

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

Monday, June 2, 2025

4:00 PM

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

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Notice is hereby given that the Finance and Budget Committee for the City of Lee's Summit will meet on Monday, June 2, 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, June 2, 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](http://WatchLS.net)) and on various cable providers (Spectrum Channel 2 & Comcast Channel 7).

**1. Call to Order**

Chairperson Shields called the June 2, 2025 Finance & Budget Committee meeting to order at 4:00 p.m.

**2. Roll Call**

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

**Absent:** 1 - Vice Chair John Lovell

**3. Approval of Agenda**

**A motion was made by Mayor Pro Tem Lopez, seconded by Councilmember Funk, to approve the Agenda as published. The motion carried by the following vote:**

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

**Absent:** 1 - Vice Chair Lovell

**4. Public Comments**

There were no public comments.

## 5. Business

- A. [2025-6960](#) Approval of the May 5, 2025 Finance and Budget Committee Action Letter.

**A motion was made by Councilmember Funk, seconded by Mayor Pro Tem Lopez, to approve the May 5, 2025 Action Letter. The motion carried by the following vote:**

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

**Absent:** 1 - Vice Chair Lovell

- B. [BILL NO. 25-109](#) An Ordinance authorizing the City of Lee's Summit, Missouri to waive the Lee's Summit Housing Authority's payment in lieu of taxes (PILOTS) for the authority's fiscal year ending September 30, 2023 in the amount of \$ 33,874.16 and September 30, 2024 in the amount of \$33,874.16. (F&BC 6/2/25)

**Mayor Pro Tem Lopez made a motion, seconded by Councilmember Funk, to recommend for City Council approval TMP-3336, an ordinance authorizing the City of Lee's Summit, Missouri to waive the Lee's Summit Housing Authority's payment in lieu of taxes (PILOTS) for the authority's fiscal year ending September 30, 2023 in the amount of \$ 33,874.16 and September 30, 2024 in the amount of \$33,874.16. The motion carried by the following vote:**

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

**Absent:** 1 - Vice Chair Lovell

- C. [BILL NO. 25-110](#) An Ordinance approving the purchase of furniture for Hangar 2, in the amount of \$128,162.77 from PURE Workplace Solutions and authorizing the City Manager to execute all necessary documents. (F&BC 6/2/25)

**Councilmember Funk made a motion, seconded by Mayor Pro Tem Lopez, to recommend for City Council approval TMP-3341, an ordinance approving the purchase of furniture for Hangar 2, in the amount of \$128,162.77 from PURE Workplace Solutions and authorizing the City Manager to execute all necessary documents. The motion carried by the following vote:**

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

**Absent:** 1 - Vice Chair Lovell

- D. [BILL NO. 25-111](#) An Ordinance approving Amendment No. 9 to the budget for the Fiscal Year ending June 30, 2025, as adopted by Ordinances 9936, 9937, 9938, 9939, and 9940, by amending the authorized expenditures for the City. (F&BC 6/2/25)

**Mayor Pro Tem Lopez made a motion, seconded by Councilmember Funk, to recommend for City Council approval TMP-3351, an ordinance approving Amendment No. 9 to the budget for the Fiscal Year ending June 30, 2025, as adopted by Ordinances 9936, 9937, 9938, 9939, and 9940, by amending the authorized expenditures for the City. The motion carried by the following vote:**

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

**Absent:** 1 - Vice Chair Lovell

- E. [BILL NO. 25-112](#) An Ordinance enacting a new section of the City Code of Ordinances authorizing the City Manager to approve claims expenses, payments or settlements up to \$75,000.00 per claim and further authorizing the City Attorney to approve claims expenses, payments or settlements up to \$25,000.00 per claim. (F&BC 6/2/25)

Councilmember Funk made a motion, seconded by Mayor Pro Tem Lopez, to recommend for City Council approval TMP-3354, an ordinance enacting a new section of the City Code of Ordinances authorizing the City Manager to approve claims expenses, payments or settlements up to \$75,000.00 per claim and further authorizing the City Attorney to approve claims expenses, payments or settlements up to \$25,000.00 per claim. The motion carried by the following vote:

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

**Absent:** 1 - Vice Chair Lovell

- F. [BILL NO. 25-113](#) An Ordinance authorizing the execution of an agreement between the City of Lee's Summit, Missouri and the Missouri Department of Public Safety in the amount of \$9,160.36 for equipment for the Lee's Summit Police Department and authorizing the Mayor to execute an agreement for the same. (F&BC 6/2/25)

Mayor Pro Tem Lopez made a motion, seconded by Councilmember Funk, to recommend for City Council approval TMP-3342, an ordinance authorizing the execution of an agreement between the City of Lee's Summit, Missouri and the Missouri Department of Public Safety in the amount of \$9,160.36 for equipment for the Lee's Summit Police Department and authorizing the Mayor to execute an agreement for the same. The motion carried by the following vote:

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

**Absent:** 1 - Vice Chair Lovell

- G. [BILL NO. 25-114](#) An Ordinance approving the award of RFP No. 2025-060 for Phase II Employee Compensation and Classification services, to DCI Consulting Group, Inc., and authorizing the City Manager to execute the same and by and on behalf of the City of Lee's Summit, Missouri. (F&BC 6/2/25)

Councilmember Funk made a motion, seconded by Mayor Pro Tem Lopez, to recommend for City Council approval TMP-3350, an ordinance approving the award of RFP No. 2025-060 for Phase II Employee Compensation and Classification services, to DCI Consulting Group, Inc., and authorizing the City Manager to execute the same and by and on behalf of the City of Lee's Summit, Missouri. The motion carried by the following vote:

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

**Absent:** 1 - Vice Chair Lovell

- H. [BILL NO. 25-115](#) An Ordinance authorizing the City to purchase insurance coverage for property, casualty and liability insurance programs for FY26 beginning July 1, 2025, where the total expenditure is equal to or less than \$1,500,000, and authorizing the City Manager to execute any documents necessary for the City to purchase such insurance. (F&BC 6/2/25)

Mayor Pro Tem Lopez made a motion, seconded by Councilmember Funk, to recommend for City Council approval TMP-3344, an ordinance authorizing the City to purchase insurance coverage for property, casualty and liability insurance programs for FY26 beginning July 1, 2025, where the total expenditure is equal to or less than \$1,500,000, and authorizing the City Manager to execute any documents necessary for the City to purchase such insurance. The motion carried by the following vote:

Aye: 3 - Chairperson Shields  
Councilmember Funk  
Councilmember Lopez

Absent: 1 - Vice Chair Lovell

## 6. Roundtable

Chair Shields welcomed the new committee members and stated the Finance and Budget Committee meetings would continue to be scheduled the first Monday of each month at 4:00 p.m.

Donna Lake, Assistant City Manager, introduced the new Procurement and Contract Manager Lisa Hatt, who was hired in May 2025.

Brianna Burrichter, Finance Director, explained the City would not be applying for the VAWA grant due to the 157 executive orders required to comply and the grant due date of June 16, 2025. This short time frame and the intense requirements does not allow ample time for staff review. Additionally, there is personal liability if the grant application is not in compliance and other federal funding could be jeopardized. Hope House has been made aware and staff plans to provide an update in August.

## 7. Adjournment

Seeing no further business, Chairperson Shields adjourned the June 2, 2025 Finance and Budget Committee meeting at 4:27 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"