



City Commission Work Session Agenda
Tuesday, May 12, 2026, 4:00 PM
City Commission Chambers, 950 S. Grant Ave.

- Call to Order
- 1. State of the City Address
- 2. Budget Preparation Process
- 3. Strategic Planning Discussion
- 4. "From Generosity to Prosperity" Award
- 5. City Beautification Discussion
- ADJOURNMENT



**CITY OF LIBERAL
CITY COMMISSION WORK SESSION MEETING
May 12, 2026
AGENDA ITEM # 1.**

To: Mayor Jeff Parsons
Vice Mayor Janeth Vazquez
Commissioner Jose Lara
Commissioner Nathan McCaffrey
Commissioner Ron Warren

Date: May 12, 2026

From: Keeley Young, Chief Communications Officer

RE: State of the City Address

The Commission has expressed interest in hosting a "State of the City" address for the public. Staff are seeking preferences for the meeting setting and general format of this presentation, so logistics and content can be prepared accordingly.

Recommendation:



**CITY OF LIBERAL
CITY COMMISSION WORK SESSION MEETING
May 12, 2026
AGENDA ITEM # 2.**

To: Mayor Jeff Parsons
Vice Mayor Janeth Vazquez
Commissioner Jose Lara
Commissioner Nathan McCaffrey
Commissioner Ron Warren

Date: May 12, 2026

From: Scarlette Diseker, City Manager

RE: Budget Preparation Process

City Staff would like to receive feedback on how the Commission wishes to handle budget season this year.

In recent years, there has been one Work Session in September that has lasted anywhere from a half day to a full day. Staff members are open to multiple Work Sessions or having a Commissioner present during departmental meetings throughout the four-month process.

Recommendation:



**CITY OF LIBERAL
CITY COMMISSION WORK SESSION MEETING
May 12, 2026
AGENDA ITEM # 3.**

To: Mayor Jeff Parsons
Vice Mayor Janeth Vazquez
Commissioner Jose Lara
Commissioner Nathan McCaffrey
Commissioner Ron Warren

Date: May 12, 2026

From: Scarlette Diseker, City Manager

RE: Strategic Planning Discussion

Strategic Planning serves as a roadmap that aligns daily operations with future goals through a defined, actionable strategy.

Mayor, Jeff Parsons, would like to have open discussion on our plans for the next two to three years. Key aspects of Strategic Planning should include:

- Defining Purpose - Establishing or revisiting the organization's mission, vision, and long-term goals.
- Analyzing Environment - Evaluating internal strengths/weaknesses and external opportunities/threats to secure a competitive advantage.
- Action Planning - Developing actionable steps (tactics) and assigning resources to reach set objectives.
- Monitoring Progress - Utilizing tools to track performance and ensure accountability.

The implementation of our ATLAS software will be key in moving our Strategic Plan forward. It will allow tracking, accountability, and extensive analysis for better decision making and future growth.

Recommendation:



**CITY OF LIBERAL
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AGENDA ITEM # 4.**

To: Mayor Jeff Parsons
Vice Mayor Janeth Vazquez
Commissioner Jose Lara
Commissioner Nathan McCaffrey
Commissioner Ron Warren

Date: May 12, 2026

From: Scarlette Diseker, City Manager

RE: "From Generosity to Prosperity" Award

Vice Mayor, Janeth Vazquez, would like to present an idea for an annual or semi-annual award that promotes our slogan, "From Generosity to Prosperity."

Recommendation:



**CITY OF LIBERAL
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AGENDA ITEM # 5.**

To: Mayor Jeff Parsons
Vice Mayor Janeth Vazquez
Commissioner Jose Lara
Commissioner Nathan McCaffrey
Commissioner Ron Warren

Date: May 12, 2026

From: Scarlette Diseker, City Manager

RE: City Beautification Discussion

At the request of the Commission, we will have a discussion regarding residential beautification and possible incentives for yard improvements.

Recommendation:



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To: Mayor Jeff Parsons
Vice Mayor Janeth Vazquez
Commissioner Jose Lara
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Commissioner Ron Warren

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From:

RE: ADJOURNMENT

Recommendation: