



The City of Lee's Summit

Final Agenda

Finance and Budget Committee

Monday, June 10, 2019

5:00 PM

City Council Chambers

City Hall

220 SE Green Street

Lee's Summit, MO 64063

1. Call to Order

2. Roll Call

3. Approval of Agenda

4. Approval of Action Letter

A. [2019-2814](#) Approval of the Action Letter from May 20, 2019.

5. Public Comments

6. Business

A. [TMP-1259](#) An Ordinance authorizing the City's use of the Cooperative Purchasing Contracts, set forth in Exhibit A and on file with the City Clerk, for the acquisition of supplies and materials that have an estimated annual spend at or exceeding \$50,000.00, and authorizing the City Manager to execute the same by and on behalf of the City.

Presenter: Rick Gentry, Procurement and Contract Services Manager

B. [TMP-1264](#) An Ordinance authorizing the City's use of the Cooperative Purchasing Contracts, set forth in Exhibit A and on file with the City Clerk, for the acquisition of services that have an estimated annual spend at or exceeding \$50,000.00, and authorizing the City Manager to execute the same by and on behalf of the City.

Presenter: Rick Gentry, Procurement and Contract Services Manager

C. [TMP-1265](#) An Ordinance authorizing the City's use of the Cooperative Purchasing Contracts, set forth in Exhibit A and on file with the City Clerk, for the acquisition of equipment that have an estimated annual spend at or exceeding \$50,000.00, and authorizing the City Manager to execute the same by and on behalf of the City.

Presenter: Rick Gentry, Procurement and Contract Services Manager

- D. [TMP-1254](#) An Ordinance approving Amendment No. 2 to the Budget for the Fiscal Year Ending June 30, 2020, by revising the Authorized Expenditures for the City of Lee's Summit to Fund Water Utilities Expansion Requests, revising the authorized amount of Full Time Equivalents for the City of Lee's Summit Water Utilities Department, and establishing a New Pay and Classification Plan.

Presenter: Nick Edwards, Assistant City Manager
Chris Clubine, Management Analyst

- E. [TMP-1263](#) An Ordinance approving the first amendments to the Software and Service contracts with Questica Ltd. and authorizing the City Manager to execute the same by and on behalf of the City.

Presenter: Nick Edwards, Assistant City Manager/Administrative Services

- F. [2019-2825](#) Investment Portfolio Report for the quarter ended March 31, 2019

Presenter: Sherri Staub, Cash Management Officer

- G. [2019-2828](#) Presentation of the FY19 April General Fund Financial Dashboards.

Presenter: Chris Clubine, Management Analyst

- H. [2019-2795](#) Funding for current and future operational needs

Presenter: Stephen Arbo | City Manager

7. Roundtable

8. Adjournment

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"

Packet Information

File #: 2019-2814, **Version:** 1

Approval of the Action Letter from May 20, 2019.

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

Monday, May 20, 2019

5:00 PM

City Council Chambers

City Hall

220 SE Green Street

Lee's Summit, MO 64063

1. Call to Order

Chairman Johnson called the May 20, 2019 Finance and Budget Committee meeting to order at 5:33 p.m.

2. Roll Call

Present: 3 - Councilmember Phyllis Edson
Chairperson Bob Johnson
Councilmember Trish Carlyle

Absent: 1 - Vice Chair Beto Lopez

3. Approval of Agenda

Chairman Johnson moved the Proposed Ordinances to before the Presentations and Discussion items.

A motion was made by Councilmember Edson, seconded by Councilmember Carlyle, to approve the agenda as amended by Chairman Johnson. The motion carried by a unanimous 3-0 vote (Mayor Pro Tem Lopez "Absent").

5. Public Comments

There were no public comments.

4. Approval of Action Letter

- A. [2019-2767](#) Approval of the Action Letters from March 13th, April 8th, 18th, 22nd, and 29th, 2019

ACTION: A motion was made by Councilmember Edson, seconded by Councilmember Carlyle, to approve the Action Letters dated March 13, April 8, 18, 22 and 29, 2019. The motion carried by a unanimous 3-0 vote (Mayor Pro Tem Lopez "Absent").

6. Business

- D. [TMP-1196](#) An Ordinance approving a renewal and amendment to services being offered in the Fixed Base Operator Agreement between Rebel Aviation Inc. (Hereinafter "Operator") and the City of Lee's Summit, Missouri (Hereinafter "City") and authorizing the City Manager to execute the same by and on behalf of the City. (BOAC 4-8-19) (F&BC 5-20-19)

Finance and Budget Committee

Action Letter

May 20, 2019

ACTION: A motion was made by Councilmember Carlyle, seconded by Councilmember Edson, that this Ordinance be recommended for approval to the City Council. The motion carried by a unanimous 3-0 vote (Mayor Pro Tem Lopez "Absent").

- E. [TMP-1226](#) An Ordinance amending Section 1, Procurement Definitions, and Section 2, Authority and Enforcement, of the City of Lee's Summit Procurement Policy Manual. (F&BC 5-20-19)

ACTION: A motion was made by Councilmember Edson, seconded by Councilmember Carlyle, that this Ordinance be recommended for approval to the City Council. The motion carried by a unanimous 3-0 vote (Mayor Pro Tem Lopez "Absent").

- F. [TMP-1227](#) An Ordinance authorizing the execution of the 2019 Combat Drug Commission DARE Agreement by and between the City of Lee's Summit, Missouri and Jackson County, Missouri. (F&BC 5-20-19)

ACTION: A motion was made by Councilmember Carlyle, seconded by Councilmember Edson, that this Ordinance be recommended for approval to the City Council. The motion carried by a unanimous 3-0 vote (Mayor Pro Tem Lopez "Absent").

- G. [TMP-1239](#) An Ordinance approving and authorizing the execution an addendum to a memorandum of understanding between the Kansas Bureau of Investigation and the City of Lee's Summit, Missouri for the use of additional funding from Midwest High Intensity Drug Trafficking Area Award Funds.

ACTION: A motion was made by Councilmember Edson, seconded by Councilmember Carlyle, that this Ordinance be recommended for approval to the City Council. The motion carried by a unanimous 3-0 vote (Mayor Pro Tem Lopez "Absent").

- A. [2019-2772](#) Presentation of the FY19 March General Fund Financial Dashboards.

This Presentation was received and filed.

- B. [2019-2777](#) Presentation of Insurance Options and FY2020 Projections

This Presentation was received and filed.

- C. [2019-2779](#) General Fund Revenues Update: Actuals and Trends with Sales Tax and Property Taxes (PILOTs and Replacement Tax)

This Presentation was received and filed.

- H. [2019-2795](#) Funding for current and future operational needs

This Discussion Item was continued to the next Finance and Budget Committee meeting.

- I. [2019-2796](#) Discussion of purchasing lightning detection equipment for Parks use

This Discussion Item was received and filed.

- J. [2019-2803](#) Discussion of the Finance and Budget Committee's FY20 Budget Recommendations

ACTION: A motion was made by Councilmember Edson, seconded by Chairperson Johnson, to recommend the City Manager's budget for approval to City Council as amended by adding \$17,500.00 for a lightening detection system at Legacy Park. The motion carried by the following vote:

Finance and Budget Committee

Action Letter

May 20, 2019

Aye: 2 - Councilmember Edson
Chairperson Johnson

Nay: 1 - Councilmember Carlyle

Absent: 1 - Vice Chair Lopez

7. Roundtable

Mayor Baird spoke about the new meeting room arrangement.

8. Adjournment

There being no further business, Chairman Johnson adjourned the May 20, 2019
Finance and Budget Committee meeting at 7:00 p.m.

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viewed on the City's Legislative Information Center website at "lsmo.legistar.com"

Packet Information

File #: TMP-1259, **Version:** 1

An Ordinance authorizing the City's use of the Cooperative Purchasing Contracts, set forth in Exhibit A and on file with the City Clerk, for the acquisition of supplies and materials that have an estimated annual spend at or exceeding \$50,000.00, and authorizing the City Manager to execute the same by and on behalf of the City.

Issue/Request:

An Ordinance authorizing the City's use of the Cooperative Purchasing Contracts, set forth in Exhibit A and on file with the City Clerk, for the acquisition of supplies and materials that have an estimated annual spend at or exceeding \$50,000.00, and authorizing the City Manager to execute the same by and on behalf of the City.

Key Issues:

The Procurement and Contract Services Division is requesting approval of an ordinance authorizing the City of Lee's Summit to utilize cooperative contracts for supplies and materials that have an annual spend of \$50,000 or more ("the Approved List").

The City Council on an annual basis authorizes the participation and use of cooperative contracts by the City. Cooperative contracts with an actual or estimated annual spend that is equal to or exceeds \$50,000.00 require City Council approval per Sections 5.4 and 5.5 of the Procurement Policy.

Proposed Committee Motion:

I move to recommend to City Council approval of An Ordinance authorizing the City's use of the Cooperative Purchasing Contracts, set forth in Exhibit A and on file with the City Clerk, for the acquisition of supplies and materials that have an estimated annual spend at or exceeding \$50,000.00, and authorizing the City Manager to execute the same by and on behalf of the City.

Background:

Pursuant to the City of Lee's Summit Procurement Policy, adopted by the City Council on October 5, 2017, via Ordinance No. 8253, the City may participate in and use cooperative purchase contract. Sections 5.4. and 5.5 of the Procurement Policy authorize the City Manager to execute an cooperative contract so long as the estimated annual spend of such contract is less than \$50,000.00. If the estimated annual spend of the contract is \$50,000.00 or more, however, the contract must be approved by the City Council.

The Procurement and Contract Services Division reviews the amounts the City spends on cooperative contracts at least annually to identify any contracts that were originally estimated to spend less than \$50,000.00 annually, but now exceed \$50,000.00. As a result of such review, the City has identified that estimated annual spend of the cooperative contracts for supplies and materials set forth in Exhibit A, attached, is \$50,000.00 or more and therefore such contracts must be approved by the City Council before the City may use them in the future.

As with each cooperative contract the City uses, the contracts listed in Exhibit A were reviewed to ensure they were competitively awarded and that they were in the best interests of the City. A full copy of each contract listed in Exhibit A is on file in the office of the City Clerk.

Impact/Analysis:

Approval of this Ordinance would allow the City of Lee's Summit to continue to use cooperative contracts on

the Approved List for Contracts with an estimated annual spend at or exceeding \$50,000 and continue to take advantage of economies of scale and reduction in administration costs which exemplifies the conscientiousness and cost effective use of tax payer dollars.

Rick Gentry, Procurement and Contract Services Manager

Staff recommends approval of an Ordinance authorizing the City of Lee's Summit to utilize cooperative purchasing contracts for supplies and materials, per the attached Approved List for Contracts over \$50,000, and authorizing the City Manager to execute the same by and on behalf of the City.

BILL NO. 19-

AN ORDINANCE AUTHORIZING THE CITY'S USE OF THE COOPERATIVE PURCHASING CONTRACTS, SET FORTH IN EXHIBIT A AND ON FILE WITH THE CITY CLERK, FOR THE ACQUISITION OF SUPPLIES AND MATERIALS THAT HAVE AN ESTIMATED ANNUAL SPEND AT OR EXCEEDING \$50,000.00, AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE SAME BY AND ON BEHALF OF THE CITY.

WHEREAS, in October 2017, the current Procurement Policy of the City of Lee's Summit ("City") was adopted by the City Council pursuant to Ordinance 8253; and,

WHEREAS, Sections 5.4. and 5.5 of the Procurement Policy authorize the City Manager to execute an cooperative contract so long as the estimated annual spend of such contract is less than \$50,000.00; if the estimated annual spend of the contract is \$50,000.00 or more, the contract must be approved by the City Council; and,

WHEREAS, the Procurement and Contract Services Division reviews the amounts the City spends on cooperative contracts at least annually to identify any contracts that were originally estimated to spend less than \$50,000.00 annually, but now exceed \$50,000.00; and,

WHEREAS, as a result of such review, the City has identified that estimated annual spend of the cooperative contracts set forth in Exhibit A, attached, is \$50,000.00 or more and therefore such contracts must be approved by the City Council before the City may use them in the future; and,

WHEREAS, a copy of each contract listed in Exhibit A is on file in the office of the City Clerk.

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

SECTION 1. The City Council of the City of Lee's Summit, Missouri hereby approves and authorizes the City to use the cooperative contracts set forth in the list titled "Coop Over \$50,000", attached as Exhibit A and incorporated herein by reference, for the acquisition of supplies and materials on an as-needed basis, for the remainder of the terms set forth in such contracts, and further authorizes the City Manager to execute contracts.

SECTION 2. This Ordinance shall be in full force and effect from and after the date of its passage and adoption, and approval by the Mayor.

SECTION 3. Should any section, sentence, or clause of this Ordinance be declared invalid or unconstitutional, such declaration shall not affect the validity of the remaining sections, sentences or clauses.

PASSED by the City Council of the City of Lee's Summit, Missouri, this _____ day of _____, 2019.

ATTEST:

Mayor *William A. Baird*

City Clerk *Trisha Fowler Arcuri*

BILL NO. 19-

APPROVED by the Mayor of said City this _____ day of _____, 2019.

Mayor *William A. Baird*

ATTEST:

City Clerk *Trisha Fowler Arcuri*

APPROVED AS TO FORM:

City Attorney *Brian W. Head*

Cooperative Contracts for Supplies and Materials that exceed \$50,000.00

Commodity-Service	Company	Originating Coop-PB Entity	LS Contract #
Bunker Gear and Accessories	Sentinel Emergency Solutions	NPP	2018-049
Electrical, Lighting, Data & Communications	GrayBar Electric	Omnia Partners	2018-072
Emergency Medical Supplies	Bound Tree Medical	Fairfax County, VA	2017-011
Emergency Medical Supplies	Moore Medical	MARC-KCRPC	2016-136
Food Service Supplies	US Foods	State of MO	2018-085
Janitorial Supplies	Royal Paper	BuyBoard	2018-092
Maintenance, Repair & Operations Supplies	Grainger	State of MO	11-134/2R
Maintenance, Repair & Operations Supplies	Fastenal	State of MO	11-134/2R
Office Seating	Office Depot	NCPA	2018-019
Road Salt and Deicer	Central Salt	MARC-KCRPC	2019-074
Water & Sewer Supplies	Core and Main LP- (was HD Supply)	City of St. Petersburg, FL	2016-113/1R

5.4 Piggyback (Piggyback Cooperatives). A form of intergovernmental cooperative procurement in which an entity will be extended the pricing and terms of a contract entered into by another entity. Generally an entity will competitively bid and award a contract that will include language allowing for other entities to utilize the contract which may be to their advantage in terms of pricing, thereby gaining economies of scale that they normally would not receive if they competed on their own. In this type of contract the City is not necessarily a party to the contract.

The City Manager shall have the authority to approve the City's participation in any piggyback contract(s) if estimated annual spend is less than \$49,999.99. City Council approval shall be required if the estimated annual spend exceeds \$50,000.00.

5.5 Cooperative Contracts. Contracts established when two or more entities combine their requirements to obtain advantages of volume purchases including administrative savings and other benefits. In this type of contract the City would be a party to the contract. The City Manager shall have the authority to approve the City's participation in any cooperative contract(s) if estimated annual spend is less than \$49,999.99. City Council approval shall be required if the estimated annual spend exceeds \$50,000.00.

Packet Information

File #: TMP-1264, **Version:** 1

An Ordinance authorizing the City's use of the Cooperative Purchasing Contracts, set forth in Exhibit A and on file with the City Clerk, for the acquisition of services that have an estimated annual spend at or exceeding \$50,000.00, and authorizing the City Manager to execute the same by and on behalf of the City.

Issue/Request:

An Ordinance authorizing the City's use of the Cooperative Purchasing Contracts, set forth in Exhibit A and on file with the City Clerk, for the acquisition of services that have an estimated annual spend at or exceeding \$50,000.00, and authorizing the City Manager to execute the same by and on behalf of the City.

Key Issues:

The Procurement and Contract Services Division is requesting approval of an ordinance authorizing the City of Lee's Summit to utilize cooperative contracts for services that have an annual spend of \$50,000 or more ("the Approved List").

The City Council on an annual basis authorizes the participation and use of cooperative contracts by the City. Cooperative contracts with an actual or estimated annual spend that is equal to or exceeds \$50,000.00 require City Council approval per Sections 5.4 and 5.5 of the Procurement Policy.

Proposed Committee Motion:

I move to recommend to City Council for approval an Ordinance authorizing the City's use of the Cooperative Purchasing Contracts, set forth in Exhibit A and on file with the City Clerk, for the acquisition of services that have an estimated annual spend at or exceeding \$50,000.00, and authorizing the City Manager to execute the same by and on behalf of the City.

Background:

Pursuant to the City of Lee's Summit Procurement Policy, adopted by the City Council on October 5, 2017, via Ordinance No. 8253, the City may participate in and use cooperative purchase contracts. Sections 5.4. and 5.5 of the Procurement Policy authorize the City Manager to execute an cooperative contract so long as the estimated annual spend of such contract is less than \$50,000.00. If the estimated annual spend of the contract is \$50,000.00 or more, however, the contract must be approved by the City Council.

The Procurement and Contract Services Division reviews the amounts the City spends on cooperative contracts at least annually to identify any contracts that were originally estimated to spend less than \$50,000.00 annually, but now exceed \$50,000.00. As a result of such review, the City has identified that estimated annual spend of the cooperative contracts for services set forth in Exhibit A, attached, is \$50,000.00 or more and therefore such contracts must be approved by the City Council before the City may use them in the future.

As with each cooperative contract the City uses, the contracts listed in Exhibit A were reviewed to ensure they were competitively awarded and that they were in the best interests of the City. A full copy of each contract listed in Exhibit A is on file in the office of the City Clerk.

Impact/Analysis:

Approval of this Ordinance would allow the City of Lee's Summit to continue to use cooperative contracts on

the Approved List with an estimated annual spend at or exceeding \$50,000 and continue to take advantage of economies of scale and reduction in administration costs which exemplifies the conscientiousness and cost effective use of tax payer dollars.

Rick Gentry, Procurement and Contract Services Manager

Staff recommends approval.

BILL NO. 19-

AN ORDINANCE AUTHORIZING THE CITY'S USE OF THE COOPERATIVE PURCHASING CONTRACTS, SET FORTH IN EXHIBIT A AND ON FILE WITH THE CITY CLERK, FOR THE ACQUISITION OF SERVICES THAT HAVE AN ESTIMATED ANNUAL SPEND AT OR EXCEEDING \$50,000.00, AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE SAME BY AND ON BEHALF OF THE CITY.

WHEREAS, in October 2017, the current Procurement Policy of the City of Lee's Summit ("City") was adopted by the City Council pursuant to Ordinance 8253; and,

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SECTION 3. Should any section, sentence, or clause of this Ordinance be declared invalid or unconstitutional, such declaration shall not affect the validity of the remaining sections, sentences or clauses.

PASSED by the City Council of the City of Lee's Summit, Missouri, this _____ day of _____, 2019.

Mayor *William A. Baird*

ATTEST:

City Clerk *Trisha Fowler Arcuri*

APPROVED by the Mayor of said City this _____ day of _____, 2019.

Mayor *William A. Baird*

ATTEST:

City Clerk *Trisha Fowler Arcuri*

APPROVED AS TO FORM:

City Attorney *Brian W. Head*

Cooperative Contracts for Services exceeding \$50,000.00

Commodity-Service	Company	Originating Coop-PB Entity	LS Contract #
Electrical Services & Repairs	Jackson County Electric	City of Independence, MO	2019-080
ESRI GIS Software Maintenance	ESRI	State of MO	2015-055/1R
Fence Materials and Installation	Guier Fence Company	City of Independence, MO	2018-086
IT Products and Prof. Services	Alexander Open Systems (AOS)	KCMO School Dist.	2016-127
Medical Billing Services	Digitech Computer, Inc	Johnson County, KS	2015-012/2R
Offsite Records Storage Services	Iron Mountain	Sourcwell	2015-065
Painting Services	Dayco Painting	KCMO	2017-043
Public Safety Communications System & Maint.	Commenco, Inc.	MARC-KCRPC	2017-108/1R
Public Safety, Emergency Services	Safeware, Inc.	Omnia Partners	2012-081/2R
Recreation & Aquatic Products/Services	Vortex, Inc.	NPP	2016-088/1R
Roofing Services	Delta Innovative	Jackson County Circuit Court	2015-105
Sewer System Maint & Sludge Hauling	Ace Pipe Cleaning, Inc.	KCMO	2018-024/1R
Small Construction Projects	The Wilson Group	Sourcwell	2017-123
Wireless Communication	AT & T,T-Mobile, Sprint,Verizon	State of MO	2017-116

5.4 Piggyback (Piggyback Cooperatives). A form of intergovernmental cooperative procurement in which an entity will be extended the pricing and terms of a contract entered into by another entity. Generally an entity will competitively bid and award a contract that will include language allowing for other entities to utilize the contract which may be to their advantage in terms of pricing, thereby gaining economies of scale that they normally would not receive if they competed on their own. In this type of contract the City is not necessarily a party to the contract.

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Packet Information

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Proposed Committee Motion:

I move to recommend to City Council for approval an Ordinance authorizing the City's use of the Cooperative Purchasing Contracts, set forth in Exhibit A and on file with the City Clerk, for the acquisition of equipment that have an estimated annual spend at or exceeding \$50,000.00, and authorizing the City Manager to execute the same by and on behalf of the City.

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Impact/Analysis:

Approval of this Ordinance would allow the City of Lee's Summit to continue to use cooperative contracts for the purchase of equipment with an estimated annual spend of \$50,000 or more and continue to take advantage of economies of scale and reduction in administration costs which exemplifies the conscientiousness and cost effective use of tax payer dollars.

Rick Gentry, Procurement and Contract Services Manager

Staff recommends approval.

BILL NO. 19-

AN ORDINANCE AUTHORIZING THE CITY'S USE OF THE COOPERATIVE PURCHASING CONTRACTS, SET FORTH IN EXHIBIT A AND ON FILE WITH THE CITY CLERK, FOR THE ACQUISITION OF EQUIPMENT THAT HAVE AN ESTIMATED ANNUAL SPEND AT OR EXCEEDING \$50,000.00, AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE SAME BY AND ON BEHALF OF THE CITY.

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SECTION 2. This Ordinance shall be in full force and effect from and after the date of its passage and adoption, and approval by the Mayor.

SECTION 3. Should any section, sentence, or clause of this Ordinance be declared invalid or unconstitutional, such declaration shall not affect the validity of the remaining sections, sentences or clauses.

PASSED by the City Council of the City of Lee's Summit, Missouri, this _____ day of _____, 2019.

Mayor *William A. Baird*

ATTEST:

City Clerk *Trisha Fowler Arcuri*

APPROVED by the Mayor of said City this _____ day of _____, 2019.

Mayor *William A. Baird*

ATTEST:

City Clerk *Trisha Fowler Arcuri*

APPROVED AS TO FORM:

City Attorney *Brian W. Head*

Cooperative Contracts for Equipment exceeding \$50,000.00

Commodity-Service	Company	Originating Coop-PB Entity	LS Contract #
Audio Equipment & Software	AVI Systems	GSA	2018-011
Computer Equipment	SHI International Corp	State of MO	2018-088
Construction and Agricultural Equipment	Deere and Company (John Deere)	Sourcwell	2018-023
Fab, Install & Repair of Trucks/Equipment	American Equipment	KCMO	2017-044/1R
Fitness Equipment	Push Pedal Pull (P3)	Sourcwell	2016-106
Joint Vehicle Bid	Shawnee Mission Ford	MACPP	2014-044/3R
Joint Vehicle Bid	Dick Smith Ford	MACPP	2014-044/2R
Joint Vehicle Bid	KC Freightliner	MACPP	2014-044/3R
Landscape & Grounds Equipment	Kansas Golf and Turf	Kansas Golf and Turf	2018-052
Playground Equipment	AB Creative	SEKESC	2018-068
Playground Equipment & Structures	Athco, LLC	SEKESC	2017-077
Police Vehicle Equipment	Turn-Key Mobile	Jasper County Sheriff Office	2018-101
Public Safety, Emergency	Safeware, Inc.	Omnia Partners	2012-081/2R
Recreation & Playground Equipment	PlayPower(LT Farmington)	Sourcwell	2017-133
SCBA (self-contained breathing apparatus) Equipment	Feld Fire	City of Olathe, KS	2017-115/1R
Sewer TV Truck Equipment	Key Equipment	Sourcwell	2016-016
Skid Steers and Bobcats	Bobcat/KC Bobcat	MODOT	2018-040
Sports Lighting	Musco Sports Lighting Co.	Sourcwell	2018-006
Systems Office Furniture & Filing Systems	BA Designs/Kimball	Sourcwell	2017-084

5.4 Piggyback (Piggyback Cooperatives). A form of intergovernmental cooperative procurement in which an entity will be extended the pricing and terms of a contract entered into by another entity. Generally an entity will competitively bid and award a contract that will include language allowing for other entities to utilize the contract which may be to their advantage in terms of pricing, thereby gaining economies of scale that they normally would not receive if they competed on their own. In this type of contract the City is not necessarily a party to the contract.

The City Manager shall have the authority to approve the City's participation in any piggyback contract(s) if estimated annual spend is less than \$49,999.99. City Council approval shall be required if the estimated annual spend exceeds \$50,000.00.

5.5 Cooperative Contracts. Contracts established when two or more entities combine their requirements to obtain advantages of volume purchases including administrative savings and other benefits. In this type of contract the City would be a party to the contract. The City Manager shall have the authority to approve the City's participation in any cooperative contract(s) if estimated annual spend is less than \$49,999.99. City Council approval shall be required if the estimated annual spend exceeds \$50,000.00.

Packet Information

File #: TMP-1254, **Version:** 1

An Ordinance approving Amendment No. 2 to the Budget for the Fiscal Year Ending June 30, 2020, by revising the Authorized Expenditures for the City of Lee's Summit to Fund Water Utilities Expansion Requests, revising the authorized amount of Full Time Equivalents for the City of Lee's Summit Water Utilities Department, and establishing a New Pay and Classification Plan.

Issue/Request:

An Ordinance approving Amendment No. 2 to the Budget for the Fiscal Year Ending June 30, 2020, by revising the Authorized Expenditures for the City of Lee's Summit to Fund Water Utilities Expansion Requests, revising the authorized amount of Full Time Equivalents for the City of Lee's Summit Water Utilities Department, and establishing a New Pay and Classification Plan.

Key Issues:

As part of the annual budget planning process departments determine the need to fund expansion requests in order to meet service needs. The Water Utilities Department has identified a list of expansion requests for consideration of approval by the City Council, which consists of a Meter Test Bench (\$84,372), Ford F-150 Work Truck (\$24,000), Senior Staff Engineer (\$114,243), and Inventory Maintenance Technician (\$60,990). The fiscal impact to the FY2020 Budget would be to revise and increase the authorized expenditures for the Water Utilities by \$283,605, which would bring the amended total budget for the Water Utilities Department to \$50,080,335. It is important to mention that the Water Utilities Department is an enterprise fund and the items can be funded using separate and distinct revenue sources that do not impact the General Fund.

In addition to the fiscal impact, passage of the ordinance would create and authorize a new position titled Inventory Maintenance Technician and establish a new Pay and Classification Plan. The ordinance would also increase the number of authorized full time equivalents for the Water Utilities Department by two full time equivalents.

Proposed Committee Motion:

I move to recommend to City Council approval an Ordinance approving Amendment No. 2 to the Budget for the Fiscal Year Ending June 30, 2020, by revising the Authorized Expenditures for the City of Lee's Summit to Fund Water Utilities Expansion Requests, revising the authorized amount of Full Time Equivalents for the City of Lee's Summit Water Utilities Department, and establishing a New Pay and Classification Plan.

Background:

N/A

Other Information/Unique Characteristics:

If the motion is passed by the Finance and Budget Committee, then this ordinance will need to appear on the June 18, 2019, City Council Regular Session meeting agenda.

Nick Edwards, Assistant City Manager
Chris Clubine, Management Analyst

Recommendation: Staff recommends approval of the ordinance.

Committee Recommendation:

BILL NO.**ORDINANCE NO.**

AN ORDINANCE APPROVING AMENDMENT NO. 2 TO THE BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2020, BY REVISING THE AUTHORIZED EXPENDITURES FOR THE CITY OF LEE'S SUMMIT TO FUND WATER UTILITIES EXPANSION REQUESTS, REVISING THE AUTHORIZED AMOUNT OF FULL TIME EQUIVALENTS FOR THE CITY OF LEE'S SUMMIT WATER UTILITIES DEPARTMENT, AND ESTABLISHING A NEW PAY AND CLASSIFICATION PLAN.

WHEREAS, as part of the annual budget planning process departments may determine the need for expansion requests; and,

WHEREAS, it is necessary to fund expansion requests in order to meet service needs; and,

WHEREAS, the Water Utilities Department is an enterprise fund and the items can be funded using separate and distinct revenue sources that do not impact the General Fund; and,

WHEREAS, approval of this amendment will create and authorize a new position titled Inventory Maintenance Technician and increase the number of full time equivalents funded in the Water Utilities Department by two full time equivalents; and,

WHEREAS, additional expansion requests remain unfunded and may be presented to the Mayor and Council for funding consideration at a future date.

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

SECTION 1. That the authorized expenditures for the Fiscal Year 2019-2020 of the City of Lee's Summit, Missouri, are amended in the manner shown as follows:

Amended Fund	Amended Department	Added/ (Reduced)	New Amended budget
F500 Water/ Sewer Fund	Water Utilities	\$283,605	\$50,080,335
	1. Meter Test Bench (\$84,372)		
	2. Ford F-150 Work Truck (\$24,000)		
	3. Senior Staff Engineer (\$114,243)		
	4. Inventory Maintenance Technician (\$60,990)		

SECTION 2. The Fiscal Year 2019-2020 Pay and Classification Plan, as adopted by Ordinance No. ____, is hereby repealed and replaced by the pay and classification plan, attached hereto as Exhibit A and incorporated herein by reference.

SECTION 3. All other provisions of Ordinance No. ____ shall remain in full force and effect, subject to Amendment No. (Ordinance No. ____),

SECTION 4. This Ordinance shall be in full force and effect from and after the date of its passage and adoption, and approval by the Mayor.

BILL NO.

ORDINANCE NO.

SECTION 5. Should any section, sentence, or clause of this Ordinance be declared invalid or unconstitutional, such declaration shall not affect the validity of the remaining sections, sentences or clauses.

PASSED by the City Council of the City of Lee's Summit, Missouri, this ____ day of _____, 2019.

Mayor *William A. Baird*

ATTEST:

City Clerk *Trisha Fowler Arcuri*

APPROVED by the Mayor of said city this ____ day of _____, 2019.

Mayor *William A. Baird*

ATTEST:

City Clerk *Trisha Fowler Arcuri*

APPROVED AS TO FORM:

Daniel R. White
Chief Counsel of Management and Operations

Pay and Classification Plan

	Hourly Rate		
	Minimum	Midpoint	Maximum
Administrative Specialists			
Band AS1			
Deputy Court Clerk Police Records Clerk Service Representative I	\$15.3475	\$19.1844	\$23.0213
Band AS2			
Administrative Assistant Airport Service Attendant Bond Clerk Cash Receipts Clerk Evidence & Property Tech. Parking Control Officer Procurement Officer I Records Management Clerk Shelter Attendant Warrant Clerk	\$16.6821	\$20.8526	\$25.0231
Band AS3			
Account Technician Accounting Clerk Business Services Rep - Dev Ctr Contract/Records Administrator Customer Service Rep. EMS Billing Specialist Human Resources Coordinator Office Coordinator Purchasing and Supply Officer Treasury Cashier	\$18.1327	\$22.6659	\$27.1990
Band AS4			
Deputy City Clerk Inventory And Records Specialist Legal Assistant Payroll Specialist	\$19.5159	\$24.3949	\$29.2738
Band AS5			
Data Analyst Executive Assistant	\$21.0772	\$26.3465	\$31.6158

Seasonal/Part-time			
Band SP1			
	\$8.6000	\$10.7500	\$12.9000
Band SP2			
Fire Hydrant Painter (seasonal)	\$10.0000	\$12.5000	\$15.0000
Band SP3			
Recycling Center Attendant - PTR	\$11.4000	\$14.2500	\$17.1000

	Hourly Rate		
	Minimum	Midpoint	Maximum
Technical			
Band T1			
Audiovisual Technician (Evening) Facilities Maintenance Worker I	\$16.0986	\$20.1232	\$24.1478
Band T2			
Airport Attendant Facilities Maintenance Worker II Inventory Maintenance Technician Traffic Operations Technician	\$18.1405	\$22.6756	\$27.2107
Band T3			
Community Standards Officer Development Technician Engineering Technician Facility Technician Neighborhood Services Officer Permit Technician Utility Technician	\$19.0096	\$23.7621	\$28.5145
Band T4			
Crime Scene Technician Equipment Technician Help Desk Support Specialist Operations Technician Right of Way Inspector Web Specialist	\$20.6739	\$25.8424	\$31.0109
Skilled Technical			
Band ST1			
Building Inspector Field Engineering Inspector GIS Technician System Support Analyst	\$20.6739	\$25.8424	\$31.0109
Band ST2			
CIP Resident Inspector Senior GIS Technician Utility Management Analyst	\$22.3279	\$27.9098	\$33.4918
Band ST3			
Construction Project Manager Project Manger Right-of-Way Agent System Support Specialist Technical Services Specialist (ITS)	\$24.2374	\$30.2968	\$36.3561
Advanced Technical			
Band AT1			
Senior Engineering Technician Senior Traffic Operations Tech Water Utilities Analyst	\$23.0742	\$28.8428	\$34.6113
Band AT2			
Environmental Specialist Instrumentation & Controls Tech Media Services Supervisor Plans Examiner Staff Engineer	\$25.3862	\$31.7327	\$38.0792
Band AT3			
Applications Analyst Systems Administrator Web Administrator	\$27.5392	\$34.4240	\$41.3088
Band AT4			
Applications Administrator Database Administrator GIS Coordinator	\$28.6052	\$35.7565	\$42.9078
Band AT5			
Network Administrator Senior Staff Engineer	\$32.1996	\$40.2495	\$48.2994

	Hourly Rate		
	Minimum	Midpoint	Maximum
Professional Nonmanagement			
Band PN1			
Contract Compliance Coord./Para Probation/Compliance Officer	\$20.5896	\$25.7370	\$30.8844
Band PN2			
Accountant Benefits Specialist CDBG Administrator Marketing Specialist Procurement Officer II Recruitment Specialist	\$22.2525	\$27.8156	\$33.3788
Band PN3			
Community Relations Specialist Office Manager/Paralegal Compensation & Classification Specialist Planner Senior Procurement Officer	\$24.2374	\$30.2968	\$36.3561
Band PN4			
Financial Analyst Risk Management Officer Workforce Development Analyst	\$26.1764	\$32.7205	\$39.2646
Band PN5			
Cultural Arts Manager ITS Project Manager Management Analyst III Project Manager - Dev. Ctr. Public Communications Coordinator Senior Planner	\$27.8923	\$34.8654	\$41.8385
Band PN7			
Asst. Prosecuting Attorney PTR Solid Waste Superintendent	\$33.9215	\$42.4019	\$50.8823
Band PN9			
Chief Counsel of Infrastructure and Planning Chief Counsel of Management and Operations Chief Counsel of Public Safety - Civil Rights Specialist Chief Counsel of Economic Development & Planning Chief of Litigation	\$41.0396	\$51.2995	\$61.5594
Law			
Band 23 Law			
Chief Prosecuting Attorney	\$32.1173	\$44.1204	\$56.1236
Band 24 Law			
City Attorney	\$43.2692	\$69.7115	\$98.0769

	Minimum	Hourly Rate Midpoint	Maximum
Operational Supervision			
Band OS1			
Court Clerk Supervisor	\$19.2990	\$24.1238	\$28.9485
Band OS3			
Accounts Payable Supervisor Administrative Supervisor Customer Service Supervisor Maintenance Shop Supervisor Metered Services Supervisor	\$22.8013	\$28.5016	\$34.2019
Band OS4			
Lead Traffic Operations Technician Streets Operations Supervisor	\$25.2430	\$31.5538	\$37.8645
Band OS5			
Cash Management Officer Central Building Services Supv City Clerk Lead Engineering Technician Utility System Supervisor	\$27.4381	\$34.2976	\$41.1571
Band OS6			
Animal Control Manager	\$29.6331	\$37.0414	\$44.4497
Band OS7			
Account Services Manager Control System Supervisor Systems Analyst	\$32.0038	\$40.0047	\$48.0057
Management and Supervision			
Band MS1			
Administration Manager-Dev. Administration Manager-PW Assistant Airport Manager Assistant Utility Manager Engineering Inspections Manager Mgr., Accreditation/Info Mgmt Procurement & Contract Svc Mgr.	\$28.3871	\$35.4838	\$42.5806
Band MS2			
Building Inspections Manager Codes Administration Manager IT Support Services Manager Planning Manager Public Works Operations Mgr.	\$30.8555	\$38.5694	\$46.2833
Band MS3			
Construction Manager Creative Services Manager IT Operations Manager Operations and Maintenance Manager Supervisory Engineer Utility System Manager	\$33.5386	\$41.9233	\$50.3079
Band MS4			
City Traffic Engineer Manager, Entprs. Tech. Svcs.	\$36.4550	\$45.5688	\$54.6825

	Hourly Rate		
	Minimum	Midpoint	Maximum
Asst Director/Division Head			
Band AD1			
Airport Manager Court Administrator Facilities Manager Fleet Manager	\$31.2104	\$39.0130	\$46.8156
Band AD2			
Asst. Dir. of Planning and Special Projects Asst. Director of P. Wks. Oper	\$34.1117	\$42.6397	\$51.1676
Band AD3			
Asst. Dir. of Field Services Asst. Dir. of Finance-Cash and Debt Asst. Dir. of Finance-Controller Asst. Dir. of Plan Services	\$38.3454	\$47.9317	\$57.5181
Band AD4			
Asst. Dir. of Business Services Asst. Dir. of Engineering Svcs Asst. Director of App Mgmt Svcs Asst. Director of Operations	\$41.2331	\$51.5413	\$61.8496
Band AD5			
Deputy Dir. of P.Wks./City Eng Deputy Dir. of P.Wrks./Admin.	\$42.6146	\$53.2683	\$63.9219

Executive			
Band E1			
Chief Technology Officer Director of Development Svcs. Director of Human Resources Director of Public Works Director of Water Utilities Finance Director Fire Chief Police Chief	\$49.7468	\$62.1835	\$74.6202
Band E2			
Asst. City Mgr., Administrative Services Asst. City Mgr., Dev Svcs/Comm Asst. City Mgr., Operations	\$52.1100	\$65.1375	\$78.1650

	Hourly Rate		
	Minimum	Midpoint	Maximum
Protective Services			
Band R1			
Police Recruit	\$19.2308		\$19.2308
Band PS1			
Police Services Officer	\$15.7263	\$19.6579	\$23.5895
Band PS2			
Animal Control Officer	\$17.0938	\$21.3673	\$25.6407
Band PS3			
Communications Specialist-Pol Court Security Officer Detention Officer	\$19.6579	\$24.5724	\$29.4868
Band PS4			
Animal Control Field Supvr. Lead Comm Specialist-Police Lead Detention Officer	\$22.6066	\$28.2582	\$33.9098
Band PS5			
Communications Supvr-Police	\$25.9976	\$32.4969	\$38.9963
Band PS7			
Police Captain	\$36.7819	\$45.9774	\$55.1729
Band PS8			
Battalion Chief	\$37.7573	\$47.1966	\$56.6360
Band PS9			
Police Major I Police Major II	\$40.9285	\$50.5596	\$60.6715
Band PS10 (PSX in Lawson - 3 character limit on grade)			
Asst. Fire Chief Deputy Police Chief	\$42.4223	\$53.0279	\$63.6335

	Hourly Rate	
	Minimum	Maximum
Police - Union		
Police Officer	\$21.5385	\$35.6798
Sergeant	\$32.8067	\$42.8548
Fire - Union		
Fire Fighter	\$14.0797	\$22.1587
Fire Fighter - Paramedic	\$16.1401	\$24.2191
Fire Engineer	\$18.0632	\$24.0388
Fire Engineer - Paramedic	\$20.1236	\$26.0993
Fire Captain	\$24.7600	\$29.8942
Fire Captain - Paramedic	\$26.8204	\$31.9547
Communication Specialist	\$18.3118	\$30.1904
Lead Communication Specialist	\$19.2274	\$31.6999
IAM - Union		
Custodian	\$14.5000	\$19.5629
Meter Tech	\$14.7500	\$21.0000
Meter Specialist	\$17.0000	\$22.5000
Mechanic	\$19.0000	\$27.0000
Utility Worker Trainee	\$16.0000	\$16.0000
Utility Worker	\$18.0000	\$25.2500
Utility Specialist I	\$22.0000	\$28.5000
Utility Specialist II	\$24.0000	\$31.2500
Apprentice Operator	\$16.0000	\$16.0000
Operator	\$18.0000	\$25.2500
Skilled Operator	\$22.0000	\$28.5000
Senior Operator	\$24.0000	\$31.2500

Packet Information

File #: TMP-1263, **Version:** 1

An Ordinance approving the first amendments to the Software and Service contracts with Questica Ltd. and authorizing the City Manager to execute the same by and on behalf of the City.

Issue/Request:

The current renewal date of both agreements April 2 does not work well with the budget calendar. ITS is working to move all software renewals to take place prior to the submission of budget projections. This request resolved the issue by moving the renewal date to July 20th of each year.

Key Issues:

The initial contract with Questica Ltd was signed on April 2, 2019, which resulted a renewal of April 2nd each subsequent year the contract is in place.

The Amendment changes the renewal date to July 20th each year to align with the end of the City's fiscal year.

No other terms of the Agreement change.

Proposed Committee Motion:

I move to recommend to City Council approval of an Ordinance approving the first amendments to the Software and Service contracts with Questica Ltd. and authorizing the City Manager to execute the same by and on behalf of the City.

Background:

Several years ago, the City made an effort to ensure software contract renewals did not fall in the second half of the fiscal years. This move was initiated to make sure that the City had the most accurate estimates for upcoming software contracts. Software vendors do not generally provide cost estimates for maintenance 18 months out, which is required for maintenance contracts that renew in the second half of the fiscal year.

The City Council, pursuant to Ordinance 8585, authorized the City of Lee's Summit's ("City") to enter into a software license and service agreement and a software subscription agreement with Questica Ltd ("Questica"), and such agreements were executed on April 2, 2019.

The Agreements have an initial one-year term, with up to four automatic one-year renewal terms unless cancelled by either party in accordance with the terms of the Agreements. The initial term of the Agreement expires on April 2, 2020 and each renewal term thereafter expires on April 2 of each respective year. The City wants to amend the expiration date and renewal date of each agreement to better align with the end of the City's fiscal year.

Impact/Analysis:

There is no fiscal impact, the amount of maintenance paid will be identical to the initial agreement.

Nick Edwards, Assistant City Manager/Administrative Services

Recommendation: Staff recommends approval of the contract adjustment.

Committee Recommendation:

BILL NO.

AN ORDINANCE APPROVING THE FIRST AMENDMENTS TO THE SOFTWARE AND SERVICE CONTRACTS WITH QUESTICA LTD. AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE SAME BY AND ON BEHALF OF THE CITY.

WHEREAS, the City Council, pursuant to Ordinance 8585, authorized the City of Lee's Summit's ("City") to enter into a software license and service agreement and a software subscription agreement (the "Agreements") with Questica Ltd ("Questica"), and such agreements were executed on April 2, 2019; and,

WHEREAS, the Agreements have an initial one-year term, with up to four automatic one-year renewal terms unless cancelled by either party in accordance with the terms of the Agreements. The initial terms of each Agreement expires on April 2, 2020 and each renewal term thereafter expires on April 2 of each respective year; and,

WHEREAS, the City desires to amend the expiration date and renewal date of each Agreement to better align with the end of the City's fiscal year; and,

WHEREAS, Questica is willing to modify the expiration dates of the terms in accordance with the terms and conditions set forth in the proposed amendments attached herein.

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

SECTION 1. The City Council of the City of Lee's Summit, Missouri hereby authorizes the First Amendments of the Software and Service Agreements.

SECTION 2. The City Council hereby approves and authorizes the City Manager, by and on behalf of the City of Lee's Summit, Missouri, to execute the First Amendments to the Software and Service Agreements (collectively the "Questica Agreements") between Questica Ltd. and the City of Lee's Summit, Missouri, each amendment attached as "Exhibit A" and "Exhibit B" respectively and incorporated herein by reference, for the purpose of acquiring budgeting software and receiving maintenance and support services to adjust the agreements renewal dates.

SECTION 3. This Ordinance shall be in full force and effect from and after the date of its passage and adoption, and approval by the Mayor.

SECTION 4. Should any section, sentence, or clause of this ordinance be declared invalid or unconstitutional, such declaration shall not affect the validity of the remaining sections, sentences or clauses.

PASSED by the City Council of the City of Lee's Summit, Missouri, this ____ day of _____, 2019.

Mayor *William A. Baird*

ATTEST:

City Clerk *Trisha Fowler Arcuri*

BILL NO.

APPROVED by the Mayor of said city this ____ day of _____, 2019.

Mayor *William A. Baird*

ATTEST:

City Clerk *Trisha Fowler Arcuri*

APPROVED AS TO FORM:

Chief Counsel of Operations and Management
Daniel R. White

FIRST AMENDMENT TO AGREEMENT

This First Amendment to the Agreement, as defined below, (“Amendment”) is made and entered on _____, 2019 (the “Effective Date”) by and between the City of Lee’s Summit, Missouri (the “City”), and Questica, Ltd., (the “Contractor”).

RECITALS:

WHEREAS, the City and Contractor entered into a License and Service Agreement with an effective date on April 2, 2019 (“Agreement”); and

WHEREAS, the Agreement has an initial one-year term, with automatic one-year renewal terms unless cancelled by either party in accordance with the terms of the Agreement. The initial term of the Agreement expires on April 2, 2019 and each renewal term thereafter expires on April 2nd of each respective year; and

WHEREAS, the City desires to amend the expiration date of the initial term and the renewal terms to better align with the end of the City’s fiscal year; and

WHEREAS, Contractor is willing to modify the expiration date of the terms set forth in Appendix A of the Agreement in accordance with the terms and conditions set forth herein.

NOW THEREFORE, for good and valuable consideration, the parties agree as follows:

1. Modification to Agreement Term. The Subsection titled “Annual Maintenance & Support” in the Section titled “Terms of Payment” of Appendix A of the Agreement is amended as follows:

Annual Maintenance & Support:

- Year 2 fee of \$22,563.15 due on July 20, 2020
- For future years \$17,338.00 to be due annually on July 20th of each year
- 3% increase to be applied annually beginning in Year 5

2. Nature of Amendment.

Except for the modifications set forth in this Amendment, the Agreement remains in full force and effect. This Amendment shall be deemed a contract in accordance with the laws of the State of Missouri and is subject to the general terms and conditions set forth in the Agreement.

[signatures on the following page]

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed as of the Effective Date written above.

City of Lee's Summit

Questica, Ltd.

Stephen A. Arbo, City Manager

Allan Booth, Director

Date: _____

Date: _____

ATTEST

Trisha Fowler Arcuri, City Clerk

APPROVED AS TO FORM

Daniel R. White,
Chief Counsel of Management and Operations

FIRST AMENDMENT TO AGREEMENT

This First Amendment to the Agreement, as defined below, (“Amendment”) is made and entered on _____, 2019 (the “Effective Date”) by and between the City of Lee’s Summit, Missouri (the “City”), and Questica, Ltd., (the “Contractor”).

RECITALS:

WHEREAS, the City and Contractor entered into a Software Subscription Agreement with an effective date on April 2, 2019 (“Agreement”); and

WHEREAS, the Agreement has an initial one-year term, with automatic one-year renewal terms unless cancelled by either party in accordance with the terms of the Agreement. The initial term of the Agreement expires on April 2, 2019 and each renewal term thereafter expires on April 2nd of each respective year; and

WHEREAS, the City desires to amend the expiration date of the initial term and the renewal terms to better align with the end of the City’s fiscal year; and

WHEREAS, Contractor is willing to modify the expiration date of the terms set forth in Appendix A of the Agreement in accordance with the terms and conditions set forth herein.

NOW THEREFORE, for good and valuable consideration, the parties agree as follows:

1. Modification to Agreement Term. The Subsection titled “Terms of Payment” within the Section titled “Payment Terms” of Appendix A of the Agreement is amended as follows:

- \$9,785 on October 2, 2019 (Net 30)
- The annual subscription fee (\$10,000) is payable annually in advance, beginning July 20, 2020 and due July 20th each year thereafter
- Fees paid are non-refundable if cancellation occurs mid-period and is not a result of a default on the part of Questica
- Beginning in Year 5, an annual increase of 3% will be applied to the Subscription Fee

2. Nature of Amendment.

Except for the modifications set forth in this Amendment, the Agreement remains in full force and effect. This Amendment shall be deemed a contract in accordance with the laws of the State of Missouri and is subject to the general terms and conditions set forth in the Agreement.

[signatures on the following page]

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed as of the Effective Date written above.

City of Lee's Summit

Questica, Ltd.

Stephen A. Arbo, City Manager

Allan Booth, Director

Date: _____

Date: _____

ATTEST

Trisha Fowler Arcuri, City Clerk

APPROVED AS TO FORM

Daniel R. White,
Chief Counsel of Management and Operations

Packet Information

File #: 2019-2825, **Version:** 1

Investment Portfolio Report for the quarter ended March 31, 2019

Issue/Request:
Presentation

Key Issues:

This report is prepared to provide a summary of the status of the Investment Portfolio by noting transactions over the previous quarter. This report includes purchases as well as maturities.

As of March 31, 2019, the largest portion of the portfolio was invested in US Treasuries (51%); followed by US Government Agencies (33%). There were 10 securities added to the portfolio during this reporting period as tax dollars were received and invested.

Cash balances are invested in an overnight repurchase agreement and are collateralized. The repo rate is based on the previous week's 91 day Treasury Bill adjusted every Wednesday. The repo rate for March was 2.58%.

A "Mark to Market" adjustment is required at each quarter end to recognize any change in the value of the portfolio in the event that securities would need to be liquidated. Fair values are determined by our custodial bank.

At March 31, 2019, the market adjustment was an unrealized loss of \$227,149.46. This is a paper loss only, resulting in shifts in interest rates. Since the City typically holds securities until maturity, loss of principal does not normally occur.

Background:

Our primary objectives in order of priority are: 1) safety, 2) liquidity, and 3) yield.

Securities are laddered over a period not to exceed 5 years. When the spread between shorter term securities and the maximum are minimal, staff does not extend to the five year maximum.

To protect the City against fluctuating values, the City's depository banking agreement requires the bank to pledge certain securities as collateral equal to 105% of the City's funds on account, in excess of FDIC coverage. The collateral at March 31 was \$15,882,452.86.

Impact/Analysis:

As of March 31, 2019, the average yield on the portfolio was 1.90%.

Sherri Staub, Cash Management Officer

CITY OF LEE'S SUMMIT, MISSOURI

QUARTERLY INVESTMENT PORTFOLIO REPORT

QUARTER ENDED MARCH 31, 2019

Purpose and Goals

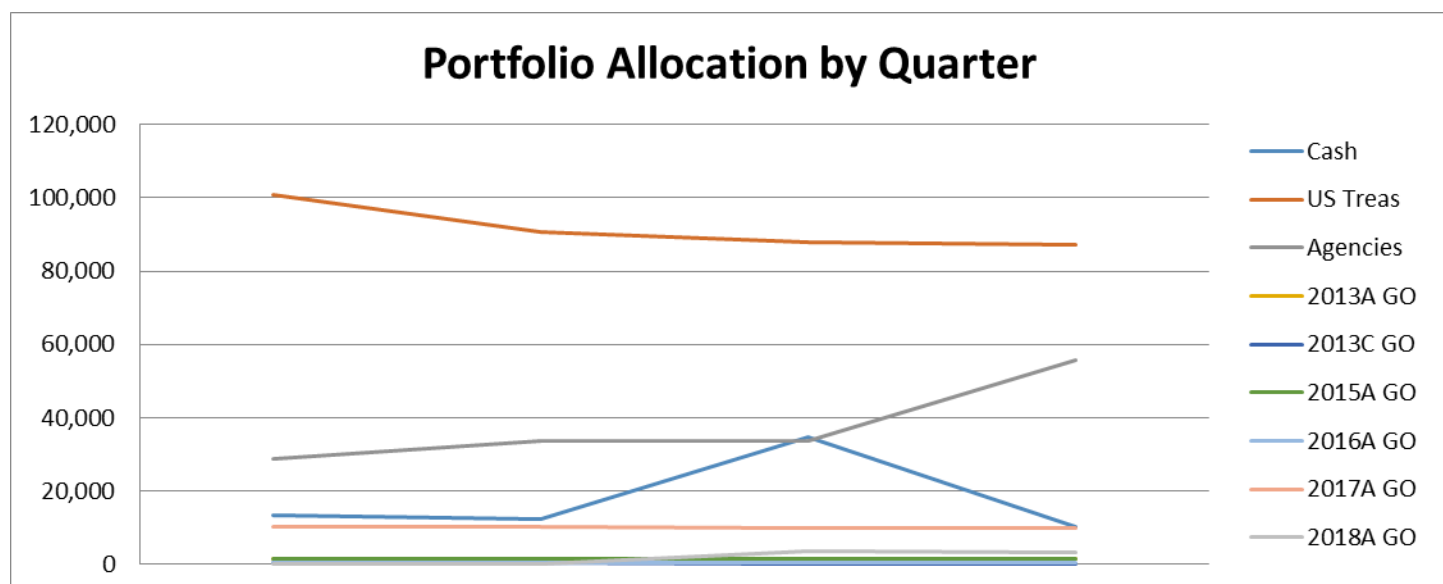
In compliance with the Investment Policy of the City of Lee's Summit, this quarterly investment portfolio report for the quarter ended March 31, 2019 is hereby submitted for your review. This report will provide you with an overview of the City's current cash and investment portfolio holdings along with a summary of all investment activity for the last fiscal quarter.

Cash and investments held by the City represent financial resources provided by its citizens to fund current operations and additionally to provide for future economic development, enhancement of services and programs, construction of major capital improvements and allow for unforeseen emergencies. Monies held for future use in meeting identifiable long-term needs are invested in authorized securities in order to provide additional earnings until such time as these funds are required to be expended. While the objective is to obtain a market rate of return, the City believes that the priority should be on the safety of principal, liquidity of its investments, and stability of earnings.

Current Portfolio

The City has sought to achieve a balance within the combined investment portfolio. While maintaining relatively strong liquidity, it strives to achieve earnings stability. As of March 31, 2019, the portfolio was allocated as follows: Cash (6%), US Treasury (51%) and Agencies (33%). The following table illustrates the composition of the portfolio, in comparative dollar amounts (000) and component percentages, for the quarter ending March 31, 2019 and the previous three quarters.

Portfolio	Book Value in 000's				Percent of Portfolio			
	6/30/2018	9/30/2018	12/31/2018	3/31/2019	6/30/2018	9/30/2018	12/31/2018	3/31/2019
Cash	13,274	12,373	34,825	10,235	9%	8%	20%	6%
US Treas	100,831	90,845	87,814	87,344	64%	60%	51%	51%
Agencies	28,812	33,724	33,724	55,813	18%	23%	19%	33%
2013A GO	1,404	1,333	1,340	1,348	1%	1%	1%	1%
2013C GO	499	296	86	87	0%	0%	0%	0%
2015A GO	1,531	1,538	1,547	1,556	1%	1%	1%	1%
2016A GO	380	357	359	361	0%	0%	0%	0%
2017A GO	10,270	10,077	9,941	9,795	7%	7%	6%	6%
2018A GO	0	0	3,641	3,134	0%	0%	2%	2%
Total	\$157,001	\$150,543	\$173,277	\$169,673	100%	100%	100%	100%



Purchases			
		Amount	Maturity Date
01/04/2019	Federal Home Loan Bank	\$ 1,620,145.74	09/10/2021
01/04/2019	Federal Home Loan Bank	\$ 2,011,201.92	09/10/2021
01/04/2019	Federal Home Loan Bank	\$1,013,261.56	10/12/2021
01/04/2019	Federal National Mortgage	\$ 1,380,500.87	09/28/2021
01/04/2019	Federal Farm Credit	\$ 4,051,894.88	10/19/2021
01/18/2019	US T Bonds	\$ 4,579,642.20	11/15/2021
01/18/2019	Federal Farm Credit	\$ 4,993,840.00	01/18/2022
01/18/2019	Federal Home Loan Bank	\$ 1,013,979.69	11/04/2021
02/22/2019	Federal Farm Credit	\$ 3,997,400.00	02/14/2022
02/22/2019	Federal Farm Credit	\$ 2,006,820.00	07/02/2021
	TOTAL	\$ 26,668,686.86	
Maturity			
02/28/2019	US Treasury	\$ 5,049,414.05	
	TOTAL	\$ 5,049,414.05	

Transaction Summary

The City monitors and maintains a level of cash on hand to meet the day to day operations of the city. Each night the remaining balance is invested in an interest bearing “sweep” account through a “repurchase agreement” or “repo” with our bank. For funds not needed immediately, the city employs a strategy of maturity "laddering" over a period not to exceed five years. When the spread between short term securities and the maximum is minimal, staff does not fully extend to the five year maximum.

Cash in Bank

The City utilizes UMB Bank as its depository. Lee’s Summit’s cash in bank at March 31, 2019, was as follows: UMB Trustee Account, \$8,355,395.93 and the UMB Investment Settlement Account \$1,880,225.77. Cash on deposit with UMB earns interest at a rate equivalent to the previous week’s auction of the 91 day Treasury bill yield, adjusted every Wednesday. The UMB “repo” rate for March was 2.58%; December was 2.518%; September was 2.192% and June was 2.04%. To protect the City against fluctuating securities values, the City’s bank depository agreement requires the bank to pledge certain securities as collateral equal to 105% of the City’s funds on account (in excess of FDIC coverage). The estimated collateral value is \$15,882,452.86.

Combined Portfolio Performance

The City has utilized all components of the investment portfolio to achieve safety of principal, reasonable liquidity, relatively stable earnings over a wide range of interest rates, and a market rate of return. As of March 31, 2019, the average portfolio yield is 1.90%.

The investment portfolio’s maturity structure as of March 31, 2019, is as follows:

Fiscal Year	Prin Amt	Cash Flow %
2019	\$ 47,081,474.95	33%
2020	\$ 44,803,789.33	31%
2021	\$ 42,281,600.34	30%
2022	\$ 8,991,240.00	6%
TOTAL	\$ 143,158,104.62	100%

A complete itemized schedule of investments in the City of Lee's Summit Portfolio is available upon request.

Recommendations

The City's passive investment strategy has been to match the investments based upon cash flow needs in conjunction with a maturity "laddering" approach with its investments, not to exceed five years. Investment purchases have been made with safety as the primary factor.

Mark-to-Market

The investment portfolio is valued at our purchase price with gains/losses recognized at sale or maturity. With the implementation of GASB 31, the portfolio was required to be adjusted at year end to reflect the difference between our carrying value and today's market. This is referred to as "Marking to Market."

The Government Finance Officers Association (GFOA) then recommended that local governments report the market value of all securities in the portfolio on a quarterly basis. Fair market values are determined by our custodial bank.

GFOA has recommended that in addition to the reporting of this paper gain/loss on a quarterly basis, this adjustment should be entered on a quarterly basis. Starting in fiscal year 2006-2007 this adjustment was spread and posted to cash accounts based on cash balances at each quarter end. These adjustments will be updated at the end of each quarter. At March 31, the quarter end entry of December 31 was reversed and the new entry booked based on the current market values at March 31, 2019. This unrealized loss of \$227,149.46 was spread across all funds based on their respective cash balance percentages.

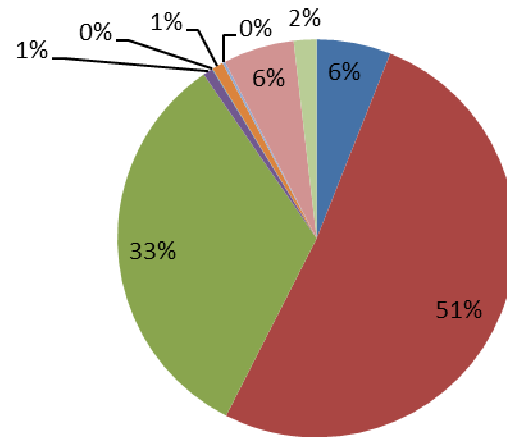
Respectfully Submitted,

Sherri Staub
Cash Management Officer

Bette Wordelman
Finance Director

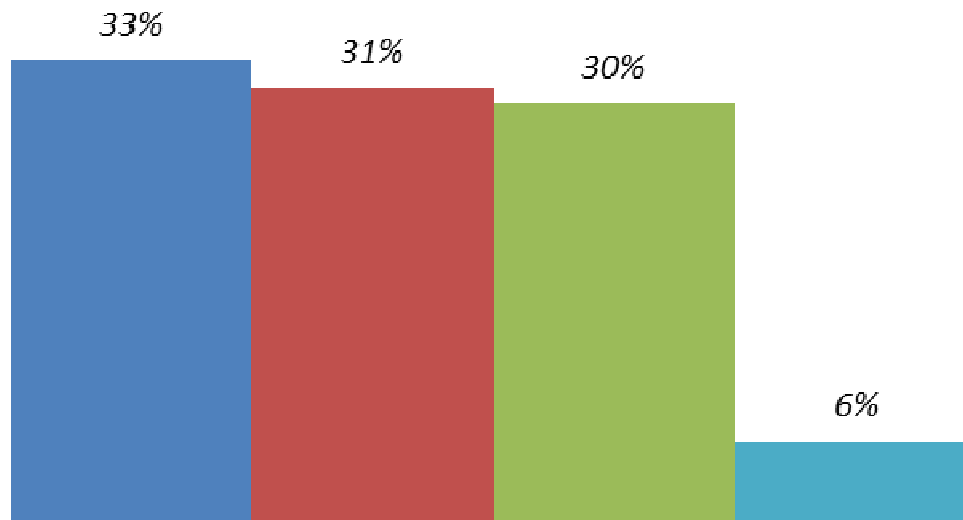
Asset Allocation March 31, 2019

■ Cash ■ US Treas ■ Agencies ■ 2013A GO ■ 2013C GO ■ 2015A GO ■ 2016A GO ■ 2017A GO ■ 2018A GO



Asset Allocation by Maturity Year

■ 2019 ■ 2020 ■ 2021 ■ 2022



**CITY OF LEES SUMMIT
INVESTMENT PORTFOLIO
MONTH ENDING MARCH 2019**

TREASURY BILLS AND NOTES

Maturities (***)

	PURCHASE PRICE	DESCRIPTION			YIELD	PURCHASE DATE	MATURITY DATE	TERM DAYS
###	5,049,414.05	T-Note	912828SH4	Aaa	1.08%	30-Sep-15	28-Feb-19	1,247
	4,987,500.00	T-Note	912828UQ1	Aaa	1.31%	30-Sep-15	29-Feb-20	1,613
	4,033,750.00	T-Note	912828WS5	Aaa	1.38%	11-Dec-15	30-Jun-19	1,297
	4,036,040.00	T-Note	912828WW6	Aaa	1.36%	11-Jan-16	31-Jul-19	1,297
###	3,974,960.00	T-Note	912828XK1	Aaa	1.13%	11-Jan-16	15-Jul-18	916
###	3,005,625.00	T-Note	912828L40	Aaa	0.93%	1-Feb-16	15-Sep-18	957
	2,984,765.63	T-Note	912828TR1	Aaa	1.14%	1-Feb-16	30-Sep-19	1,337
###	3,031,171.88	T-Note	912828WD8	Aaa	0.86%	23-Feb-16	31-Oct-18	981
	1,997,656.25	T-Note	912828TN0	Aaa	1.03%	23-Feb-16	31-Aug-19	1,285
###	3,005,625.00	T-Note	912828K82	Aaa	0.91%	3-Jun-16	15-Aug-18	803
	2,021,250.00	T-Note	912828XE5	Aaa	1.23%	3-Jun-16	31-May-20	1,458
	3,054,843.75	T-Note	912828WL0	Aaa	0.87%	22-Jun-16	31-May-19	1,073
	2,000,000.00	T-Note	912828Q52	Aaa	0.88%	13-Sep-16	15-Apr-19	944
	2,033,160.00	T-Note	912828F62	Aaa	0.96%	13-Sep-16	31-Oct-19	1,143
	2,034,375.00	T-Note	912828XH8	Aaa	1.15%	27-Oct-16	30-Jun-20	1,342
	2,014,375.00	T-Note	912828L65	Aaa	1.19%	27-Oct-16	30-Sep-20	1,434
	4,015,937.50	T-Note	912828SN1	Aaa	1.32%	20-Jan-17	31-Mar-19	800
	3,971,562.50	T-Note	912828J84	Aaa	1.38%	20-Jan-17	31-Mar-20	1,166
	2,995,327.08	T-Note	912828XM7	Aaa	1.67%	5-Jan-17	31-Jul-20	1,303
	6,805,288.98	T-Note	912828P87	Aaa	1.82%	5-Jan-17	28-Feb-21	1,515
	4,935,937.50	T-Note	912828L32	Aaa	1.76%	3-Mar-17	31-Aug-20	1,277
	4,997,460.94	T-Note	912828F62	Aaa	1.52%	3-Mar-17	31-Oct-19	972
	3,954,160.00	T-Note	912828L9	Aaa	1.71%	31-Mar-17	31-Oct-20	1,310
	2,995,591.08	T-Note	912828ST8	Aaa	1.33%	29-Jun-17	30-Apr-19	670
	4,021,718.75	T-Note	912828D80	Aaa	1.37%	29-Jun-17	31-Aug-19	793
	3,006,750.00	T-Note	912828X21	Aaa	1.41%	13-Sep-17	15-Apr-20	945
	2,979,337.95	T-Note	912828V1	Aaa	1.62%	26-Oct-17	15-Sep-20	1,055
	2,994,023.31	T-Note	912828Z7	Aaa	1.48%	26-Oct-17	30-Sep-19	704
	3,894,200.00	T-Note	912828Q37	Aaa	2.10%	5-Jan-18	31-Mar-21	1,181
	4,579,642.20	T-Bond	912810EL8	Aaa	2.54%	18-Jan-19	15-Nov-21	1,032
###								

US GOVERNMENT AGENCIES

Maturities (***)

	PURCHASE PRICE	DESCRIPTION			YIELD	PURCHASE DATE	MATURITY DATE	TERM DAYS
	2,963,988.30	Federal Home Loan Mtg Corp	3137EAEJ4	Aaa	2.08%	5-Jan-18	29-Sep-20	998
	2,977,806.00	Federal Farm Credit Banks	3133EAN46	Aaa	2.03%	8-Jan-18	27-Apr-20	840
	1,980,720.00	Federal Home Loan Banks	313380FB8	Aaa	1.96%	8-Jan-18	13-Sep-19	613
	2,972,790.00	Federal Home Loan Banks	313383HU8	Aaa	2.14%	19-Jan-18	12-Jun-20	875
	2,963,407.74	Federal Home Loan Banks	3130AA3R7	Aaa	2.06%	19-Jan-18	15-Nov-19	665
	2,972,400.00	Federal Home Loan Banks	3130ABF92	Aaa	2.14%	9-Mar-18	28-May-19	445
	2,988,630.00	Federal Farm Credit Bank	3133EJCA5	Aaa	2.33%	9-Mar-18	8-May-20	791
	1,993,289.64	Federal National Mortgage Assn	3135G0U27	AA+	2.62%	4-Jun-18	13-Apr-21	1,044
	999,432.62	Federal Farm Credit Bank	3133EJLZ0	AA+	2.65%	4-Jun-18	23-Apr-21	1,054
	2,993,754.84	Federal Home Loan Banks	3130AEEP1	AA+	2.62%	4-Jun-18	28-May-21	1,089
	3,006,180.00	Federal National Mortgage Assn	3135G0U35	Aaa	2.68%	29-Jun-18	22-Jun-21	1,089
	1,912,875.60	Federal Home Loan Banks	3130A8QS5	Aaa	2.713%	31-Aug-18	14-Jul-21	1,048
	2,999,131.80	Federal Home Loan Bank	3130AESP6	Aaa	2.76%	31-Aug-18	16-Aug-21	1,081
	1,620,145.74	Federal Home Loan Bank	313383ZU8	Aaa	2.51%	4-Jan-19	10-Sep-21	980
	2,011,201.92	Federal Home Loan Bank	313375LS4	AA+	2.53%	4-Jan-19	10-Sep-21	980
	1,013,261.56	Federal Home Loan Bank	3130AF5B9	Aaa	2.50%	4-Jan-19	12-Oct-21	1,012
	1,380,500.87	Federal National Mortgage Assn	3136G1HQ5	Aaa	2.53%	4-Jan-19	28-Sep-21	998
	4,051,894.88	Federal Farm Credit Banks	3133EJK24	Aaa	2.52%	4-Jan-19	19-Oct-21	1,019
	4,993,840.00	Federal Farm Credit Banks	3133EJ5P0	Aaa	2.64%	18-Jan-19	18-Jan-22	1,096
	1,013,979.69	Federal Home Loan Bank	313376AV7	Aaa	2.63%	18-Jan-19	4-Nov-21	1,021
	3,997,400.00	Federal Farm Credit Bank	3133EKAK2	Aaa	2.55%	22-Feb-19	14-Feb-22	1,088
	2,006,820.00	Federal Farm Credit Bank	3133EJTF6	Aaa	2.55%	22-Feb-19	2-Jul-21	861

0

161,224,900.55
-18,066,795.93
143,158,104.62

TOTALS

U. S. AGENCIES & GOVERNMENT SECURITIES:

TREAS	Treasury Notes and Bills	87,344,653.42
FNMA	Federal National Mortgage Association	6,379,970.51
FHLB	Federal Home Loan Bank	27,417,657.19
INTR	International Bank	0
FFCB	Federal Farm Credit Banks	<u>22,015,823.50</u>
TOTAL		143,158,104.62

Investment Ratios

US T-Bills/Notes	61.01%
FNMA	4.46%
FHLB	19.15%
FFCB	<u>15.38%</u>
	100.00%



LEE'S SUMMIT MISSOURI

INVESTMENT POLICY

I. Scope

This policy applies to the investment of all operating funds of the City of Lee's Summit, hereinafter referred to as City. Longer-term funds, including proceeds from certain bond issues, are covered by a separate policy.

A. Pooling of Funds

Except for cash in certain restricted and special funds, the City will consolidate cash balances from all funds to maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

B. External Management of Funds

Investment through external programs, facilities and professionals operating in a manner consistent with this policy will constitute compliance.

II. General Objectives

The primary objectives, in priority order, of investment activities shall be safety, liquidity, and yield:

A. Safety

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.

1. Credit Risk

The City will minimize credit risk, the risk of loss due to the failure of the security issuer or backer, by:

- Pre-qualifying the financial institutions, broker/dealers, intermediaries and advisors with which the City will do business.
- Diversifying the portfolio so that potential losses on individual securities will be minimized.

2. Interest Rate Risk

The City will minimize the risk that the market value of securities in the portfolio will fall due to changes in general interest rates, by:

- Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity.
- Emphasizing investment of operating funds in shorter-term securities.

B. Liquidity

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity). A portion of the portfolio also may be placed in bank deposits or repurchase agreements that offer same-day liquidity for short-term funds.

C. Yield

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities should not be sold prior to maturity with the following exceptions:

- A security with declining credit may be sold early to minimize loss of principal.
- A security swap would improve the quality, yield, or target duration in the portfolio.
- Liquidity needs of the portfolio require that the security be sold.

III. Standards of Care

A. Prudence

All participants in the investment process shall act responsibly as custodians of the public trust. The standard of prudence to be applied by the investment staff is the “prudent investor” rule, which states, “Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.”

B. Ethics and Conflicts of Interest

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Such disclosure shall be made to the Finance Director or, in the case of the Finance Director, to the City Manager. Employees and officers shall refrain from undertaking personal investment transactions with the same person at any financial institution with which business is conducted on behalf of the City.

C. Delegation of Authority

Authority to manage the investment program is granted to the Finance Director and designated staff, hereinafter referred to as investment officer, and derived from the City Charter and Code of Ordinances, Article IV. Responsibility for the operation of the investment program is hereby delegated to the investment officer, who shall act in accordance with the established written procedures and internal controls for the operation of the investment program consistent with this investment policy.

Procedures should include references to: safekeeping, delivery vs. payment, investment accounting, repurchase agreements, wire transfer agreements, and collateral/depository agreements. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the investment officer. The investment officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

IV. Investment Transactions

A. Authorized Financial Dealers and Institutions

A list will be maintained of financial institutions authorized to provide investment transactions. In addition, a list also will be maintained of approved security broker/dealers selected by creditworthiness as determined by the investment officer and approved by the governing body. These may include “primary” dealers or regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15C3-1 (uniform net capital rule).

All financial institutions and broker/dealers who desire to become qualified for investment transactions must supply the following as appropriate:

- Audited financial statements.
- Certification of having read and understood and agreeing to comply with the City’s investment policy.

The City may also request the following documents:

- Proof of National Association of Securities Dealers (NASD) certification.
- Proof of state registration.
- Completed broker/dealer questionnaire.

An annual review of the financial condition and registration of qualified financial institutions and broker/dealers will be conducted by the investment officer.

To maximize efficiency, the City will limit the number of authorized financial institutions and broker/dealers to (10) ten. This list may be reviewed annually and if any institution has not submitted a bid in response to recent requests, it may be removed from the current list. The approved financial institutions and broker/dealers will be required to have a presence within the State of Missouri (preferably local).

B. Internal Controls

The investment officer, in coordination with the controller, is responsible for establishing and maintaining an internal control structure that will be reviewed annually with the City’s independent auditor. The internal control structure shall be designed to ensure that the assets of the City are protected from loss, theft or misuse and to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of control should not exceed the benefits likely to be derived and (2) the valuation of costs and benefits require estimates and judgements by management.

The internal controls shall address the following points:

- Control of collusion.
- Separation of transaction authority from accounting and record keeping.

- Custodial safekeeping.
- Avoidance of physical delivery securities.
- Clear delegation of authority to subordinate staff members.
- Written confirmation of transactions for investment and wire transfers.
- Development of a wire transfer agreement with the lead bank and third party custodian.

C. Delivery vs. Payment

All trades where applicable will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in eligible financial institutions prior to the release of funds. All securities shall be perfected in the name for the account of the City and shall be held by a third-party custodian as evidenced by safekeeping receipts.

V. Suitable and Authorized Investments

A. Investment types

In accordance with and subject to restrictions imposed by current statutes, the following list represents the entire range of investments that the City will consider and which shall be authorized for the investments of funds by the City.

1. Governmental and Agency Debt – those securities issued by and or guaranteed by the Federal Government or an Agency or Instrumentality of the Federal Government:

- United States Treasury Securities.** The City may invest in obligations of the United States government for which the full faith and credit of the United States are pledged for the payment of principal and interest.
- United States Agency Securities.** The City may invest in obligations issued or guaranteed by any agency of the United States Government as described in Section V.,B.

2. Fixed Income Investments secured by the FDIC insurance and/or Collateral:

- Repurchase Agreements.** The City may invest in contractual agreements between the City and commercial banks or government securities dealers. The purchaser in a repurchase agreement (repo) enters into a contractual agreement to purchase U.S Treasury and government agency securities while simultaneously agreeing to resell the securities at predetermined dates and prices.
- Collateralized Public Deposits (Certificates of Deposit).** Instruments issued by financial institutions which state that specified sums have been deposited for specific periods of time and at specified rates of interest. The certificates of deposit are required to be backed by acceptable collateral securities as dictated by State statute.

B. Security Selection

The following list represents the entire range of United States Agency Securities that the City will consider and which shall be authorized for the investment of funds by the City. Additionally, the following definitions and guidelines should be used in purchasing the instruments:

- U.S Govt. Agency Coupon and Zero Coupon Securities. Bullet coupon bonds with no

embedded options with maturities of five (5) years or less.

- U.S Govt. Agency Discount Notes. Purchased at a discount with maximum maturities of one (1) year.
- U.S Govt. Agency Callable Securities. Restricted to securities callable at par only with final maturities of five (5) years or less.
- U.S Govt. Agency Step-up Securities. The coupon rate is fixed for an initial term. At coupon date, the coupon rate rises to a new higher fixed term. Restricted to securities with final maturities of five (5) years or less.

C. Investment Restrictions and Prohibited Transactions

To provide for the safety and liquidity of the City's funds, the investment portfolio will be subject to the following restrictions:

- Borrowing strictly for investment purposes ("Leverage") is prohibited.
- Instruments known as variable rate demand notes, floaters, inverse floaters, leveraged floaters, and equity-linked securities are not permitted. Investment in any instrument, which is commonly considered a "derivative" instrument (e.g. options, futures, swaps, caps, floors, and collars), is prohibited.
- Contracting to sell securities not yet acquired in order to purchase other securities for purpose of speculating on developments or trends in the market is prohibited.

D. Collateralization

Collateralization will be required on two types of investments: certificates of deposit and repurchase agreements. The market value of the collateral should be maintained at a value of at least 105% of the amount of the deposit or repurchase agreement plus accrued interest to maturity, less the amount, if any, which is insured by the Federal Deposit Insurance Corporation, or the National Credit Unions Share Insurance Fund.

All securities, which serve as collateral against the deposits placed with a depository institution, must be held in safekeeping at a non-affiliated custodial facility. Depository institutions pledging collateral against deposits must, in conjunction with the custodial agent, furnish the necessary custodial receipts with five business days from the settlement date.

The City shall have a depository contract and pledge agreement with each safekeeping bank that will comply with the Financial Institutions, Reform, Recovery, and Enforcement Act of 1989 (FIRREA). This will ensure that the City's security interest in collateral pledged to secure deposits is enforceable against the receiver of a failed financial institution.

E. Repurchase Agreements

The securities for which repurchase agreements will be transacted will be limited to U.S Treasury and government agency securities that are eligible to be delivered via the Federal Reserve Fedwire book entry system. Securities will be delivered to the City's designated Custodial Agent. Funds and securities will be transferred on a delivery vs. payment basis when applicable.

VI. Investment Parameters

A. Diversification

The investments shall be diversified to minimize the risk of loss resulting from over concentration of assets in a specific maturity, specific issuer, or specific class of securities. Diversification strategies shall be established and periodically reviewed. At a minimum, diversification standards by security type and issuer shall be:

Investment Type	Minimum Allocation	Maximum Allocation
General Time Deposit/Certificates of Deposit	0%	30%
US Treasury Securities	15%	100%
US Government Agencies & Government Sponsored Enterprises	0%	50%
US Government Agency Callable Securities	0%	15%

B. Maximum Maturities

To the extent possible, the City shall attempt to match its investments with anticipated cash flow requirements. Investments in repurchase agreements shall mature and become payable not more than ninety days (90) from the date of purchase.

Because of inherent difficulties in accurately forecasting cash flow requirements, a portion of the portfolio should be continuously invested in readily available funds such as in bank deposits or overnight repurchase agreements to ensure that appropriate liquidity is maintained to meet ongoing obligations.

VII. Reporting

A. Methods

The investment officer shall prepare an investment report at least quarterly, including a management summary that provides an analysis of the status of the current investment portfolio and transactions made over the last quarter. This management summary will be prepared in a manner that will allow the City to ascertain whether investment activities during the reporting period have conformed to the investment policy. The report should be provided to the governing body of the City. The report will include the following:

- Listing of individual securities held at the end of the reporting period.
- Realized and unrealized gains or losses resulting from appreciation or depreciation by listing the cost and market value of securities over one-year duration (in accordance with Government Accounting Standards Board (GASB) 31 requirements). [Note, this is only required annually]
- Listing of investment by maturity date.
- Percentage of the total portfolio which each type of investment represents.

B. Performance Standards

The investment portfolio will be managed in accordance with the parameters specified within this policy. Appropriate benchmarks may be established against which portfolio

performance shall be compared on a regular basis.

C. Marking to Market

The market value of the portfolio shall be calculated at least quarterly and a statement of the market value of the portfolio shall be issued at least annually to the governing body of the City. This will ensure that review of the investment portfolio, in terms of value and price volatility, has been performed.

VIII. Policy Considerations

A. Exemption

Any investment currently held that does not meet the guidelines of this policy shall be exempt from the requirements of this policy. At maturity or liquidation, such monies shall be reinvested only as provided by this policy.

B. Adoption of policy

This policy shall be adopted by action of the City of Lee's Summit's governing body. The policy shall be reviewed annually by the investment officer and recommended changes will be presented to the governing body for consideration. Changes in investment procedure/direction will be reported in the quarterly investment report in the recommendations section.

Packet Information

File #: 2019-2828, Version: 1

Presentation of the FY19 April General Fund Financial Dashboards.

Issue/Request:

Presentation of the FY19 April General Fund Financial Dashboards.

Key Issues:

The General Fund year-to-date (YTD) revenue and encumbrance amounts through the month of April total \$64,713,636. This total is greater than budgeted estimates by \$858,063 (or 1%). Information about the major revenue sources and/ or variances to highlight to include:

- Property Taxes: Revenues from property taxes have exceeded budgeted estimates by approximately \$229,640 (or 1%).
- Sales Tax: The local sales tax revenue is \$114,605 (or 1%) greater than budgeted estimates. In comparison to the same period through FY18, current year actual gross amounts are greater by \$934,790 (or 7%).
- Franchise Tax: In total, revenue from franchise tax is \$370,510 (or 3%) above budgeted estimates.
- Licenses and Permits: There are several different revenues that make up this category and a majority of them are related to the licenses and permits for development (i.e. inspection fees, right-of-way permitting, etc.). The severe weather and cold temperatures that the city experienced during the winter months had a negative impact on development. This revenue category is \$250,116 (or 12%) below budgeted estimates.
- Investment Earnings: This revenue category is significantly exceeding budgeted estimates by \$385,847 (or 386%). In looking into this category more in-depth, the interest on investments has exceeded budgeted estimates by \$137,213 and mark-to-market adjustment by \$248,634.
- Transfers In: This revenue category consists of transfers from other City funds into the General Fund and is \$134,086 (or 17%) below budgeted estimates. The cause of the variance is due to the difference in how it is budgeted versus when it is/ will be received. When it was budgeted, the full amount of fiscal year revenue for transfers in was placed in one month at the beginning of the fiscal year; however, the transfers in to the General Fund are made on a monthly basis. When the end of the fiscal year is completed, all of the budgeted and actual amounts for transfers in will equal each other.

The General Fund YTD expense and encumbrance amounts through the month of April total \$59,887,541. This total is less than budgeted amounts by \$2,258,918 (or 4%). The expense categories that make up a large majority of the total expenses (personnel services; other supplies, services, and charges; and interdepartment charges), are at or below budgeted estimates.

The major variance to mention for the expenses is the Transfers Out category. This expense category has

exceeded budgeted amounts by \$222,880 (or 17%). It is important to point out that the cause of this variance is how it was budgeted and when the transfers actually occurred. The transfers out were budgeted to occur each month; however, the transfers out actually occurred in one month at the beginning of the fiscal year. When the end of the fiscal year is completed, the budgeted and actual amounts for the transfers out expense category will equal each other and there will be no variance.

Proposed City Council Motion:

N/A

Background:

N/A

Chris Clubine, Management Analyst

April 2019 Dashboard

	2019 YTD Budget	2019 YTD Encumbrance	2019 YTD Expense (Revenue)	2019 YTD Budget Remaining*	% Used	2018 YTD Expense/ (Revenue)	% Chg. 2018 to 2019
REVENUE	(63,855,572)	(68,919)	(64,644,717)	858,063	101%	(62,335,220)	4%
Property taxes	(21,664,477)	0	(21,894,117)	229,640	101%	(20,877,030)	5%
Sales tax	(14,423,123)	0	(14,701,631)	278,509	102%	(13,690,271)	7%
Local Sales Tax	(14,982,044)	0	(15,096,649)	114,605	101%	(14,161,859)	7%
Local Sales Tax - EATS	558,921	0	557,924	997	100%	525,293	6%
Sales tax-CassCo prior period remit	0	0	(162,906)	162,906	--	(53,705)	203%
Franchise tax	(11,040,864)	0	(11,411,375)	370,510	103%	(11,498,871)	-1%
Natural Gas Franchise Tax	(1,802,857)	0	(2,105,426)	302,569	117%	(2,002,250)	5%
Telephone Franchise Tax	(1,709,233)	0	(1,706,922)	(2,311)	100%	(1,870,947)	-9%
Electric Franchise Tax	(6,174,081)	0	(6,277,742)	103,661	102%	(6,357,166)	-1%
Cable TV Franchise Tax	(1,354,694)	0	(1,321,285)	(33,409)	98%	(1,268,508)	4%
Motor vehicle taxes	(3,044,173)	0	(3,037,701)	(6,472)	100%	(3,063,654)	-1%
Other taxes	(294,879)	0	(247,907)	(46,972)	84%	(272,287)	-9%
Fines and forfeitures	(999,254)	0	(987,526)	(11,728)	99%	(972,710)	2%
Licenses and permits	(2,119,462)	0	(1,869,346)	(250,116)	88%	(2,325,248)	-20%
Intergovernmental	(950,054)	0	(815,670)	(134,384)	86%	(588,047)	39%
Charges for services	(7,483,452)	(1,876)	(7,732,062)	250,486	103%	(6,624,515)	17%
Material and fuel sales	0	0	(2,587)	2,587	--	(319)	711%
Investment earnings	(100,000)	0	(485,847)	385,847	486%	(39,810)	1,120%
Other	(931,319)	0	(855,561)	(75,758)	92%	(1,432,128)	-40%
Sale of property	0	0	0	0	--	(108,233)	-100%
Transfers in	(804,515)	(67,043)	(603,386)	(134,086)	83%	(842,096)	-20%
EXPENSES	62,146,458	833,421	59,054,120	2,258,918	96%	58,088,388	3%
Personal services	41,899,186	0	39,964,195	1,934,992	95%	38,736,350	3%
Salaries	28,023,880	0	25,768,302	2,255,578	92%	24,835,447	104%
Overtime	2,145,921	0	2,345,706	(199,785)	109%	2,391,796	98%
FICA/Medicare	1,964,583	0	2,035,702	(71,119)	104%	1,975,392	103%
Misc	138,536	0	162,616	(24,080)	117%	140,576	116%
Health/Dental Insurance	5,782,429	0	5,694,096	88,333	98%	5,367,599	106%

Other Payroll Costs	904,982	0	890,200	14,782	98%	1,006,537	88%
Retirement-Lagers	2,938,856	0	3,067,572	(128,716)	104%	3,019,003	102%
Supplies for resale	248,491	0	136,635	111,857	55%	205,084	-33%
Other supplies, services and charges	10,009,156	234,079	9,739,631	35,446	100%	8,791,650	13%
Repairs and maintenance	1,243,664	19,259	1,158,283	66,122	95%	1,288,860	-9%
Utilities	1,461,470	1,110	1,318,135	142,225	90%	1,322,756	0%
Fuel and lubricants	427,336	8,794	297,609	120,932	72%	374,446	-18%
Miscellaneous	81,208	0	15,865	65,343	20%	42,511	-63%
Capital outlay	165,000	35,038	147,334	(17,372)	111%	293	62,126%
Construction	0	0	(38,024)	38,024	--	0	--
Interdepartment charges	5,335,628	535,140	4,816,259	(15,771)	100%	5,279,545	1%
Transfers out	1,275,318	0	1,498,198	(222,880)	117%	2,046,894	-27%
<u>NET INCOME</u>	<u>(1,709,114)</u>	<u>764,502</u>	<u>(5,590,597)</u>	<u>3,116,981</u>	<u>282%</u>	<u>(4,246,832)</u>	<u>14%</u>

Packet Information

File #: 2019-2795, **Version:** 1

Funding for current and future operational needs

Issue/Request:

Funding for current and future operational needs

Key Issues:

Rapid growth and changing expectations have highlighted new needs for the City of Lee's Summit to consider when making financial plans. During the FY20 Budget process, many of the operating departments communicated growing challenges in service delivery. To fully address these needs, departments prepared expansion requests to be considered for funding. In its current state, the City's revenue structure will not fully support the growing needs of the operating departments.

In addition to needs today, the City must also look to the future in an effort to prepare the community for continued success. The citizens strategic planning process has identified new critical success factors that will be important to address in the coming years. Success will likely require new financial resources and a financial commitment to make meaningful progress.

The purpose of this presentation is to explore ideas that will position the City to address challenges today and in the future.

Proposed City Council Motion:

N/A

Background:

Police Department Expansion Plans

Lee's Summit remains one of the safest cities in the metropolitan area. Residents repeatedly mention this safety as an important reason for their enjoyment of Lee's Summit as a place to live. The City also continues to grow at a rapid rate, particularly in retail and multi-family housing sectors. Unfortunately, such growth is often accompanied with increases in crime. Over the past three years, there have been small indicators of increases that provide red flags for concern. A planned effort to proactively curb potential increases is needed to maintain Lee's Summit's long-standing environment of safety and security for families, visitors, and businesses.

The Lee's Summit Police Department has developed a five-year plan for meeting these needs called the "LSPD Blueprint." Presentations of the Blueprint are pending for a July work session to Council. The plan addresses eight elements to meet the needs of growth in Lee's Summit:

1. Expand the Crime Reduction Team (CRT) program to proactively reduce crime and disorder and efficiently maintain the safety of Lee's Summit.

2. Provide a more significant presence throughout the City to foster community relationships, more efficiently distribute personnel and improve service to citizens.
3. Improve mental health and addiction services through the coordinated response of police resources and mental health professionals.
4. Improve post-incident investigative capabilities through improved technology and by meeting recognized manpower standards.
5. Improve response to critical incidents.
6. Improve police department training, administration, and fiscal efficiency systems.
7. Improve traffic safety by reducing vehicle crashes attributable to increasing roadway miles and population.
8. Meet growing demands for Animal Control services.

The plan calls for an expansion of 21 sworn and 6.5 (including one part time) civilian positions over a five-year period, along with capital and technology needs. The police department has been well-funded throughout recent budget cycles, but modern challenges are on the horizon requiring technology and manpower to assure safety. The Blueprint provides a means to proactively address these issues, assuring a safer Lee's Summit well beyond the five-year plan.

Fire Department Expansion Plans

The Lee's Summit Fire Department (LSFD) provides fire suppression, emergency medical services, technical rescue, hazardous materials mitigation, fire prevention, public education, and disaster preparedness to the residents, businesses, and visitors to Lee's Summit, Missouri. LSFD is consistently working to achieve and/or maintain the highest level of professionalism and efficiency on behalf of those it serves.

LSFD Community Risk Standard of Cover is the blueprint for Fire Department

- A study of the risks and hazards within the community associated with fire department core programs.
- A description of the current capabilities and limitations of fire department resources to mitigate fire department incidents against consensus standard benchmark response time standards.
- Identified gaps are developed into strategic recommendations to enhance fire department services over a period of time.
- The SOC is a required component of all internationally accredited fire departments.

In the fire department's pursuit of best outcomes, time is the enemy when responding to emergencies. The impact of the incident is dependent on the response time for the fire department to stabilize the hazard or control the risk.

Hazard or Risk

- Loss of life
- Loss of quality of life
- Minimizing pain and suffering
- Loss of property
- Loss of resources

Personnel need:

- Adequate resources for:
 - Communications Center staffing to meet emergency communication need based on critical task (Communications Study)
 - Administrative staffing to meet demands for Prevention, Support Services, and Training (12)
 - Operations staffing to meet benchmark for concentration of effective response force: (21)

- Staffing for additional Rescue (9)
- Staffing for new station (Pumper only 16)

Facility need:

- Placement of fire stations within 4 minute travel time to developed areas of the city.
 - Relocation of existing facilities. (Station 4 and 5)
 - Addition of new fire stations. (Station 8)
- Live Burn Training Facility

Equipment needs:

- Additional Rescue Ambulance
- Additional Aerial Ladder Truck
- Additional Pumper (Station 8)

Public Works Department Expansion Plans

Between FY2010 and FY2019, the basic infrastructure maintained and managed by Public Works increased as follows.

Pavement	+ 67 miles	+ 6.8%
Storm drain pipe	+ 21 miles	+ 8.6%
Storm drain structures	+ 1,386 each	+ 9.3%
Traffic signals	+ 11 each	+ 24.4%
City-owned streetlights	+ 1,141 each	+ 95.2%

Not accounted for in these figures are the additional curb & gutter (equal to the miles of pavement), sidewalk and/or paths, pavement markings, various types of street signs and leased streetlights that are associated with all of these expansions.

During the same period, FY2010 to FY2019, the Public Works Department budget for general fund divisions (Engineering and Operations) has remained flat (approx. \$10.2-10.3 Million) and staffing levels have remained essentially the same. Maintenance priorities have shifted from year to year to balance budgets with the storm drainage system often receiving almost no funding for preventive maintenance. For several years, storm drainage maintenance has been reactive, mostly addressing emergencies. Very little preventive maintenance is done on the system. Construction of new projects adds to the maintenance demand.

Programs for expansion or addition

- Expanded transit services have recently been discussed and there appears to be more demand from citizens to provide fixed route service between Lee's Summit and transit centers in South KC and in Independence
- Eventually a central traffic operations/video management center will be appropriate to monitor and manage traffic and emergency issues remotely (similar to KC Scout), which should be a collaborative project with PD and FD
- Beautification is a high priority to a number of citizens and groups so landscaping and tree replacement programs may become necessary
- Growth in the number of capital projects across multiple departments (PW, WU, FD, PD) is planned over the next few years. Engineering staff is in the process of evaluating taking responsibility for managing the project management process for all capital projects in order to ensure consistency on all City projects. This change will definitely increase the need for engineers as project managers as well CIP construction inspectors and managers.

Information Technology Department Expansion Plans

Between FY2013 and FY2019, the basic IT infrastructure maintained and managed by Information Technology Services has increased as follows:

	FY 2013	FY2019	Change	
Network IDs	+ 542	+ 969	+427	(78%)
Email Accounts	+ 542	+ 678	+ 136	(25%)
IP Phones Managed	+ 547	+ 670	+ 123	(22%)
Applications Managed	+130	+ 234	+ 104	(80%)
Devices Managed	+1281	+ 1636	+ 355	(28%)
Servers Managed	+ 116	+ 151	+ 35	(35%)

During this period, four new City facilities came online. Each of these new facilities expands the responsibilities of ITS staff. Not included in the list above is the impact of the expanded network, network equipment, and increased number of remote locations to service.

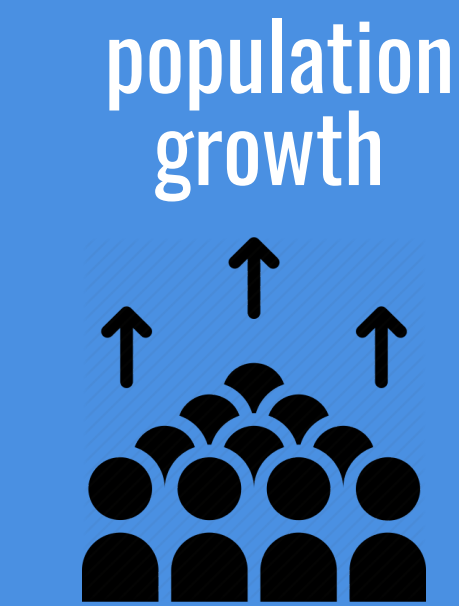
During the same period, FY2013 to FY2019, Information Technology Service Department was able to add 2 new positions (1.9 net FTE) these new positions were added because there were gaps in maintaining core ITS responsibilities, functions that were necessary to address, but were not at the time. These additions did not increase the capacity to meet the increasing demands on our services.

The growth in demand for IT projects has increased every year over the last eight years. Each year there are an increasing number of requests for applications, and additional ways to update and modernize their services. As more of these requests are approved, there are increased demands on ITS for the support of these new tools and processes. To address these increases in demand for services, ITS has requested two positions in the last three budgets.

Programs for expansion or addition

- **Staff:** ITS has identified staff expansion as the key issue to address future demands. There have been two positions on the expansion list for the last three budget cycles. Those are still needed. In addition, we are estimating that a minimum of 3.25-4.25 additional FTE will be needed to meet current demands and demands in the next five to eight years. These positions would support each of the core functions of the organization: GIS, Applications, Operations, and Support Services.
- **Software and software maintenance:** The City regularly expands its software implementations. Both in number and complexity. What has not been done is funding for the known upgrades and replacements that will be upcoming. The Software License Enterprise Replacement Program (SLERP) was created as a reserve account for this purpose, but adequate funds have not been allocated to fully fund the program.
- **Workspace and fixtures need to be updated:** Many staff do not have cubical desks. There is very little space to grow, ITS does not have a conference room, and managers do not have the ability to have closed door meetings in their cubicles.
- **New infrastructure growth:** The City will need to fund increasing bandwidth and network capacity to support current and future technologies. New software is also needed to allow for expansion of enterprise collaboration and project management.

Stephen Arbo | City Manager



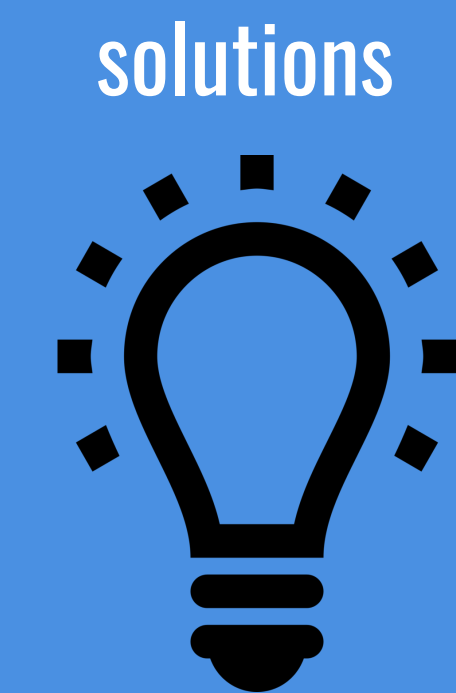
population growth



issues



strategic planning



solutions

1970s

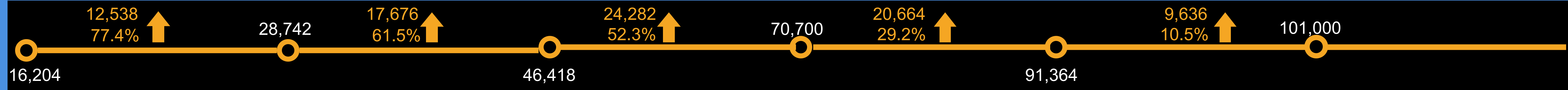
1980s

1990s

2000s

2010s

2020s



rapid growth

- sewer system
- water supply
- transportation
- parks & rec system
- police station
- fire dept support

continued into 1990s

GO bond: Quality '88

Lee's Summit: 21st Century

- 3/8 cent sales tax for park improvements
- 1/2 cent sales tax for transportation
- GO bonds for:
 - ✓ police/court facility
 - ✓ fire station #6
- water tap fee
- sewer connection fee
- 1/2 cent sales tax for capital improvements
- hotel/motel tax
- transportation excise tax
- adoption of charter

- sales tax leakage
- stormwater
- poor highway access
- need design standards
- transportation impact
- demand for cultural arts
- downtown vitality

- Summit Woods TIF
- I-470 & Chapel Ridge TIF
- access management policy
- downtown master plan
- adoption of UDO
- adoption of design standards
- 1/4 of 1% sales tax for parks
- 1/2 cent sales tax for capital improvements renewed
- amendments to the charter
- GO bonds for:
 - ✓ maintenance/street facility
 - ✓ downtown improvements
 - ✓ new city hall
 - ✓ stormwater improvements
 - ✓ public safety - fire station & animal control
 - ✓ sidewalk rehab
 - ✓ connectivity program
 - ✓ salt dome

- stormwater
- curbs
- police presence
- employee compensation
- fire/EMS
- demand for cultural arts

Lee's Summit 360

- increase compensation program
- increase police districts from 7 to 10
- added 2 ambulances, 9 staff at fire station #6
- GO bonds for public safety:
 - ✓ emergency services radio
 - ✓ police facility improvements
 - ✓ indoor firearm training
 - ✓ emergency services radio equipment & connectivity
 - ✓ fire station #3
 - ✓ equipment & apparatus
- GO bonds for:
 - ✓ public infrastructure (curbs, sidewalks)
 - ✓ 291/50 hwy improvements
- parks 1/4 cent & capital improvements 1/2 cent sales taxes (cont. 15 yrs)
- downtown cultural arts center & Legacy Park amphitheater
- economic development policy

continued into 2020s

- balanced economic development
- strong neighborhoods with housing choices
- cultural and recreational activities
- inclusive community engagement
- community health and well-being
- collaborative relations w/ education partners
- proactive infrastructure development

Ignite! Your ideas. Our future.



Challenge of Today:

More resources are necessary to meet community needs and expectations in areas such as public safety, employee and public infrastructure, quality of life, and accreditation standards.

Challenge for the future:

Change is certain. We get the opportunity to choose the direction of our path. Future challenges will include quality of growth and its impact on our community. We will still need to focus on meeting current service delivery standards and a commitment to continual improvement.

Steps forward:

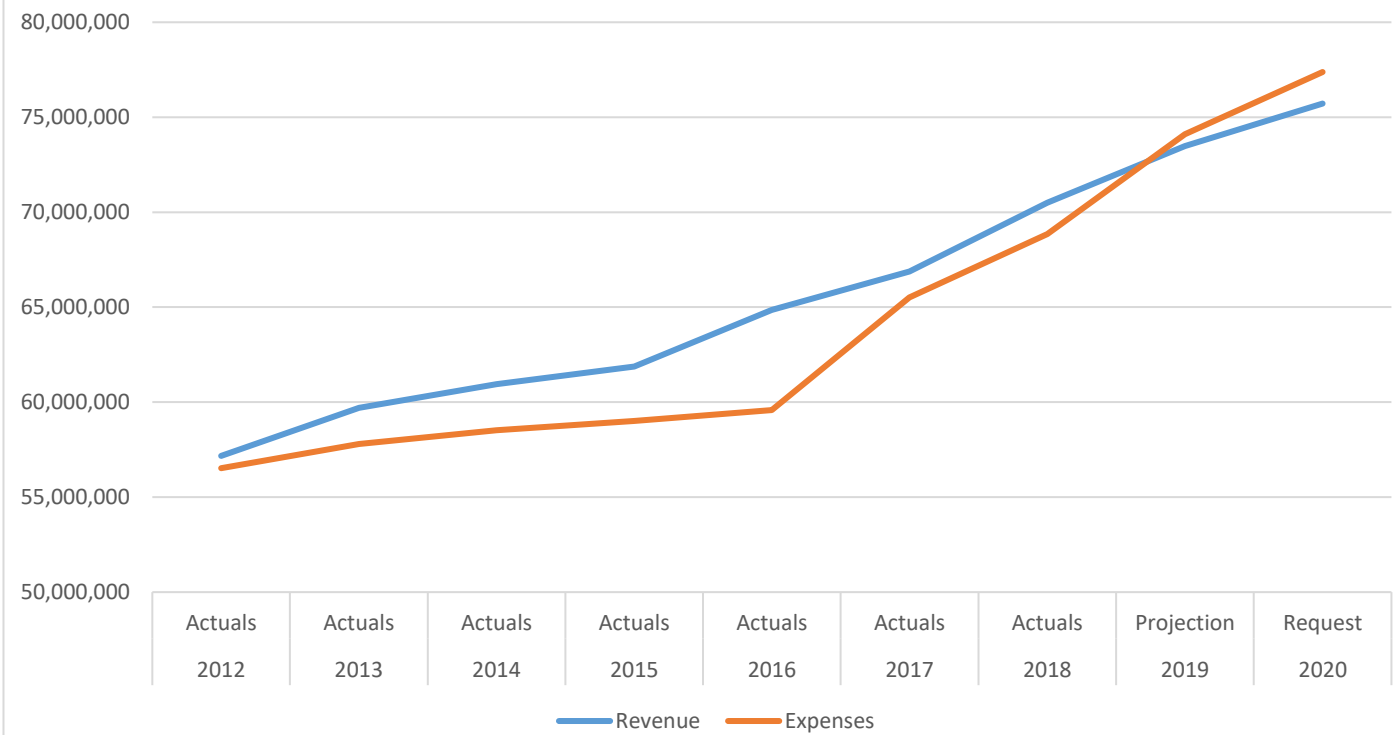
- **Modernize revenue structure**
 - **Use Tax**
 - **Technology Revenues**
- **Establish Long-Term Operations Strategy**
- **Set funding priorities to align with strategy**
- **Identify growth impact and create new contribution modes such as Public Safety infrastructure**
- **Consider new revenue structure that supports long term sustainability**

Previously Unfunded Department Expansion Requests					
Fund	Department	Type	Description	FY19 Cost	Recurring Cost
General Fund	Fire	Personnel	Battalion Chief, EMS	\$110,989	\$108,647
General Fund	Fire	Personnel	Captain of Training (2nd FTE)	\$81,036	\$76,469
General Fund	Fire	Personnel	EMS Assistant Chief	\$109,638	\$104,829
General Fund	Fire	Personnel	Captain of Prevention	\$87,552	\$85,710
General Fund	Fire	Personnel	Battalion Chief of Support Services	\$110,989	\$108,647
General Fund	ITS	Personnel	Applications Analyst	\$84,478	\$80,478
General Fund	ITS	Personnel	System Administrator	\$86,398	\$80,478
General Fund	Police	Personnel	Lead Detention Officer (reclassification)	\$7,326	\$7,326
General Fund	Police	Personnel	Police Officer (Traffic Enforcement)	\$68,453	\$60,830
General Fund	Police	Personnel	Animal Control Officer	\$58,141	\$58,141
Total				\$614,326	\$590,257
Cost to General Fund				\$614,326	\$590,257

FY20 Department Expansion Requests					
Fund	Department	Type	Description	FY20 Cost	Recurring Cost
General Fund	Administration-Cultural Arts	General	Cultural Arts programming expansion	\$25,189	\$25,189
General Fund	Development Services	Capital	Vehicle upgrade from 2-wheel to 4-wheel drive (x2)	\$6,446	\$200
General Fund	Development Services	Personnel	GIS Technician	\$72,125	\$70,525
General Fund	Development Services	Personnel	Data Analyst	\$73,490	\$71,540
General Fund	Finance	Personnel	Procurement Contract Compliance Officer	\$84,466	\$84,466
General Fund	Fire	Capital	AeroClave (x2)	\$29,000	\$0
General Fund	Fire	Capital	Lucas devices (x5)	\$76,250	\$9,725
General Fund	Fire	Capital	National Fire Operations Reporting System (NFORS)	\$5,000	\$8,000
General Fund	Fire	Capital	Rescue 3 apparatus, equipment, and supplies	\$437,884	\$56,260
General Fund	Fire	Capital	Staff cars (x3)	\$78,000	\$6,543
General Fund	Fire	Capital	Training and burn props	\$1,000,000	\$0
General Fund	Fire	Personnel	Deputy Chief	\$133,988	\$131,146
General Fund	Fire	Personnel	Firefighter Paramedic (x9)	\$633,772	\$603,109
General Fund	ITS	Capital	WhatsUp Gold license expansion	\$15,375	\$0
General Fund	ITS	Capital	Backup uninterruptible power supply (UPS)	\$7,262	\$0
General Fund	Police	Capital	Crime Scene Van	\$10,500	-\$3,100
General Fund	Police	Personnel	Shelter Attendant-Animal Control	\$56,419	\$56,419
General Fund	Police	Personnel	CIU Detective (x2)	\$138,740	\$123,939
General Fund	Police	Personnel	Communication Specialist (x2)	\$128,050	\$128,050
General Fund	PW Engineering	Personnel	Right-of-Way Coordinator (reclassification)	\$6,997	\$6,997
General Fund	PW Operations	Capital	F-150 Truck	\$25,000	\$1,816
General Fund	PW Operations	Capital	Envirosight Quickview Camera	\$20,000	\$0
General Fund	PW Operations	Personnel	Assistant Manager of PW Operations (reclassification)	\$37,681	\$37,681
General Fund	PW Operations	Personnel	PWO Contract Manager (reclassification)	\$0	\$0
Total				\$3,101,634	\$1,418,505
Cost to General Fund				\$3,101,634	\$1,418,505

Totals for Previously Unfunded and FY20 Department Expansion Requests					
Total				\$3,715,960	\$2,008,762
Cost to General Fund				\$3,715,960	\$2,008,762

GF Revenues and Expenditures

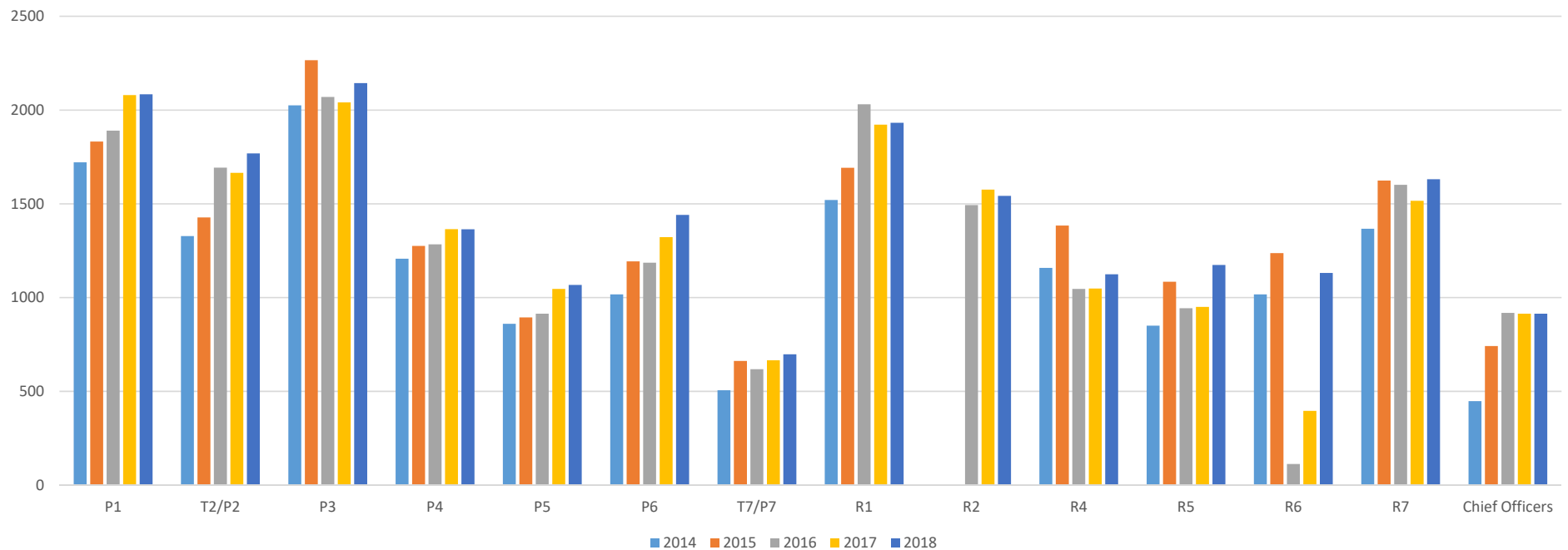


Police Department Measurables

Measure	CY 2016	CY 2017	CY 2018
Property Crime/1000	17.05	16.70	21.39
Violent Crime/1000	1.08	1.17	1.20
Calls for Service	65,235	71,459	71,702
Traffic Crashes	1,685	2,030	2,098

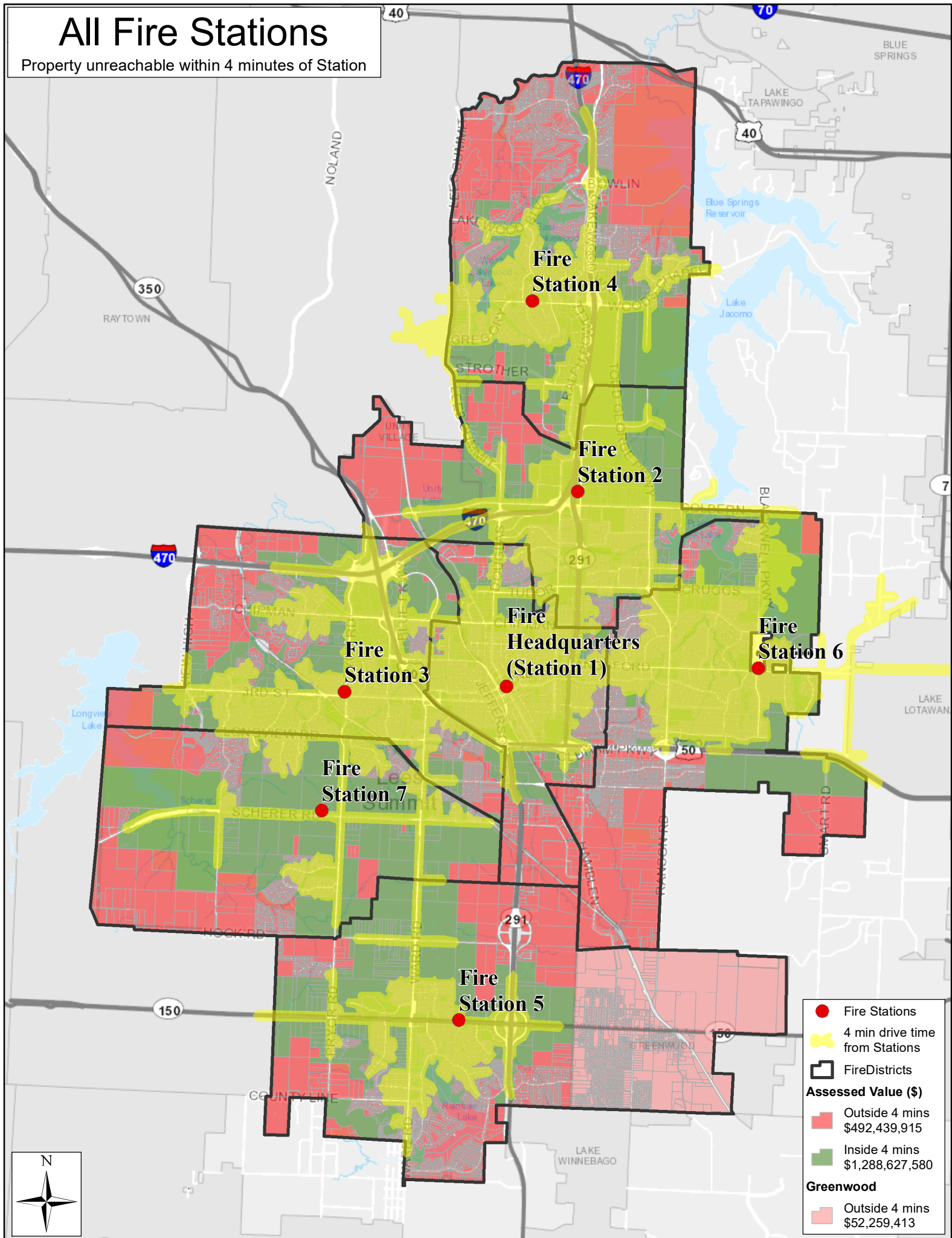
LSFD 5 Year Demand by Fire Station

Operational Demand 2014-2018 for
Frontline Apparatus



All Fire Stations

Property unreachable within 4 minutes of Station



10-year Growth in Public Infrastructure

Item	FY2010	FY2019	Change
Pavement	984 Lane Miles	1,051 Lane Miles	+ 67 lane miles
Storm drain pipe	245 miles	267 miles	+ 21 miles
Storm drain structures	14,947	16,333	+ 1,386
Traffic Signals	45	56	+ 11
Street lights	1,198	2,339	+ 1,141

7-year Growth in IT

Item	FY2013	FY2019	Change
Network IDs	542	969	+ 427 (78%)
Email Accounts	542	678	+ 136 (25%)
IP Phones Managed	547	670	+ 123 (22%)
Devices Managed	1281	1636	+ 355 (28%)
Servers Managed	116	151	+ 35 (30%)
Applications Managed	130	234	+ 104 (80%)