



## City Council Meeting

Regular Session Minutes

March 10, 2025

### I. CALL TO ORDER

A regular meeting of the City Council of the City of Liberty, Missouri was held in the Council Chambers at City Hall on March 10, 2025 with Mayor Greg Canuteson presiding. Mayor Canuteson called the meeting to order at 7:00 p.m.

### II. INVOCATION AND PLEDGE OF ALLEGIANCE

The invocation was given by Council Member Travis, who then led the pledge of allegiance.

### III. ROLL CALL

Council Members Present: 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: Harold Phillips and Shelton Ponder, Ward I

Staff Present: Curt Wenson, City Administrator  
Sara Cooke, Assistant City Administrator  
Vicki McClure, Finance Director  
Andy Noll, Utilities Director  
BJ Staab, Parks and Recreation Director  
Jim Martin, Police Chief  
Chris Young, Fire Chief  
Sherri McIntyre, Public Works Director  
Sarah Ranes, Deputy City Clerk

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

### IV. CITIZEN RECOGNITION

City Council recognized Adam Vance, who happened to be in the right place at the right time when Bob Oakes went into cardiac arrest at the City pickleball courts. Mr. Vance acted quickly and started performing CPR on Mr. Oakes and was able to get a pulse and breathing started before the paramedics arrived on scene. Mr. Vance thanked the entire pickleball community for their support and a special thank you to his pickleball family. Mr. Vance stated he was grateful to be here today but even more grateful that Mr. Oakes is here with them today.

### V. PROCLAMATIONS

### VI. APPROVE MINUTES AND SUMMARIES

VII. MEETING SCHEDULE

VIII. CONSENT AGENDA

- A. Motion to approve payment to “Weather or Not” weather forecasting service in an amount not to exceed \$22,218.00

The automated system provides daily weather forecasts and alerts via text and email as well as real-time calls for severe weather, specifically for Liberty. City staff may also call for updates and forecasts as needed. The “Weather or Not” program is billed annually from the 2024 contract that continues through Dec. 31, 2025. The cost for the service is split between the fire department/emergency management, public works and utilities. This is a service that the city has used since 2015.

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

Vote: Motion passed 6-0-0  
Yes: Council Members Pozel, Travis, Graham, Watt, Gentrup and Hagan  
No: None  
Abstain: None

- B. Resolution approving a temporary event liquor license for Boy Scout Troop 376 annual fundraising event at Corbin Mill on April 5, 2025

Boy Scout Troop 376 has applied for a temporary liquor license to serve alcohol at the annual fundraising event on April 5, 2025, at 6:30 p.m. The event will be held at the Corbin Mill located at 131 S. Water Street. The application and necessary certificate of liability insurance for the event have been reviewed by the appropriate staff, and approval is recommended.

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

Vote: Motion passed 6-0-0  
Yes: Council Members Pozel, Travis, Graham, Watt, Gentrup and Hagan  
No: None  
Abstain: None  
Inscribed in Resolution No. 3445.

- C. Board/Commission Appointment  
1. Public Safety Sales Tax Oversight Committee  
a. Appoint Chris Young as the Fire Department Representative with no expiration date.

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

IX. PUBLIC HEARINGS

- A. Ordinance Amending Chapter 30, "Unified Development Ordinance", of the Code of the City of Liberty, Clay County, Missouri (P&Z Case 25-07A) **{to be further postponed to March 24, 2025}**

Document No. 9889 was read.

**Action:** Council Member Hagan moved to postpone consideration of the Ordinance to March 24, 2025. Council Member Graham seconded the motion.

**Vote:** Motion passed unanimously.

X. ORDINANCES, CONTRACTS AND RESOLUTIONS

- A. Ordinance acknowledging vendor payments for the period of February 14, 2025 to February 28, 2025

Document No. 9894 was read.

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

Roll Call

**Vote:** Motion passed 6-0-0

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

**No:** None

**Abstain:** None

Approved by the Chair and inscribed in Ordinance No. 12058.

- B. Resolution approving an amended final development plan for Fulkerson Cottages, to eliminate the gate from the entry at Reagan Circle and Fulkerson Circle, in Liberty, Clay County, Missouri (P&Z Case 25-04FDP-A) **{to be further postponed to March 24, 2025}**

In 2023, this development received FDP approval to allow for the construction of 40 dwelling units, including five duplexes, six triplexes, and three fourplexes, in addition to a club house. The development was approved with a single public access at the northwest corner of the property onto W. Liberty Drive, with a gated emergency drive onto Fulkerson Circle. The applicant has filed this application to eliminate the gate from the drive onto Fulkerson Circle, creating a second public access into the development.

**Action:** Council Member Hagan requested to postpone consideration of the Resolution to the March 24, 2025 meeting. Council Member Pozel seconded the motion, which carried unanimously.

- C. Ordinance approving a guaranteed pricing contract with KOHL Wholesale for FY2025 concession food and supplies in an amount not to exceed \$70,000.00

The Sports Complex operating budget includes funding for this set of services in the amount of \$70,000. This pricing is based on past participation levels as well as the increased use of the Sports Complex with the installation of turf. This amount may fluctuate pending the increase or decrease of 2024 participation levels.

All concession food purchased is resold for a profit. The revenue from the concessions is included in the 2025 Sports Complex budget.

BIDDER	"basket of goods" ANNUAL COST ESTIMATE	NOTES
Kohl Wholesale	\$70,000	

Staff recommend engaging in a guaranteed pricing contract with the sole bidder, Kohl Wholesale. This agreement is year one (2025) of the potential three (2026 and 2027), one-year agreements.

Document No. 9895 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 Graham moved to approve the ordinance. Council Member Hagan seconded the motion.

**Vote:** Motion passed 6-0-0

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

**No:** None

**Abstain:** None

Approved by the Chair and inscribed in Ordinance No. 12059.

D. Ordinance approving a preventative maintenance agreement with Stryker for four cots and four loading systems in an amount not to exceed \$43,286.40

Several years ago, the department made the change from manual cots to the Stryker Power Cots and power load systems to assist with the loading and unloading of patients. These systems have helped to decrease firefighter injuries since being installed.

Each ambulance in our fleet utilizes a Stryker cot and a power load system to secure and transport patients. These units require preventative maintenance on a regular basis and repairs as needed. Stryker is the only company authorized to repair both the cot and the power loading systems. The department previously used a different servicing company that was only able to perform the maintenance on the Stryker cots and not the power load system. This three-year agreement will cover the cost of all preventative maintenance and any repairs that are needed to both systems with an annual payment cost of \$14,428.80 for a total cost of \$43,286.40. This agreement will

cover our current cots and loading systems and will roll over to our new cots and systems in the ambulances currently on order with an expected arrival date in 2026.

Document No. 9896 was read.

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

**Vote:** Motion passed 6-0-0

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

**No:** None

**Abstain:** None

Approved by the Chair and inscribed in Ordinance No. 12060.

- E. Ordinance approving a professional service agreement with George Butler Associates, Inc. for warm/cold storage building improvements in an amount not to exceed \$52,878.00

The Utilities Department recommends enclosing the “cold storage” section of the warm/cold storage building to house inventory for the wastewater treatment plant, water treatment plant and utilities departments. This inventory is needed for planned and emergency repairs to the wastewater treatment plant, water treatment plant and utility infrastructure. Some of this inventory is weather-sensitive and requires a climate-controlled environment along with a secure location to be stored.

Due to manufacturing delays, high demand for certain items and long lead times, vital parts to repair breakdowns at the wastewater treatment plant, water treatment plant and utility water and sewer systems can be impossible to obtain in a timely manner. Staff are aware of lead times approaching 18 months for some equipment and other items can require weeks or months to obtain. Staff feel that it is important to have a resiliency plan for planned and emergency maintenance, so any situation can be addressed quickly. The enclosing of the “cold storage” section of the warm/cold storage building can house these important parts until they are needed.

George Butler Associates were the designers of the existing warm/cold storage building and are familiar with all aspects of the existing building. GBA's scope of services and lump sum fee includes costs associated with architectural and mechanical construction document production that will be used to secure construction bids. After the design drawings are complete, the process of selecting a contractor to build the project can begin. The Utilities Department recommends approving the total design and construction administration fee to George Butler Associates in an amount not to exceed \$52,878.00.

Document No. 9897 was read.

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

**Vote:** Motion passed 6-0-0

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

**No:** None

**Abstain:** None

Approved by the Chair and inscribed in Ordinance No. 12061.

- F. Ordinance approving an agreement for service with UCI for the demolition of existing MBT 2 Fine Screen and installation of new MBT 2 Fine Screen in an amount not to exceed \$90,000.00

This new MBT 2 Fine Screen was purchased through Council Action on November 13, 2023. This action was only for the screen purchase and did not include installation costs because the existing screen was repaired and had an unknown life cycle.

Fine screens filter out debris from the flow which, if not filtered out, will cause equipment to become clogged or cause other breakage and costly repairs. MBT 2 is not functional without this fine screen.

The existing fine screen experienced a mechanical failure on June 8, 2023. The screen was locked up/binding due to components becoming worn out. Because the screen was no longer supported, new parts/replacement parts were not available. The screen was sent off for a rebuild via JCI, which has a Fabrication division. They were able to fabricate enough parts to put the screen back in service with the understanding that the fine screen was near the end of its useful life and no further rebuild/rebuilding was valid to attempt to extend the usefulness of the screen due. The screen was put back into service on 7/17/2023. In early 2025, this screen started binding/locking up again, having the same issues as it had prior to the rebuild. Therefore, the staff are recommending that the replacement fine screen that was previously purchased be placed in service.

Document No. 9898 was read.

**Action:** Council Member Watt 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 Graham seconded the motion.

**Vote:** Motion passed 6-0-0

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

**No:** None

**Abstain:** None

Approved by the Chair and inscribed in Ordinance No. 12062.

- G. Ordinance approving a contract for services for equipment and installation services with Technology Group Solutions (TGS) for outdoor security camera additions at the Capitol Federal Sports Complex in an amount not to exceed \$39,989.20

The Sports Complex has never had cameras throughout the complex. After numerous amounts of vandalism over the past couple of years, the Park Board recommended the installation of security cameras in the FY2025 budget. Staff from IT and Parks & Recreation Departments met with TGS to discuss the best options to meet the current security needs of the Capitol Federal Sports Complex. A quote was received for the purchase and installation of 9 new cameras:

- Entryway1: CB62-TE Bullet & CD62E Dome
- Entryway2: CB62-TE Bullet & CD62E Dome
- Concession Stands: 4x CH52-E Multisensor Cameras
- Batting Cages: CB62-TE Bullet2, along with applicable services & hardware for each camera.

The entryway Bullet cameras will be set to get LPR license plate recognition. The other cameras will be able to take advantage of the many analytics offered by Verkada such as people history, person attributes, face detection, vehicle history.

Staff will be utilizing the TGS Cooperative Purchasing agreement through TIPS. TIPS contract #230504. Although TGS is not a sole source provider, they are the preferred Verkada camera installers and the current camera technology at the Sports Complex is Verkada. TGS is a local company so getting service or parts is typically no issues.

This project is funded through the Parks Department Sales Tax Capital budget. Staff recommends approval of a contract and expenditure with Technology Group Solutions for an amount not to exceed \$39,989.20 for security cameras at Capitol Federal Sports Complex. The Project was budgeted as part of the FY2025 Parks Capital Budget. Each camera comes with a 10-year standard manufacturer's warranty.

Document No. 9899 was read.

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

**Vote:** Motion passed 6-0-0

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

**No:** None

**Abstain:** None

Approved by the Chair and inscribed in Ordinance No. 12063.

- H. Ordinance amending Ordinance No. 11492, approving a lease agreement with Utility, Inc. for the lease, maintenance and install of police vehicle/body cameras, increasing the contract amount by \$14,551.90 from \$376,929.00 in an amount not to exceed \$391,480.90

The Police Department is adding two patrol vehicles requiring additional dash cameras. The original ordinance was approved on November 8, 2021 (Ordinance No. 11492). The ordinance was amended on November 28, 2022, for additional car cameras and body cameras (Ordinance No. 11678) and again on February 12, 2024 (Ordinance No. 11885). This amendment will increase the cost of the lease agreement by \$14,551.90 with a one-time payment, expiring at the end of the year 2025.

Document No. 9900 was read.

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

**Vote:** Motion passed unanimously.

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

**Vote:** Motion passed 6-0-0

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

**No:** None

**Abstain:** None

Approved by the Chair and inscribed in Ordinance No. 12064.

- I. 2024 Encumbrances

The City's financial system uses an encumbrance process when purchase orders are issued. An encumbrance reserves the budgeted funds for each open purchase order. The City's purchasing policy requires a purchase order be issued for all projects and individual items in excess of \$5,000 and/or purchases that require a signed contract for any dollar amount.

As part of the year-end accounting process, Finance analyzes all open purchase orders to determine their year-end status. This analysis details which purchase orders need to be canceled (goods received/services complete) and which ones are to be classified as encumbrances.

Encumbrances result from an approved 2024 purchase which, due to the timing of the receipt of the good or service, cannot be paid by the end of the 2024 fiscal year, but will be paid in 2025 when the goods are received or the service completed. To ensure proper budgetary treatment of all encumbrances, open amounts are totaled by fund and reservations on fund balances are made during the 2024 year-end close.

In 2025, the bills are actually paid. Therefore, there is a need to appropriate the value of each item encumbered into the 2025 budget. The source of the additional budget appropriation is effectively from the reserved fund balance.

This sort of treatment is prescribed by accounting requirements, is a housekeeping item and does not represent new 2025 funds for departments to use. It only balances prior and current year budgetary actions brought on by the end of the year close out requirements.

Adoption of this proposed ordinance approves the 2024 year-end open encumbrances in the amount of \$5,789,923.97 to be recorded as part of the 2025 budget.

1. Ordinance amending Ordinance No. – 12017 adoption of the 2025 Budget for the City of Liberty, Missouri

Document No. 9901 was read.

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

**Vote:** Motion passed unanimously.

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

**Vote:** Motion passed 6-0-0

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

**No:** None

**Abstain:** None

Approved by the Chair and inscribed in Ordinance No. 12065.

2. Ordinance amending Ordinance No. – 12018 adopting the annual Park and Parks Sales Tax Budgets for the City of Liberty, Clay County, Missouri for the fiscal year 2025

Document No. 9902 was read.

**Action:** Council Member Hagan moved to waive the rules and consider the ordinance on first reading. Council Member Travis 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 6-0-0

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

**No:** None

**Abstain:** None

Approved by the Chair and inscribed in Ordinance No. 12066.

J. Ordinance of the City of Liberty, Clay County, Missouri, adding a late fee for security alarm permits to the City's Schedule of Fees

The City of Liberty, Missouri Police Department has been managing security alarm permits, false alarm responses and enforcement for several years. In October 2024, City Council approved an amendment to Chapter 22, "Offenses-Miscellaneous", of the Code of the City of Liberty, updating fees for security alarms and adding them to the City's Schedule of Fees. These updates were necessary to reflect the rising operational costs associated with maintaining and processing security alarm-related services. Although the previously approved Code amendment stated a late fee would be assessed if the security alarm permit renewal was more than 30 days late, it did not provide the amount. This action states the late fee to be charged is twenty-five (\$25.00), adding the fee amount to the City's Schedule of Fees.

Document No. 9903 was read.

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

**Vote:** Motion passed 6-0-0

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

**No:** None

**Abstain:** None

Approved by the Chair and inscribed in Ordinance No. 12067.

XI. OTHER BUSINESS

XII. CITIZENS' PARTICIPATION

Dwayne Holtzclaw – 113 Kevin Street, Excelsior Springs, MO. Mr. Holtzclaw stated his uncle, John Will Hall, sold Block 174 on January 6, 1900. Mr. Holtzclaw informed the City Council that this meeting is the 109<sup>th</sup> meeting he has attended to ask the City of Liberty to stop the revestment lawsuit. Mr. Holtzclaw is a fan of combat military veterans, Police and Firefighters. Mr. Holtzclaw congratulated Judge Chamberlain for stepping up to say the family of the dead do have voices. Mr. Holtzclaw is present tonight to ask the City Council to stop attacking the military combat veterans buried in Block 174.

Michael Fitzgerald – 1355 Camelot Drive. Mr. Fitzgerald asked the City Council if the budget was available that was adopted? Mr. Fitzgerald mentioned the 1% tax proposal and he as a citizen would like to review the income and outcome before election day. Mr. Fitzgerald also asked the City Council how is the use tax collection working? Mr. Fitzgerald is curious to see if the City is receiving the max on the use tax?

David Langston – 1920 Carter Court. Mr. Langston stated he has attended all of the meetings, talked to various people including the architect for the Police building expansion trying to educate himself more. Mr. Langston told the City Council that everyone likes nice things but we need to stay in line with what we can afford. Mr. Langston asked the City Council if the Police Department would fully utilize 30,000 sq. ft.? Mr. Langston said if the

Police Department isn't going to utilize the full 30,000 sq. ft. now maybe the City should build something different based on the needs now.

Gieselle Fest – 1407 Lynette Street. Ms. Fest states with all due respect, she is here to speak for old, new and future families. Ms. Fest informed the City Council she had the opportunity to attend the ground breaking ceremony for the new Clay County Sheriff's Office Training Center and she's going to quote Chief Jay Johnson from the Clay County Commission, "Clay County is now on the move and Public Safety is now a priority and it's not just lip service and the law enforcement raises along with this new training facility will all be done without raising any taxes whether it be sales or property". Ms. Fest informed the City Council if they can't figure things out without raising sales and property taxes then maybe the City Council can learn from the Clay County Sheriff's Office.

Roy Werner – 1887 Mourning Dove Drive. Mr. Werner asked the City Council if they use a bid basis where you go out and obtain three bids for one project? Mr. Werner also asked the City Council if they use local vendors as much as possible? And finally, Mr. Werner requested that someone from the Water Department come to his house to check the level of Manganese in his water.

Carrie Lonsdale – 1320 Huntington Drive. Mrs. Lonsdale stated she would like to start by thanking the blogger watching the City Council meeting video tonight that posted the article about the incident between her and the Mayor last month at the unveiling of the new Police Department project. Mrs. Lonsdale stated she was asked to wipe the smirk off of her face as she was listening to the Mayor as he was making his presentation. Mrs. Lonsdale indicated it got heated and she is here tonight in front of the public to ask the Mayor for an apology. Mrs. Lonsdale stated she believe it's a little curious to her the City states they use local vendors for bidding and abide by the State Rules but she contacted a local architect firm in Liberty called A3G Architects and she stated they were never contacted or asked to be a part of the bidding process for the new proposed Police Department project. Mrs. Lonsdale stated she is upset along with A3G Architects because local vendors aren't being used for these projects and why doesn't the City keep its money in the City? Mrs. Lonsdale asked the City Council why this firm was kept from being part of the bidding process? Mrs. Lonsdale stated A3G Architects informed her there have been several plans throughout the years of redoing the downtown square that have been lost in the archives and have already been paid for that cover the same ideas the City is now trying to do by hiring an outside architecture firm. Lastly, Mrs. Lonsdale would like to know why Council Member Jeff Watt wasn't permitted to speak with City Officials after the activity center tax failed last year?

Daniel Tachman – 1028 Broadmore Lane. Mr. Tachman thanked the City Council for everything they do and a few people have asked him to run for Mayor but there is no way he could do what the City Council does. Mr. Tachman stated he is in favor of the sales tax because there are three left turns coming out of the Liberty Commons that all lead to Kansas City, Missouri and that means all of those people live over there but shop in the City of Liberty. Mr. Tachman asks if we can tax those people, then let's do it.

XIII. MISCELLANEOUS MATTERS FROM CITY ADMINISTRATOR

XIV. MISCELLANEOUS MATTERS FROM MAYOR AND CITY COUNCIL

XV. ADJOURNMENT

The meeting adjourned at 7:45 p.m.

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Mayor

Attest:

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Deputy City Clerk