THE REGULAR MEETING OF THE LIBERAL CITY COMMISSION
August 12, 2014

The regular meeting of the Liberal City Commission was held at 6:30 p.m. in the Commission Chambers located at 325 North Washington on Tuesday, August 12, 2014.

Commissioners Present: Mayor Joe Denoyer, Vice Mayor Dean Aragon, Dave Harrison, Ron Warren and Janet Willimon.

City Staff Present: City Manager Mark Hall, Public Works Director Joe Sealey, Finance Director Chris Ford, City Clerk Debbie Giskie, Economic Development Director Jeff Parsons, Housing & Community Development Director Karen LaFreniere, Chief of Police Al Sill and legal counsel Kerry McQueen.

Mayor Denoyer declared the meeting called to order and City Clerk Giskie read the roll call declaring all members present. The Pledge of Allegiance was recited and the invocation was given by Ann Holman of the Risen Glory Church.

1. Awards/Proclamations/Presentations. *No items were presented.*

2. Approval of Agenda.
Mayor Denoyer requested approval of the agenda. *Commissioner Harrison moved to approve the agenda, as presented, with Vice Mayor Aragon seconding the motion. The motion carried unanimously.*

3. Approval of Minutes.
Commissioner Willimon moved to approve the minutes of the July 22, 2014 regular meeting, as presented. The motion was seconded by Vice Mayor Aragon carried unanimously .

***4. Items from Citizens*.**
Mayor Denoyer read the rules of the Commission and requested members of the audience approach the podium to address the Commission.
Kevin Frauli voiced concern about the intersection of Western and Highway 54 where the pavement markings are not clear and vehicles heading east and west through the intersection are constantly running the red light. He suggested installation of caution lights to get their attention.

5. Items from Groups.
Mayor Denoyer read the rules of the Commission and requested members of the audience approach the podium to address the Commission. *No items were presented.*

6. Consent Agenda:
a. Acknowledge Receipt of Minutes:
1. Liberal Memorial Library, July 1 and July 15, 2014.

Mayor Denoyer inquired if the Commission wished to remove any items for further discussion.
Commissioner Willimon moved to approve the Consent Agenda, as presented, with Commissioner Harrison seconding the motion. The motion carried unanimously .

7. New Ball Field Construction Project:

a. Presentation.

City Manager Hall reported the City had plans in 1998 to 2000 to construction additional ball fields; however, due to the cost over-run it was postponed. He noted with the sale of land at 7th and Western, we have the opportunity to realize the dream by being able to construct additional ball fields at the 8th Street Complex. Mr. Hall outlined the proposed schedule for the project:

- August 1 to September 1 - Survey, Engineering, Bid Documents and Demolition of Old Fields
- September 1 to December 1 - Site Preparation and New Construction Begins
- December 1 - Construction Complete

Mr. Hall displayed a PowerPoint presentation for the Commission and audience to view. The presentation showed the configuration of the existing inventory of ball fields. Discussion was held on the proposed configuration of the fields, portable mounds, concession and parking areas. He detailed the final inventory of ball fields to be available for play and tournaments, as follows:

- Men's Softball - two (2) fields (same)
- Women's Softball - two (2) fields (one additional field)
- Cal Ripken/Recreation League Baseball - two (2) fields (one additional field)
- Babe Ruth/Men's Baseball - three (3) fields (same)
- Girl's Softball - one (1) field (one additional field)
- Soccer - four (4) fields (same)
- New Tournament Configuration:
- Women's Softball - three (3) fields (one additional field)Cal Ripken/Recreation League Baseball - five (5) fields (four additional fields)
- Girl's Softball - three (3) fields (three additional fields)

City Manager Hall indicated there is no way to control the weather, but staff is hoping to have the fields ready by March 1 for high school play.

- Commissioner Warren advised he sees some changes to the configuration of the fields resulting from visiting with organizations, such as temporary fencing, pitching warm up areas protected by fence and the grandstand will be on the inside.
- Mayor Denoyer added there will still be a youth ball field being used in North Blue Bonnet such as t-ball and ages 8-14 will play on Rosel Field after Cal Ripken season is over. He was pleased that attention was given to alcohol by separating the youth ball fields a distance from the youth fields.

Yvette Camarillo questioned the location where Cal Ripken, small girls and women’s softball tournaments would be held. Mr. Hall reported there are fields located at North Blue Bonnet Park, Rosel Field and the Leete Family Park and there are other measures can be taken for women’s tournaments and emergency situations to accommodate play.

Charles Turner suggested putting up a traffic signal on Eighth Street since there will be more traffic. Mr. Hall advised this would be a KDOT issue and will be looked into further.

Kevin Alexander questioned the distance between the men’s and women’s fields in regard to safety and home runs. Mr. Hall noted the closest distance 60’ between them and the area get larger around the field.

Discussion was held on the concession areas, playground area, gazebo rest areas, parking for more than 220 cars and that the preliminary drawings won't change very much at this point. Mr. Hall noted some of the work, including the dirt work, will be contracted out.
Commissioner Harrison moved to approve the New Ball Field Construction Project, as presented, with Vice Mayor Aragon seconding the motion. The motion carried unanimously.

b. Funding.
City Manager Hall noted due to the time factor to accomplish the land sale and legal work prior to the end of the year and also avoid minimal disruption of the ball programs; time is of the essence to begin construction of the new fall fields. He requested Commission consideration for advance funding of the new ball fields project from the Streets, Drainage and Other Capital Improvements portion of the one-cent sales tax program, in the amount of $850,000, with the sales proceeds and any unexpended amounts from the new ball field construction to be returned to this fund.

- Commissioner Willimon hoped this makes it clear on the misreporting in the paper and was anxious for the sale to be completed.
- Mayor Denoyer thanked the public for coming to the meeting tonight and noted he looked forward to the completion of the new fields and the hope of attracting more tournaments.

Commissioner Harrison moved to approve advancing funding of the new ball fields project from the Streets, Drainage and Other Capital Improvements portion of the One-Cent Sales Tax Program, in the amount of $850,000, with the sales proceeds and any unexpended amounts to be returned to this fund. Commissioner Willimon seconded the motion, which carried unanimously.

8. Final Reading of Ordinance No. 4430 - Granting Wildflower Telecommunications, LLC d/b/a Ideatek, a Contract Franchise.
Mayor Denoyer requested Commission consideration of the Final Reading of Ordinance No. 4430, entitled, "AN ORDINANCE GRANTING WILDFLOWER TELECOMMUNICATIONS, LLC, D/B/A IDEATEK, A CONTRACT FRANCHISE TO CONSTRUCT, OPERATE AND MAINTAIN A TELECOMMUNICATIONS SYSTEM IN THE CITY OF LIBERAL, KANSAS AND PRESCRIBING THE TERMS OF SAID CONTRACT FRANCHISE".

- City Manager Hall called upon Ivan Kuhn, Vice President Sales and Marketing for Ideatek to come forward to answer any questions the Commission might have.

Commissioner Harrison moved to adopt Ordinance No. 4430, as presented, with Vice Mayor Aragon seconding the motion. The motion carried unanimously .

9. Neighborhood Revitalization Plan:
a. Public Hearing.
Mayor Denoyer declared the Public Hearing open and City Clerk Giskie reported the proper legal notice has been provided.
Housing and Community Development Director LaFreniere advised discussion of the Neighborhood Revitalization Plan was completed with the local taxing entities including Seward County Commission, USD 480 and Seward County Community College and the concerns raised have been satisfactorily agreed upon by all parties. She explained the ordinance will adopt the Plan and authorizes the approval of the Interlocal Agreement between the parties.

- She explained the program is for a home rehab or new homes built in the designated area and both of the taxing plans (abatement and RHID) have to do with the improvement on the property.
- John T. Smith appeared before the Commission and advised he felt this was a good tool for the community and voiced concern that the renter occupancy and void on sale should be deleted and the map be amended to include property north of 11th Street. He also felt there would be more public engagement on housing issues and other topics.
- Ms. LaFreniere advised the program doesn't ban commercial rental properties but would need to be approved by the Commission. She also noted the rebates were specifically requested by the County for administrative purposes.

There being no further comments or questions from the audience, Commission or City staff, Mayor Denoyer declared the public hearing closed.

b. First and Final Reading of Ordinance No. 4431 - Approving and Adopting a Neighborhood Revitalization Plan.

Mayor Denoyer requested Commission consideration of the first and final reading of Ordinance No. 4431, entitled, "AN ORDINANCE APPROVING AND ADOPTING A NEIGHBORHOOD REVITALIZATION PLAN FOR THE CITY OF LIBERAL, KANSAS AND ALL PROVISIONS, TERMS AND CONDITIONS THEREOF, AND AUTHORIZING THE EXECUTION OF A CERTAIN AGREEMENT FOR INTERLOCAL COOPERATION WITH SEWARD COUNTY, KANSAS AND ALL PARTICIPATING AGENCIES FOPR THE PURPOSE OF PROVIDING A PROGRAM FOR NEIGHBHOOD REVITAIZATION".

- City Clerk Giskie reported Mayor Denoyer had executed a letter declaring it an emergency and waiving the first reading of the ordinance.

Commissioner Harrison moved to adopt Ordinance No. 4431, as presented, with Vice Mayor Aragon seconding the motion. The motion carried unanimously.

10. First Time Homebuyer Program.

Housing & Community Development Director LaFreniere reported the first-time homebuyer funds have been depleted for 2014 and requested moving $30,000 from the builder's incentive line item to the housing programs line item. She noted the program has assisted 45 first-time homebuyers so far this year and with the additional funds, a total of 60 could be served with the program for 2014.

Commissioner Willimon moved to approve a line item change to the Housing & Community Development Budget, by taking $30,000 from the Builder's Incentive line item and moving it to the Housing Programs line item, as presented. Commissioner Harrison seconded the motion, which carried unanimously .

11. 2015 Budget:

a. Public Hearing.

Mayor Denoyer declared the public hearing open and City Clerk Giskie reported the proper legal notice has been given.

Finance Director Ford reported the proposed 2015 Budget amount is $36,087,000, a mill levy dollar amount of $5,923,026 and a mill levy of 51.646 based on the July 1 estimated valuation. He explained this would represent a 3.798 mill increase and an assessed ad valorem tax collar increase of $441,534 over last year's budget amount.

- Discussion was held the addition costs, including benefits, as well as procedures taken to reduce expenditures. It was also noted that the City was able to maintain our mill levy for the past seven out of eight years without an increase, but now find it necessary in order to provide the services our citizens have come to expect.
- Mr. Ford expressed appreciation to City for their efforts to maintain the quality and level of services at the lowest cost possible.

There being no further comments or questions from the Commission, audience or staff, Mayor Denoyer declared the public hearing closed.

b. First reading of Ordinance No. 4432 - Levying Tax Revenue for Budget Year 2015 in Excess of Limitation.
Mayor Denoyer requested Commission consideration of the first reading of Ordinance No. 4432, entitled, "AN ORDINANCE ATTESTING TO THE LEVY OF TAX REVENUES IN EXCESS OF THE LIMITATION DURING BUDGET YEAR 2014 FOR THE CITY OF LIBERAL, KANSAS". Finance Director Ford requested the Commission consider advancing the Ordinance to a second reading.
Commissioner Willimon moved to advance Ordinance No. 4432 to a second reading, as presented. Commissioner Warren seconded the motion, which carried unanimously

12. USCIS Support Services Project.
City Manager Hall reported this project began years ago with the goal of getting an immigration office in SW Kansas. He noted as a result of discussions with Senator Roberts and Senator Moran, the first round of this pilot Southwest Kansas USCIS program was held in Dodge City in June to be followed in September to Liberal and rotate to Garden City at some point after.

- Mr. Hall reported the City has been notified that they want to move their three days to the end of October and be here for two weeks to serve individuals by appointment from Kansas, Oklahoma, Texas and Colorado.
- Mr. Hall requested Commission consideration of the USCIS Support Services Project and to fund the support services, including office space and furnishings, security, support staff and volunteers in the maximum amount of $20,000 from the Economic Development portion of the one-cent sales tax program.
- Mayor Denoyer advised it is nice to see seven years of work come to fruition.

Commissioner Harrison moved approve the USCIS Support Services Project, in the maximum amount of $20,000, to be funded from the Economic Development portion of the One-Cent Sales Tax Program. Commissioner Willimon seconded the motion, which carried unanimously .

13. Police Department:
a. Purchase of Line Cars.
Chief of Police Sill reported last year the City transitioned to a utility vehicle after Ford stopped production on the Crown Victoria's and the Chevrolet Tahoe was chosen. He reviewed the quotes received for three (3) Tahoe vehicles from Foss Ford, Stu Emmert and the State bid from Don Hattan Chevrolet and recommended the purchase of 3 Chevrolet Tahoe's from Don Hattan at a combined total of $83,103.45, with trade- in.
Commissioner Harrison moved to approve the purchase of three Chevrolet Tahoe utility vehicles at a combined price of $83,103.45, with trade, from Don Hattan Chevrolet, as presented. The motion was seconded by Commissioner Willimon and carried unanimously.

b. Line Car Equipment Purchase.
Chief of Police Sill reported with the purchase of the three vehicles, they will need to equip them to make them functional. He reviewed the required equipment from numerous sources totaling $35,169.97.
Commissioner Willimon moved to approve the purchase of equipment for the line vehicles in the amount of 35,169.97, as presented. Vice Mayor Aragon seconded the motion, which carried unanimously.

c. Taser Purchase.
Chief of Police Sill reported the department budgeted to purchase five tasers in 2014 to continue the replacement rotation process. He reported the cost for five (5) X2 Taser packages is $1,125.44 for a total of $5,652.20 from Taser International.
Commissioner Willimon moved to approve the purchase of five (5) X2 Taser packages from Taser International in the total amount of $5,652.20, as presented. Commissioner Warren seconded the motion, which carried unanimously.

d. Handheld Radio Purchase.
Chief of Police Sill reported the department budgeted to purchase four handheld radios in 2014 to continue the replacement rotation process. He noted the cost of four handheld radios from Snyder Radio is $3,268 or $817 each.
Commissioner Harrison moved to approve the purchase of four (4) handheld radios from Snyder Radio in the amount of $3,268, as presented. Vice Mayor Aragon seconded the motion, which carried unanimously .

14. First and Final Reading of Ordinance No. 4433 - Vacating a portion of Street Right-of-Way in the Airport Industrial Park.
Economic Development Director Parsons reported as a result of the purchase of 11 acres in the Airport Industrial Park by Price Properties, LLC for building of a commercial center, the City needs to vacate a platted street right-of-way as shown on the map in the packet by adopting the attached ordinance.

- City Clerk Giskie reported Mayor Denoyer had executed a letter declaring it an emergency and waiving the first reading of the ordinance.

Commissioner Harrison moved to approve Ordinance No. 4433 on first and final reading, as presented. Vice Mayor Aragon seconded the motion, which carried unanimously.

15. Acceptance of Right-of-Way - Armory Road and 8th Street.
Economic Development Director Parsons reported as a result of the purchase of eleven acres in the Airport Industrial Park by Price Properties, LLC, there is a need to complete some housekeeping to protect a 10' street right-of-way along Armory Road and 8th Street where the streets have encroached on the boundary lines of the property. He referred to the drawing in the packet and recommended the Commission authorize the Mayor to sign a Quit Claim Deed accepting the property for the 10' right-of-way.
Commissioner Willimon moved to authorize the Mayor to execute a Quit Claim Deed accepting property for a ten foot (10') right-of-way on Armory Road and 8th Street, as presented. Commissioner Warren seconded the motion, which carried unanimously.

16. CITY MANAGER'S REPORT.
City Manager Hall reported a collaabofative effort to demolish the ball fields - our sincere hope to have everything done by March 1 - shoudl get the dirt work bid documents - everyoen is workign hard - this is a separate proejct - can't affort do take staff from theri weekly duties - as we go forward - we will be able to do wome tings during he weeek when teh worklaod settles down -

17. ITEMS FROM COMMISSIONERS.
Vice Mayor Aragon advised 1 - congratulations on anbither successful nigh out out - good to heear concerns form rthe public tonight
Commissioner Harrison advised 2 - nice to have folks here - hearing good compliments from teh police night out - thank staff for their hard work not only on ball fields and teh progress on teh sale of proeprty - appreciae the hard work by every deparemtn
Commissioner Willimon advised 3 - thank you makr and chris for another successful budget year
Commissioner Warren advised - 4 - echo everyone elses comments appreciate staff - did wear his regional cal ripken baseball is over - 13 regional tournament heard good compliments how nice our park and water park was eveyrone was imporessed - no bad comments - for the baseball association thank teh city and community for everything done to make teh tournment a success
Mayor Denoyer advised - congratulations on sheena and hjason on birth of theri baby girl - thank staff fo r theri efforts on the buedget preparation thank police and fire deparnetn ents for their efforts - thank national beef for donating meat and staff ofr cooking - bought out the pool l great to have great partners and of course thanks to teh peeople attending and seeing the presenation and ask questions - ask the questions instead of formulatinog opinions on theri own just come to us with the blessings of riain the weeds are getting ahead of us - take care of those indivudauls for r takign care of theri property

18. VOUCHERS.
$536,578.02, dated August 12, 2014. *Commissioner Warren moved to approve the vouchers, as presented, with Commissioner Willimon seconding the motion. The motion passed unanimously.*

The meeting was adjourned by motion of Commissioner Harrison.

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Joe Denoyer, Mayor

ATTEST:

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Debra S. Giskie, CMC, City Clerk