



## City Council Meeting

Regular Session Minutes  
November 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 November 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 Hagan, who then led the pledge of allegiance.

### III. ROLL CALL

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

Council Members Absent: Kelley Wrenn Pozel, Ward II

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  
Brandon Smith, Economic & Business Dev. Director  
Katherine Sharp, Planning and Development Director  
Wade Thomas, Technology and Logistics Director  
Sherri McIntyre, Public Works Director  
Sarah Ranes, Deputy City Clerk

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

### IV. PROCLAMATIONS

### V. APPROVE MINUTES AND SUMMARIES

VI. PRESENTATION

A. 2025 Civic Leadership Award Recipient - David Sallee

Mayor Canuteson read the Resolution and presented it to David Sallee.

VII. MEETING SCHEDULE

VIII. CONSENT AGENDA

IX. PUBLIC HEARINGS

A. Resolution of the City Council of the City of Liberty, Clay County, Missouri adopting the Transportation Master Plan for the City (P&Z Case 25-52A) **(postponed from October 27, 2025)**

Over the past two decades the City of Liberty has experienced rapid industrial, commercial and residential growth. This increased growth has placed significant stress on Liberty's existing transportation network, a stress which is projected to increase.

In order to better allocate resources and guide the growth and development of the City's transportation network, the City Council in August of 2023, passed Ordinance No. 11802 approving an agreement with HDR Engineering Inc., for the development of a Transportation Master Plan.

The plan in its final form provides the City a comprehensive and interconnected understanding of its Transportation System in both its current and forecasted future state, an understanding which the City can use to strategically move the City forward.

Mayor Canuteson opened the Public Hearing and asked if anyone wished to speak either in favor or in opposition of the resolution. Seeing no one wishing to speak, the Mayor closed the Public Hearing.

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

Vote: Motion passed 7-0-0

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

No: None

Abstain: None

Inscribed in Resolution No. 3502.

B. Resolution of the City Council of the City of Liberty, Clay County, Missouri adopting the South Liberty Parkway Roundabout Study for the City (P&Z Case 25-54A) **(postponed from October 27, 2025)**

South Liberty Parkway is a high volume, critical southern east-west route within the City of Liberty. Previous plans for SLP had identified signalized intersections along its

length. However, in the last few years the City Council and citizens have expressed the desire to have roundabouts placed along SLP instead of these signalized intersections. This desire was adopted and memorialized by the Planning Commission and City Council within the City's Comprehensive Plan adopted in 2023.

In order to move the City towards this goal, the City Council in October of 2024 passed Ordinance No. 11983 approving an agreement with GBA, Inc. for the development of a study to identify the overall feasibility of roundabouts along SLP, potential locations and define growth/development triggers for the placement of up to five roundabouts.

The plan in its final form provides the City conceptual roundabout locations, sections, planning level estimates and triggers for the placement of roundabouts along South Liberty Parkway.

Mayor Canuteson opened the Public Hearing and asked if anyone wished to speak either in favor or in opposition of the resolution. Seeing no one wishing to speak, the Mayor closed the Public Hearing.

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

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

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

**No:** None

**Abstain:** None

Inscribed in Resolution No. 3503.

C. Ordinance amending Chapter 30, "Unified Development Ordinance", of the Code of the City of Liberty, Clay County, Missouri regarding the Transportation Master Plan references (P&Z Case 25-53A) **(postponed from October 27, 2025)**

The Unified Development Ordinance (UDO) was approved in April 2005. Periodically, the City reviews potential changes that may be warranted due to changing technologies, trends, community preference, grammatical errors in the code, or planning commission direction. A change to the UDO requires public hearings at Planning Commission and City Council and appropriate legal notice in the paper. The legal notice was posted in the Courier-Tribune on September 24, 2025. This item was postponed by the City Council on October 27, 2025.

Over the past several years, the City of Liberty has invested in the development of infrastructure related plans. These plans ensure conformity with the Comprehensive Plan and provide much needed updates on the status of the City's infrastructure. These plans include:

- Storm Water Master Plan as adopted through Resolution No. 3441.
- Comprehensive Safety Action Plan as adopted through Resolution No. 11802.
- Transportation Master Plan completed and being presented for formal adoption.

- South Liberty Parkway Roundabout Study Plan completed and being presented for formal adoption.
- Leonard/Lightburne Reconstruction Study in process and to be presented for formal adoption at completion.
- Glenn Hendren Corridor Reconstruction Study in process and to be presented for formal adoption at completion.

Where plans recommend changes to the City of Liberty Code, amendments to the code must be made. The Transportation Master Plan which is in the process of being formally adopted, requires several code changes to:

- Update the outdated street cross sections to meet the new requirements recommended with the Transportation Master Plan.
- Require all planning applications to utilize the new Traffic Impact Study Guidelines for Traffic Improvement Studies.
- Revise the classification of arterial and collector streets to be defined on functionality and usage within the City of Liberty transportation network instead of volume through the adoption of a City Major Street Map.

In addition to the code changes required for the Transportation Master Plan, a more general code change requiring development conform to formally adopted Plans is necessary to ensure that the improvements and triggers outlined in the adopted or soon to be adopted plans are enforceable for future development.

Mayor Canuteson opened the Public Hearing and asked if anyone wished to speak either in favor or in opposition of the ordinance. Seeing no one wishing to speak, the Mayor closed the Public Hearing.

Document No. 10035 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 Watt moved to approve the ordinance. Council Member Hagan seconded the motion.

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

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

**No:** None

**Abstain:** None

Approved by the Chair and inscribed in Ordinance No. 12199.

## X. ORDINANCES, CONTRACTS AND RESOLUTIONS

- A. Ordinance acknowledging vendor payments for the period of October 17, 2025 to October 31, 2025

Document No. 10036 was read.

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

Roll Call

Vote: Motion passed 7-0-0

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

No: None

Abstain: None

Approved by the Chair and inscribed in Ordinance No. 12200.

- B. Ordinance amending Ordinance No. 12177 approving an amendment to the agreement with Hoefer Welker, LLC for the design of the Public Plaza associated with the City Hall Police Expansion Project (#PW-24-020) by increasing the current agreement amount by \$24,000.00 from an amount of \$1,718,382.00 to \$1,742,382.00

City Council previously approved an agreement with Hoefer Welker for an architectural study and design project for the Liberty City Hall Police Expansion. As part of the ongoing design efforts, the architect conducted design charrettes with the Mayor, staff and their landscape architects to revise concepts for a welcoming, public plaza between Kansas Street and the public entrance to the Police Department that is more reflective of downtown Liberty's character.

The resulting concept design for the Public Plaza includes a landscaped "pocket park" atmosphere with a large open green space suitable for public gatherings. Vehicle protection at the main entrance is achieved through the integration of steps, planters, benches, and grade changes. Clear pedestrian connections are maintained from both the parking lot and Kansas Street to ensure intuitive access to the building's main entrance.

This additional design work was completed by Hoefer Welker through a change order in the amount of \$24,000.00, increasing the total contract amount from \$1,718,382.00 to \$1,742,382.00. The cost of design and construction of the public plaza will utilize Economic Development Tax funds to supplement the project budget to cover the cost of the Public Plaza.

Document No. 10037 was read.

**Action:** Council Member Hagan 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 7-0-0

Yes: Council Members Phillips, Ponder, Travis, Graham, Watt, Gentrup and Hagan  
No: None  
Abstain: None  
Approved by the Chair and inscribed in Ordinance No. 12201.

- C. Ordinance amending Ordinance No. 12130 approving a final change order with McConnell and Associates Corp. for the sidewalk improvements for Mississippi Street from Fairview Avenue to Maple Street City Project No. 21-025 by decreasing the contract amount by \$1,194.30 from an amount of \$121,315.50 to \$120,121.20

The City of Liberty sidewalk improvements for Mississippi St. from Fairview Ave. to Maple Street City Project No. 21-025 was awarded to McConnell and Associates Corp. for the amount of \$121,315.50 on July 14, 2025 by Ordinance No. 12130.

This action decreases the contract amount by \$1,194.30 from an amount of \$121,315.50 to \$120,121.20. This amendment is required to reconcile all line items from estimated quantities to final installed quantities.

Document No. 10038 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 Phillips moved to approve the ordinance. Council Member Hagan seconded the motion.

Vote: Motion passed 7-0-0

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

No: None

Abstain: None

Approved by the Chair and inscribed in Ordinance No. 12202.

- D. Ordinance amending Chapter 18, "Licenses" of the Code of the City of Liberty, Clay County, Missouri

The proposed amendment is needed to mirror State Statute (144.250.1 RSMo) language that pertains to applying late fees to delinquent or unpaid Business License fees.

Current:

Any license fee which is not paid within thirty (30) days of the due date shall be increased by ten (10) percent of the basic license fee. If such fee is not paid within sixty (60) days of the due date, an additional increase of three (3) percent shall be added for each month in which such license fee is not paid, and any

fraction of a month shall be counted as a whole month. The penalty provided for in this section shall be in addition to any other penalty prescribed by ordinance.

Amended:

Any license fee which is not paid within thirty (30) days of the due date shall be increased by five (5) percent of the basic license fee. If such fee is not paid within sixty (60) days of the due date, an additional increase of five (5) percent shall be added for each month in which such license fee is not paid to a maximum total of twenty-five percent, and any fraction of a month shall be counted as a whole month. The penalty provided for in this section shall be in addition to any other penalty prescribed by ordinance.

Document No. 10039 was read.

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

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

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

**No:** None

**Abstain:** None

Approved by the Chair and inscribed in Ordinance No. 12203.

E. Resolution authorizing the acceptance of a financial grant awarded by Firehouse Subs Public Safety Foundation for the purchase of a 2025 Polaris Ranger XP 1000 NorthStar Edition

On July 10, 2025, the Police Department applied for a grant through the Firehouse Subs Public Safety Foundation for the purchase of a new 2025 Polaris Ranger XP1000 NorthStar Edition, valued at \$31,894.17.

On October 1, 2025, the Police Department was notified by the Firehouse Subs Public Safety Foundation Board of Directors that the Liberty Police Department was awarded the grant in the amount of \$31,894.17 to purchase a Polaris Ranger XP1000 NorthStar Edition from Polaris Sales Inc.

The Police Department strives to equip officers with the tools they need. With the acceptance of a Polaris Ranger, this would be used in a variety of ways to benefit the City of Liberty and the surrounding communities. The City of Liberty has more than 500 acres of parks and 16 miles of trails. The City also has large areas of undeveloped and agricultural land. This utility vehicle would be used for search and rescue situations where a regular patrol vehicle would not be feasible. Other uses for this utility vehicle would include community functions, such as parades, festivals and marathons where large groups are gathered, and traditional vehicles would not be able to access.

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

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

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

**No:** None

**Abstain:** None

Inscribed in Resolution No. 3504.

F. Resolution accepting the design and installation of pedestrian lighting on Main Street north of Mississippi Street by Black & McDonald, Inc.

Installation of decorative pedestrian street lighting on Main Street north of Mississippi Street to the Garrison School was one of the many recommendations for public improvements by the Garrison Task Force. The decorative pedestrian lighting will supplement existing street lighting, providing more light on the sidewalks to improve the corridor. These LED lights are high efficiency and shine light directly on the walk surface for increased visibility while limiting light spillage and light pollution in the residential neighborhood. The addition of lighting will increase safety and security while spreading the historic aesthetic throughout the neighborhood.

Black & McDonald is the electrical contractor that was selected to design and construct the pedestrian lighting. City Council approved a contract on February 10, 2025, with Black & McDonald in the amount of \$300,000.00 for the design and construction of the lighting. The project installed thirteen (13) decorative pedestrian lights along the west side of Main Street from Mississippi Street north to the Garrison School. The decorative streetlight poles are equipped with banner arms to accommodate banners that are currently under design and production and will be installed once delivered.

Approving a resolution to accept the project will provide authorization to release the final payment of the remaining balance of the \$300,000.00 contract amount.

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

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

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

**No:** None

**Abstain:** None

Inscribed in Resolution No. 3505.

G. Resolution accepting the sidewalk improvements for Mississippi Street from Fairview Avenue to Maple Street City Project No. 21-025 with McConnell and Associates Corp.

The City of Liberty sidewalk improvements for Mississippi Street from Fairview Avenue to Maple Street City Project No. 21-025 was awarded to McConnell and Associates Corp. for the amount of \$121,315.50 on July 14, 2025 by Ordinance No. 12130.

All contract work has been completed by McConnell and Associates Corp. in accordance with City standards, specifications and contract requirements. This action accepts the sidewalk improvements for Mississippi Street from Fairview Avenue to Maple Street, thus allowing release of retainage which has been held per the project contract. Staff recommends acceptance of a Resolution accepting the Mississippi Street from Fairview Avenue to Maple Street by McConnell and Associates Corp. thereby authorizing final payment and the release of retainage.

**Action:** Council Member Hagan moved to approve the resolution. 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

Inscribed in Resolution No. 3506.

XI. OTHER BUSINESS

XII. CITIZENS' PARTICIPATION

Daniel Tajchman – Liberty, MO. Mr. Tajchman said it's the change of the seasons and with the Water Street Loft construction and the Police Station expansion, parking and things are going to be crazy but the change is worth it and it's going to be fun. Mr. Tajchman thanked staff for the sidewalks and new lightning. With changes like these, it makes our City better.

David Sallee – Kansas City, MO. Mr. Sallee stated how much he appreciated the recognition tonight for the 2025 Civic Leadership Award and how he is honored to be among this group of folks, the heroes in the history of Liberty. Mr. Sallee stated he is humbled to be among the group of individuals who work so hard to make Liberty the greatest city in America and planet earth.

XIII. MISCELLANEOUS MATTERS FROM CITY ADMINISTRATOR

XIV. MISCELLANEOUS MATTERS FROM MAYOR AND CITY COUNCIL

XV. ADJOURNMENT

The meeting adjourned at 7:18 p.m.

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Greg Canuteson, Mayor

Attest:

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Deputy City Clerk