



## City Council Meeting

### Special Regular Session Minutes

December 16, 2024

#### I. CALL TO ORDER

A special regular session meeting of the City Council of the City of Liberty, Missouri was held in the Council Chambers at City Hall on December 16, 2024 with Mayor Greg Canuteson presiding. Mayor Canuteson called the meeting to order at 7:00 p.m.

#### III. ROLL CALL

Council Members Present: Harold Phillips and Shelton Ponder, Ward I  
Kelley Wrenn Pozel and Adam Travis, Ward II  
Kevin Graham and Jeff Watt, Ward III  
Gene Gentrup and Michael Hagan, Ward IV

Council Members Absent: None

Staff Present: Curt Wenson, City Administrator  
Sara Cooke, Assistant City Administrator  
Vicki McClure, Finance Director  
Andy Noll, Utilities Director  
Amy Blake, Human Resources Director  
BJ Staab, Parks and Recreation Director  
Jim Martin, Police Chief  
Chris Young, Fire Chief  
George Kapke, Legal Counsel  
Katherine Sharp, Planning and Development Director  
Sherri McIntyre, Public Works Director  
Sarah Ranes, Deputy City Clerk

Public Present: Kellie Houx, Courier Tribune  
9 members of the public

#### III. APPROVE MINUTES AND SUMMARIES

##### A. Regular Session Minutes of October 14, 2024

Council Member Graham moved to approve the minutes as distributed. Council Member Hagan seconded the motion, which carried 7-0-1. Council Member Phillips abstained due to absence.

#### IV. CONSENT AGENDA

A. Motion to Authorize an Executive Session to be held December 16, 2024 in the Council Conference Room immediately following the Special Regular Session to discuss Litigation Matters as authorized by 610.021(1) RSMo

**Action:** Council Member Hagan moved to approve the motion. Council Member Phillips seconded the motion.

**Vote:** Motion passed 8-0-0

**Yes:** Council Members Phillips, Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan

**No:** None

**Abstain:** None

- B. Motion to Authorize an Executive Session to be held December 16, 2024 in the Council Conference Room immediately following the Special Regular Session to discuss Contract Negotiations as authorized by 610.021(12) RSMo

**Action:** Council Member Hagan moved to approve the motion. Council Member Phillips seconded the motion.

**Vote:** Motion passed 8-0-0

**Yes:** Council Members Phillips, Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan

**No:** None

**Abstain:** None

- C. Motion to Approve the Purchase of Seven Dodge Durango Pursuit Vehicles from Landmark Dodge in an amount not to exceed \$315,089.00

**Action:** Council Member Hagan moved to approve the purchase. Council Member Phillips seconded the motion.

**Vote:** Motion passed 8-0-0

**Yes:** Council Members Phillips, Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan

**No:** None

**Abstain:** None

- D. Motion to Approve the Purchase of One Ford Ranger Nuisance Vehicle from Shawnee Mission Ford in an amount not to exceed \$35,883.00

**Action:** Council Member Hagan moved to approve the purchase. Council Member Phillips seconded the motion.

**Vote:** Motion passed 8-0-0

**Yes:** Council Members Phillips, Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan

**No:** None

**Abstain:** None

- E. Board/Commission Appointment

1. Liberty Housing Authority

- a. Appoint Patty Gentrup to a term expiring 7/1/2027

Council Member Hagan moved to approve the appointment. Council Member Phillips seconded the motion, which carried unanimously.

F. Regular Session Minutes of October 28, 2024

Council Member Hagan moved to approve the minutes as distributed. Council Member Phillips seconded the motion, which carried unanimously.

G. Special Regular Session Minutes of November 18, 2024

Council Member Hagan moved to approve the minutes as distributed. Council Member Phillips seconded the motion, which carried unanimously.

H. Regular Session Minutes of November 25, 2024

Council Member Hagan moved to approve the minutes as distributed. Council Member Phillips seconded the motion, which carried unanimously.

V. ORDINANCES, CONTRACTS AND RESOLUTIONS

A. Ordinance Acknowledging Vendor Payments for the Period of November 29, 2024 to December 6, 2024

Document No. 9854 was read.

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

Roll Call

Vote: Motion passed 8-0-0

Yes: Council Members Phillips, Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan

No: None

Abstain: None

Approved by the Chair and inscribed in Ordinance No. 12019.

B. Ordinance approving a contract for services with Liberty Sports Officials for 2025 Youth and Adult sports officiating services in an amount not to exceed \$225,000.00

The Parks and Recreation Department utilizes independent contractors to manage officiating services for all sports leagues. Services covered by this contract include all Liberty Parks and Recreation Department sports programs (youth recreational and competitive baseball, youth recreational and competitive softball, youth recreational and competitive basketball, youth recreational soccer, youth recreational and competitive flag football, youth recreational volleyball, adult softball, adult volleyball, and adult basketball). The division's operating budget includes funding for this set of officiating services in the amount of \$225,000.00, which is recouped through participant registrations.

In 2023 (for 2024, 2025, and 2026), staff publicly advertised a Request for Bids for officiating services. With a limited pool of bidders available in the metro area, staff reached out to past officiating groups regarding their interest in bidding (Liberty Sports Officials, KCMSBL, Metro Officials, and ASA VIP Series). Only Liberty Sports Officials expressed an interest in bidding for officiating services. Staff reached out to other Parks and Recreation departments in the metro area. Six area Parks and Recreation departments utilize Liberty Sports Officials (Smithville, Excelsior Springs, Blue Springs, Higginsville, Richmond, and Kearney) while other Parks and Recreation Departments opt to hire their own officials. Although this is an option for Liberty Parks and Recreation Department, it has been tried in the past with no/limited success.

Liberty Parks and Recreation Department has utilized Liberty Sports Officials for 20 years, with positive success.

Document No. 9855 was read.

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

**Vote:** Motion passed 7-0-1

**Yes:** Council Members Phillips, Ponder, Pozel, Travis, Graham, Watt and Hagan

**No:** None

**Abstain:** Council Member Gentrup

Approved by the Chair and inscribed in Ordinance No. 12020.

C. Ordinance Approving an Artwork Purchase and Exhibition Agreement for the Acquisition of Artwork from Kirk Seese, to be used for Public Exhibition

The City of Liberty's Arts Commission (LAC) invited artists to submit artwork for the annual Rotating Sculpture Program. Per the Public Art Selection & Acquisition Policy, LAC appointed a Public Art Panel to select the artwork. The Panel recommended the purchase of "Icosahedron Fire and Water" with funds budgeted for public art from the Transient Guest Tax. This will be the second sculpture purchased this year, making this the sixteenth sculpture in the city's permanent collection. The Panel recommends it be permanently installed in Ruth Ewing Park near the intersection. The recommendation was accepted by the LAC at their December 12, 2024 meeting.

Document No. 9856 was read.

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

**Vote:** Motion passed unanimously.

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

Vote: Motion passed 8-0-0  
Yes: Council Members Phillips, Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan  
No: None  
Abstain: None  
Approved by the Chair and inscribed in Ordinance No. 12021.

D. Appointment of Tom McGiffin as Municipal Prosecutor and Mary Margaret Parrish as Auxiliary Municipal Prosecutor

It is the responsibility of the City Prosecutor to prosecute violations of the ordinances of the City of Liberty before the Judge of the Municipal Court to ensure timely resolution of cases involving violations of city ordinances and state misdemeanor laws. The City Prosecutor will work closely with law enforcement to enhance case management and outcomes.

Tom McGiffin and Mary Margaret Parrish possess the skills, knowledge and abilities to perform the essential functions of the City's Prosecuting Attorney. Tom McGiffin and Mary Margaret Parrish currently serve as the City's Prosecuting Attorneys and their role is vital to maintaining public safety and upholding the rule of law.

1. Ordinance Appointing Tom McGiffin as Municipal Prosecutor and Authorizing the Execution of a Services Agreement for Prosecuting Attorney Services

Document No. 9857 was read.

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

Vote: Motion passed unanimously.

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

Vote: Motion passed 8-0-0  
Yes: Council Members Phillips, Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan  
No: None  
Abstain: None  
Approved by the Chair and inscribed in Ordinance No. 12022.

2. Ordinance Appointing Mary Margaret Parrish as Auxiliary Municipal Prosecutor and Authorizing the Execution of a Contract for Pro-Tempore Prosecuting Attorney Services

Document No. 9858 was read.

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

**Vote:** Motion passed unanimously.

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

**Vote:** Motion passed 8-0-0

**Yes:** Council Members Phillips, Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan

**No:** None

**Abstain:** None

Approved by the Chair and inscribed in Ordinance No. 12023.

#### E. Public Defender Services

The City of Liberty Municipal Court dockets continue to grow in size, number and complexity. As the number of court cases increases, the responsibility of the Municipal Court to provide a Public Defender has become apparent and necessary. The City's current code does not address the appointment of a public defender, and therefore amendments to such are needed and attached. The code changes will allow authority for the Municipal Judge for selection and appointment of the Municipal Court's Public Defender.

The City's contracts and city code legal expert reviewed our current code and provided language to include in the code revisions. Once the code amendment ordinance is approved, the City of Liberty has a fair and judicial responsibility to ensure all defendants who appear in the City's Municipal Court system are equipped with equitable and unbiased resources, including access to legal representation. The City would like to appoint Anthony Kagay as the Public Defender for the City's Municipal Court services. This appointment has a contract to be renewed yearly.

##### 1. Ordinance of the City of Liberty, Missouri Amending Chapter 10, Section 10-17 Relating to the Office of Public Defender

Document No. 9859 was read.

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

**Vote:** Motion passed unanimously.

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

**Vote:** Motion passed 8-0-0

**Yes:** Council Members Phillips, Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan

**No:** None

Abstain: None

Approved by the Chair and inscribed in Ordinance No. 12024.

2. Ordinance Authorizing the Execution of a Services Agreement for Public Defender Services When Appointed by the Municipal Judge

Document No. 9860 was read.

**Action:** Council Member Pozel 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 Phillips seconded the motion.

Vote: Motion passed 8-0-0

Yes: Council Members Phillips, Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan

No: None

Abstain: None

Approved by the Chair and inscribed in Ordinance No. 12025.

F. Liberty Economic Development Corporation (LEDC)

1. Presentation of LEDC Annual Report, Ralph Boots Director

The Liberty Economic Development Corporation (LEDC) is charged with helping the Liberty area grow and prosper. LEDC is built on a solid foundation of teamwork as public/private partnership among business leaders, city and county government, education and pro-business and civic organizations. Since January 2004, LEDC has focused its efforts on business attraction that leads to job creation, retention and expansion of existing businesses, continuous improvement and communication.

2. Ordinance Approving a Fee for Services Agreement with the Liberty Economic Development Corporation

The LEDC contract for 2025 has a 3% annual increase that is built into the Economic Development budget on an annual basis. The budget was approved by the Economic Development Sales Tax Committee on 12/5/2024. The 3% increase will increase the LEDC budget from \$77,250.00 to \$79,570.00.

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 attractions 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
- Public contract not to exceed 49% of LEDC's annual budget.

Document No. 9861 was read.

**Action:** Council Member Hagan 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 Hagan seconded the motion.

**Vote:** Motion passed 8-0-0

**Yes:** Council Members Phillips, Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan

**No:** None

**Abstain:** None

Approved by the Chair and inscribed in Ordinance No. 12026.

## VI. OTHER BUSINESS

### A. Recommended Improvements for the Garrison/North End Community

The Garrison Task Force was formed to determine the needs of the Garrison-North End Neighborhood. The purpose of this report is to promote collaboration and a sense of shared responsibility between the neighborhood, its potential partners, and the City.

More than 60 people attended the Garrison community meetings held at the Garrison Community Center and First Baptist Church on September 26 and October 24, 2024. The meetings were facilitated by Steve Rhoades with the goal of providing feedback on the future of the Garrison Neighborhood. Attendees were asked to provide input on their vision for the neighborhood and share their opinions with City Staff and the Task Force.

The Task Force prioritized the needs of the neighborhood and established recommendations based on community, staff, and Task Force input. The overall recommendations in the report include suggestions for investing in sidewalk and lighting infrastructure, adding parks resources, and creating a Legacy District.

The historic Garrison-North End neighborhood serves as a vibrant testament to the rich cultural heritage and enduring spirit of its residents. This neighborhood is not just a place on a map, but a living, breathing entity that reflects the history, struggles, and triumphs of those who have lived here. Moving forward, the continued preservation and revitalization efforts are crucial. These efforts not only honor the past but also create opportunities for future generations to thrive. By investing in sidewalk and lighting infrastructure, adding parks resources, and creating a Legacy District, we can

ensure that this historic neighborhood remains a cornerstone of cultural and historical significance for years to come.

VII. MISCELLANEOUS MATTERS FROM CITY ADMINISTRATOR

VIII. MISCELLANEOUS MATTERS FROM MAYOR AND CITY COUNCIL

IX. ADJOURNMENT

The meeting adjourned at 7:58 p.m.

\_\_\_\_\_  
Mayor

Attest:

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Deputy City Clerk