

THE REGULAR MEETING OF THE LIBERAL CITY COMMISSION

February 26, 2013

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, February 26, 2013.

Commissioners Present: Mayor Tim Long, Vice Mayor Joe Denoyer, Larry Koochel and Janet Willimon.

City Staff Present: City Manager Mark Hall, Public Works Director Joe Sealey, Finance Director Chris Ford, City Clerk Debbie Giskie, Code Enforcement Officers Larry Mastellar, Economic Development Director Jeff Parsons and City Attorney Shirla McQueen.

Mayor Long 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. *Mayor Long presented Phillip Lee from the Liberal Memorial Library with a proclamation designating March as National Nutrition Month.*

- Mr. Lee invited the public to attend the Children's Healthy Fun Fair this Saturday from 10:00 a.m. to 2:00 p.m. at the Seward County Ag Building.

2. Approval of Agenda.

Mayor Long requested approval of the agenda.

Commissioner Koochel moved to approve the agenda, as presented, with Vice Mayor Denoyer seconding the motion. The motion carried unanimously.

3. Approval of Minutes.

Vice Mayor Denoyer moved to approve the minutes of the February 12, 2013 regular meeting, as presented. The motion was seconded by Commissioner Harrison and carried unanimously.

4. Items from Citizens.

Mayor Long read the rules of the Commission and requested members of the audience approach the podium to address the Commission. *No items were presented.*

5. Items from Groups.

Mayor Long 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. Arkalon Council, December 6, 2012.

b. Airport Lease Renewals

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|----|---------|----------------|----------|--------|
| 1. | # 14.01 | Ranita Johnson | \$880.00 | 1 year |
| 2. | #102.00 | SIMCO, LC | \$784.08 | 1 year |

Vice Mayor Denoyer moved to approve the Consent Agenda, as presented with Commissioner Koochel seconding he motion. The motion carried unanimously.

7. Resolution No. 2169 – Setting Hearing for Condemnation of 335 Virginia Avenue.

Mayor Long requested Commission consideration of Resolution No. 2169, entitled, "A RESOLUTION FIXING THE TIME AND PLACE AND PROVIDING NOTICE OF A HEARING BEFORE THE GOVERNING BODY OF THE CITY OF LIBERAL, KANSAS, AT WHICH TIME OWNERS, THEIR AGENTS, ANY LIENHOLDERS OF RECORD AND ANY OCCUPANTS OF 335 VIRGINIA AVENUE LOCATED ON LOTS EIGHT THROUGH ELEVEN (8-11), BLOCK TEN (10), EASTBORO ADDITION TO THE CITY OF LIBERAL, KANSAS, ALSO KNOWN AS 335 VIRGINIA AVENUE MAY APPEAR AND SHOW CAUSE WHY SUCH STRUCTURE SHOULD NOT BE CONDEMNED AND ORDERED REPAIRED OR DEMOLISHED AS DANGEROUS OR UNSAFE STRUCTURE."

- Code Enforcement Officer Mastellar referred to the photographs and noted the deficiencies were the result of a fire. He noted the proposed public hearing date is April 23, 2013.

Commissioner Harrison moved to adopt Resolution No. 2169, as presented, with Commissioner Koochel seconding the motion. The motion carried unanimously.

8. Computer Purchases.

- Finance Director Ford referred to the memorandum outlining the need to purchase five computers for various departments, including two for the building department, and one each for the finance, economic development and human resources departments. He noted the computers were budgeted in 2012 and since we were able to get another year of use from them, they were placed in the 2013 budget. He recommended the purchase of the five computers from CDWG in the amount of \$5,352.99.

Commissioner Koochel moved to approve the purchase of five computers for \$5,352.99, as presented, with Vice Mayor Denoyer seconding the motion. The motion carried unanimously.

9. Retail Attractions.

- Economic Development Director Parsons advised one of the important issues the economic development department is to assist in the growth of Liberal's retail business community and we need to continue grow our retail community. He explained in an effort to increase both the efficiency and effectiveness of efforts to recruit retail business, City staff would like to suggest that the City hire Retail Attractions, a retail recruiting firm from Owasso, Oklahoma, operated by Rickey Hayes.
- Mr. Parsons advised there are two reasons to hire Mr. Hayes: his experience and expertise in getting a number of retail stores into operation and his connections with companies. He noted the first step is to develop an analysis and leakage study at a cost of \$3,500 and the costs to continue a relationship with Mr. Hayes would be \$1,500 per month, with a smaller rate and finder's fee thereafter. He explained this is not a speedy process and that the people we visit with, may not be making any decisions until 2014.
- Economic Development Director Parsons reported Mr. Hayes has been in Liberal twice to visit with City staff and he indicated there are some hurdles to overcome but there are also some good points in our favor. He requested permission to keep talking to Mr. Hayes to further refine the details of what we expect of him and then have him back next month to make a presentation to the Commission for their consideration.
- Commissioner Koochel questioned if this had been discussed with the JEDC. Mr. Parsons advised they thought it would be best to bring this to the Commission before visiting other folks in the community. He noted the presentation would be made at a public meeting.

Commissioner Harrison moved to have staff continue negotiations with Retail Attractions, as presented, with Commissioner Koochel seconding the motion. The motion carried unanimously.

10. CITY MANAGER'S REPORT.

- City Manager Hall advised there is a Council of Governments meeting on Thursday.
- City Manager Hall advised he had received several calls with questions or wanting information about the City's housing program. He reviewed the history of the program that has occurred over the past ten years, including builder's incentive, first-time homebuyer's, senior improvements, self-help housing, paint the town program as well as other programs operated by the Housing Department. He noted they have met or exceeded the initial Focus on the Future Report program and are currently working under the 2011 Focus on the Future Report. He noted the housing programs have been a priority of the City.
- City Manager Hall thanked the Street, Park and Airport Departments for their efforts in snow removal.
- Commissioner Harrison suggested the Commission review the special assessment policy known as Resolution No. 2029 to see if any updates are necessary.
- Vice Mayor Denoyer suggested we need to continue to look into State programs.

11. ITEMS FROM COMMISSIONERS.

Commissioner Willimon thanked City Manager Hall for addressing the housing situation. She thanked City staff for their hard work and wished the candidates well in the primary election. *Vice Mayor Denoyer* expressed appreciation for the prompt snow removal and noted he has received positive comments.

Commissioner Harrison thanked City staff for the quick snow removal.

Commissioner Koochel advised the Street Department has a good system for cleaning and sanding the busy intersections to make everything safe.

Mayor Long thanked Mr. Hall for the information on the housing situation which is a concern. He advised there are things being worked on to come up with a solution.

12. VOUCHERS.

\$1,009,294.70, dated February 26, 2013. *Commissioner Koochel 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 Denoyer.

Tim Long, Mayor

ATTEST:

Debra S. Giskie, CMC, City Clerk