



City Council Meeting

Regular Session Minutes

November 24, 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 November 24, 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 Graham, who then led the pledge of allegiance.

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
Katherine Sharp, Planning and Development Director
Sherri McIntyre, Public Works Director
Sarah Ranes, Deputy City Clerk

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

IV. PROCLAMATIONS

V. APPROVE MINUTES AND SUMMARIES

A. Regular Session Minutes of September 22, 2025

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

B. Regular Session Minutes of October 13, 2025

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

C. Regular Session Minutes of October 27, 2025

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

VI. MEETING SCHEDULE

VII. CONSENT AGENDA

A. Resolution approving a Liberty Community Center alcoholic beverages service application for a small private event to be held on December 21, 2025

Ashley Reinert is hosting a small private event to be held at the Liberty Community Center on December 21, 2025, from 3:30 p.m. to 6 p.m. The applicant has completed an LCC Alcoholic Beverages Service Application, requesting authorization to serve alcohol at the event. This is a small event, so a catering permit is not required. In accordance with the statute, written notice was provided to the Liberty School District (only property owner within 100 feet of the proposed location) on November 13, 2025, notifying them of the application and the meeting date that Council will consider the application. The staff have confirmed School District receipt of the notice and there are no other district events in the Community Center that day.

Action: Council Member Phillips moved to approve the resolution. 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

Inscribed in Resolution No. 3508.

B. Temporary Event Liquor Licenses for Historic Downtown Liberty, Inc.

Historic Downtown Liberty, Inc. (HDLI) has applied for temporary liquor licenses to serve alcohol at the Let's Wine About Winter event on February 21, 2026, from 1 p.m.- 5 p.m.; the Let's Fla-Mingle event on June 4, 2026, from 1 p.m.- 5 p.m.; the Christmas in July Beer Crawl event on July 18, 2026, from 1 p.m. - 5 p.m. ; and, at the Witches' Brew event on October 1, 2026, from 5 p.m.- 9 p.m. The events will be held within the shops and around the square (Mississippi Street, Leonard Street, Mill Street, Missouri Street, Gallatin Street, Mill Street, Prairie Street and back to Mississippi Street). As the event location incorporates both indoor and outdoor areas, the organization contacted the owners/occupants of all properties within one hundred eighty-five (185) feet of the

event location, notifying them of the proposed events and the time and place of the Council meeting at which the applications will be considered. In addition, HDLI has submitted a map of the event location and will provide security personnel for these events.

1. Resolution approving a Temporary Event Liquor License for Historic Downtown Liberty, Inc. (HDLI) for the Let's Wine About Winter event on February 21, 2026

Action: Council Member Phillips moved to approve the resolution. 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
Inscribed in Resolution No. 3509.

2. Resolution approving a Temporary Event Liquor License for Historic Downtown Liberty, Inc. (HDLI) for the Let's Fla-Mingle event on June 4, 2026

Action: Council Member Phillips moved to approve the resolution. 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
Inscribed in Resolution No. 3510.

3. Resolution approving a Temporary Event Liquor License for Historic Downtown Liberty, Inc. (HDLI) for the Christmas in July Beer Crawl event on July 18, 2026

Action: Council Member Phillips moved to approve the resolution. 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
Inscribed in Resolution No. 3511.

4. Resolution approving a Temporary Event Liquor License for Historic Downtown Liberty, Inc. (HDLI) for the Witches' Brew event on October 1, 2026

Action: Council Member Phillips moved to approve the resolution. 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

Inscribed in Resolution No. 3512.

VIII. PUBLIC HEARINGS

- A. Ordinance amending the official zoning map of the City of Liberty, Missouri by rezoning 7.04 acres from R-1A, "Suburban Residential District" to PD, "Planned Development District" for a 49-unit townhome development at the southwest corner of N. Church Road and Camille Street (P&Z Case 25-58R&PDP)

This is an application to rezone 7.04+/- acres from R-1A, "Suburban Residential" to PD, "Planned Development" to allow for the construction of a townhome development — Liberty Hills Townhomes. The development will encompass 49 dwelling units spread across 11 townhome structures. Per Section 30-59.1 — "District PD, permitted uses," of the Unified Development Ordinance (UDO):

"The permitted use or uses of property located in the planned development shall be determined at the time the PD zoning district and preliminary development plan is approved, and development within that PD district shall be limited to those uses specifically requested as part of the application and approved by the planning and zoning commission and city council. Any addition of uses, change of plans, or increase in size or density shall require a separate application for amendment to the original approved development plan and shall follow the same process as any other development plan amendment."

In accordance with the UDO, and as outlined by the preliminary site plan provided by the applicant, this development, if approved, would be limited to a townhouse style of attached single-family dwellings at a density of approximately seven dwelling units per acre. Changes to the density of dwellings, the configuration of the development, or general use of the property would require separate approval from the Planning and Zoning Commission and the City Council.

Mayor Canuteson opened the Public Hearing and asked if anyone wished to speak either in favor or in opposition of the ordinance.

Theresa Sipe Curtis – NSPJ Architects, 9415 Nall Avenue, #50, Prairie Village, KS represented the ownership of this specific project. Ms. Sipe Curtis shared two exhibits with the City Council that include a complete view of the elevation of the townhomes and color renderings of the site plan. She stated this would be an eleven-building project with townhomes and the buildings consist of four and five units. They will be three bedrooms, two and half baths with a two-car garage. Ms. Sipe Curtis stated this project complies and supports the Comprehensive Plan. The Comprehensive Plan has this lot demarcated as mixed residential. Ms. Sipe Curtis stated they were to

provide the Planning staff with a traffic study in which they had done and the results came back that there is no significant impact therefore no signal warranting is necessary.

Andy Ashwal – Center 48 Capital, LLC – stated it’s great to be working again in Liberty as he has developed a few rental companies here in the past. Mr. Ashwal stated they are working on what’s affordable for the community and to make sure it’s less than what an individual could go and buy a home for. Mr. Ashwal stated this project is in line with neighboring communities and it will be owned by one owner.

Seeing no one else wishing to speak, the Mayor closed the Public Hearing

Document No. 10040 was read.

Action: The Ordinance will be considered on second reading at the December 8, 2025 Council meeting.

IX. ORDINANCES, CONTRACTS AND RESOLUTIONS

- A. Ordinance acknowledging vendor payments for the period of October 31, 2025 to November 14, 2025

Document No. 10041 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. 12204.

- B. Ordinance approving a Memorandum of Understanding with Clay County Senior Services to provide grant funding for reimbursement of senior memberships to the Liberty Community Center in an amount not to exceed \$60,000.00

Beginning in 2008, the Parks and Recreation Department began receiving \$8,000.00 in grant funding for Liberty Community Center physical activity classes. The City continued to apply for and receive \$8,000.00 grants annually through 2013. Amounts provided in subsequent years were increased to the following:

- In 2014, the grant funding was raised to \$31,600.00 and facility memberships were added to encourage more physical activity in senior adults.
- In 2015, the allocation to the Liberty Community Center was increased to \$36,000.00.
- In 2016, the allocation was increased to \$48,000.00.
- 2017, \$96,000.00 was requested with \$60,000.00 approved. At that time,

information from the Clay County Senior Services board indicated funding in the future was anticipated to remain at \$60,000.00.

- 2018, \$60,000.00 requested; \$60,000.00 granted.
- 2019, \$60,000.00 requested; \$54,000.00 granted.
- 2020, \$60,000.00 requested; \$48,600.00 granted.
- 2021, \$60,000.00 requested; \$57,600.00 granted.
- 2022, \$60,000.00 requested; \$60,000.00 granted.
- 2023, \$60,000.00 requested; \$60,000.00 granted.
- 2024, \$60,000.00 requested; \$60,000.00 granted.
- 2025, \$60,000.00 requested; \$60,000.00 granted.
- 2026, \$60,000.00 requested; \$60,000.00 granted.

The proposed 2026 senior rates are as follows:

- Annual membership (paid in full) - \$385.00
- Monthly membership (bank draft) - \$35.75/a month

With the CCSS grant applied, the senior rates would be as follows:

- Annual membership (paid in full) - \$265.00
- Monthly membership (bank draft) - \$25.75/a month

All group exercise classes will continue to be included with memberships. This change is pending approval of the 2026 operations budget.

Document No. 10042 was read.

Action: Council Member Hagan 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 Watt moved to approve the ordinance. Council Member Gentrup 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. 12205.

- C. Ordinance approving a contract for services with Myrick Mechanical for the purchase and installation of a pool boiler for the indoor pool at the Liberty Community Center in an amount not to exceed \$55,935.50

Myrick Mechanical is the on-call contractor for the Liberty Community Center. The original contract was approved by Ordinance No. 11858 on November 13, 2023, with annual renewal options through 2026.

During the week of November 3, the pool boiler that heats the water in the main competition pool at the Liberty Community Center failed to operate properly. Myrick Mechanical was contacted to address the loss of heating capacity, and it was determined that the unit had failed. Temporary repairs could be made, but at a significant cost and on a timeframe exceeding 5 weeks to receive parts. Due to the extensive use of the pool by LCC members for fitness, recreational and instructional classes, also including the swim teams for both Liberty high schools for practices and swim meets, an immediate solution was needed. Myrick provided a price to provide and install a locally available boiler and did the installation.

The emergency services and material costs associated with the replacement were \$55,935.50.

Document No. 10043 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 Watt 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. 12206.

- D. Ordinance approving a contract with JEO Consulting Group for the Liberty Stream Bank Stabilization Project (25-016) in an amount not to exceed \$280,283.00

The City of Liberty formally adopted an updated Stormwater Master Plan on January 27, 2025. The Master Plan included rapid assessments of ten streams with the goal of identifying streams that are unstable with an emphasis on proximity to City assets and/or private infrastructure.

This project considers three distinct locations within two of the assessed streams and will result in the design and preparation of three construction-ready plan sets for necessary Stream Bank Stabilizations. Two of the projects are located within the Rush Creek and one project location is located within the Little Shoal Creek watershed. More specifically, the project locations as defined below:

- Location 1 – Rush Creek Tributary — Bordered by Glenn Hendren Dr., Reese St. and Yancey St.
- Location 2 – Rush Creek Tributary — Bordered by Glenn Hendren Dr., Wyckwood Dr. and Jackson Dr.
- Location 3 – Little Shoal Creek Tributary — Adjacent and North-East of Winding Woods Dr. and Oak Crest Dr.

A request for Design Consultant Qualifications was publicly advertised between July 25, 2025 and August 22, 2025 with six design teams submitting as follows:

1. Black and Veatch
2. GBA
3. HDR
4. JEO Consulting Group
5. Renaissance Infrastructure Consulting
6. VSM a QK Company

After review of submittals, staff shortlisted three teams for follow-up interviews:

1. HDR
2. GBA
3. JEO Consulting Group

Staff have negotiated a contract with JEO which encompasses the design of all three locations. The contract will be broken into three phases. Phase I shall include concept level design and selection of improvements, Phase II shall include full design of selected improvements and Phase III shall include construction-related services provided by JEO. While JEO is being awarded the entirety of the contract, including Phase I through III, this action only obligates funding for Phase I. Funding for Phase II and III will be requested through future council actions as the costs for those services is determined.

This council action would authorize a contract with JEO Consulting Group for Phase I through III of the Liberty Stream Bank Stabilization Project (25-016) and allocate funding for Phase I in an amount not to exceed \$280,283.00.

Document No. 10044 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 Gentrup moved to approve the ordinance. Council Member Watt 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. 12207.

- E. Ordinance authorizing the issuance of not to exceed \$25,000,000 principal amount of Special Obligation Bonds Series 2025 of the City of Liberty, Missouri and authorizing certain other documents and actions by the City

As indicated in the summary section, the City will be issuing special obligation bonds for the funding for the renovation and expansion of the Police Department Facility.

Liberty City Hall was built in 1981 and included 10,985 square-feet for the Liberty Police Department. Last year, a citizen committee, with representatives from each ward and an at-large member, worked with the Liberty Police and Public Works Departments, architecture firm Hoefler Welker, and an independent moderator to conduct an extensive evaluation of the building's current infrastructure.

The committee toured the current facility, spoke with Liberty residents, Liberty Police Officers, and City staff to identify what space the Police Department would need to best serve the community now and into the future. Priorities for both the committee and Police staff include:

- Modern facilities our Police Officers need to fight crime and serve our community.
- Improved security for the public and staff.
- A dedicated, flexible conference space that can be used for training, departmentwide meetings, and public events.
- Secure space for evidence collection and storage.
- Safe and confidential spaces for victims reporting crimes.

The intent and project planning are to pay debt service from the voter-approved one-cent general sales tax revenues. The bonds will be offered through a public sale.

Document No. 10045 was read.

Action: Council Member Hagan 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 Watt moved to approve the ordinance. Council Member Travis 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. 12208.

X. OTHER BUSINESS

XI. CITIZENS' PARTICIPATION

Daniel Tajchman – Liberty, MO. Mr. Tajchman thanked those responsible for the new Ruth Moore Basketball Court. Mr. Tajchman concluded by asking on behalf of a friend that the bump outs on Kansas Street be more visible as they are really hard to see in the rain and at night. Mr. Tajchman requested more reflectors be placed on them to be more visible.

XII. MISCELLANEOUS MATTERS FROM CITY ADMINISTRATOR

XIII. MISCELLANEOUS MATTERS FROM MAYOR AND CITY COUNCIL

XIV. ADJOURNMENT

The meeting adjourned at 8:11 p.m.

Greg Canuteson, Mayor

Attest:

Deputy City Clerk