

RESOLUTION 25-04

A RESOLUTION ESTABLISHING A PROCEDURE FOR APPOINTING MEMBERS OF THE 2026 CHARTER REVIEW COMMISSION FOR THE CITY OF LEE'S SUMMIT, MISSOURI.

WHEREAS, Section 14.8 of the Charter states that no less often than every ten years, the City Council shall provide for a Charter Review Commission (Commission) to review the Charter and to recommend to the voters proposed amendments, if any, to the Charter; and,

WHEREAS, The Charter provides that the City Council shall determine the method and procedure for selecting members of the Commission; and,

WHEREAS, It is the desire of the Council to provide a process and procedure for the appointment of such members for the 2026 Charter Review Commission.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LEE'S SUMMIT, MISSOURI, as follows:

SECTION 1. That the City Council for the City of Lee's Summit, Missouri, hereby determines that the 2026 Charter Review Commission shall consist of twelve members as selected by the City Council as described below.

SECTION 2. That the twelve members shall be selected as follows:

1. That any person wishing to serve as Charter Review Commissioner shall submit information as provided in the Board and Commission interest form.
2. That any member nominated shall be a qualified voter of the City of Lee's Summit at the time of appointment.
3. No member nominated shall be an elected official or employee of the City.
4. Each City Councilmember shall nominate one person residing within the respective district to serve on the Commission.
5. The two Councilmembers representing each district shall jointly nominate one person residing within the respective district to serve on the Commission.
6. In the event that the two Councilmembers representing any district are unable to agree on an individual to serve in the joint position, the City Council will appoint a person to serve.
7. All persons interested in serving as a member of the Charter Commission shall provide information in the form of the Board and Commission Interest form beginning on July 9, 2025 and ending at the close of business on August 15, 2025.
8. The City Clerk shall cause all interest forms to be forwarded to the City Council.

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9. City Councilmembers shall make their nominations as stated above not later than the close of business on September 9, 2025.

SECTION 3. That Councilmembers shall take into consideration the demographic makeup of the City and shall make efforts to appoint a commission that is represented by the makeup of the City as a whole.

SECTION 4. That the City Council shall formally appoint the members to the 2026 Charter Review Commission no later than September 23, 2025.

SECTION 5. That the City Manager is hereby directed to make reasonable efforts to notify the public of the Charter Review Commission, including but not limited to advertisement, notification on social media and other such efforts as are reasonable.

PASSED and ADOPTED by the City Council for the City of Lee's Summit, Missouri, and approved by the Mayor of said City this 4th day of March, 2025.



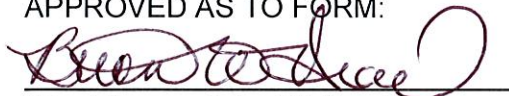
Mayor Baird

ATTEST:



City Clerk Trisha Fowler Arcuri

APPROVED AS TO FORM:



City Attorney Brian W. Head



2026 – 2027

Charter Review Commission Timeline

November 2025:

The City Council should adopt a resolution establishing the procedure for appointing members of the 2026-2027 Charter Review Commission. The 2015 Resolution No. 15-17 is attached.

December 2025:

The City Council should adopt a resolution formally appointing the members to the 2026 Charter Review Commission by the last Council meeting in December 2025. This resolution shall also provide for the governance, procedures and staff of the Charter Review Commission. The 2015 Resolution No. 15-18 is attached.

January 2026:

The Commission shall hold the first meeting on or before January XX, 2026 and hold meetings at least once a month until their work is completed.

**Note: I attached a tentative schedule for the 2026 for the 2nd and 4th Wednesdays of each month just as an example of the dates.*

At this meeting the Commission shall elect a Chairperson and a Vice-Chairperson.

The City Manager shall provide the staff and resources to the Commission as needed at each meeting.

February 2026:

The Commission shall hold a Public Hearing (not at a Council meeting) to take public comments and suggestions regarding the current city charter and/or the general governance of the city.

A public notice with a QR code to a survey was provided in 2016 (see attached).

December 2026:

The Commission shall provide a full report to the City Council and the voters no later than the last meeting in December.

2026 – 2027

Charter Review Commission Timeline

January 2027:

Final certification of all agreed upon amendments for voter approval must be sent to each county no later than the 10th Tuesday prior to the election (this is generally the 2nd to last Tuesday of the month).

January 2027 – April 2027:

Commission members and staff will educate the community about the proposed amendments prior to the election, including the reasons for the recommendations to amend the City Charter. (2017 Informational Piece is attached for reference.)

April 2027:

The proposed amendments to the Charter shall be placed before the voters on the regular municipal election day in April 2027.

The Charter Review Commission will be discharged of its duties and dissolve upon the date of the election.