

# City Council Meeting

## Regular Session Minutes

October 9, 2023

### 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 October 9, 2023 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  
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  
Shawwna Funderburk, Chief Strategic Operations Officer  
Vicki McClure, Finance Director  
Jimmy Gibbs, Parks & Recreation Assistant Director  
Jim Martin, Police Chief  
John Mills, Fire Chief  
Brandon Smith, Economic & Business Dev. Manager  
Katherine Sharp, Planning and Development Director  
Sherri McIntyre, Public Works Director  
Sarah Ranes, Deputy City Clerk

Public Present: 11 members of the public

### IV. APPROVE MINUTES AND SUMMARIES

#### A. SPECIAL SESSION EMAIL VOTE CONFIRMATION OF JULY 18, 2023

Council Member Hagan moved to approve the minutes as distributed. Council Member Gentrup seconded the motion, which carried 5-0-0. Council Members Phillips, Pozel and Graham abstained due to absence.

#### B. REGULAR SESSION MINUTES OF JULY 24, 2023

Council Member Watt moved to approve the minutes as distributed. Council Member Hagan seconded the motion, which carried 6-0-0. Council Members Travis and Graham abstained due to absence.

C. REGULAR SESSION MINUTES OF AUGUST 14, 2023

Council Member Watt moved to approve the minutes as distributed. Council Member Hagan seconded the motion, which carried 6-0-0. Council Members Ponder and Pozel abstained due to absence.

V. CITIZENS' PARTICIPATION

Mayor Canuteson proclaimed October 8 to 14, 2023 as Fire Prevention Week in the City of Liberty.

1. Dwayne Holtzclaw – 113 Kevin Street, Excelsior Springs, MO was present to talk about Block 174 in Fairview Cemetery. Mr. Holtzclaw stated the original deed was sold by his uncle on January 6, 1900. It is a private grave marker and Mr. Holtzclaw asked that it be left alone.
2. Gieselle Fest – 1407 Lynette Street, stated she is a local historian and went on to provide her history.
3. Richard Rudd – 901 Sunset Avenue, stated he is here to talk about correcting false impressions about the Block 174 monument. Mr. Rudd stated that seeing is believing and that mental illusions can be problematic.
4. David Langston – 1920 Carter Court, stated he was present to provide an update on Stocksdale Park Stop the Chop on behalf of Mary Hill who couldn't be present.

VI. MEETING SCHEDULE

VII. CONSENT AGENDA

VIII. PUBLIC HEARINGS

IX. ORDINANCES, CONTRACTS AND RESOLUTIONS

A. ACKNOWLEDGEMENT OF VENDOR PAYMENTS FOR THE PERIOD OF SEPTEMBER 15, 2023 TO SEPTEMBER 29, 2023

Document No. 9657 was read.

**Action:** Council Member Watt moved to approve the vendor payments. Council Member Gentrup 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. 11823.

**B. ORDINANCE APPROVING A CONTRACT WITH PGAV PLANNERS, LLC FOR THE CREATION OF A DOWNTOWN INFILL CONCEPT PLAN**

The Downtown Task Force was established in 2023 with the goals of making the downtown more vibrant and bringing more businesses and entertainment to the historic downtown area.

Following a Downtown Task Force discussion on the need for infill development, staff was directed to begin finding a consultant to assist in an infill plan for the downtown area. The plan will focus on creating beautiful and compatible new residential, mixed use, retail and commercial spaces in vacant and underutilized properties while setting parameters that complement the historical structures already present.

In the proposal, PGAV states that they will provide a plan for Liberty that will promote and encourage the revitalization and growth of the downtown as a desirable, high density, mixed-use area that city leaders, developers, and the community can use to visualize quality residential, commercial, and office infill in and around downtown.

The project plan of action is as follows:

- Meet with the Downtown Task Force to listen to input & ideas already gathered.
- Visit the site and explore the existing fabric of the community.
- Prepare a Draft Concept Plan to review with city staff & the Task Force.
- Assist Planning staff in hosting open house meetings for public input.
- Plan will be refined following input from the public and Task Force.
- Presentations at Historic District Review Commission, Planning & Zoning Commission, and City Council.

Document No. 9658 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 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. 11824.

**C. A RESOLUTION APPROVING A LIBERTY COMMUNITY CENTER ALCOHOLIC BEVERAGES SERVICE APPLICATION TO JOLIE DOWNING FOR THE "DOWNING BABY SHOWER", A SMALL/PRIVATE EVENT TO BE HELD ON OCTOBER 22, 2023**

Section 311.080 of the Missouri Revised Statutes states that “No license shall be granted for the sale of intoxicating liquor, as defined in this chapter, within one hundred feet of any school, church or other building regularly used as a place of religious worship, unless the applicant for the license shall first obtain the consent in writing of the board of alderman, city council, or other proper authorities of any incorporated city, town or village. Such consent shall not be granted until at least ten days’ written notice has been provided to all owners of property within one hundred feet of the proposed licensed premises.”

Jolie Downing is hosting the "Downing Baby Shower", a small/private event to be held at the Liberty Community Center on October 22, 2023 from 12:00 p.m. to 2:00 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 September 20, 2023, notifying them of the application and the meeting date that Council will consider the application. Staff has confirmed School District receipt of the notice and there are no other district events in the Community Center that day.

**Action:** Council Member Hagan moved to approve the resolution. Council Member Ponder 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. 3355.

**D. ORDINANCE AMENDING CHAPTER 20, “MOTOR VEHICLES & TRAFFIC,” OF THE CODE OF THE CITY OF LIBERTY, CLAY COUNTY, MISSOURI**

Amendments to traffic regulations are required to update the City Code for any new or modified traffic signage. The changes to traffic signs may be driven by a citizen's request, staff recommendations or temporary situations requiring traffic modifications. The codification of the traffic regulations and the addition of appropriate signage allow the enforcement of the regulations.

Traffic regulation changes are generally initiated by a 90-day evaluation period monitored by both Public Works and the Police Department. If the changes are determined by both Departments to be warranted, they are then taken to the Council for approval of a permanent regulation change.

This traffic regulation amendment prohibits parking along Southview Dr., East Side, immediately south of the Cates Creek Greenway Parking Lot to the intersection of State Route 291 and Southview Dr.

Document No. 9659 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 Hagan seconded the motion.

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

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

**No:** None

**Abstain:** None

Approved by the Chair and inscribed in Ordinance No. 11825.

E. RESOLUTION ACCEPTING THE SANITARY, WATER AND STORM IMPROVEMENTS FOR THE LIBERTY HEARTLAND LOGISTICS CENTER

Liberty Heartland Logistics Center is located south of Shepherd Road. The project includes three industrial buildings. The developer constructed public sanitary sewer, water main and storm sewer improvements to facilitate light industrial development. The public improvements were constructed by Emery Sapp & Sons in accordance with City plans and specifications.

**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, Pozel, Travis, Graham, Watt, Gentrup and Hagan

**No:** None

**Abstain:** None

Inscribed in Resolution No. 3356.

X. OTHER BUSINESS

XI. MISCELLANEOUS MATTERS FROM CITY ADMINISTRATOR

XII. MISCELLANEOUS MATTERS FROM MAYOR AND CITY COUNCIL

XIII. ADJOURNMENT

The meeting adjourned at 7:31 p.m.

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Mayor

Attest:

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Deputy City Clerk