



City Council Meeting

Regular Session Minutes
December 14, 2020

I. CALL TO ORDER

A regular meeting of the City Council of the City of Liberty, Missouri was held via Zoom video conference on December 14, 2020 with Mayor Lyndell Brenton presiding. Mayor Brenton called the meeting to order at 7:00 p.m.

II. INVOCATION AND PLEDGE OF ALLEGIANCE - None

III. ROLL CALL

Council Members Present: Harold Phillips and Paul Jenness, Ward I
Greg Duncan and Rae Moore, Ward II
Kevin Graham and Jeff Watt, Ward III
Michael Hagan and Gene Gentrup, Ward IV

Council Members Absent: None

Staff Present: Curt Wenson, City Administrator
Dan Estes, Assistant City Administrator/Finance Director
Vicki McClure, Assistant Finance Director
Shawwna Funderburk, Asst. to the City Administrator
Andy Noll, Utilities Director
Sherri McIntyre, Public Works Director
BJ Staab, Parks and Recreation Director
James Simpson, Police Chief
John Mills, Fire Chief
Katherine Sharp, Planning Director
Sara Cooke, Assistant City Administrator
Janet Pittman, Deputy City Clerk

Public Present: None

Note: The meeting was held electronically via Zoom in accordance with Mayor Brenton's Health and Safety State of Emergency Proclamation for Liberty, Missouri, declared March 19, 2020 due to the existence and spread of the COVID-19 virus. The meeting Agenda was posted on the City's website in accordance with the Sunshine Law, and included information on how the public could view the meeting and provide public comment.

IV. APPROVE MINUTES AND SUMMARIES

V. CITIZENS' PARTICIPATION

A. Historic Downtown Liberty, Inc. – Annual Report presentation

Jameson Howard, Executive Director, presented the report and reviewed the 4 core areas:

- Organization – 10% increase in Facebook followers (8,264) and 196% increase in Instagram followers (1,484), and 3,547 newsletter subscribers. The Queen of Hearts 50/50 Raffle has reached over 15,000 people. Forty-five volunteers helped with events.
- Promotion – ‘Let’s Wine About Winter’ was held in February with 626 tickets sold. The ‘Dog Days of Summer’ Craft Beer Crawl, Liberty Quilt Walk and Tea Crawl were cancelled in 2020 due to the COVID-19 pandemic. A drive through trick or treat event was held to replace the normal event around the square and over 200 vehicles participated. The weekly Farmers’ Mark and monthly Cruise Nights brought large outdoor crowds.
- Design – The committee oversees and manages the appearance of the entire district including landscaping, banners, holiday lights and more. The Anderson Dog Park project is underway (grand opening in spring 2021) and has raised over \$25,000.
- Economic Vitality – 2020 revenues have dipped due to the pandemic but the group is encouraged by restaurant sales and increased online offerings from the retail stores.

Maddie Wingert, William Jewell College Intern, provided an update on the WJC student program (discounts offered by downtown merchants).

B. Liberty Economic Development Corp. - Annual Report presentation

Ralph Boots, Executive Director, presented the annual report and highlighted the LINK program. LINK Business Facilitation offers on-on-one confidential assistance to small businesses in the Liberty area. LEDC staff member Jolinda McClintock received training for her new role as the Business Facilitator for LINK from Missouri Western State University. LINK Business Facilitation is for all phases of business; start-up, growth cycles and succession, and retirement planning.

VI. MEETING SCHEDULE

VII. CONSENT AGENDA

A. Resolution accepting the Water, Sanitary Sewer, Storm Sewer and Street Improvements for the Homestead Hills Project [AR 145-20]

The Homestead Hills residential development project is a single family home subdivision located on the west side of S. Withers Road, north of South Liberty Parkway. The developer constructed the public improvements to serve this new development in accordance with City plans and specifications.

Action: Council Member Moore moved to approve the resolution. Council Member Watt seconded the motion.

Vote: Motion passed 8-0-0

Yes: Council Members Phillips, Jenness, Moore, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Inscribed in Resolution No. 3145

B. Resolution accepting the Storm Sewer Improvements for the Liberty High School Thompson Ave. Storm Improvements Project [AR 147-20]

The Liberty High School Thompson Ave. project is part of the Performing Arts Addition to Liberty High School. Storm sewer improvements on Thompson Ave. from the High School property to the end of the cul-de-sac were required in order to facilitate the construction of the Liberty High School addition. The developer constructed the project to improve storm drainage in the neighborhood adjacent to the High School in accordance with City plans and specifications.

Action: Council Member Moore moved to approve the resolution. Council Member Watt seconded the motion.

Vote: Motion passed 8-0-0
Yes: Council Members Phillips, Jenness, Moore, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Inscribed in Resolution No. 3146

C. Resolution accepting the Water, Sanitary Sewer, storm Sewer and Street Improvements for the Lillian Hills Project [AR 144-20]

The Lillian Hills residential development project is a single family home subdivision located on the east side of Birmingham Road, south of Lee Drive. The developer constructed the public improvements to serve this new development in accordance with City plans and specifications.

Action: Council Member Moore moved to approve the resolution. Council Member Watt seconded the motion.

Vote: Motion passed 8-0-0
Yes: Council Members Phillips, Jenness, Moore, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Inscribed in Resolution No. 3147

D. Boards and Commissions Reappointments

1. Board of Appeals

- A. Re-appoint Paul Victor to a term expiring 12/30/2025
- B. Re-appoint Roger Mose to a term expiring 12/30/2025

2. Tree Board

- A. Re-appoint Helene Miller to a term expiring 12/15/2023
- B. Re-appoint Neal Shoger to a term expiring 12/15/2023

Council Member Moore moved to approve the reappointments. Council Member Watt seconded the motion, which carried unanimously.

VIII. PUBLIC HEARINGS

IX. ORDINANCES, CONTRACTS AND RESOLUTIONS

- A. Acknowledgement of vendor payments for the period of November 13, 2020 through December 4, 2020

Document No. 9140 was read.

- 1. Ordinance excluding Westland Landscape payments

Action: Council Member Watt moved to approve the vendor payments. Council Member Phillips seconded the motion.

Roll Call

Vote: Motion passed 8-0-0

Yes: Council Members Phillips, Jenness, Moore, Hagan, Graham, Watt, Duncan and Gentrup

No: None

Abstain: None

Approved by the Chair and inscribed in Ordinance No. 11331.

- 2. Ordinance including Westland Landscape payments

Document No. 9141 was read.

Action: Council Member Phillips moved to approve the vendor payments. Council Member Moore seconded the motion.

Roll Call

Vote: Motion passed 7-0-1

Yes: Council Members Phillips, Moore, Hagan, Graham, Watt, Duncan and Gentrup

No: None

Abstain: Council Member Jenness, due to potential conflict of interest

Approved by the Chair and inscribed in Ordinance No. 11331.

- B. **2021 Annual Budgets [AR 152-20]**

- a. **Ordinance adopting the Annual Budget for the City of Liberty, Clay County, Missouri for the Fiscal Year 2021**

Document No. 9142 was read.

Mayor Brenton stated this item would be considered on second reading at the December 21 Special Session Meeting.

b. Ordinance adopting the Annual Park and Parks Sales Tax Budgets for the City of Liberty, Clay County, Missouri for the Fiscal Year 2021

Document No. 9143 was read.

Mayor Brenton stated this item would be considered on second reading at the December 21 Special Session Meeting.

C. Ordinance accepting a Public Sanitary Sewer Easement for Whitehall Fields [AR 146-20]

To facilitate a lot split in Whitehall Fields residential subdivision, a 10' wide public sanitary sewer easement is required to be dedicated to the City of Liberty. An existing public sanitary sewer main that runs through the property has a gap in the public sanitary sewer easement that was discovered through the property title search. This dedicated easement fills that gap.

The on-site public sanitary sewer easement was acquired from Raymond Brock, Jr. and Linnea Brock, Husband and Wife at no cost to the City. Easements for public mains allow for their construction and maintenance

Document No. 9144 was read.

Action: Council Member Phillips moved to waive the rules and consider the ordinance on first reading. Council Member Gentrup seconded the motion.

Vote: Motion passed unanimously.

Action: Council Member Graham moved to approve the ordinance. Council Member Watt seconded the motion.

Vote: Motion passed 7-0-1

Yes: Council Members Phillips, Jenness, Moore, Hagan, Graham, Watt and Duncan

No: None

Abstain: Council Member Gentrup

Approved by the Chair and inscribed in Ordinance No. 11332.

D. Ordinance authorizing and directing the Issuance, Sale and Delivery of \$955,000 principal amount of Special Obligation Series 2020, of the City of Liberty, Missouri; and authorizing certain other documents and actions by the City in connection therewith [AR 151-20]

City debt financing is a part of a planned capital acquisition strategy that spreads the costs of the capital over a number of years, which matches the useful life of the asset. Staff has reviewed each applicable fund's capacity to make the required debt payments and believes sufficient long-term resources exist. The bonds were favorably priced through a competitive bid process. The bond proceeds will fund certain projects and will be repaid through specific funding sources as shown below:

- General Fund Projects:
 - \$140,000 – 2020 Purchase of Police vehicles
 - \$520,000 – 2020 Technology & Logistics purchase of computers and other capital equipment items
 - \$277,000 – 2020 Purchase of Computer Aided Dispatch System (CAD System)
 - Debt Amortization set for 5 years and paid from General Fund revenues
 - Total reflects project costs and associated bond cost of issuance
- The total amount of bond issuance is expected to be \$955,000 of which \$937,000 represents the bond par amount and \$18,000 represents the cost of issuance
- The interest rate for the bonds is 1.525%
- The Revenues will reimburse the City for Council approved purchases made earlier in 2020

Document No. 9145 was read.

Action: Council Member Phillips moved to waive the rules and consider the ordinance on first reading. Council Member Gentrup seconded the motion.

Vote: Motion passed unanimously.

Action: Council Member Watt moved to approve the ordinance. Council Member Jenness seconded the motion.

Roll Call

Vote: Motion passed 8-0-0

Yes: Council Members Phillips, Jenness, Moore, Hagan, Graham, Watt, Duncan and Gentrup

No: None

Abstain: None

Approved by the Chair and inscribed in Ordinance No. 11333.

- E. Ordinance approving a Fee for Services Agreement with Historic Downtown Liberty, Inc. in an amount not to exceed \$30,000.00 [AR 150-20]

As in previous years, the agreement for services includes the following responsibilities of HDLI:

- Provide unified advocacy and support for the downtown commercial area.
- Continue and update a consistent promotion and advertising program for the downtown commercial area.
- Encourage and promote historically appropriate design strategies for the overall aesthetic appearance of the downtown commercial area.
- Strengthen the existing economic assets of the downtown area while diversifying its economic base, including recruiting new businesses and strengthening the management capabilities of individual merchants.
- Management of the downtown farmers market on Saturdays, from May through October.
- Coordinating tourism efforts through the Liberty Tourism Committee and Transient Guest Tax funds.

Document No. 9146 was read.

Action: Council Member Hagan moved to waive the rules and consider the ordinance on first reading. Council Member Graham seconded the motion.

Vote: Motion passed unanimously.

Action: Council Member Moore moved to approve the ordinance. Council Member Phillips seconded the motion.

Vote: Motion passed 8-0-0

Yes: Council Members Phillips, Jenness, Moore, Hagan, Graham, Watt, Duncan and Gentrup

No: None

Abstain: None

Approved by the Chair and inscribed in Ordinance No. 11334.

- F. Ordinance approving a Fee for Services Agreement with the Liberty Economic Development Corporation in an amount not to exceed \$60,000. and Executive Director health care benefits of approximately \$9,000. [AR 149-20]

Under the terms of the agreement, the LEDC will continue to provide the following services:

- Maintain a database of sites, buildings and locality details on the LocationOne Information System (LOIS)
- Maintain an economic development website
- Carry out business attraction and recruitment activities
- Coordinate responses to requests for information (RFIs) from prospects
- Carry out business retention activities including one-on-one business visits
- Commit to seeking private sector investment to leverage this public contract

Document No. 9147 was read.

Action: Council Member Phillips moved to waive the rules and consider the ordinance on first reading. Council Member Hagan seconded the motion.

Vote: Motion passed unanimously.

Action: Council Member Gentrup moved to approve the ordinance. Council Member Hagan seconded the motion.

Vote: Motion passed 7-0-1

Yes: Council Members Phillips, Jenness, Moore, Hagan, Graham, Duncan and Gentrup

No: None

Abstain: Council Member Watt

Approved by the Chair and inscribed in Ordinance No. 11335.

X. OTHER BUSINESS

XI. MISCELLANEOUS MATTERS FROM CITY ADMINISTRATOR

XII. MISCELLANEOUS MATTERS FROM MAYOR AND CITY COUNCIL

XIII. ADJOURNMENT

The meeting adjourned at 7:40 p.m.

Mayor

Attest:

Deputy City Clerk