



## City Council Meeting

Regular Session Minutes  
September 22, 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 September 22, 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 Jeff Watt, 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  
Vicki McClure, Finance Director  
Andy Noll, Utilities Director  
Amy Blake, Human Resources Director  
BJ Staab, Parks and Recreation Director  
Jimmy Gibbs, Parks and Recreation Assistant Director  
Laura Severenuk, Parks and Recreation Operations Coordinator  
Jim Martin, Police Chief  
Chris Young, Fire Chief  
Samantha Lehman, Animal Control Operations Manager  
Brandon Smith, Economic & Business Dev. Manager  
Katherine Sharp, Planning and Development Director  
Sherri McIntyre, Public Works Director  
Sarah Ranes, Deputy City Clerk

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

### IV. PROCLAMATIONS

### V. APPROVE MINUTES AND SUMMARIES

A. Regular Session Minutes of July 14, 2025

Council Member Hagan moved to approve the minutes as distributed. Council Member Pozel seconded the motion, which carried 5-0-2. Council Member Ponder and Council Member Travis abstained due to absence.

B. Regular Session Minutes of July 28, 2025

Council Member Watt moved to approve the minutes as distributed. Council Member Travis seconded the motion, which carried 4-0-3. Council Member Ponder, Council Member Graham and Council Member Hagan abstained due to absence.

C. Regular Session Minutes of August 11, 2025

Council Member Phillips moved to approve the minutes as distributed. Council Member Hagan seconded the motion, which carried 6-0-1. Council Member Ponder abstained due to absence.

VI. MEETING SCHEDULE

VII. CONSENT AGENDA

A. Motion to approve the purchase of five stair chairs from Stryker in an amount not to exceed \$28,125.60

The Fire Department currently has four Stryker stair chairs (one is no longer able to be serviced and is not repairable) that were purchased in the early 2000s. This purchase will replace the four current stair chairs and purchase one to put in service when the Department takes possession of the fifth ambulance. The EMS committee reviewed both stair chair options used by EMS services (Stryker and Ferno) and overwhelmingly decided on the Stryker stair chairs. This follows the Department's use of Stryker for our cots, loading systems and stair chairs. Staff feel that purchasing the additional stair chair at this time will be beneficial due to consumer price increases in the future. The 3 serviceable chairs will be moved to the pumpers and aerial to move patients that do not require transport.

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

B. Motion to approve the purchase of Curaplex One Scope Video Laryngoscopes from Bound Tree in an amount not to exceed \$8,066.12

This purchase will replace the Department's current King Vision video laryngoscopes that have been utilized for the last 12 years and are no longer available with the Curaplex One Scope. This is an updated video laryngoscope with the latest technology. The Fire Department currently has four King Vision laryngoscopes and will replace them with four Curaplex One Vision video laryngoscopes.

The video laryngoscope aids a paramedic when intubating a critically ill or injured patient. Using this scope helps create a Gold Standard in patient care, allowing the paramedic to view the vocal cords when passing a “breathing tube” into the lungs of the patient. For the past 12 years, the Fire Department has used the King Vision video laryngoscope. The manufacturer is now discontinuing manufacturing the disposable parts of the laryngoscope.

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

- C. Motion to approve the purchase of a Takeuchi TL12 compact track loader for the Utilities Department from Kirby Smith Machinery, Inc. in an amount not to exceed \$99,800.00

The Utilities Operations Division requires a reliable skid loader for material handling, excavation, and maintenance at multiple locations. The current machine has reached the end of its service life, leading to increased downtime and repair costs. A new machine will improve operational efficiency, safety, and reliability. The new machine matches the existing skid loaders in our fleet, allowing for operator familiarity, interchangeable attachments, and simplified maintenance. The 5-year/5,000-hour extended warranty will provide comprehensive coverage well beyond the standard warranty period, protecting the City from unexpected repair costs during the loader’s highest-usage years. Given the heavy workload anticipated for this machine and the cost of major component repairs, the warranty offers significant long-term savings, reduces operational risk, and ensures consistent equipment availability for critical projects.

Takeuchi TL12 compact track loaders are among the best skid loaders available, known for their durability, performance, and operator comfort. Kirby Smith Machinery, Inc. is a trusted dealer with a proven track record of providing quality equipment and service. As a participating vendor in the BuyBoard purchasing cooperative, Kirby Smith Machinery, Inc. offers competitive pricing and streamlined procurement in compliance with purchasing requirements.

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

- D. Boards and Commissions Reappointment
  - 1. Liberty Housing Authority
    - a. Reappoint Yvette Madden as the resident representative to a term expiring 7/1/2029.

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

VIII. PUBLIC HEARINGS

- A. Ordinance accepting and approving a final plat for Prairie Estate in the City of Liberty, Clay County, Missouri with a public hearing for associated variances (P&Z Case 25-48FP)

This project was approved for a Special Use Permit to build three multifamily buildings totaling six units in 2024. The applicant has decided to change directions and is now planning to build four single family dwellings and is requesting this plat for four single family lots.

The applicant is requesting variances to the Unified Development Ordinance, Section 30-50.2, "District RNC, height and area regulations" for lot size and required lot depth. The variance being requested for the two lots on N. Prairie St. is for lot depth: they are proposed to be 84' deep which is six feet less than the required 90 feet, and Lot 2 on N. Grover St. is proposed at 4,706 sq. ft. which is 294 sq. ft. less than the required 5,000 sq. ft.

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

Braden Stervinou – Kansas City, MO introduced himself to the City Council as the builder for this proposal. Mr. Stervinou informed the City Council that the design of the single-family homes would be bungalow or cottagelike so as to better mesh with the aesthetic of the neighborhood. Mr. Stervinou noted that they have worked in Liberty's historic neighborhoods previously, and that the home just south of this site on Grover Street is one of their previous projects.

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

Document No. 10005 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 Gentrup moved to approve the ordinance with variances. 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

Approved by the Chair and inscribed in Ordinance No. 12169.

B. Ordinance amending Chapter 30, "Unified Development Ordinance", of the Code of the City of Liberty, Clay County, Missouri (P&Z Case 25-49A)

Accessory Dwelling Units (ADUs) — also sometimes referred to as in-law suites, granny flats, or carriage houses — are small residences that are secondary and subordinate in nature to a larger, primary detached single-family dwelling located on the same lot. Per Section 30-81.2, "Accessory structures, residential districts," ADUs (referred to in the UDO as "accessory apartments") are currently permitted on property zoned A, R-1A, RNC, RN, and MU, so long as the ADU meets the requirements set forth in Sec. 30-81.2 (6).

The proposed amendment to the UDO would expand upon the permissibility of ADUs within the City of Liberty by allowing such accessory structures on residential lots equal to or greater than three acres in area which contain a detached single-family dwelling. All other requirements and limitations applicable to ADUs would remain as they exist today.

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. 10006 was read.

**Action:** Council Member Phillips 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. 12170.

IX. ORDINANCES, CONTRACTS AND RESOLUTIONS

A. Ordinance acknowledging vendor payments for the period of August 29, 2025 to September 12, 2025

Document No. 10007 was read.

**Action:** Council Member Hagan moved to approve the vendor payments. Council Member Travis 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. 12171.

**B. Ordinance amending Ordinance No. 12161 establishing the 2025 Ad Valorem Tax Levies for City Operations for the 2026 budget year**

The City of Liberty property tax is a vital component of the City's budget that helps to support police, fire /emergency medical services, street maintenance, building and project inspections, planning, senior citizen programs, park maintenance, recreation programs and more. Of the City's property tax levy, 85% supports general operations and 15% supports Parks & Rec. When compared to sales taxes, property taxes typically provide a more consistent and stable funding source for budget planning, especially for ongoing operational costs.

Each year, the City Council has options when setting the Ad Valorem Levy Rate. According to the State of Missouri's Hancock Amendment, the City of Liberty is required to follow an established formula when calculating its maximum levy. Beyond small inflationary adjustments allowed by the formula, increases in revenue from the property tax is a result of new construction and/or increases in personal property in Liberty. Because property taxes provide a more stable and consistent funding source for ongoing City operations, staff typically recommends setting the annual levy rate based on the maximum allowed by the Hancock Amendment. The Hancock Maximum is the highest levy rate you can set in any given year based on the current year's assessed valuation and the prior year levy rate. For the City of Liberty, this option allows revenue growth within the general fund and parks fund based on the Hancock Amendment.

Looking to the future, beyond current funding needs, property taxes will be vital as continued residential and commercial growth increases the demand for City services across all departments.

Levy Calculations (updated):

The County has provided the City with final September 2025 assessments for all categories of property exclusive of state-assessed railroad and utilities. State assessed railroad and utility values are obtained from the State of Missouri.

Based on the average individual real estate property assessment value of \$325,000 for 2025. Individual property assessments will vary from average, some higher and some lower.

Document No. 10008 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 Phillips 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. 12172.

- C. Ordinance approving an agreement for service with HACH for the calibration of probes and controllers at the Wastewater Treatment Plant in an amount not to exceed \$27,000.00

The Wastewater Treatment plant operates on probes, which provide necessary data on the operation of the plant and include the following:

- Control motor speed: motor speed controls oxygen. Oxygen is controlled throughout our process. Too much or too little oxygen causes operational issues.
- Gates opening and closing: Controls level and gate positioning.
- pH: pH values are needed throughout the plant for process control.
- Solids control: Controls retention time of particles, the amount of time spent in the treatment process to have proper nutrient removal and process control.

Wastewater Treatment Plant staff rely on these probes to achieve good automated process control, which is achieved by having them calibrated. The wastewater treatment plant operates 24-hours-a-day based on input from the sensors. If any of these probes do not give the control system accurate information, the following could occur:

- Excesses: exceed our permitted values in our permit.
- Waste electricity: motors running at higher rpm, which increases costs.
- Shortened life of equipment: Due to running at unnecessary high speeds.

Staff perform tests every day for the purpose of process control and nutrient removal. These tests are performed using meters to record the value. If these meters are not giving staff accurate data, staff could falsely believe they are meeting operational and permit goals, make bad process control decisions which would result in excesses, pollute the environment and potentially face MoDNR enforcement actions resulting in fines from the Missouri Department of Natural Resources and the Environmental Protection Agency.

This is a specialty service and staff were not able to identify any other companies that offer these services.

Document No. 10009 was read.

**Action:** Council Member Phillips 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 Graham 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. 12173.

- D. Ordinance approving an agreement with First Due Holdings, Inc., for a cloud-based platform for EPCR, NFIRS/NERIS, planning and prevention, inventory and training for the Fire Department in an amount not to exceed \$24,786.20

First Due is an "all-in-one" cloud-based platform that has been designed to consolidate NFIRS/NERIS, ePCR, fire prevention, pre-incident planning, scheduling & personnel management, asset & inventory, hydrants, training, community engagement, mobile response, into a single application/platform with a single log in on any device. This software will also allow pre-planned information to be shared with our mutual aid partners.

This contract will begin once signed on September 22, 2025, and will be prorated through December 31, 2025. It will then be renewed each year. The expected "Go Live" date will be January 1, 2026.

Over the course of the next three months, the implementation workflow will be as follows:

1. Discovery and Planning
2. Configuration
3. Optimization
4. Data Migration
5. Training
6. Go-Live
7. Training

The implementation of First Due will provide the department with solutions to replace its scheduling, training, EMS and Fire reporting, fire prevention, pre-planning, inventory, and narcotics tracking as well as much-needed fire investigation software all under one platform. We currently utilize five different software platforms. The Fire Department will end its contracts with current vendors, which will be relatively cost neutral.

Document No. 10010 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 Watt moved to approve the ordinance. 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

Approved by the Chair and inscribed in Ordinance No. 12174.

- E. Ordinance approving an agreement with Farnsworth Group, Inc. for storm shelter peer review services for the City Hall Police expansion project in an amount not to exceed \$16,000.00

City Council previously approved an agreement with Hoefler Welker for architectural design services related to the Liberty City Hall Police Expansion project. As part of the design, the plans for the Police Department addition to the City Hall building must include a storm shelter space. Building code requirements for storm shelters mandate an ICC 500 Independent Peer Review to ensure compliance and verify the design meets all applicable safety standards. This ANSI-approved standard provides minimum design and construction requirements for storm shelters that provide a safe refuge from storms producing high winds, hurricanes, and tornadoes. It contains design requirements for the main wind-resisting structural system and components and cladding of these shelters, and provides basic occupant life safety and health requirements for these shelters including means of egress, lighting, sanitation, ventilation, fire safety and floor space.

To fulfill this requirement, City staff solicited proposals from three qualified firms and evaluated their capabilities: KH Engineering Group, RTE Technologies, and Farnsworth Group. Two of the firms, KH Engineering and RTE Technologies, opted not to submit proposals. Following review, Farnsworth Group was selected to provide the Independent Peer Review services. The proposed agreement with Farnsworth Group is in an amount not to exceed \$16,000. Approval of this ordinance will authorize the agreement and allow the project design to move forward in compliance with building code standards.

Document No. 10011 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 7-0-0

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

**No:** None

**Abstain:** None

Approved by the Chair and inscribed in Ordinance No. 12175.

- F. Ordinance approving an agreement with Smith & Boucher, Inc. for commissioning services for the City Hall Police expansion project in an amount not to exceed \$52,000.00

City Council previously approved an agreement with Hoefler Welker to provide architectural design services for the Liberty City Hall Police expansion project. As part of this project, significant new HVAC, plumbing, and electrical systems, along with advanced controls, will be designed. To ensure these systems are properly designed, installed, and functioning as intended, commissioning services are required. Commissioning involves independent, third-party review and implementation testing of the proposed systems and associated controls.

City staff solicited proposals from three qualified firms (Smith & Boucher, McCown Gordon, and Henderson) to provide commissioning services and, following evaluation, selected Smith & Boucher as the most qualified provider. The proposed agreement with Smith & Boucher provides for commissioning services for the City Hall Police expansion project in an amount not to exceed \$52,000.00. Approval of this ordinance will authorize execution of the agreement.

Document No. 10012 was read.

**Action:** Council Member Phillips 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 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. 12176.

- G. Ordinance amending Ordinance No. 11976 approving an agreement with Hoefler Welker, LLC to authorize tenant improvement drawings for the police temporary space related to the City Hall Police expansion project (#PW-24-020)

The City Council previously approved a two-phase agreement with Hoefel Welker for architectural study and design services associated with the Liberty City Hall Police Expansion Project. City Council approved Ordinance No. 11976, Phase 1 (preliminary study and design) of the City Hall Police and MEP Study with Hoefel Welker in the amount of \$215,900.00 on September 23, 2024. City Council approved Ordinance No. 12097, Phase 2 (final design) of the City Hall Police Expansion Design with Hoefel Welker in the amount of \$1,485,232.00 increasing the agreement amount to \$1,701,132.00 on April 28, 2025.

As part of the expansion, the Liberty Police Department will require temporary relocation to maintain operations during construction. To accommodate this need, the City has rented temporary office space at 1908 Plumbers Way #400, Liberty, Missouri. Tenant finish work will be required to construct interior improvements in order for the Police to effectively utilize the space.

Architectural drawings are required to satisfy City building permit requirements to ensure the improvements meet building code and fire code life safety standards.

Hoefel Welker will perform this additional design work under a change order in the amount of \$17,250.00, which increases the total agreement value from \$1,701,132.00 to \$1,718,382.00.

Document No. 10013 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 Watt moved to approve the ordinance. 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

Approved by the Chair and inscribed in Ordinance No. 12177.

- H. Ordinance approving an agreement with CivicPlus, LLC for the purchase and implementation of recreation management software and related hardware in an amount not to exceed \$56,586.89

CivicPlus Recreation Management is an all-in-one platform designed for local parks and recreation departments. It aims to streamline operations by automating tasks and providing residents with a seamless online experience for registrations, facility rentals, and payments.

Parks and Rec staff recommend the purchase and installation of the CivicPlus Recreation Management solution. This upgrade will replace the current system and take advantage of our existing relationship with CivicPlus, whose CivicPlus Municipal

Websites, MuniCode Codification and Agenda and Meeting Management solutions are already in use by city staff.

The new CivicPlus Recreation Management system will offer a wide array of benefits for both staff and the public. These include:

- Intuitive Activity Registration: An easy-to-navigate online catalog will make it more efficient to schedule, organize, and communicate about programs.
- Advanced Facility Management: Staff can generate complex permits and reports, manage both in-house and online reservations, and schedule leagues and meetings without the risk of double-booking.
- Scalable Point-of-Sale (POS): The new system will unify the sales process, allowing for the quick sale of merchandise, program enrollment, and facility reservations within one shopping cart.
- Comprehensive Membership Capabilities: The new tools will allow for the easy sale and tracking of memberships and day-use passes, alongside automated billing for current accounts.

By centralizing all parks and recreation operations on one cloud-based platform, CivicPlus will empower staff to manage everything from anywhere, on any device. For residents, this translates to a more simple and convenient way to engage with the department's offerings.

- Year One total investment \$56,586.89
- Annual – Year Two \$29,702.50 (Subject to Uplift)
- Renewal procedure: Automatic one-year renewal term, unless 60 days' notice is provided prior to renewal date.
- Annual Uplift: 5% to be applied in year two.

Staff recommends the purchase of CivicPlus Recreation Management from CivicPlus, LLC for an amount not to exceed \$56,586.89. This amount includes software, implementation, data conversion, unlimited storage, unlimited users, portal and top tier support.

Document No. 10014 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 Hagan moved to approve the ordinance. Council Member Ponder 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. 12178.

- I. Ordinance amending Ordinance No. 12088 approving a contract with Tunks Construction, LLC. for the construction of City of Liberty Project (25-001) Plum Rose storm sewer repair project by increasing the contract amount by \$45,873.00 from an amount of \$180,398.94 to \$226,271.94

City of Liberty Project (25-001) Plum Rose storm sewer repair project was awarded to Tunks Construction, LLC in the amount of \$180,398.94 on April 14, 2025 (Ordinance No. 12088).

The project involves the removal and replacement of an existing 54" corrugated metal pipe (CMP) which ran under Plum Rose Drive. Since the execution of the contract, Tunks has removed the 54" CMP and installed the necessary structures. During that time, elevation and alignment differences in conjunction with structure issues necessitated a brief stop work order while an appropriate path forward was identified. A solution has since been identified and necessitates a change order. The change order accounts for additional coring, removal of the 15" CMP which runs under White Oak Ln (previously marked as remaining in place upon excavation, its alignment required removal), additional traffic control and additional mobilization. This change order is required to provide contract funding for previously unscoped work and a final reconciliation change order will be forthcoming at the project close to reconcile all line items with as-built quantities.

Document No. 10015 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 Phillips moved to approve the ordinance. Council Member Graham 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. 12179.

- J. Ordinance approving a contract for professional engineering services with AGC Engineers, Inc. for engineering services related to the Fairview Cemetery sewer improvements in an amount not to exceed \$35,555.00

The City of Liberty's sanitary sewer system in the vicinity of Fairview Cemetery is aging and requires replacement to address capacity and reliability issues. Due to the sensitivity and constraints of working within and adjacent to the cemetery grounds, pipe bursting has been identified as the preferred method for replacing the existing sewer lines to minimize surface disruption. The area affected that runs through Fairview Cemetery is in the sewer line easement and not near existing grave sites. The work done will be as follows:

- Replace the existing 8” clay tile pipe that runs through Fairview Cemetery with a 12” HDPE plastic pipe, increasing capacity by using a common trenchless rehabilitation method to increase flow capacity and upgrade aging or damaged infrastructure. AGC scope of services includes the following: valuation of existing sewer infrastructure conditions, design of pipe bursting alignment and specifications, coordination with the Utilities Department and Cemetery Staff to ensure minimal disruption. Preparation of plans, specifications and bid documents.

AGC Engineering has submitted a proposal to perform the necessary engineering design work, including surveying, alignment planning, geotechnical review and preparation of construction and bidding documents.

Document No. 10016 was read.

**Action:** Council Member Graham 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 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. 12180.

- K. Ordinance approving a professional services agreement with George Butler Associates, Inc. for wall design to correct a failing suspended sidewalk at the wastewater treatment plant in an amount not exceed \$10,200.00

The wastewater treatment plant includes a suspended sidewalk that provides critical access for staff. The sidewalk has begun to fail structurally, showing settlement and cracking, which poses safety hazards and complicates operations. GBA Engineering was the original design engineer for the wastewater treatment plant and is highly familiar with the facility and site conditions. By stabilizing the ground with a retaining wall and clay backfill, the City avoids rebuilding a suspended sidewalk structure, reducing long-term maintenance needs. The existing sidewalk presents risks to personnel and limits safe access; addressing it now ensures reliable access for plant operations and maintenance.

The proposed corrective measure involves constructing a new retaining wall to stabilize the ground around the sidewalk. Once the wall is in place, the area behind it will be backfilled with compacted clay to restore grade. With the ground stabilized, the failing suspended sidewalk can then be safely demolished and replaced with a new, structurally sound sidewalk. This approach provides a long-term, cost-effective solution that both corrects the current problem and eliminates the need for another suspended structure.

Document No. 10017 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 Hagan moved to approve the ordinance. Council Member Graham 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. 12181.

- L. Ordinance approving a professional engineering services contract with Veenstra & Kim, Inc. for engineering services related to roadway sewer crossings in an amount not to exceed \$53,980.00

The professional services contract provides for the preliminary sizing and conceptual development of sanitary sewer extensions to serve undeveloped land adjacent to South Liberty Parkway. As part of an agreement to acquire property for the construction of the wastewater treatment facility, the City is required to build roadway crossings under MO-291, Arsenal Road and Birmingham Road. The owners of the adjacent property have expressed interest in developing the property. Therefore, preliminary and final design of the roadway crossings is needed.

The engineering services will establish sewer pipe size, alignment and establish estimated construction costs of the roadway crossings and sewer lines necessary to connect the roadway crossings to downstream sewer systems. Veenstra & Kim, Inc. is a trusted engineering firm with prior experience on Liberty utility projects and staff recommends approval of the ordinance authorizing the execution of the professional services contract in and amount not to exceed \$53,980.00.

Document No. 10018 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 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. 12182.

- M. Ordinance approving a contract with Blue Valley Public Safety for the purchase and installation of a new storm siren digital encoder to be installed in dispatch at the Co-Located Emergency Communication Center Gladstone in an amount not to exceed \$7,132.00

The storm sirens can currently be activated from three different locations, Fire Station 1 (through a digital encoder), Fire Station 2 and dispatch at the Co-Located Emergency Communication Center in Gladstone (through an analogue switching system.) This upgraded digital decoder will be used to activate, test and monitor the storm sirens from dispatch. This system will also give us the ability to add the commander module. This will allow us to monitor, test and activate the storm sirens from our mobile devices in the field. This is a cloud-based system that will be purchased at a later date. Blue Valley Public Safety is the sole provider of this equipment in this area and has been a trusted partner for several years.

Document No. 10019 was read.

**Action:** Council Member Phillips 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 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

Approved by the Chair and inscribed in Ordinance No. 12183.

- N. Ordinance approving a one-month contract for GEST Missouri Holdings, LLC for a community transportation service PILOT program within the City of Liberty, Missouri effective October 1, 2025 through October 30, 2025 in an amount not to exceed \$14,000.00

Following the initial term ending October 31, 2025, this contract shall automatically renew on a month-to-month basis for up to two months. If this Contract is renewed for two consecutive months following the initial term, the Contract will be automatically renewed for nine (9) additional months. At the one-year mark of this Contract, October 1, 2026, this Contract shall be renewable for up to two six (6) month periods. At any point, either party may terminate this Contract with or without cause upon thirty (30) days' written notice.

GEST will provide daily demand-responsive door-to-door transportation services from 7 a.m. – 9 p.m. Monday through Friday and 10 a.m. – 9 p.m. Saturday and Sunday. The service provided will include a shared cost structure of \$3 per ride for the primary

passenger. The service area will include transportation within the City of Liberty, a participating partner city (to be determined as enrollment expands), to the nearest bus stop, or to any healthcare facility or medical office located within North Kansas City, Parkville, Liberty, Riverside, or any portion of Kansas City, Missouri located within Clay or Platte Counties.

The City of Liberty has had a similar rideshare program for nearly two years that will be discontinued effective 9/30/2025 due to increased cost of the program. GEST transportation service has come in willing to offer the City of Liberty a door-to-door service for \$14,000 on a monthly basis. This transportation service will be paid for through the transportation sales tax that generates roughly \$14,200 a month.

Document No. 10020 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 Watt moved to approve the ordinance. Council Member Phillips 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. 12184.

O. Resolution of the City of Liberty, Clay County, Missouri amending the Animal Shelter Fee Schedule

Due to changes in veterinary services and the increased cost of these services, Liberty Animal Control is proposing an increase to dog and cat adoption fees to better cover the costs of shelter services.

Beginning in 2024, the Animal Control Division assumed responsibility for providing some services for adopted animals that were previously provided by local veterinarians, specifically Heartworm testing for dogs older than 6 months and testing for feline leukemia virus and feline immunodeficiency virus (FIV/FeLV) on all adoptable felines. These tests require additional supplies and staff time to conduct, monitor and record results. While the costs for these tests fluctuate, the current cost for a single Heartworm test has increased by more than 78% and the FIV/FeLV test has increased by more than 43% since staff began conducting these tests in-house.

In addition to these new services, there has been an increase in costs for veterinary services across the board, including costs for spaying and neutering as well as vaccines. The cost for spay and neuter of felines has increased by \$15. The cost for a canine spays and neuters has increased from \$15 to \$60, depending on the animal's weight and gender. The cost to vaccinate each animal has increased due to new vaccine protocols and higher vaccine costs. Today, depending on the age and

vaccination history of a kitten / cat that comes into the Animal Shelter, the overall vaccination cost for a cat range from \$0-\$40. Depending on the age and vaccination history of a puppy/dog that comes into the Animal Shelter, the overall vaccination cost for a canine range from \$0-\$60.

It is proposed that the Animal Shelter increase the adoption fee for canines from \$80 to \$175 and for felines from \$55 to \$150 to account for the increased medical and veterinary costs. As has been past practice, animals that are current on all vaccinations and/or are already spayed or neutered will be offered at reduced adoption rates.

**Action:** Council Member Hagan moved to approve the resolution. Council Member Phillips 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. 3486.

P. Resolutions to purchase land from the Missouri Department of Conservation including Rush Creek and Walnut Woods in an amount not to exceed \$20.00

Following conversations late in 2024 between the Missouri Department of Conservation (MDC), Martha Lafite Thompson Nature Sanctuary and Liberty Parks and Recreation, the MDC's area manager suggested selling Walnut Woods and Rush Creek to the city. MDC indicated that it had limited future funding for both areas. However, funds could be available through cost-share grants with MDC and the City of Liberty. Although MDC recognized the area as a valuable woodland, they noted that it was not a high-quality forest and would require substantial staff time and funding to improve. In response, Liberty Parks staff expressed interest in managing the area and offered to begin the improvement process with guidance from the MDC.

The City of Liberty Parks & Recreation Department is pursuing the preservation of two tracts of land, Rush Creek and Walnut Woods, currently owned by the Missouri Department of Conservation (MDC). The total land area is approximately 108 acres of forested land along Rush Creek. The City's primary goal is to preserve both parcels as a riparian corridor, providing a crucial habitat for wildlife within the developing community. The City plans to keep the land open to the public, utilizing existing access points on City-owned parkland to prevent any new intrusion into the woodlands. Large portions of both tracts lie within the Rush Creek floodway, making their preservation essential for natural stormwater management and flood control. Beyond being a wildlife corridor, the middle-aged forest in these tracts provides significant environmental benefits for the community, including air filtration.

There are some areas outside the floodway that could be utilized if accessible, but both tracts of land are bordered by large-lot residential, single-family estate lots, making access to the land nearly impossible except through City park land or through private conservation land, the Martha Lafite Thompson Nature Sanctuary. Staff feels the best option for the tracts of land is to remain as native habitat that provides shelter for

wildlife and a corridor for animals to move through the community safely away from the street network. Our goal for both tracts will be to enhance opportunities for the public to enjoy nature and conservation-related outdoor recreation close to home. The City of Liberty is committed to continuing the partnership with Martha Lafite Thompson to maintain and program the Rush Creek property as it relates to a separate MOU with Martha Lafite Thompson and the City for the Rush Creek tract.

While maintaining the land presents challenges, staff believes a partnership between the City of Liberty Parks & Recreation and Martha Lafite Thompson would offer significant benefits. This option would foster administrative and programming efficiencies, strengthening the bond between our organizations. Our department has a proven track record of maintaining and enhancing conservation areas through successful community partnerships. Working together, staff are confident they can preserve these properties as thriving habitats while providing a sanctuary for residents and visitors to enjoy and appreciate nature.

The Parks & Recreation Department has entered into a MOU with Martha Lafite Thompson. In the event that MDC sells land to the City, Martha Lafite Thompson staff and patrons will have access to the land as they have had for day camps and conservation outreach and programs.

**Action:** Council Member Watt 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. 3487.

Q. Resolution accepting City of Liberty Project (25-008) 2025 Street Maintenance - Pressure Pave with Donelson Construction Co, LLC

The City of Liberty Project (25-008) 2025 Street Maintenance - Pressure Pave was awarded to Donelson Construction Co, LLC. on April 28, 2025 (Ordinance No. 12093). The scope of work involved the application of pressurized asphaltic material utilizing a patented technology to N. Church Rd. from the City limits just south of Charlies Carwash to Oakwood Ln.

All contract work has been completed by Donelson Construction Co, LLC. in accordance with City standards, specifications and contract requirements. This action accepts the City of Liberty Project 25-008 2025 Street Maintenance - Pressure Pave project, thus allowing release of retainage which has been held per the project contract.

**Action:** Council Member Phillips moved to approve the resolution. 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  
Inscribed in Resolution No. 3488.

- X. OTHER BUSINESS
- XI. CITIZENS' PARTICIPATION – none.
- XII. MISCELLANEOUS MATTERS FROM CITY ADMINISTRATOR
- XIII. MISCELLANEOUS MATTERS FROM MAYOR AND CITY COUNCIL
- XIV. ADJOURNMENT

The meeting adjourned at 7:36 p.m.

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Greg Canuteson, Mayor

Attest:

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Deputy City Clerk