

**CITY OF LEE'S SUMMIT  
LAND CLEARANCE FOR REDEVELOPMENT AUTHORITY (LCRA)  
MEETING MINUTES**

DATE: November 28, 2018  
TIME: 3:00 p.m.  
PLACE: Lee's Summit City Hall, Council Committee Room  
220 SE Green Street  
Lee's Summit, Missouri

**1. Call to order at 3:00 p.m. by Chair Donna Gordon.**

Board Members Present: Donna Gordon, Chair  
Gary Fruits  
Shelley Kneuvean  
Todd Haynes  
Mark White

Staff: Mark Dunning, Assistant City Manager  
David Bushek, Attorney  
Jeanne Nixon, Development Center Secretary

Guest: Olivia Martin / Student, Notre Dame de Sion

**2. Introductions and welcoming of new Commissioners**

Gary Fruits and Todd Haynes

**3. Approval of August 22, 2018 meeting minutes**

Ms. Gordon made a motion to approve the minutes for the August 22, 2018 meeting. Mr. White seconded. The motion passed unanimously approving the meeting minutes.

**4. Review and consideration of LCRA Annual Report**

The cycle for the LCRA annual report is July 1 – June 30 of each year. The annual report is required by state statute and is shared with the Mayor and City Council. The annual report was presented with minor changes made by Mark Dunning. Mark White made a motion to approve the Annual Report. Donna Gordon seconded. The motion passed unanimously approving the Annual Report.

**5. Review / Discuss potential revisions of LCRA Redevelopment Project Application Form**

Donna Gordon opened discussions regarding potential revisions of the LCRA Redevelopment Project Application form. Regarding Attachment "I" – Letters of Support, it was determined that "Elected Officials" should be removed. Mark Dunning suggested that the application be further amended to ask for information that is needed to input into the LCRA spreadsheet evaluation model and will work on revising the application if the LCRA concurs. Mark Dunning indicated the current application form was developed based on the Kansas City LCRA application and after creating the application, the LCRA developed the LCRA evaluation spreadsheet, therefore suggested further revisions be incorporated. The LCRA

agreed with incorporating additional questions within the LCRA Redevelopment Application form. Further discussion was held with regard to how the LCRA model functions and calculates data provided by the applicant. Time was spent going through the LCRA model so new members could become familiar with how it is utilized. It was agreed that Mark Dunning will send the spreadsheet/model to the LCRA members for further review and consideration. It was noted that the LCRA is not 100% bound by the model in making recommendations and is used as a guide to primarily ensure that the LCRA is making consistent recommendations on project requests.

#### **6. Review and discussion of LCRA tools**

David Bushek provided a presentation to the LCRA members regarding additional tools that may be available for use. He indicated that there are a variety of powers that the LCRA has that are not currently being used. In addition to recommending real property tax abatement on the incremental increase in value of projects, there are additional tools afforded such as sales tax exemption on construction materials which is currently being achieved through Chapter 100 structures. Mr. Bushek will continue to explore these additional tools afforded to the LCRA and provide additional information in a future meeting.

#### **7. Roundtable**

Mark Dunning commented that the LCRA Bylaws state that officers should be elected annually. The secretary's office has been vacated by the resignation of Troy Pfeifer. There are potentially two projects that will be presented at a future meeting. Conflict of interest statements were provided to Todd Haynes and Gary Fruits for signatures and filed.

#### **8. Adjournment**

Ms. Gordon made a motion to adjourn the meeting at 4:56 p.m. Mr. White seconded the motion. The motion passed unanimously.

*Minutes prepared by Jeanne Nixon*