader

Absent: 1 - Vice Chair Carlyle

B. [2024-6425](#) Continued discussion: Televising of Boards and Commissions

The Committee discussed broadcasting and recording City meetings.

After general discussion regarding:

1. logistics - moving meetings to rooms with AV equipment
2. volunteers not wanting to be on camera or have any side conversations recorded (more informal settings)
3. How to handle meetings where the group goes on a tour
4. Which meetings should be broadcast live, recorded with camera and voice and uploaded, recorded with just voices, camera and audio with broad view of the room (not focusing on individuals).
5. Some meetings where taxes and water rates are discussed
6. If subcommittees should be recorded
7. importance of transparency
8. Having some disclaimer language if a group was taking a tour or their was a video malfunction. " meetings will be recorded where reasonably practicable"
9. Having a definition for Task Force and Ad Hoc meetings

The Committee discussed several different boards and commissions and asked staff several questions about the practicability of recording some of the boards and commissions. Ultimately the Committee concluded that City Council, City Council Committees, Planning Commission and the Tax Increment Finance Commission should be broadcast live and recorded for availability on the City website and other platforms. The Parks and Recreation Board should be recorded and posted but that it was not required to be broadcast live. Other Boards and Commissions such as: Board of Aeronautic Commissioners, Human Relations Commission, License Tax Review Committee, the Public Safety Advisory Board, Water Utilities Board, Board of Appeals, Wellness Commission, Cultural Commission, Land Clearance for Redevelopment Authority and the Board of Zoning Adjustments should be recorded and posted when practicable but that it was not necessary to broadcast live.

Mr. Head indicated that he would draft a resolution incorporating these "buckets" of broadcast, recording and publication for the next meeting.

Chairperson Shields requested a definition of "ad hoc" be included in the resolution.

Christal Weber asked about the applicability to subcommittees. Discussion

followed with the consensus of the Committee being that these requirements wouldn't apply to subcommittees.

6. Roundtable

Councilmember Hodges inquired regarding the Succession Plan for if/when Mayor and Mayor Pro Tempore are unavailable that the Committee worked on at a previous meeting.

Brian Head mentioned that he is working on finalizing the document.

Councilmember Shields proactively requested that Staff prepare a formal presentation of the Charter Review Commission Process and place it on a future agenda for discussion.

The next scheduled City Council Rules Committee meeting is scheduled Dec. 19, 2024.

7. Adjournment

Chairperson Shields adjourned the November 21, 2024 City Council Rules Committee at 12:15 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"