

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

Monday, April 21, 2025

4:00 PM

City Council Chambers  
and Via Video Conference  
220 SE Green Street  
Lee's Summit, MO 64063  
**SPECIAL SESSION\***

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Notice is hereby given that the Finance and Budget Committee for the City of Lee's Summit will meet in Special Session on Monday, April 21, 2025 at 4:00 pm via video conference as provided by Section 2-50 of the City of Lee's Summit Code of Ordinances, adopted by the City Council on June 15, 2021, Ordinance No. 9172. Persons wishing to comment on any item of business on the agenda via video conference may do so by sending a request prior to 12:00 p.m. (noon) on Monday, April 21, 2025, to the City Clerk at [clerk@cityofls.net](mailto:clerk@cityofls.net) to attend the meeting on the video conferencing platform. The City Clerk will provide instructions regarding how to attend by this method. The meeting can be viewed on the City's YouTube Channel ([YouTube.com/@cityofLS](https://www.youtube.com/@cityofLS)), the City's website ([WatchLS.net](https://www.watchls.net)) and on various cable providers (Spectrum Channel 2 & Comcast Channel 7).

**1. Call to Order**

Chairperson Shields called the April 21, 2025 Finance and Budget Committee meeting to order at 4:01 p.m.

**2. Roll Call**

**Present:** 3 - Chairperson Hillary Shields  
Vice Chair Beto Lopez  
Councilmember Donnie Funk

**Absent:** 1 - Councilmember Trish Carlyle

**3. Approval of the Agenda**

**A motion was made by Councilmember Funk, seconded by Vice Chair Lopez, to approve the Agenda. The motion carried by the following vote:**

**Aye:** 3 - Chairperson Shields  
Vice Chair Lopez  
Councilmember Funk

**Absent:** 1 - Councilmember Carlyle

**4. Public Comments**

There were no public comments.

**5. Business**

Finance and Budget Committee

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- A. [2025-6888](#) Approval of the April 7, 2025 Finance and Budget Committee Action Letter.

**A motion was made by Mayor Pro Tem Lopez, seconded by Councilmember Funk, to approve the April 7, 2025 Finance and Budget Action letter. The motion carried by the following vote:**

**Aye:** 3 - Chairperson Shields  
Vice Chair Lopez  
Councilmember Funk

**Absent:** 1 - Councilmember Carlyle

- B. [TMP-3256](#) An Ordinance authorizing the use and terms with multiple dealerships for the purchase of vehicles and trucks for a period of one year with the option to renew for four additional one year periods. (F&BC 4/21/25)

**A motion was made by Councilmember Funk, seconded by Mayor Pro Tem Lopez, to recommend for City Council approval of TMP-3256 An Ordinance authorizing the use and terms with multiple dealerships for the purchase of vehicles and trucks for a period of one year with the option to renew for four additional one-year periods. The motion carried by the following vote:**

**Aye:** 3 - Chairperson Shields  
Vice Chair Lopez  
Councilmember Funk

**Absent:** 1 - Councilmember Carlyle

- C. [2025-6895](#) Presentation: City Manager Proposed FY26 General Fund and Public Safety Sales Tax Fund Budgets

Councilmember Carlyle arrived at 4:05 p.m.

This Presentation was received and filed.

## 6. Roundtable

Councilmember Carlyle inquired about the City's reserve total and asked if it should be adjusted. Briana Burrichter, Finance Director, responded the trend is to remain conservative and lean towards staying at the top of the total due to current economic instability. She said AAA cities typically keep over 35% in reserve. Chair Shields agreed it is a good idea to monitor and revisit the reserve policy if needed at a later date.

Ms. Burrichter added the current fund balance is \$34,740,038.

## 7. Adjournment

Seeing no further business, Chairperson Shields adjourned the April 21, 2025 Finance and Budget Committee meeting at 5:06 p.m.

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"