

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF  
THE INDUSTRIAL DEVELOPMENT AUTHORITY OF  
THE CITY OF LEE'S SUMMIT, MISSOURI

The Industrial Development Authority of the City of Lee's Summit, Missouri met in special session on April 12, 2019, at 8:15 a.m., in the Lee's Summit, Missouri City Hall, Strother Conference Room, 220 SE Green Street in Lee's Summit, Missouri. The meeting was in accordance with notice duly given and posted.

<u>Name</u>	<u>Title</u>	<u>Present/Absent</u>
Rick Viar	President	Present
Tyler Morehead	Vice President	Present
Kristi Johnson-Ware	Treasurer	Present
Robert Handley	Secretary	Present (telecon.)
John Elkin	Assistant Treasurer/Secretary	Present
Don Beaman	Director	Present
Jody Carroll	Director	Present

Also in attendance were Mark Dunning (Assistant City Manager), David Bushek (Lees Summit Law Department), Steve Casey (Superintendent of Park Planning & Construction), Will Gibson (landscape design and maintenance), and Chris Williams (IDA General Counsel). The President declared a quorum present and called the meeting to order. A motion to approve minutes of the November 9, 2018 Directors meeting was made and seconded. The motion was considered and put to a vote. All voted in favor, none opposed. The President declared the minutes approved.

Treasurer's Report: Treasurer Johnson-Ware reported a current checking account balance of \$119,946.83 and certificate of deposit balance of \$27,463.36.

The next item of business was the proposed landscaping for the two Lees Summit gateway monument signs, and how best to fund improvements and ongoing maintenance. Mr. Dunning reported he and other city staff (Joe Snook, LS Parks and Rec and Dena Mezger, LS Public Works) have been working with licensing agents for the state. He anticipates a Memorandum of Understanding ("MOU") to be executed between Public Works and Parks to memorialize their final agreement on allocated responsibilities related to the monuments. MODot presently mows three times a year, and MOU should provide more frequent monthly mowing annually between April and October. Holiday decorations and holiday wreaths will be handled by Parks. The City is in the process of hiring a Facilities Manager who will be responsible for the solar power maintenance. Steve Casey and Will Gibson have been working on landscape designs and soil conditions treatments.

Mr. Gibson presented the conceptual design and stated that rocky conditions at the North Hwy 470 site will make it more difficult to establish plantings, and a site-management component may need to be part of any landscape contact until plantings are established. The North Gateway site offers vertical design opportunities, such as evergreen plantings, and he anticipates an effort to create seasonal interest.

Mr. Dunning indicated the cost estimates prepared when the gateway study was originally commissioned is outdated, and offered a current \$21,000 estimate to complete landscaping at both locations, plus an additional \$4,500 annually for plant establishment. The City offered to supervise the landscaping projects and assume responsibility for ongoing maintenance and mowing, but does not have a \$21,000 budgeted allocation to underwrite landscaping costs. The LS Beautification Commission has approved a \$5,000 contribution for landscaping toward the \$21,000 cost. President Viar indicated he previously suggested to Mr. Dunning the IDA might consider also making contributions of approximately \$5,000 per monument.

Treasurer Johnson-Ware opined both monuments appear unfinished in their present state and she would support a greater contribution to complete the improvements in a reasonable time. Director Carroll expressed concern that the monuments continue to look worse over time. President Viar suggested the IDA consider contributing \$16,000 if there were assurances the IDA will not be required to address these issues again. Director Beaman agreed, stating the need for the city to make a commitment to follow through as represented by Mr. Dunning.

There was discussion regarding selection of the landscaping contractor and the need to avoid a repeat of the North Gateway general contractor experience when selection of an unknown low-bidder resulted in cost overruns and extended completion dates. The board expressed confidence in Mr. Gibson's abilities and company. Director Beaman moved to contribute \$16,000 to the project with the stipulation that all maintenance be assumed by the City a strong recommendation to retain Mr. Gibson's firm to complete the landscaping. The motion received a second and all voted in favor. President Viar declared the motion passed.

President Viar asked if there was other new business. Director Carroll inquired about the bond issuer for the Paragon Star project. Mr. Bushek confirmed the bonds were issued by a TDD (Transportation Development District).

Treasurer Johnson-Ware asked about a reasonable timeframe to send the next Matching-Grant invitations and ideal response time. Mr. Williams indicated 30 day response has been the practice, but we could make it longer. President Viar suggested making this a topic for the next meeting, and all agreed.

President Viar asked if there was any additional business to come before the meeting. There was none. There being no further business to come before the meeting of the Authority, on motion duly made, seconded and carried by unanimous vote, the meeting was adjourned.

  
Secretary