THE REGULAR MEETING OF THE LIBERAL CITY COMMISSION
September 23, 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 23, 2014.

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

City Staff Present: City Manager Mark Hall, Public Works Director Joe Sealey, Finance Director Chris Ford, City Clerk Debbie Giskie, Building Inspector/Zoning Administrator Kory Krause, Transit Supervisor Melanie Lunceford, 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 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 Willimon moved to approve the agenda, as presented, with Commissioner Harrison seconding the motion. The motion carried unanimously.

3. Approval of Minutes.
Commissioner Willimon moved to approve the minutes of the September 9, 2014 regular meeting and the September 10, 2014 special meeting, as presented. The motion was seconded by Vice Mayor Aragon and 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.

- Curtis Allen presented copies of ordinances from regional cities pertaining to solicitors and advised he would discuss this further at the October 2 work session.

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 Housing Authority, August 12, 2014 regular meeting.

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

7. Adolescent Support Services:

a. Truancy Program.

Ivanhoe Love, Jr., Director of Adolescent Support Services, distributed a brief wrap of the school year and reviewed the statistics. He requested continued funding for the 2015 Truancy Program in the amount of $53, 666 to allow for a wage increase for truancy officers, which was a slight increase over 2014 funding of $52,666.

- Mr. Love advised the Seward County Commission approved their portion during their budget hearing and also approved the requested funding for Teen Court in the amount of $20,400. He indicated he would be appearing before the USD 480 School Board in the near future.
- A lengthy discussion was held on how to prove the success of the program in reducing crime, parental accountability and how to ensure the program will continue to successful with the change of the judge overseeing truancy court.

Commissioner Harrison moved to approve $53,666 with payments due each quarter in the amount of $13,416 after each submission of the appropriate request to be funded from the crime prevention portion one cent sales tax, contingent upon funding from the other local entities as presented, with Commissioner Warren seconding the motion. The motion carried unanimously.

b. Teen Court.

Ivanhoe Love, Jr. distributed a brochure on Teen Court and reviewed how the program would consist of teen students from middle school to high school who would be trained to perform the duty of judge, attorney and jury in addressing non-felony first offenses by peer students. He advised this program is successful in Topeka and Overland Park and noted this is a State funded law in Texas. Mr. Love reviewed the proposed budget of $61,200; with it funded jointly by the City, Seward County and USD 480 at $20,400 each per year.

- A lengthy discussion was held with questions raised from the Commission regarding the new program, including funding, success rates and if there would be a user fee charged to those participating in the program. It was suggested that more information be made gathered and made available for further consideration, such as funding and how the program works, as well as discussion with the new county attorney and judge.

Commissioner Harrison moved to table this issue until the next meeting, so the Commission can receive more information and study the program. Vice Mayor Aragon seconded the motion, which carried unanimously.

8. Hay Rice & Associates, Chtd:

a. 2013 Audit.

Dustin Ormiston, representing Hay Rice & Associates, expressed appreciation to City staff for their efforts and noted they were very receptive to suggestions made to improve the controls and protecting the assets of the City. He highlighted the audit report as of December 31, 2013.

- Mr. Ormiston reported the City's financial debt position is below average of a city of our size when you look at cash flow and commended the City on being proactive and diligent.

Commissioner Harrison moved to approve the 2013 Audit, as presented, with Vice Mayor Aragon seconding the motion. The motion carried unanimously.

b. 2014 Audit Contract.

Chris Ford presented the 2014 Audit Contract with Hay Rice & Associates for the 2014 fiscal year. He recommended approval of the contract in amount not to exceed $40,750.

Commissioner Willimon moved to approve the 2014 Audit Contract in an amount not to exceed $40,750, as presented, with Vice Mayor Aragon seconding the motion. The motion carried unanimously.

9. First Reading of Ordinance No. 4434 - Rezone from "R1" to "R-2"
Mayor Denoyer requested Commission consideration of the first reading of Ordinance No. 4434, entitled, "AN ORDINANCE AMENDING THE 'OFFICIAL ZONING DISTRICT MAP' OF THE CITY OF LIBERAL, KANSAS BY REZONING FROM 'R1" SINGLE FAMILY DWELLING DISTRICT TO 'R2' TWO FAMILY DWELLING DISTRICT."

- Zoning Administrator Krause advised the applicant, RIPCO LC, is wanting to rezone the property on West Locke Street from single family to two-family dwelling district. He referred to conceptual drawing and noted the Planning Commission and City staff recommend the ordinance be advanced to a second reading.
- Mr. Krause reported Mr. Hockett is in the audience to answer any questions.

Commissioner Harrison moved to advance Ordinance No. 4434 to a second reading, as presented, with Vice Mayor Aragon seconding the motion. The motion carried unanimously.

10. First Reading of Ordinance No. 4435 - City Code Section 9-302.
Mayor Denoyer requested Commission consideration of the first reading of Ordinance No. 4435, entitled, "AN ORDINANCE REPEALING EXISTING SECTION 9-302 AND REPLACING IT WITH A NEW SECTION 9-302 OF THE CODE OF THE CITY OF LIBERAL, KANSAS".
Chief of Police Sill advised the current City Code requires that a pro-tem judge review and sign all arrest warrants and this practice has caused delay in the issuance of warrants and adds expense to an unnecessary process.

- Chief Sill advised the proposed ordinance will give the municipal judge all the legal authority needed to review and issue arrest warrants through municipal court. It was noted the proposed ordinance has been reviewed and approved by legal counsel.

Commissioner Harrison moved to advance Ordinance No. 4435 to a second reading, as presented, with Commissioner Warren seconding the motion. The motion carried unanimously.

11. City Bus Stop Improvements.
Transit Supervisor Lunceford earlier this year the City received a grant from a private organization to improve ten (10) bus stops. She noted the $9,074 grant would allow for a concrete pad, bench and heavy duty trash receptacle at each stop. She requested acceptance of the grant and approval to expend the funds.

- Commissioner Willimon questioned how many tops we currently have in the community. Ms. Lunceford advised we have approximately 50 stops and will add 19 more stops with the additional route that is currently being developed.

Commissioner Warren moved to accept the grant and allow staff to expend the funds, as presented. Commissioner Willimon seconded the motion, which carried unanimously.

12. Willow Tree Golf Course.
City Manager Hall displayed a PowerPoint presentation of the proposed improvements to the Willow Tree Golf Course consisting of a new irrigation system, which is constantly failing, as well as other improvements, including, tee box enhancement, hole enhancement, seeding and two bathrooms at the facility. Mr. Hall noted this project had been placed in the CIP in 2011 and since then there haven't been any significant changes to the improvements and the funding is

available to complete the project. He reported the City has made significant improvements to tennis, soccer and baseball complexes and now the golf course will receive some improvements with the proposed project.

- Mr. Hall noted the bid documents are being put together at this time and he anticipated the project would probably start in the spring.

Commissioner Warren moved to approve the Willow Tree Golf Course Improvements Project in the amount of $1,207,342 from the Streets, Drainage and Other Capital Improvements portion of the One-Cent Sales Tax, as presented. Commissioner Willimon seconded the motion, which carried unanimously.

13. Arkalon Park Purchases:

a. Signage Update.

City Clerk Giskie noted that earlier this year a grant had been received from a private organization to update the signs at the Arkalon Park in the amount of $3,500 to be expended locally.

Commissioner Warren moved to accept the grant and expend the funds for the signage in the amount of $3,500, as presented. Vice Mayor Aragon seconded the motion, which carried unanimously.

b. Picnic Table Replacement.

City Clerk Giskie noted a $5,000 grant was received earlier this year from a private organization to replace some picnic tables that have been damaged over the 25 year history at the Arkalon Park. She explained the cost for five (5) picnic tables, similar to what is currently in use at the facility is $5,622.60 including shipping and that there are adequate funds in the gifts and donations fund to cover the remaining balance not funded by the grant. She recommended acceptance of the grant and approval to expend $5,622.60 from Webcoat, Inc. for five (5) picnic tables.

Commissioner Warren moved to accept the $5,000 grant and to allow City staff to expend $5,622.60 to purchase five picnic tables for the Arkalon Park from Webcoat, Inc., as presented. Vice Mayor Aragon seconded the motion, which carried unanimously.

14. CITY MANAGER'S REPORT.

City Manager Hall reported staff is working hard and getting a lot done. Mr. Hall reminded the Commission of the Council of Governments meeting on Thursday at 7:00 a.m. at SCCC and also the work session on October 2 at 5:30 p.m. He also updated the Commission on work underway at the 8th Street ball complex.

- Mr. Hall made reference to correspondence received from received from KDOT to the public works director regarding to the 6 Points Project and wanted input from the Commission. He noted the City had agreed we would participate in the project in an amount not to exceed $975,000; however, the letter from indicates the bids received came in at $1,844,034 and advised the City would pay all the final engineering costs, bringing the City's total to $1,2000,000 or $225,000 over the maximum amount we originally obligated.
- Vice Mayor Aragon asked what the project would entail. Mr. Hall explained the intersection would end up with a 4 Points intersection; Bluebell will not have straight access and will be diverted to Highway 54 and Railroad Street would dead end and would exit onto Cedar. He advised that KDOT indicated the original design was poor and the intersection needs to be improved.

- Concern was raised that this is the intersection of two State highways and normally there would be participation of 80% State and 20% City and questions were raised where the additional funds would come from.
- City Manager Hall advised City staff would visit with KDOT further on this issue.

15. ITEMS FROM COMMISSIONERS.

Commissioner Harrison thanked City staff for their efforts and noted he was pleased to see a lot of things happening in the community.
Commissioner Willimon advised the Air Fair was a great show and had an attendance of over 10,000 people and wouldn't have been possible for the many volunteers and City staff. She expressed appreciation to the dirt work at the ball fields and that she had received compliments on the appearance of the community. She also commended City staff for their participation in the Rotary Club's "BIG" Day at Arkalon where eleven trees and nineteen shrubs were planted and adopted by the little brothers. She was pleased with "Team Liberal's" success.
Commissioner Warren advised the quality of life issues are important in Liberal and he was pleased to see the improvements to sporting opportunities. He noted with the school projects starting soon and other projects we will see Liberal moving forward.
Vice Mayor Aragon expressed appreciation for their efforts and he looked forward to a lot of exciting things going on in the next few months.
Mayor Denoyer advised the SW Kansas Coalition will meet on October 1 at 4:00 p.m. in Dodge City and the League conference will be held in Wichita on October 11-13. He thanked his fellow Commissioners for their forward thinking in making changes to the face of Liberal. He also thanked the residents for cleaning up their properties.

- Mayor Denoyer noted City Manager Hall would be out of pocket for a short period and he extended congratulations to him and Stephanie as they start a new life together.

16. VOUCHERS.

$513,989.02, dated September 23, 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 Vice Mayor Aragon.

Joe Denoyer, Mayor

ATTEST:

Debra S. Giskie, CMC, City Clerk