



LEE'S SUMMIT

M I S S O U R I

Memorandum

To: Michael Park, PE. PTOE, Director of Public Works

From: Chris Bussen, Solid Waste Superintendent

Through: Mike Anderson, PE., Deputy Director of Public Works

Date: September 11, 2025

Re: Update Regarding City Council Priority Goal for Solid Waste

Solid waste management services was a goal identified in a City Council strategic retreat and is supported by Ignite!, the City's Strategic Plan. The Ignite! Strategic Plan was adopted by the City Council. Within the City Services & Infrastructure Critical Success Factor of Ignite!, the action "Evaluate solid waste management services" was specifically identified.

City Staff presented an engagement plan, unanimously supported by the City Council, to advance the City Council's Priority Goal for Solid Waste, which is to evaluate contracted residential (curbside) solid waste services in the City. The City Council unanimously directed Staff to send out the statutory 2-year notice of intent to contract for solid waste services in this regard and to work with the Public Works Committee (PWC) in the development of a Request for Proposals (RFP) to solicit services for contracted residential solid waste services. The engagement plan also identified the delivery of periodic updates to the City Council during the process of developing an RFP. This report provides an update on related activities that have occurred after the City Council provided support of the engagement plan and direction to deliver an RFP.

On May 15, 2025, City staff met with the City's contracted consultant to discuss a Request for Proposal (RFP). Staff covered best management practices and lessons learned from the City's previous RFP, as well as experiences from other governmental entities.

On June 18, 2025, after receiving direction from the Council, the state-required 2-year notices were mailed as required to licensed residential haulers in Lee's Summit, as well as licensed commercial haulers in Lee's Summit.



Additional letters were mailed to licensed residential haulers, which included a QR code link to a survey. The survey requested input regarding a draft RFP.

In addition, letters were mailed to licensed commercial haulers, which included a brief description of recent City activity regarding curbside residential solid waste services.

Staff also mailed a letter to 161 HOA's/POA's registered with the City Development Services Department. The letter provided an overview of recent activity, including a QR code link to the City's website with additional information on solid waste contracting activity. A second QR code link was provided, which connected respondents to a curbside services survey.

Between July 29 and August 13, 2025, the City hosted four citizen-centered informational meetings where citizens could receive information, ask questions, and receive answers regarding a potential curbside solid waste services contract. One hundred forty citizens attended and submitted 91 written comments.

Citizens were also encouraged to provide comments through a web-based portal on the City's website. A total of 413 comments were received during public information sessions and website portal comments.

On August 2, 2025, the Council approved a resolution establishing a Solid Waste Task Force (SWTF). The SWTF was formed to meet with City Staff on information and experiences they may have on services that could be included in an RFP, but not to draft, approve, recommend an RFP, or to report back to the City Council. The SWTF met with Staff and has completed its work, and no further meetings are planned.

At the normal Public Works Committee (PWC) meeting, a presentation was held to update the PWC on Staff's work towards developing an RFP. Staff is in the process of developing the RFP, alongside the PWC. The development of the RFP will consider the feedback received throughout the engagement process.

Upon completion of the draft RFP, the Public Works Committee will make a recommendation to the full City Council regarding the RFP in accordance with the engagement plan and City Council directive. An RFP deliverable for the full Council's consideration is still expected before the end of 2025, with potential consideration of contract approval by the City Council in early 2026, if the Council decides to continue to move forward with this process. Additional information, including an FAQ and meetings with the City Council or Public Works Committee, is available online at: <https://cityofls.net/public-works/recycling-trash/city-wide-contract-trash-service>

