THE REGULAR MEETING OF THE LIBERAL CITY COMMISSION
September 9, 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, September 9, 2014.

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

City Staff Present: City Manager Mark Hall, Finance Director Chris Ford, City Clerk Debbie Giskie, Zoning Administrator Kory Krause, Air Museum Director Jim Bert, Economic Development Director Jeff Parsons, Chief of Police Al Sill and City Attorney Shirla McQueen.

Mayor Denoyer declared the meeting called to order, and City Clerk Giskie read the roll call declaring a quorum present. The Pledge of Allegiance was recited, and the invocation was given by Joe Denoyer.

1. Awards/Proclamations/Presentations. *Mayor Denoyer presented clients and staff from Mosaic with a proclamation designating the week of September 14-18, 2014 as Direct Support Professional Recognition Week.*

2. Approval of Agenda.
Mayor Denoyer requested approval of the agenda, which has been amended by adding Item 6 (b) to the Consent Agenda, approval of cereal malt beverage license to Billy's LLC/Ayr Lanes.
Commissioner Harrison moved to approve the agenda, as amended, with Commissioner Warren seconding the motion. The motion carried unanimously.

3. Approval of Minutes.
Commissioner Harrison advised he would abstain from voting on this item since he was absent at the meeting.
Commissioner Willimon moved to approve the minutes of the August 26, 2014 regular meeting, as presented. The motion was seconded by Vice Mayor Aragon and carried by a vote of 4 to 0, with Commissioner Harrison abstaining.

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.

- Saundra Koochel appeared before the Commission and noted she, Tony Martinez and Starley Craig are in the audience tonight representing a large group of property owners that wish to express appreciation for the many improvements seen in the community, but she noted there are still some concerns that need to be addressed. She distributed a list of locations and briefly reviewed the list that create dangerous situations, a health hazard or an eyesore in the community and require corrective action.
- John "Tony" Martinez voiced concerns regarding the south side of Liberal including the color of numerous buildings and food wagons suggesting the possibility of locating all of

them in one location instead of all over town. He hoped that the south part of town didn't continue to deteriorate just because they are south of the railroad tracks.

- Starley Craig reported it seems the community is decaying and voiced concern about the lack of response given to citizens when they call about a location that has dead trees and weeds and no action has been taken after three weeks. She felt the Commission and City staff have the authority and responsibility to maintain the community and that we have codes on the books that need to be enforced. She noted the buck stops with all of us.

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 Convention & Tourism, August 21, 2014.

b. Approve Cereal Malt Beverage License:
   1. Billy's LLC/Ayr Lanes 2050 North Kansas Avenue

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

7. Re-zone of a "R3" to a "TTP."

Zoning Administrator Krause referred to the information in the packet regarding the proposed rezoning of property in the area of Cortez Street and Norwood Avenue from "R3" Multiple Family to "TT-P" Travel Trailer Park and advised the Planning Commission considered several factors in their decision to recommend denial of the rezoning.

- Mr. Krause reviewed the options that the City Commission is to consider in this matter.

Commissioner Harrison moved to follow the Planning and Zoning Board's recommendation to deny the rezoning, as presented, with Commissioner Warren seconding the motion. The motion carried unanimously.

8. Mid-America Air Museum - Memorandum of Understanding with USD 480.

- Air Museum Director Bert presented the renewal of the Memorandum of Understanding with USD 480 for continued support of the robotics program in the schools for the 2014-2015 school year. He noted this agreement is similar to the previous year with minor revisions.

Commissioner Harrison moved to approve the Memorandum of Understanding with USD 480 to provided limited grant, donation and earned income-funded robotics programming support to USD 480 students, for the 2014-2015 school year, as presented. Vice Mayor Aragon seconded the motion, which carried unanimously.

9. Mid-America Air Museum Theater Renovation:

a. Doorway Installation.
b. Portable Stage, Projector, and Furnishings.
c. Flooring Installation.

Air Museum Director Bert reviewed the requests for the Air Museum Theater Renovation and reported funds from the Mid-America Air Museum Foundation have been received for the

doorway installation and furnishings as outlined in the packet. He also reported City funds up to $14,500 will be expended for the flooring installation, as outlined.
Commissioner Warren moved to approve the installation of a new doorway from the gift shop at the theater in the amount of $4,801 from Southwest Glass & Door; the purchase of a portable stage, digital projector and furnishings from Southern Office in the amount of $17,815 plus shipping; and to approve the installation of "Permacrete" flooring with the MAAM logo in the amount of $14,500 and to authorize City staff to utilize any unexpended funds from the floor installation to be applied to other necessary interior theatre improvements. Commissioner Harrison seconded the motion, which carried unanimously.

10. Retail Strategies, LLC.
Economic Development Director Parsons advised an important part of the Economic Development Department's mission is to attract retail businesses and reported the 2013 one-percent sales tax generated $4.3 million. Mr. Parsons suggested the City hire Retail Strategies, LLC, a retail recruiting firm from Birmingham, Alabama, to increase both the efficiency and effectiveness of the efforts to recruit retail businesses to Liberal. He noted the City could only commit to the first year in the amount of $50,000 with subsequent years at $28,000 each.

- Mr. Parsons explained in 2013 the City hired Retail Attractions, a Tulsa, Oklahoma firm but that relationship was discontinued in August when it was determined they had done all they could to recruit for Liberal. He noted the City has done a lot of things to attract business, such as incentives and streamlining the process.
- Commissioner Warren questioned if there were any direct responses from the efforts from the previous firm. Mr. Parsons indicated there were no direct responses but there may have been some indirect responses as a result of their efforts. Commissioner Warren advised he was hesitant to spend more money for something doesn't happen fast.
- Commissioner Harrison advised he went to a meeting with Retail Strategies and they will gather information differently and they have a larger staff to work for us each day. He also noted this is an investment of economic development that doesn't happen overnight.
- Discussion was held on franchising opportunities, reference calls with present and former clients, and the fact that small to medium sized communities don't have the resources to recruit businesses.

Commissioner Harrison moved to hire Retail Strategies, LLC for a one-year commitment in the amount of $50,000 to assist us in the recruitment of retail businesses to Liberal, as presented, with Commissioner Willimon seconding the motion. The motion carried by a vote of 4 to 1, with Commissioner Warren against.

11. LKM Voting Delegates.

- City Manager Hall reported the League of Kansas Municipalities annual conference will be held October 11-13 in Wichita. He noted the City is entitled to four voting delegates to represent the City in making decisions at the business meeting. He recommended designating Mayor Denoyer, Vice Mayor Aragon and Finance Director Ford.

Commissioner Harrison moved to designate Mayor Denoyer, Vice Mayor Aragon and Finance Director Ford as voting delegates to the League annual conference, as presented, with Commissioner Willimon seconding the motion. The motion carried unanimously.

12. Funding for Industrial Park - Reefer Road.

Economic Development Director Parsons advised in March of this year, the Commission approved funding for the extension of Tucker Road and the construction of Reefer Road. He explained bids were opened recently and they came in higher and the scope of work was larger than anticipated. He requested an additional $125,000 be allocated to complete the project from the Economic Development portion of the one-percent Sales Tax funds, with repayment to be from the sale of lots in the Liberal Industrial Park.

- Discussion was held on how the 30 acres would need to be replatted and the hope is to break even in the long term it is hoped that this will be a break even situation in the long range.

Commissioner Willimon moved to approve the additional funding of $125,000 from the Economic Development portion of the One Cent Sales Tax funds to complete the Liberal Industrial Park project, as presented. Vice Mayor Aragon seconded the motion, which carried unanimously.

13. CITY MANAGER'S REPORT.

City Manager Hall referenced the information in the packet regarding Liberal being one of the top ten safest cities in the State. He commended the departments involved in the preparations for the National Beef event this weekend. He noted the departments are trying to keep ahead of weed control and trying to get people to take care of their property.

- City Manager Hall reported on progress being made on the construction of the ball fields, including the dirt work bid process and ordering 530,000 square feet of sod.
- Mr. Hall advised this was the final weekend at the pool. He also noted the City expects new busses to arrive this week making a total of six busses and two vans and eventually a third bus route.
- He reported the collapsed building across from the Air Museum has been removed and cleaned up and advised the process was delayed because several parties had items that needed to be removed before demolition occurred. He also noted the recycle operation will be relocated at the solid waste department's location in the near future.
- City Clerk Giskie reminded the Commission of the work session tomorrow night at 5:30 p.m. in the Commission room to discuss licensing and permitting, airport marketing and Southwest Housing, LLC.

14. ITEMS FROM COMMISSIONERS.

Vice Mayor Aragon congratulated Chief Sill and the Liberal Police Department for their efforts and thanked the public for attending the meeting tonight and sharing their concerns. He thanked City staff for a wonderful job in making National Beef's celebration a success on Saturday. He noted the Park looked great and a lot of people enjoyed the Park.

Commissioner Willimon thanked Chief Sill for all he has done over the years and wished his information could be published. She thanked the three individuals who came to the meeting this evening to share their thoughts on weeds so eloquently and also expressed appreciation to the city manager for responding. She hoped that the newspaper would publish something about the problems and that the public will listen and read the article.

- She noted the Air Fair is this weekend and they hope to have 8,000 people in attendance. She asked that the Golf Course project be brought up for discussion at a future meeting.

Commissioner Warren advised he is 100% in favor of retail and noted he had received some concerns from the public and hoped that he could say he was wrong. He recalled that the code

enforcement department had a routine where they go by every property and log concerns. He advised they are working very hard but with the recent moisture this had been a challenge, but noted visitors to the community had commented on how clean our community was.

- Commissioner Warren requested an update on the Abbott Construction property and was told that someone was hired to clean up the site and they are making progress. He questioned the type of sod being purchased. Mr. Hall advised he would check on the type of fescue.
- He also requested that the Golf Course improvements be placed on a future agenda. Mr. Hall advised there would be a presentation at the next meeting.

Mayor Denoyer thanked Saundra Koochel, Tony Martinez and Starley Craig for bringing their concerns to the attention of the Commission and City staff. He thanked the police department for their professionalism and advised we have a great department from the top down.

- Mayor Denoyer noted there are many things to do in the community in the coming weeks, including the Air Fair this weekend, the upcoming College auction and Duck Race. He also thanked Jeff Parsons for his efforts to maintain growth in the community and to Jim Bert for his efforts in developing a flourishing robotics program that is now up to 40 teams.

Commissioner Harrison had no items to present.

15. VOUCHERS.

$773,115.18, dated September 9, 2014. *Commissioner Warren moved to approve the vouchers, as presented, with Vice Mayor Aragon seconding the motion. The motion passed unanimously.*

The meeting was adjourned by motion of Commissioner Willimon.

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Joe Denoyer, Mayor

ATTEST:

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Debra S. Giskie, CMC, City Clerk