Agenda

City Council Special Session

Monday, December 19, 2022 - 7:00 PM
Council Chambers

I. CALL TO ORDER

II. APPROVE MINUTES AND SUMMARIES

A. November 28, 2022 Regular Session Minutes

III. CONSENT AGENDA

A. November 14, 2022 Regular Session Minutes

B. Purchase Of Sewer Line Rapid Assessment Equipment from InfoSense Inc. in an amount not to exceed $26,945.00

C. Resolution accepting Sanitary Sewer and Water Main Public Improvements for Vintage Estates of Liberty, Project (PWKS-08-22-00002)

D. Boards and Commissions Appointments

Citizens Sales Tax Oversight Committee
Appoint Ian Wooldridge to a term expiring 5/15/2024

Historic District Review Commission
Appoint Katie Schmidt to a term expiring 7/1/2024

IV. PUBLIC HEARINGS

A. Ordinance amending the Official Zoning Map of the City of Liberty, Missouri by Rezoning 11.38+/- Acres at the NE Corner of South Liberty Parkway & Plummer Road From R-1A, “Suburban Residential” District to C-2 “General Business” District for Prominence Commercial (P&Z Case No. 22-58R&PDP)

V. ORDINANCES, CONTRACTS AND RESOLUTIONS

A. Ordinance acknowledging Vendor Payments for the Period of December 2 to December 9, 2022

B. 2023 Annual Budgets

1. Ordinance Adopting the Annual Budget for the City of Liberty, Clay County, Missouri for the Fiscal Year 2023 (second reading)
2. Ordinance Adopting the Annual Budget for Parks and Parks Sales Tax Budgets for the City of Liberty, Clay County, Missouri for the Fiscal Year 2023 (second reading)

C. Resolution approving the 2023 – 2028 Street Capital Improvement Plan for the City of Liberty, Missouri (postponed from December 12/22)

D. Ordinance approving an Agreement with Pace Analytical for Laboratory Services in an amount not to exceed $50,000.00

E. Ordinance approving an Agreement with JCI Industries, Inc. for the Purchase of Service on Priority Equipment at the Wastewater Treatment Plant in an amount not to exceed $100,000.00

F. 2022 City Street Striping Project

1. Ordinance amending Ordinance No. 11642 approving a final Contract Amendment with Heartland Traffic Services, Inc. for City of Liberty Project 22-014, 2022 City Street Striping, decreasing the amount by $2,648.79 from $36,378.00 to a not to exceed amount of $33,729.21
2. Resolution accepting City of Liberty Project 22-014, 2022 City Street Striping

G. Ordinance approving a Fee for Services Agreement with the Liberty Economic Development Corporation in an amount not to exceed $75,000

H. Ordinance amending Ordinance No. 11557, approving an Agreement with Central Jackson County Fire Protection District to provide EMS CEUs, by increasing the cost by $2,000.00 - from $10,000.00 to an amount not to exceed $12,000.00

I. Ordinance approving a Contract with Wil Pav for asphalt overlay of walking paths at the Capitol Federal Sports Complex in an amount not to exceed $19,854.00

J. Ordinance amending Ordinance No. 11499, approving a Contract with JE Dunn Construction for the Progressive Design/Build Construction Services for the City Hall Atrium Project No.21-019 in an amount not to exceed $3,123,269.00

K. Ordinance approving a Software License and Service Agreement with FORVIS Public Sector Reporting Solutions for the purchase of the Reporting Solution (TRS) Web-Based Financial Report Software in an amount not to exceed $34,800.00

VI. OTHER BUSINESS

A. Adult Use Recreational Marijuana - Discussion

B. Fairview Cemetery / Block 174

VII. MISCELLANEOUS MATTERS FROM CITY ADMINISTRATOR

VIII. MISCELLANEOUS MATTERS FROM MAYOR AND CITY COUNCIL

IX. ADJOURNMENT

ADA Accessible entrance is available from Missouri Street at the Police Department entrance. An elevator will provide access to the second floor – Council Chambers

City Council Meeting

Regular Session Minutes
November 28, 2022

I. CALL TO ORDER

A regular meeting of the City Council of the City of Liberty, Missouri was held in the Council Chambers at City Hall on November 28, 2022 with Mayor Lyndell Brenton presiding. Mayor Brenton called the meeting to order at 7:00 p.m.

II. INVOCATION AND PLEDGE OF ALLEGIANCE

The invocation was given by Council Member Phillips, who then led the pledge of allegiance.

III. ROLL CALL

Council Members Present:	Harold Phillips and Paul Jenness, Ward I Greg Duncan, Ward II Kevin Graham and Jeff Watt, Ward III Michael Hagan and Gene Gentrup, Ward IV
Council Members Absent:	Kelley Wrenn Pozel, Ward II
Staff Present:	Curt Wenson, City Administrator Sara Cooke, Assistant City Administrator Shawnna Funderburk, Chief Strategic Operations Officer Vicki McClure, Finance Director Andy Noll, Utilities Director BJ Staab, Parks and Recreation Director Matt Kellogg, Police Captain John Mills, Fire Chief Katherine Sharp, Planning and Development Director Sherri McIntyre, Public Works Director Janet Pittman, Deputy City Clerk
Public Present:	Kellie Houx, Courier Tribune 28 members of the public

IV. APPROVE MINUTES AND SUMMARIES

A. REGULAR SESSION MINUTES OF OCTOBER 10, 2022

Council Member Hagan moved to approve the minutes as distributed. Council Member Phillips seconded the motion, which carried 6-0-1. Council Member Jenness abstained due to absence.

B. REGULAR SESSION MINUTES OF OCTOBER 24, 2022

Council Member Graham moved to approve the minutes as distributed. Council Member Phillips seconded the motion, which carried 6-0-1. Council Member Jenness abstained due to absence.

V. CITIZENS' PARTICIPATION

Mayor Brenton thanked Janet Pittman for her 14 years of service as Deputy City Clerk to the City of Liberty and the City Council.

VI. MEETING SCHEDULE

VII. CONSENT AGENDA

A. RESOLUTION ACCEPTING THE SANITARY, WATER, STREET AND STORM IMPROVEMENTS FOR THE HOMESTEAD OF LIBERTY, 3RD PLAT PROJECT

Homestead of Liberty, 3rd Plat is located west of S. Withers Road and south of Red Orchard Drive. The developer constructed public sanitary sewer, water main, street and storm sewer improvements to facilitate the residential development. The public improvements were constructed by Holthouse Construction, LLC and Metro Asphalt, Inc. in accordance with City plans and specifications.

Action: Council Member Hagan moved to approve the resolution. Council Member Watt seconded the motion.

Vote: Motion passed 7-0-0
Yes: Council Members Phillips, Jenness, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Inscribed in Resolution No. 3286

B. RESOLUTION ACCEPTING THE SANITARY, WATER, AND STORM SEWER IMPROVEMENTS FOR THE WELLINGTON PROJECT

The Wellington senior living project is located east of S. Withers Road between Progress Drive and Kent Street. The developer constructed public sanitary sewer, water main, sidewalks, and storm sewer improvements to facilitate the senior living facility development. The public improvements were constructed by O'Reilly Build, LLC in accordance with City plans and specifications.

Action: Council Member Hagan moved to approve the resolution. Council Member Watt seconded the motion.

Vote: Motion passed 7-0-0
Yes: Council Members Phillips, Jenness, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Inscribed in Resolution No. 3287

C. PURCHASE OF MOBILE BARRICADES AND STORAGE CONTAINER FROM ROAD SAFE MOBILE VEHICLE BARRIERS IN AN AMOUNT NOT TO EXCEED $58,752.00

The Liberty Police Department is tasked with the safety of our citizens at large gatherings and festivals. During the 2022 Juneteenth celebration in Liberty, another police agency was involved in a pursuit of a vehicle that headed toward the historic downtown Liberty Square. The only option officers had was to move police vehicles to block Kansas Street or risk the vehicle driving recklessly into the crowds. Terrorism and accidental vehicle entry into crowds of people are of the highest concern during threat assessments for large gatherings of people.

Road Safe MVB 3X Mobile Vehicles Barriers are compact when stored, but when deployed properly, they can stop heavy trucks up to 7.5 tons. These barricades are easily moved out of the way for emergency vehicle access by one person. The barricades could also be shared with partner agencies. The cost includes a storage container and 30 barricades, allowing for four 12' sections to be deployed.

Action: Council Member Hagan moved to approve the purchase. Council Member Watt seconded the motion.

Vote:	Motion passed 7-0-0
Yes:	Council Members Phillips, Jenness, Hagan, Graham, Watt, Duncan and Gentrup
No:	None
Abstain:	None

D. BOARD AND COMMISSION APPOINTMENT

1. Liberty Housing Authority
   Appoint Yvette Madden to a term expiring July 1, 2025

Council Member Hagan moved to approve the appointment. Council Member Watt seconded the motion, which carried unanimously.

VIII. PUBLIC HEARINGS

A. ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF LIBERTY, MISSOURI BY REZONING 50+/- ACRES AT NORTH of I-35/US 69 INTERSECTION FROM R-1A, SUBURBAN RESIDENTIAL DISTRICT TO C-2, GENERAL BUSINESS DISTRICT FOR NORTH LIBERTY COMMERCIAL (P&Z CASE 22-49 R&PDP)

The proposed rezoning is C-2, “General Business”, which allows; commercial, retail and office services. UDO Section 30-63.1. The applicant’s proposal includes approximately 223,000 square feet of commercial space. The preliminary development plan includes 9 automotive sales type buildings ranging in size from 20,000 sq. ft. to 25,000 sq. ft. The proposed use is in conformance with the General Business zoning requirements.

The project is located between I-35 and US 69 Hwy. The intersection of Edgar Petty Road and US 69 Hwy was approved to be relocated to the north away from the I-35/US 69 intersection with the approval of the industrial project adjacent to the north of this proposal.

Mayor Brenton opened the Public Hearing and asked if anyone wished to speak either in favor or in opposition of the ordinance.

Grant Polley, Northpoint Development, 3315 N. Oak Trafficway, Kansas City, Missouri, stated the project use meets the MoDOT study case. This site is the front door to the Industrial Park, and the developer will self-impose a restriction that the project will include national new car dealerships only.

Seeing no one else wishing to speak, the Mayor closed the Public Hearing.

Document No. 9508 was read.

Mayor Brenton stated the ordinance will be considered on second reading at the December 12, 2022 Council Meeting.

B. RESOLUTION APPROVING A PRELIMINARY PLAT FOR NORTH LIBERTY COMMERCIAL, 50.47 ACRES BETWEEN INTERSTATE 35 AND US 69 HWY, A SUBDIVISION OF LAND IN LIBERTY, CLAY COUNTY, MISSOURI (P&Z CASE 22-50PP) – Postponed from November 14, 2022

This is a proposal for a commercial center with approximately 223,000 square feet of space in 9 buildings. There are 9 lots proposed on 50.47+/- acres. The buildings are proposed to be utilized for automotive sales and accompanying uses. The project is located between I-35 and US 69 Hwy. The project is located between I-35 and US 69 Hwy. The intersection of Edgar Petty Road and US 69 Hwy was approved to be relocated to the north away from the I-35/US 69 intersection with the approval of the industrial project adjacent to the north of this proposal. A preliminary plat is required for the general subdivision of land to ensure the layout of a proposed subdivision conforms to the comprehensive plan and the UDO. Staff finds this application meets the standards of review for a Preliminary Plat in Section 30-28.10 of the UDO.

Action: Council Member Graham moved to postpone consideration of the resolution to the December 12, 2022 Council Meeting. Council Member Hagan seconded the motion.

Vote: Motion passed 7-0-0
Yes: Council Members Phillips, Jenness, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None

C. RESOLUTION APPROVING A SPECIAL USE PERMIT ON THE SOUTH SIDE OF 291 BETWEEN KENT AND BROWN ON SUTTON PLACE TO ALLOW AN ELECTRIC SUBSTATION FOR A PUBLIC UTILITY, IN LIBERTY, CLAY COUNTY, MISSOURI (P&Z CASE 22-56SUP)

The applicant is requesting approval of a Special Use Permit for the construction of a new electrical substation measuring 25 feet in height, not including the poles that connect to the transmission lines. The substation will be constructed to transform the utility-supplied voltage (69,000 volts or 69 kV) to a site distribution voltage of 15 kV. This is the standard voltage use to supply a facility such as the Ford Stamping Plant.

Staff finds that this application meets the standards of review for a Special Use Permit in Section 30.25 in the UDO.

Mayor Brenton opened the Public Hearing and asked if anyone wished to speak either in favor or in opposition of the resolution.

Jessica Keck, Evergy, 918 S. Kansas Ave, Topeka, Kansas, stated the old substation will need to run while the new location is being built, and the existing site isn't large enough to accommodate the new substation. There will be landscaping around the masonry wall that will surround the substation. Once decommissioned, the old substation site will be cleaned to the Missouri Department of Natural Resources specifications. The new substation is being built with future growth in mind and system reliability should improve as it will have better connectivity with the Evergy network.

Jeremy Adams, Liberty Car Care, 928 Sutton Place, stated that the masonry wall will be 8 ft. from his building. He is concerned about the wall height's impact on his business, and the potential of car break-ins and fire risk. He is also wondering if there are any environmental, health and safety concerns having a substation located next to his business. Will his business be affected during construction, and will it affect site drainage on his lot?

Jason Wicklund, Wicklund Car Star, 941 Sutton Place, noted that their business relies on visibility from 291 Hwy. The businesses surrounding the site are all auto related and already at an increased risk of fire, will the substation increase that risk? Will cameras be installed to monitor the area? He also expressed concern that there may be a disruption to their business during the switch over, and for the animals at the neighboring vet clinic that may be bothered if there are any high frequency noises.

Seeing no one else wishing to speak, the Mayor closed the Public Hearing.

Action: Council Member Hagan moved to approve the resolution. Council Member Jenness seconded the motion.

Vote: Motion passed 7-0-0
Yes: Council Members Phillips, Jenness, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Inscribed in Resolution No. 3288.

IX. ORDINANCES, CONTRACTS AND RESOLUTIONS

A. Ordinance acknowledging vendor payments for the period of November 4 – November 18, 2022

Mayor Pro Tem Kevin Graham took over as Chair of the meeting.

Document No. 9509 was read.

Action: Council Member Hagan moved to approve the vendor payments. Council Member Phillips seconded the motion.

Roll Call
Vote: Motion passed 7-0-0
Yes: Council Members Phillips, Jenness, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Approved by the Chair and inscribed in Ordinance No. 11676.

Mayor Brenton resumed as chair of the meeting.

B. ORDINANCE ACCEPTING A COVENANT TO MAINTAIN STORM WATER MANAGEMENT SYSTEM FOR CHARLIE'S CAR WASH

To facilitate the addition to Charlie's Car Wash, located at 220 N. Church Road, Liberty, MO, storm water quality facilities will be constructed on the property. Per the City of Liberty's storm water discharge permit from the Missouri Department of Natural Resources, an agreement between the City and post-development landowner(s) is required to designate the responsible party(ies) and the type/frequency of maintenance activities for continued performance of storm water detention and storm water quality facilities. In response to the requirement, the Covenant to Maintain Storm Water Management System associated with the Charlie's Car Wash development has been executed by the property owner. This covenant is the City's standard requirement where storm water detention and storm water quality facilities are required. City Council acceptance is required prior to recording the covenant document.

Document No. 9510 was read.

Action: Council Member Hagan moved to waive the rules and consider the ordinance on first reading. Council Member Phillips seconded the motion.

Vote: Motion passed unanimously.

Action: Council Member Gentrup moved to approve the ordinance. Council Member Hagan seconded the motion.

Vote: Motion passed 7-0-0
Yes: Council Members Phillips, Jenness, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Approved by the Chair and inscribed in Ordinance No. 11677.

C. ORDINANCE AMENDING ORDINANCE NO. 11494, APPROVING A LEASE AGREEMENT WITH UTILITY, INC. FOR THE LEASE, MAINTENANCE, AND INSTALL OF POLICE VEHICLE/BODY CAMERAS, INCREASING THE AMOUNT BY $43,316.00 FROM $300,000.00 FOR AN AMOUNT NOT TO EXCEED $343,316.00

The Police department is adding one patrol vehicle requiring an additional dash camera. Additionally, dash cameras will be added to the SRO vehicle and SWAT van.

Patrol staffing will be increased by four personnel in 2023, requiring four additional body cameras.

Document No. 9511 was read.

Action: Council Member Jenness moved to waive the rules and consider the ordinance on first reading. Council Member Graham seconded the motion.

Vote: Motion passed unanimously.

Action: Council Member Watt moved to approve the ordinance. Council Member Gentrup seconded the motion.

Vote: Motion passed 7-0-0
Yes: Council Members Phillips, Jenness, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Approved by the Chair and inscribed in Ordinance No. 11678.

D. ORDINANCE APPROVING AN AGREEMENT AND THE CITY OF LIBERTY'S PARTICIPATION AND MEMBERSHIP IN THE MISSOURI FIREFIGHTERS CRITICAL ILLNESS TRUST AND POOL IN AN AMOUNT NOT TO EXCEED $7,198.00

In 2021, the State of Missouri provided $5,000,000 to help start the Firefighters Critical Illness pool, which was created to aid the State's fire professionals and agencies to contain the human and financial burdens created by serious health issues by providing cancer benefits to the State's firefighters. The support from the State makes it more affordable for departments to join this program.

Document No. 9512 was read.

Action: Council Member Phillips moved to waive the rules and consider the ordinance on first reading. Council Member Graham seconded the motion.

Vote: Motion passed unanimously.

Action: Council Member Jenness moved to approve the ordinance. Council Member Watt seconded the motion.

Vote: Motion passed 7-0-0
Yes: Council Members Phillips, Jenness, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Approved by the Chair and inscribed in Ordinance No. 11679.

X. OTHER BUSINESS

A. LIBERTY AFRICAN AMERICAN LEGACY MONUMENT

Shelton Ponder, Co-Chair of the Liberty African American Legacy Monument, presented the final report on the project. He thanked the City Council for their support of the project and allowing the implementation of the monument.

B. FAIRVIEW CEMETERY / BLOCK 174

Dwayne Holtzclaw, 113 Kevin St., Excelsior Springs, stated he has family buried in private Block 174. He is against the revestment lawsuit, please stop it.

Sharon Feine, 457 E Franklin, noted the City has already purchase diversity training books, and asked if reparations is the next cliff they are going to jump off of?

Gieselle Fest, 1407 Lynette, stated that now with the African American Legacy monument there are two monuments in the cemetery. History is complicated, and we need to learn from it, stop the revestment lawsuit.

David Sallee, 9531 S. Laural, Kansas City, stated that Block 174 and the Legacy memorial are not equivalent. The 20’ monument on Block 174 celebrates the Confederacy, and it’s support of enslaving those that are buried in unmarked graves honored by the Legacy monument.

XI. MISCELLANEOUS MATTERS FROM CITY ADMINISTRATOR

XII. MISCELLANEOUS MATTERS FROM MAYOR AND CITY COUNCIL

XIII. ADJOURNMENT

The meeting adjourned at 8:40 p.m.

____
Mayor

Attest:

____
Deputy City Clerk

The City of Liberty missouri

Not Approved Until
December 19, 2022

City Council Meeting

Regular Session Minutes
November 14, 2022

I. CALL TO ORDER

A regular meeting of the City Council of the City of Liberty, Missouri was held in the Council Chambers at City Hall on November 14, 2022 with Mayor Lyndell Brenton presiding. Mayor Brenton called the meeting to order at 7:00 p.m.

II. INVOCATION AND PLEDGE OF ALLEGIANCE

The invocation was given by Council Member Graham, who then led the pledge of allegiance.

III. ROLL CALL

Council Members Present:	Harold Phillips and Paul Jenness, Ward I Greg Duncan and Kelley Wrenn Pozel, Ward II Kevin Graham and Jeff Watt, Ward III Michael Hagan and Gene Gentrup, Ward IV
Council Members Absent:	None
Staff Present:	Curt Wenson, City Administrator Shawnna Funderburk, Chief Strategic Operations Officer Vicki McClure, Finance Director Andy Noll, Utilities Director BJ Staab, Parks and Recreation Director Jim Martin, Police Chief Donna Kay Taylor, Assistant Parks and Recreation Director Katherine Sharp, Planning and Development Director John Findlay, City Engineer Janet Pittman, Deputy City Clerk
Public Present:	Kellie Houx, Courier Tribune 10 members of the public

IV. APPROVE MINUTES AND SUMMARIES

A. REGULAR SESSION MINUTES OF SEPTEMBER 26, 2022

Council Member Hagan moved to approve the minutes as distributed. Council Member Graham seconded the motion, which carried 7-0-1. Council Member Phillips abstained due to absence.

V. CITIZENS' PARTICIPATION

David Langston, 1920 Carter Ct, spoke in remembrance of Veteran's Day.

VI. MEETING SCHEDULE

VII. CONSENT AGENDA

A. RESOLUTION GRANTING A CERTIFICATE OF APPROPRIATENESS FOR EXTERIOR IMPROVEMENTS TO A RESIDENTIAL STRUCTURE AT 102 N MORSE AVE, DOUGHERTY HISTORIC DISTRICT (HDRC CASE 22-013D) A 353 TAX ABATEMENT PROJECT

The homeowner is planning to take advantage of the City's Chapter 353 Tax Abatement program for exterior improvements at 102 N. Morse Ave, Dougherty Historic District.

Action: Council Member Watt moved to approve the resolution. Council Member Phillips seconded the motion.

Vote: Motion passed 8-0-0
Yes: Council Members Phillips, Jenness, Pozel, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Inscribed in Resolution No. 3283

B. RESOLUTION APPROVING TASK ORDER #7 WITH HDR ENGINEERING, INC. IN AN AMOUNT NOT TO EXCEED $99,210.00

The proposed Whitehorse residential development requires full street improvements to Birmingham Road from Ruth Ewing Road to Lauren Street. Since there is an existing at-grade railroad crossing at Birmingham Road approximately 400 feet south of Holt Drive, the City is requiring re-alignment of approximately 2,250 feet of Birmingham Road to allow for a future flyover bridge over the existing railroad approximately 420 feet northeast of the existing crossing. The proposed realignment and flyover bridge allows for the removal of the existing at-grade street crossing providing positive benefits to the City of Liberty, Canadian Pacific Railroad, and the developer.

Action: Council Member Watt moved to approve the resolution. Council Member Phillips seconded the motion.

Vote: Motion passed 8-0-0
Yes: Council Members Phillips, Jenness, Pozel, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Inscribed in Resolution No. 3284

VIII. PUBLIC HEARINGS

A. ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF LIBERTY, MISSOURI BY REZONING 50+/- ACRES AT NORTH of I-35/US 69 INTERSECTION FROM R-1A, SUBURBAN RESIDENTIAL DISTRICT TO C-2, GENERAL BUSINESS DISTRICT FOR NORTH LIBERTY COMMERCIAL (P&Z CASE 22-49 R&PDP) **(**TO BE FURTHER CONTINUED TO NOVEMBER 28, 2022)

This is a proposal for a commercial development with approximately 223,000 square feet of space in 9 buildings. There are 9 lots proposed on 50.47+/- acres. The applicant is requesting to rezone the property from R-1A, "Suburban Residential" to C-2, "General Business". The buildings are proposed to be utilized for automotive sales and accompanying uses. The project is located between I-35 and US 69 Hwy. The intersection of Edgar Petty Road and US 69 Hwy was approved to be relocated to the north away from the I-35/US 69 intersection with the approval of the industrial project adjacent to the north of this proposal.

Action: Council Member Phillips move to further continue the Public Hearing to November 28, 2022. Council Member Pozel seconded the motion.

Vote: Motion passed 8-0-0
Yes: Council Members Phillips, Jenness, Pozel, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None

B. RESOLUTION APPROVING A PRELIMINARY PLAT FOR NORTH LIBERTY COMMERCIAL, 50.47 ACRES BETWEEN INTERSTATE 35 AND US 69 HWY, A SUBDIVISION OF LAND IN LIBERTY, CLAY COUNTY, MISSOURI (P&Z CASE 22-50PP) **(NOT A PUBLIC HEARING)** - POSTPONED FROM OCTOBER 24, 2022 (TO BE FURTHER POSTPONED TO NOVEMBER 28, 2022)

This is a proposal for a commercial center with approximately 223,000 square feet of space in 9 buildings. There are 9 lots proposed on 50.47+/- acres. The buildings are proposed to be utilized for automotive sales and accompanying uses. A preliminary plat is required for the general subdivision of land to ensure the layout of a proposed subdivision conforms to the comprehensive plan and the UDO. Staff finds this application meets the standards of review for a Preliminary Plat in Section 30-28.10 of the UDO.

Action: Council Member Phillips moved to further postpone consideration of the Resolution to November 28, 2022. Council Member Hagan seconded the motion.

Vote: Motion passed 8-0-0
Yes: Council Members Phillips, Jenness, Pozel, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None

IX. ORDINANCES, CONTRACTS AND RESOLUTIONS

A. ORDINANCE ACKNOWLEDGING VENDOR PAYMENTS FOR THE PERIOD OF OCTOBER 14, 2022 TO NOVEMBER 4, 2022

Mayor Pro Tem Kevin Graham took over as Chair of the meeting.

Document No. 9489 was read.

Action: Council Member Hagan moved to approve the vendor payments. Council Member Phillips seconded the motion.

Roll Call
Vote: Motion passed 8-0-0
Yes: Council Members Phillips, Jenness, Pozel, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Approved by the Chair and inscribed in Ordinance No. 11657.

Mayor Brenton resumed as chair of the meeting.

B. ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF LIBERTY, MISSOURI BY REZONING 1,075 ACRES GENERALLY LOCATED AT N CHURCH ROAD BOUND BY I-35, 104TH STREET, AND PORTIONS EXTENDING TO 116TH STREET, INCLUDING 378 ACRES TO BE ANNEXED INTO THE CITY OF LIBERTY TO PD FLEX (P&Z CASE 22-54RMP) (SECOND READING)

The applicant, GaleHart Communities, is proposing to rezone to PD-FLEX to allow a large scale, mixed-use development on 1,075 acres. This includes 385 acres voluntarily annexed into the City at the northern city boundary. The project is generally located to the east and west of N Church Road bound by I-35, 104th Street, and portions of the project area extending to 116th Street.

The purpose of the planned development flex district is to facilitate the development of master planned, mixed use developments containing a minimum of five hundred acres. The PD-FLEX district allows a mix of land uses, densities, setbacks, and building heights for a defined area and allows for flexibility of change over an extended period of time. This zoning district is intended to encourage innovative and creative design and to facilitate a mix of uses in the development of a balanced community over an extended period of time or build out. The PD- FLEX land use designation shall require approval of a master plan in order to provide general development goals for the property. The PD-FLEX zoning district shall clearly define the purpose and intent of the property and its development limitations or allowances while being sufficiently flexible to meet the demands of increased population and evolutionary changes in such fields as architecture, transportation, and redevelopment. The PD-FLEX district must conform to the requirements of the UDO in requiring adequate standards necessary to protect the public health, safety and general welfare.

Document No. 9483 was read.

Action: Council Member Watt moved to approve the ordinance. Council Member Hagan seconded the motion.

Vote: Motion passed 8-0-0
Yes: Council Members Phillips, Jenness, Pozel, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Approved by the Chair and inscribed in Ordinance No. 11658.

C. ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF LIBERTY, MISSOURI BY REZONING 20.77 ACRES AT THE NW CORNER OF RUTH EWING ROAD AND BIRMINGHAM ROAD FROM R-1A, “SUBURBAN RESIDENTIAL DISTRICT” TO R-1C, “STANDARD SINGLE FAMILY RESIDENTIAL” FOR WHITEHORSE (P&Z CASE 22-42R&PP) (SECOND READING)

This is a request to rezone 20.52 acres of R-1A, “Suburban Residential District” to R-1C, “Standard Single Family” and a preliminary plat for a 153-acre single-family residential development with 326 lots.

This application also includes three variance requests:

- **Sec. 30-35.2**. - Street capacity requirements; required improvements. Which requires the developer to improve all collector or arterial streets that abut the proposed development along the entire limits of the development site to city improvement standards.
- **Sec. 30-36.1**. - Sanitary sewer facilities; required connection. States that all development shall be required to provide a direct gravity flow sewer connection to the public sewer system.
- **Sec. 30-93.3.** - Design specifications, streets and alleys. States that five-foot wide sidewalks are required on both sides of the street.

Document No. 9484 was read.

Action: Council Member Graham moved to approve the ordinance. Council Member Phillips seconded the motion.

Vote: Motion passed 8-0-0
Yes: Council Members Phillips, Jenness, Pozel, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Approved by the Chair and inscribed in Ordinance No. 11659.

D. ORDINANCE AUTHORIZING A DEVELOPMENT AGREEMENT WITH STAR DEVELOPMENT FOR THE WHITEHORSE RESIDENTIAL SUBDIVISION, LIBERTY, MISSOURI (SECOND READING)

The developer is interested in developing the 153-acre site into a single-family residential subdivision. Soon after the conversation with the developer about Whitehorse, staff was made aware of a railroad merger which would add additional trains onto the existing line at the location of the proposed Whitehorse development. City staff and the developer discussed the potential for a bridge at Birmingham which would remove the need for the existing at-grade crossing. The developer redesigned the portion of the subdivision nearest the railroad crossing to allow a bridge over the crossing. To achieve the required grades needed for the bridge height, Birmingham would need to be realigned further east. In lieu of making road improvements along the area of Birmingham that will not be used when the bridge is constructed, the developer is contributing $100,000 to the design of the bridge, and right-of-way for the roadway re-alignment. This design will allow City staff to apply for future Federal Railroad Administration (FRA) funding to provide help with the cost of the grade-separation. The City is moving forward to procure a consultant to assist in the bridge design and grant application with support from the Canadian Pacific Railway. Grant funding will be applied for in 2023. Future roadway and bridge construction could start as early as summer of 2024 if funding and grant applications are successful.

Document No. 9486 was read.

Action: Council Member Watt moved to approve the ordinance. Council Member Phillips seconded the motion.

Vote: Motion passed 8-0-0
Yes: Council Members Phillips, Jenness, Pozel, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Approved by the Chair and inscribed in Ordinance No. 11660.

E. ORDINANCE APPROVING AN AGREEMENT AND EXPENDITURE WITH BART'S ELECTRIC FOR AN EMERGENCY REPAIR IN THE AMOUNT OF $27,910.00 FOR THE CONVERSION OF THE LIBERTY COMMUNITY CENTER NATATORIUM LIGHTS TO LED FIXTURES

The Liberty Community Center opened in February 1992. When the building was opened, the space which is currently the Community Services staff offices, for a short time was an arts and crafts room, and then the space was converted to facility storage. In the mid-2000's, when office space was needed in City Hall, the Community Services division was relocated to the Liberty Community Center.

During the summer, supervisors began reviewing options to provide additional office space within the Liberty Community Center. It was determined the best course of action would be to relocate and reallocate Community Services staff office space. During the relocation and reallocation discussions, it was brought to the attention of supervisors that the humming noise from the ballasts of the natatorium pool lights could negatively impact the health of the staff member scheduled to move. The ballasts for the natatorium lights are located in the ceiling of the Community Services office space.

Staff consulted Bart's Electric for a proposal to eliminate the humming noise. Bart's Electric has provided electrical service to the Liberty Community Center for several years and is very familiar with the facility.

Document No. 9493 was read.

Action: Council Member Hagan moved to waive the rules and consider the ordinance on first reading. Council Member Graham seconded the motion.

Vote: Motion passed unanimously.

Action: Council Member Gentrup moved to approve the ordinance. Council Member Phillips seconded the motion.

Vote: Motion passed 8-0-0
Yes: Council Members Phillips, Jenness, Pozel, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Approved by the Chair and inscribed in Ordinance No. 11661.

F. ORDINANCE APPROVING A GUARANTEED PRICING AGREEMENT WITH BRADY INDUSTRIES FOR CITYWIDE CUSTODIAL SUPPLIES IN AN AMOUNT NOT TO EXCEED $52,000.00.

The City of Liberty utilizes an independent contractor for purchase and delivery of custodial supplies. A “basket of goods” analysis was used to develop the bid document which included all supplies purchased by facility departments over the course of one year where the total annual cost exceeded $500. Twenty products met the criteria. Bids were sent to seven vendors. Two vendors declined, one vendor did not qualify as they submitted a proposal for trash can liners only, and four vendors responded to the bid.

After a detailed analysis was used to compare the amount of product per case from each vendor it was determined that Brady Industries submitted the lowest priced proposal.

Document No. 9494 was read.

Action: Council Member Watt moved to waive the rules and consider the ordinance on first reading. Council Member Phillips seconded the motion.

Vote: Motion passed unanimously.

Action: Council Member Hagan moved to approve the ordinance. Council Member Gentrup seconded the motion.

Vote: Motion passed 8-0-0
Yes: Council Members Phillips, Jenness, Pozel, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Approved by the Chair and inscribed in Ordinance No. 11662.

G. ORDINANCE APPROVING A GUARANTEED PRICING AGREEMENT WITH HEARTLAND MECHANICAL FOR CITYWIDE HVAC PREVENTIVE MAINTENANCE AND REPAIR SERVICES IN THE AMOUNT OF $125,000.00.

The City of Liberty utilizes independent contractors to manage preventive maintenance activities and repair services for the HVAC systems serving public facilities. Because the services requested are specialized, services are divided into two separate groups – those for primary facilities and those for secondary facilities. The services requested for each group are of a slightly different scope or scale and are based on the mechanical requirements of the equipment.

Heartland Mechanical has served as the City of Liberty's HVAC service provider for the past five years with very satisfactory results.

Document No. 9495 was read.

Action: Council Member Phillips moved to waive the rules and consider the ordinance on first reading. Council Member Pozel seconded the motion.

Vote: Motion passed unanimously.

Action: Council Member Hagan moved to approve the ordinance. Council Member Jenness seconded the motion.

Vote: Motion passed 8-0-0
Yes: Council Members Phillips, Jenness, Pozel, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Approved by the Chair and inscribed in Ordinance No. 11663.

H. ORDINANCE APPROVING A MEMORANDUM OF UNDERSTANDING WITH CLAY COUNTY SENIOR SERVICES TO PROVIDE GRANT FUNDING FOR SENIOR CENTER AND SENIOR TRANSPORTATION ADMINISTRATION IN THE AMOUNT OF $122,000.00

Since 2010, the City of Liberty has been awarded operating contracts from Clay County to support senior services, including transportation services and senior center administration.

The grant is reimbursed quarterly upon receipt of required documentation submitted by Liberty Parks and Recreation Department staff and approval by the Executive Director of Clay County Senior Services.

Document No. 9496 was read.

Action: Council Member Phillips moved to waive the rules and consider the ordinance on first reading. Council Member Hagan seconded the motion.

Vote: Motion passed unanimously.

Action: Council Member Watt moved to approve the ordinance. Council Member Hagan seconded the motion.

Vote: Motion passed 8-0-0
Yes: Council Members Phillips, Jenness, Pozel, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Approved by the Chair and inscribed in Ordinance No. 11664.

I. ORDINANCE APPROVING A MEMORANDUM OF UNDERSTANDING WITH CLAY COUNTY SENIOR SERVICES TO PROVIDE GRANT FUNDING FOR SENIOR MEMBERSHIPS TO THE LIBERTY COMMUNITY CENTER IN THE AMOUNT OF $60,000.00

Beginning in 2008, the Parks and Recreation Department began receiving $8,000 in grant funding for Liberty Community Center physical activity classes. The City continued to apply for and receive $8,000 grants annually through 2013. Amounts provided in subsequent years were increased.

In 2023, Liberty Community Center senior annual (paid in full) rates will be $350 and the monthly (bank draft) rate will be $32.50/month. With the CCSS grant funding applied, the senior annual (paid in full) rate will be $230/year and the senior monthly (bank draft) rate will be $22.50/month.

Document No. 9497 was read.

Action: Council Member Watt moved to waive the rules and consider the ordinance on first reading. Council Member Phillips seconded the motion.

Vote: Motion passed unanimously.

Action: Council Member Graham moved to approve the ordinance. Council Member Gentrup seconded the motion.

Vote: Motion passed 8-0-0
Yes: Council Members Phillips, Jenness, Pozel, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Approved by the Chair and inscribed in Ordinance No. 11665.

J. ORDINANCE APPROVING A GUARANTEED PRICING AGREEMENT WITH LIBERTY SPORTS OFFICIALS IN THE AMOUNT OF $265,000 FOR 2023 YOUTH AND ADULT SPORTS OFFICIATING SERVICES

The Parks and Recreation Department utilizes independent contractors to manage officiating services for all sports leagues. Services covered by this contract include all Liberty Parks and Recreation Department sports programs (youth recreational and competitive baseball, youth recreational and competitive softball, youth recreational and competitive basketball, youth recreational soccer, youth recreational and competitive flag football, youth recreational volleyball, adult softball, adult volleyball, and adult basketball). Due to officiating staff shortages, the pricing for 2023 shows an increase in some of the sports categories for an estimated increase of $15,000, up from $250,000 in 2021 and 2022. The division's operating budget includes funding for this set of officiating services in the amount of $265,000, which is recouped through participant registrations.

Only Liberty Sports Officials expressed an interest in bidding for officiating services. Liberty Parks and Recreation Department has utilized Liberty Sports Officials for 19 years with positive success.

Document No. 9498 was read.

Action: Council Member Phillips moved to waive the rules and consider the ordinance on first reading. Council Member Hagan seconded the motion.

Vote: Motion passed unanimously.

Action: Council Member Hagan moved to approve the ordinance. Council Member Graham seconded the motion.

Vote: Motion passed 8-0-0
Yes: Council Members Phillips, Jenness, Pozel, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Approved by the Chair and inscribed in Ordinance No. 11666.

K. ORDINANCE APPROVING A CONTRACT AND EXPENDITURE WITH APEX CONCRETE COATINGS IN THE AMOUNT OF $40,403.88 FOR THE LIBERTY COMMUNITY CENTER LOCKER ROOM FLOOR RENOVATIONS

The Liberty Community Center opened in February of 1992. The current flooring in the men's and women's locker rooms is tile and original to the facility. Over the past several years, the tiles in the shower and restroom areas in both locker rooms have become more difficult to keep clean. Additionally, the tile along the cove base has been breaking in numerous areas.

The project began September 6 and was scheduled to be completed by September 18. When demolition of the tile began, Apex observed that the surface below the tile was unusable. The sub-surface had been saturated for quite some time and was turning into sand as the tile was being removed. A usable surface was discovered approximately 4 inches below the tile. A total of 40,000 pounds of concrete and tile was removed from the men's and women's locker rooms. Upon completion of the demolition portion of the project, APEX prepared the floor for the concrete coating, which included building ADA-compliant ramps in areas going to the lockers and pool deck.

Due to the unexpected demo and prep work needed for completion of the project, the final cost was $40,403.88.

Document No. 9499 was read.

Action: Council Member Phillips moved to waive the rules and consider the ordinance on first reading. Council Member Hagan seconded the motion.

Vote: Motion passed unanimously.

Action: Council Member Hagan moved to approve the ordinance. Council Member Phillips seconded the motion.

Vote: Motion passed 8-0-0
Yes: Council Members Phillips, Jenness, Pozel, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Approved by the Chair and inscribed in Ordinance No. 11667.

L. ANNEXATION RELATED AGREEMENTS (NORTHPOINT DEVELOPMENT)

As part of the Northpoint Development Project, the developers proposed a voluntary annexation of certain properties into the City of Liberty. Those properties were located in the Kearney Fire and Rescue Protection District. Annexation of those properties involved detaching the area from the Kearney Fire and Rescue Protection District and annexing them into the City of Liberty. Thereby making them part of the service area for the Liberty Fire Department.

Such detachment involves payments to the governmental entity losing territory by the governmental entity acquiring the territory. These costs are appropriately part of the development cost and assumed by the Northpoint Development. Northpoint Development will provide payment to the City of Liberty. The City of Liberty will make payment to Kearney Fire and Rescue Protection District.

1. ORDINANCE APPROVING A RELEASE AND INDEMNIFICATION AGREEMENT BETWEEN THE CITY OF LIBERTY AND NORTHPOINT DEVELOPMENT, LLC FOR REIMBURSEMENT AND INDEMNIFICATION FOR THE FUNDS PAID TO THE KEARNEY FIRE AND RESCUE PROTECTION DISTRICT

Document No. 9500 was read.

Action: Council Member Phillips moved to waive the rules and consider the ordinance on first reading. Council Member Jenness seconded the motion.

Vote: Motion passed unanimously.

Action: Council Member Hagan moved to approve the ordinance. Council Member Phillips seconded the motion.

Vote: Motion passed 8-0-0
Yes: Council Members Phillips, Jenness, Pozel, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Approved by the Chair and inscribed in Ordinance No. 11668.

2. ORDINANCE APPROVING THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF LIBERTY, MISSOURI AND THE KEARNEY FIRE AND RESCUE PROTECTION DISTRICT TO CONFIRM THE ANNEXATION AND PAYMENT OF DETACHMENT FUNDS IN AN AMOUNT NOT TO EXCEED $5,000.00

Document No. 9501 was read.

Action: Council Member Phillips moved to waive the rules and consider the ordinance on first reading. Council Member Jenness seconded the motion.

Vote: Motion passed unanimously.

Action: Council Member Phillips moved to approve the ordinance. Council Member Hagan seconded the motion.

Vote: Motion passed 8-0-0
Yes: Council Members Phillips, Jenness, Pozel, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Approved by the Chair and inscribed in Ordinance No. 11669.

M. ORDINANCE ACCEPTING A SPECIAL WARRANTY DEED FROM HALLMARK CARDS INCORPORATED FOR LAND PURCHASED FOR FIRE STATION #3

The Fire Department budgeted in 2022 for the remodel/expansion of Fire Station #3 in order to add living quarters for more crew members at this station. The station is located on a small lot that does not allow for expansion. City staff reached out to Hallmark Cards, which owns the land around Fire Station #3. Hallmark agreed to sell the City 5+ acres of land around Fire Station #3 for $20,000.00. This action will accept a Special Warranty Deed from Hallmark for the land purchase.

Document No. 9502 was read.

Action: Council Member Phillips moved to waive the rules and consider the ordinance on first reading. Council Member Hagan seconded the motion.

Vote: Motion passed unanimously.

Action: Council Member Gentrup moved to approve the ordinance. Council Member Watt seconded the motion.

Vote: Motion passed 8-0-0
Yes: Council Members Phillips, Jenness, Pozel, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Approved by the Chair and inscribed in Ordinance No. 11670.

N. 2022 STREET RESTORATION PROJECT

This action is to reconcile the final contract amount for City of Liberty project 22-002, 2022 Street Maintenance Pavement Restoration. Final reconciliation involves the reconciliation of all contract line items and negotiated cost adjustments resulting from material price increases.

Amendment decreases the contract amount by $98,067.48 and provides a final quantity reconciliation which includes a material pricing adjustment. Allows final payment and release of retainage.

1. ORDINANCE APPROVING A FINAL CONTRACT AMENDMENT FOR CITY OF LIBERTY PROJECT 22-002, 2022 STREET MAINTENANCE PAVEMENT RESTORATION BY DECREASING THE CONTRACT BY $98,067.48 FROM $1,732,320.50 TO A NOT TO EXCEED AMOUNT OF $1,634,253.02.

Document No. 9503 was read.

Action: Council Member Jenness moved to waive the rules and consider the ordinance on first reading. Council Member Hagan seconded the motion.

Vote: Motion passed unanimously.

Action: Council Member Hagan moved to approve the ordinance. Council Member Gentrup seconded the motion.

Vote: Motion passed 8-0-0
Yes: Council Members Phillips, Jenness, Pozel, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Approved by the Chair and inscribed in Ordinance No. 11671.

2. RESOLUTION ACCEPTING CITY OF LIBERTY PROJECT 22-002, 2022 STREET MAINTENANCE PAVEMENT RESTORATION

Action: Council Member Hagan moved to approve the resolution. Council Member Phillips seconded the motion.

Vote: Motion passed 8-0-0
Yes: Council Members Phillips, Jenness, Pozel, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Inscribed in Resolution No. 3285

O. ORDINANCE APPROVING AN AGREEMENT FOR CITY OF LIBERTY PROJECT 22-003, M-291/BLUE JAY TRAFFIC SIGNAL AND STEWART/M-291 INTERSECTION IMPROVEMENTS (FEDERAL AID PROJECT STBG-3392(407)) WITH TRANSYSTEMS CORPORATION IN AN AMOUNT NOT TO EXCEED $225,000.00

The Missouri Highway 291 corridor is a major commercial corridor directly adjacent to the Liberty Triangle commercial center. The corridor provides major arterial traffic flow for motorists and freight through the City of Liberty.

Traffic studies and historical data have both demonstrated that the intersection of M-291 & Stewart Rd. is dangerous. The annual average number of traffic accidents at the intersection is 10, with approximately half of these resulting in injury. To reduce the likelihood of accidents, the City has proposed either closing or improving the intersection.

Traffic studies have determined, that altering the intersection of M-291 & Stewart Rd. will divert significant traffic through the intersection of M-291 & Blue Jay Dr., thus warranting signalization.

City staff reviewed and assessed each RFQ submittal. Assessments were done in accordance with MoDOT Engineering Policy Guide (EPG). A short list was developed consisting of CMT, Kimley-Horn and TranSystems. TranSystems was selected.

Document No. 9504 was read.

Action: Council Member Phillips moved to waive the rules and consider the ordinance on first reading. Council Member Pozel seconded the motion.

Vote: Motion passed unanimously.

Action: Council Member Hagan moved to approve the ordinance. Council Member Gentrup seconded the motion.

Vote: Motion passed 8-0-0
Yes: Council Members Phillips, Jenness, Pozel, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Approved by the Chair and inscribed in Ordinance No. 11672.

P. ORDINANCE ACCEPTING (2) PUBLIC STORMWATER DETENTION FACILITIES EASEMENTS FROM THE CAROLYN L. WALKER TRUST NO. 1 DATED JUNE 1, 1991 (CHARLIES CARWASH)

To facilitate the improvements at Charlies Carwash, Lot 1, Wilshire Plaza - Sixth Plat, storm water quality facilities were constructed on the property. Per the City of Liberty's storm water discharge permit from the Missouri Department of Natural Resources, an agreement between the City and post-development landowner(s) is required to designate the responsible party(ies) and the type/frequency of maintenance activities for continued performance of storm water detention and storm water quality facilities. As a condition of the covenant, public storm facilities easements are required.

The easements allow for access to stormwater detention and BMP facilities to allow for emergency maintenance by the City in case of property owner negligence. The storm facilities easement documents are attached and executed by the current property owner, the Carolyn L. Walker Trust No. 1 dated June 1, 1991. City Council acceptance is required prior to recording the easements.

Document No. 9505 was read.

Action: Council Member Phillips moved to waive the rules and consider the ordinance on first reading. Council Member Hagan seconded the motion.

Vote: Motion passed unanimously.

Action: Council Member Graham moved to approve the ordinance. Council Member Hagan seconded the motion.

Vote: Motion passed 8-0-0
Yes: Council Members Phillips, Jenness, Pozel, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Approved by the Chair and inscribed in Ordinance No. 11673.

Q. ORDINANCE APPROVING A WAYFINDING SIGNAGE AGREEMENT WITH THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION FOR THE CITY WAYFINDING SIGNAGE PROJECT

MoDOT requires the execution of a wayfinding signage agreement to allow for the installation of City wayfinding signs in their right of way.

In order for the City wayfinding signs to be installed along Highway 291, the Missouri Department of Transportation (MoDOT) requires that a Wayfinding Signing Agreement be approved and executed between the City of Liberty and the Missouri State Highways and Commission. The agreement grants permission for the City to install and maintain the 11 wayfinding signs within the State right of way. Entering into the agreement is at no cost to the City.

Document No. 9506 was read.

Action: Council Member Watt moved to waive the rules and consider the ordinance on first reading. Council Member Phillips seconded the motion.

Vote: Motion passed unanimously.

Action: Council Member Hagan moved to approve the ordinance. Council Member Graham seconded the motion.

Vote: Motion passed 8-0-0
Yes: Council Members Phillips, Jenness, Pozel, Hagan, Graham, Watt, Duncan and Gentrup
No: None
Abstain: None
Approved by the Chair and inscribed in Ordinance No. 11674.

R. ORDINANCE APPROVING A SIDEWALK AGREEMENT AND LICENSE WITH THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION FOR THE COMMERCE BANK DEVELOPMENT PROJECT

The Commerce Bank development located at 1 Liberty Bell Circle (NE corner of Highway 291 and Kansas Street) is required to construct public sidewalk along the property frontage of Highway 291.

In order for the sidewalk to be constructed, the Missouri Department of Transportation (MoDOT) requires that a Sidewalk Agreement and License be approved and executed between the City of Liberty and the Missouri State Highways and Transportation Commission. The agreement grants permission to install and maintain public sidewalk within the State right of way. The developer's contractor has completed a MoDOT right of way permit for construction, but the State will not issue the permit until the Agreement is approved and executed.

Entering into this agreement is at no cost to the City.

Document No. 9507 was read.

Action: Council Member Phillips moved to waive the rules and consider the ordinance on first reading. Council Member Hagan seconded the motion.

Vote: Motion passed unanimously.

Action: Council Member Watt moved to approve the ordinance. Council Member Gentrup seconded the motion.

Vote: Motion passed 8-0-0
Yes: Council Members Phillips, Jenness, Pozel, Hagan, Graham, Watt, Duncan and Gentrup

No: None
Abstain: None
Approved by the Chair and inscribed in Ordinance No. 11675.

X. OTHER BUSINESS

A. FAIRVIEW CEMETERY/BLOCK 174

Gieselle Fest, 1407 Lynette, asked Council to stop the lawsuit and 'let's work together'.

Sharon Fiene, 457 E. Franklin, stated the plot is not abandoned and people are buried there. Stop the lawsuit.

Dwayne Holtzclaw, 113 Kevin Street, Excelsior Springs, Missouri, stated he has family buried in Block 174, it's private property.

B. SALES AND USE TAX UPDATE

BJ Staab, Parks and Recreation Director, was pleased to present that all of the projects funded by the Use Tax passed in April of 2018 have been completed. Those projects included the creation of a new animal shelter, improving old and tired parks and to maintain and improve City services. Although faced with the challenges of the COVID pandemic, staff were able to persevere and complete the projects as promised. Some highlights of the projects include:

Parks

- Creation of the Jefferson Cates Creek Playground
- City Park renovations and a new sprayground
- New Parks Signs/Historical Markers
- New Pickle Ball Courts
- Pet Bag Stations
- Clay Ridge Sidewalk/Pedestrian Link
- $65k Northwyck Bridge (Eagle Scout Project)

Liberty Community Center

- Aqua Zip install for the outdoor pool
- Family locker room with direct access to the pool
- Additional 3,200 sq. ft. of indoor/outdoor member space

Partnerships

- Eagle Scouts
- Kiwanis
- Mason's
- LPR Foundation

Because of utilizing staff as the general contractor for some of the construction, they were able to save $320,000.00 which could be used towards other amenities. Mr. Staab went on to thank the working group comprised of staff, Park Board and City Council. He also stated that staff will continue to build on suggestions and thanked the community for their positive comments and feedback.

XI. MISCELLANEOUS MATTERS FROM CITY ADMINISTRATOR

XII. MISCELLANEOUS MATTERS FROM MAYOR AND CITY COUNCIL

XIII. ADJOURNMENT

The meeting adjourned at 8:18 p.m.

____
Mayor

Attest:

____
Deputy City Clerk

The City of Liberty missouri

CITY COUNCIL ACTION REPORT

Meeting Date: December 19, 2022
A/R No.: 2022-337

Department: Utilities

Submitted By: Andy Noll, Director Utilities

Subject: Purchase Of Sewer Line Rapid Assessment Equipment from InfoSense Inc. in an amount not to exceed $26,945.00

Summary:

- Purchase of a sewer line rapid assessment tool in the amount of $26,945.00.
- Utilization of the SL-RAT will allow staff to rapidly assess a large area of sanitary sewer line pipe and then prioritize.
- Rapid assessment will allow staff to be more selective on the number of sanitary sewer lines that are cleaned and televised, and reduce fuel consumption and maintenance costs related to the large jet trucks.
- The rapid assessment tool can be utilized year round.

Background:

The sewer line rapid assessment tool, SL-RAT, utilizes sound to determine if there are obstructions of flow in the sewer line pipe as an alternative to cleaning and then televising the sewer line pipe. Staff believes the utilization of the SL-RAT will allow us to rapidly assess a large area of sanitary sewer line pipe and then prioritize the cleaning and televising of sanitary sewer lines that indicate that there is a blockage of flow. Staff believes that the rapid assessment will allow us to be more selective on the number of sanitary sewer lines that are cleaned and televised and reduce fuel consumption and maintenance costs related to the large jet trucks. The rapid assessment tool can be utilized year round and is not limited by freezing temperatures as the other sewer maintenance equipment is limited.

The SL-RAT emits sound from a speaker that is placed at the top of one manhole and a speaker is placed in the top of the manhole at the downstream or upstream manhole. The speaker emits a sequence of tones from low frequency to high frequency and the speaker at the other end detects the level of sound and correlates that with the length of pipe to determine if there are any obstructions to flow. Staff has participated in a trial of the equipment and found it quite easy to use and believes it will significantly reduce the effort spent cleaning sewer lines that do not need it.

Previous Action (if applicable):

Policy/Committee Review:

Citizen Sales Tax Oversight Committee	Completed/Recommended:
Public Safety Sales Tax Oversight Committee	Completed/Recommended:
Budget Committee	Completed/Recommended:

Other:	Completed/Recommended:

Financial Considerations:

Budgeted:	Line Item: Line Item:	Amount: Amount:
	Revenue Line (if applicable):	Amount:
x **Non-Budgeted**	Line Item:96.70.901.36.7201 Line Item:	Amount: $26,945.00
	Funding Source:Unrestricted Fund Balance	Amount: $26,945.00

Attachments:

1. 2022.10.19 City of Liberty MO (Purchase Quote - CJR) (1)

InfoSense, Inc

Sales Quote

Date: 10/19/22
Quote #: 2022-1019P1-CJR

Billing and Payment Address: 8116 South Tryon St, Suite B3-203, Charlotte, NC 28273

Prepared for:	State	Contact	Phone #	Fax #	Email
City of Liberty	MO	Andy Noll	(816) 439-4510		andynoll@libertymo.gov

Price List: US Price List

InfoSense Contacts	Job Title	Phone #	Fax #	Email
Charlie Rotman	Midwest Market Manager	(877) 747-3245 x7	(704) 930-0145	crotman@infosense.com

Terms and Conditions
Shipment Terms: FOB Your Dock
Credit Terms: Net 30
Effective From: 10/19/22
Valid Through: 12/18/22

All shipments are ARO, and subject to final verification upon receipt of order. All items will be shipped UPS ground unless otherwise specified. Please indicate whether partial shipment is acceptable. Shipping charges are Pre-Paid. An electronic copy of this quote may be provided for your convenience. InfoSense retains an original copy of all quotes and will consider the original to be the governing document.

Line#	Part Number	Description	Qty.	Unit of Measure	Price	Net Price	Extended Price
1		SL-RAT Standard Package*	1	ea	$ 26,500.00	$ 26,500.00	$ 26,500.00
2		2nd Battery Charger (Optional)	1	ea	$ 195.00	$ 195.00	$ 195.00
3		Safety Yellow Foam Frame Cushion (Optional)	1	set	$ 220.00	$ 220.00	$ 220.00
4		1/2 Day Training (Optional)****	1	ea	$ 1,250.00	$ 1,250.00	$ 1,250.00
5		Shipping & Handling**	1	ea	$ 445.00	$ 445.00	$ 445.00

*Price includes storage bag, one battery charger, one-year limited warranty, and license for the SL-DOG** web portal software valid for one year from the date of purchase. Annual subscription to the SL-DOG software can be renewed at $995 for the first year for one SL-RAT and $450 more for each additional unit thereafter.

**Shipping & Handling/Insurance via UPS Ground Service. Excludes any additional applicable taxes, duties, or other government charges.

****As an alternative to an in-person training, we have a virtual training option for $675.

InfoSense is currently an approved vendor on BuyBoard, COSTARS, and TAUD. Please email crupe@infosense.com for more information.

SL-DOG software consists of three components:
(1) A local client runs on a PC. It downloads the SL-RAT data from the device and is provided at no charge.
(2) A cloud-based web portal set up for each customer that can assist with the management of SL-RAT data. It includes the ability to edit measurement data, add manhole ID's, add comments, manage data quality, review productivity and export the SL-RAT data in a variety of formats including Google Earth "kml", ArcGIS "SHP", Acrobat "pdf", and Excel or "csv".
(3) A mobile APP for iOS and Android that can integrate with enterprise systems as well as enable entering notes and asset ID's in the field while conducting acoustic assessments.

Comments: *(All returned or exchanged items are subject to 25% restocking fee.)*

Visit our website: www.infosense.com **PAST WINNER WEF INNOVATIVE TECHNOLOGY AWARD**

Grand Total **$28,610.00**

Form Revision Date 08.16.22

The City of Liberty missouri

CITY COUNCIL ACTION REPORT

Meeting Date: December 19, 2022
A/R No.: 2022-329

Department: Public Works

Submitted By: Joshua Martinez, Capital Projects Engineer

Subject: Resolution accepting Sanitary Sewer and Water Main Public Improvements for Vintage Estates of Liberty, Project (PWKS-08-22-00002)

Summary:

- Public Improvements to Sanitary Sewer and Water were constructed to facilitate the development of the Vintage Estates of Liberty residential development.
- The above-referenced project has been constructed according to the plans and specifications of the City of Liberty.

Background:
Vintage Estates of Liberty is located North-East of Buckingham Dr. and West of S. Withers Rd. The developer constructed public sanitary sewer and water main improvements to facilitate the residential development. The public improvements were constructed by Conlon Construction Co., Holthouse Construction LLC and Metro Asphalt, Inc. in accordance with City plans and specifications.

Staff recommends approving a resolution accepting the Sanitary Sewer and Water Main Public Improvements associated with Vintage Estates of Liberty residential development.

Previous Action (if applicable):
NA

Policy/Committee Review:

NA	Citizen Sales Tax Oversight Committee	Completed/Recommended:
NA	Public Safety Sales Tax Oversight Committee	Completed/Recommended:
NA	Budget Committee	Completed/Recommended:
NA	Other:	Completed/Recommended:

Financial Considerations:

	Line Item: Line Item:	Amount: Amount:

NA	**Budgeted:**	Revenue Line (if applicable):	Amount:
NA	**Non-Budgeted**	Line Item: Line Item:	Amount:
		Funding Source:	Amount:

<u>Attachments</u>:

1. 2022-329 Accept Public Improvements - Vintage Estates RES

RESOLUTION NO._________

A RESOLUTION ACCEPTING THE SANITARY SEWER AND WATER IMPROVEMENTS FOR THE VINTAGE ESTATES OF LIBERTY PROJECT

WHEREAS, the project has been completed by Conlon Construction, Co, Holthouse Construction LLC, and Metro Asphalt, Inc.; and

WHEREAS, the project has been constructed in accordance with the plans and specifications of the City of Liberty;

NOW, THEREFORE, BE IT RESOLVED that the City of Liberty does hereby accept the above stated improvements for the Vintage Estates of Liberty Project (PWKS-08-22-00002);

PASSED by the City Council of Liberty, Clay County, Missouri, this ________ day of __________________, 2022.

____
MAYOR

ATTEST:

____
DEPUTY CITY CLERK

The City of Liberty missouri

STAFF REPORT

Planning and Zoning Case 22-58R&PDP

Staff: Mike Peterman, City Planner

Date: December 19, 2022

GENERAL INFORMATION

Application:	**P&Z Case 22-58R&PDP: Rezoning & Preliminary Development Plan Rezoning from R-1A "Suburban Residential" To C-2 "General Business" for Prominence Commercial. 30,000 sq. ft. of commercial space in 5 buildings on 11 +/- acres at South Liberty Parkway and Plummer Rd.**
Applicant/Owner:	John Davis Prominence Holdings, LLC 105 Stewart Ct. #225 Liberty, MO 64068
Location:	11.38 +/- acres north of South Liberty Parkway, east of Plummer Road
Existing Land Use/Zoning:	Undeveloped / R-1A, Suburban Residential District
Future Land Use Designation:	Commercial (along South Liberty Parkway)
Proposed Zoning:	C-2 "General Business"
Surrounding Land Uses/Zoning:	**North**: Providence Apartments PD / PD "Planned Development" **South**: South Liberty Parkway & Ford / BP "Business Park" **East**: Undeveloped / R-1A **West**: Undeveloped/ PD (expired apartment project)
Public Notice:	Legal Notice printed in Courier Tribune- November 23 Letter sent to property owners within 185 ft. on November 28 Sign Posted on site on November 23
File Date:	November 4, 2022

PREVIOUS CASE

PZ Case 16-30A: Future Land Use Amendment for South Liberty Parkway Phase I was approved by the City Council in February 2017.

PZ Case 22-17R&PDP: Planned Development for Providence Apartments, immediately to the north, was approved by the City Council July 25, 2022

APPLICANT'S PROPOSAL

Summary

This is a rezoning application for Prominence Commercial, a commercial development on approximately 11.4 acres for 30,000 square feet of commercial space along South Liberty Parkway.

The applicant is proposing 5 commercial lots each with buildings ranging in size from 5,000 to 10,000 sq. ft. This is a preliminary proposal to establish commercial zoning to market the property to commercial businesses. No specific user has been identified and all of the proposed building elevations are conceptual.

Use

The applicant proposes that the site be used for commercial purposes and is requesting the C-2 "General Business" zoning. The proposed uses include a bank, drive thru restaurant, retail and office buildings.

Site Design

The preliminary plan proposes 6 commercial lots along South Liberty Parkway. There will not be direct access to South Liberty Parkway from the individual lots. Tract A from the approved Providence apartments will serve as the access point to each lot. In final development plan phase, staff will work with the applicant on final-level details to the site plan.

Building Design

The conceptual building designs include mostly EIFS with brick or stone accents. Standard commercial storefronts with large windows and accents such as awnings, canopies, architectural panels and lighting are also purposed. The development will have covenants that the individual sites will be subject to during development. Final building details will be worked through during the final development plan phase.

Access/Circulation/Parking

The Tract A access drive from the Providence Apartment Preliminary Development Plan will be the primary access point for all lots. Tract A will be accessed from Plummer Road. Access on South Liberty Parkway will have a restricted turning movement, allowing for a ¾ access that would inhibit left out movement from the complex onto east bound South Liberty Parkway. The proposed number of parking stalls meets the standards within the Unified Development Ordinance (UDO). Sidewalks will be installed on the east side of Plummer Road and throughout the site for pedestrian connectivity. Site and parking lot lighting must be designed to minimize light spillage onto neighboring properties and will be further addressed in the final development plan application.

Landscaping/ Open Space

The individual lots have open space ranging from 40 to 65% currently. Further evaluation of landscaping and open space will occur as each lot develops at Final Development Plan phase.

PUBLIC INFRASTRUCTURE

The submitted plans for this application have been evaluated in accordance with the adequate public facilities ordinance:

Streets

The proposal includes an entrance on Plummer Road, and an access off of South Liberty Parkway. The proposed full access entrance from Plummer Road will be signalized and fully improved to city standards as part of this project. Access on South Liberty Parkway will have a restricted turning movement, allowing for a ¾ access that would inhibit left out movement from the complex onto east bound South Liberty Parkway.

Sanitary Sewer
Sanitary service will be provided via a public sewer main extension to an existing offsite 36" sewer main (East of Withers Road and South of South Liberty Parkway).

Water
Water service will be provided via connections to an existing 16" water main and 12" water main.

Stormwater
Stormwater will be collected by an on-site collection system directed to the five storm water detention areas located on the site, then released into the Liberty stormwater system at an acceptable rate. Final detailed stormwater analysis will be required at the final development plan phase.

STAFF ANALYSIS

Staff evaluates all rezoning applications in accordance with the following criteria described in section 30-24.3 of the Unified Development Ordinance:

1. **The conformance of the proposed rezoning to the comprehensive plan and other adopted planning policies.**

   The Comprehensive Plan was updated for this area in 2016 during an extensive discussion regarding South Liberty Parkway (SLP) Phase I. During the 2016 SLP update, the SLP Task Force determined appropriate uses along SLP. The land use amendment identified commercial along the frontage of SLP at this location, with high density residential shown north of the commercial.

   Staff believes the proposed rezoning conforms to the 2016 South Liberty Parkway Phase I Update and the Future Land Use map.

2. **The effect the proposed rezoning will have on properties in the general vicinity.**

   The impact of this development will be felt mostly by the existing properties to the north. These impacts might include increase in traffic, noise, and light generated by this development. However, the community has envisioned this overall parcel as developing with high density residential and commercial since the Future Land Use Plan approval in 2016. Additionally, South Liberty Parkway has been designed to accommodate increased traffic capacity and Plummer Road will be improved to collector standards and signalized to mitigate traffic concerns. The proposal of a C-2 zoning district is appropriate, and shows quality design.

3. **The extent to which public facilities and services are available and adequate to meet the demand generated by the proposed use.**
   As further described in the Infrastructure section, the site will be served by adequate public facilities.

In accordance with the Liberty Unified Development Ordinance (UDO), staff's analysis of a Preliminary Development Plan application is guided by Section 30-27.3. In evaluating an application for a preliminary development plan the following three criteria are considered:

1. **The plan substantially complies with the intent of the comprehensive plan;**
   As addressed above, staff believes this proposal does satisfy the intent of the Comprehensive Plan and the Future Land Use map.

2. **The plan complies with the provisions of this UDO;**
   The plan meets all standards and provisions and requires no variances.

3. **The plan substantially complies with approved city development standards and policies;**
   Staff finds that the proposal does comply with the intent of city development standards and policies.

STAFF RECOMMENDATION

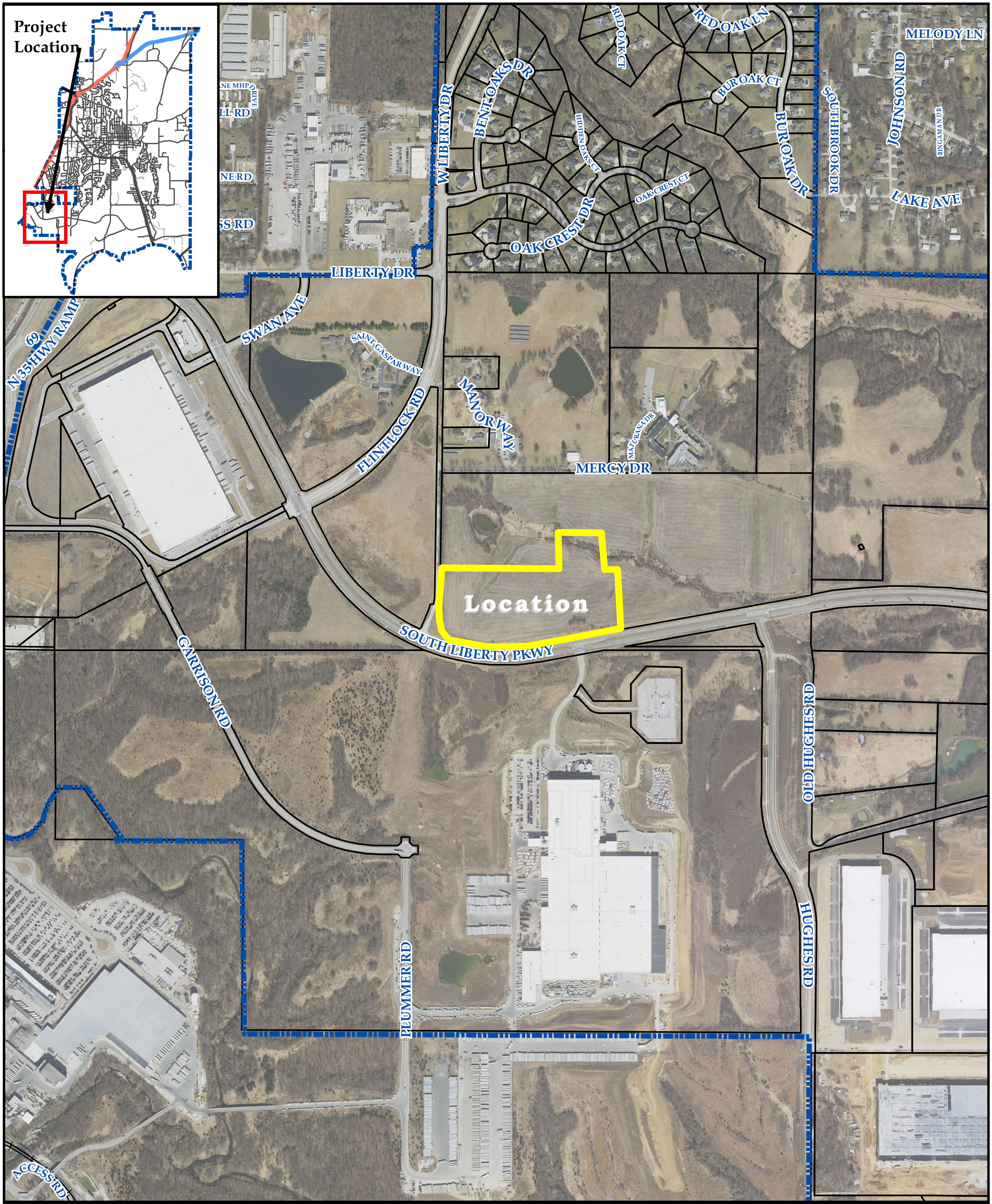
This application does meet the standards of review for a rezoning and preliminary development plan and so staff recommends approval of P&Z Case 22-58R&PDP.

PZ RECOMMENDATION

At its December 13, 2022 meeting, the Planning Commission voted 6-0-0 to recommend approval of P&Z Case 22-58R&PDP as presented in the staff report.

ATTACHMENTS

Exhibit A:	Vicinity Map
Exhibit B:	Site Plan
Exhibit C:	Landscape Plan
Exhibit D:	Conceptual Renderings
Exhibit E:	Minutes Excerpt from Planning & Zoning Commission meeting
Exhibit F:	Ordinance



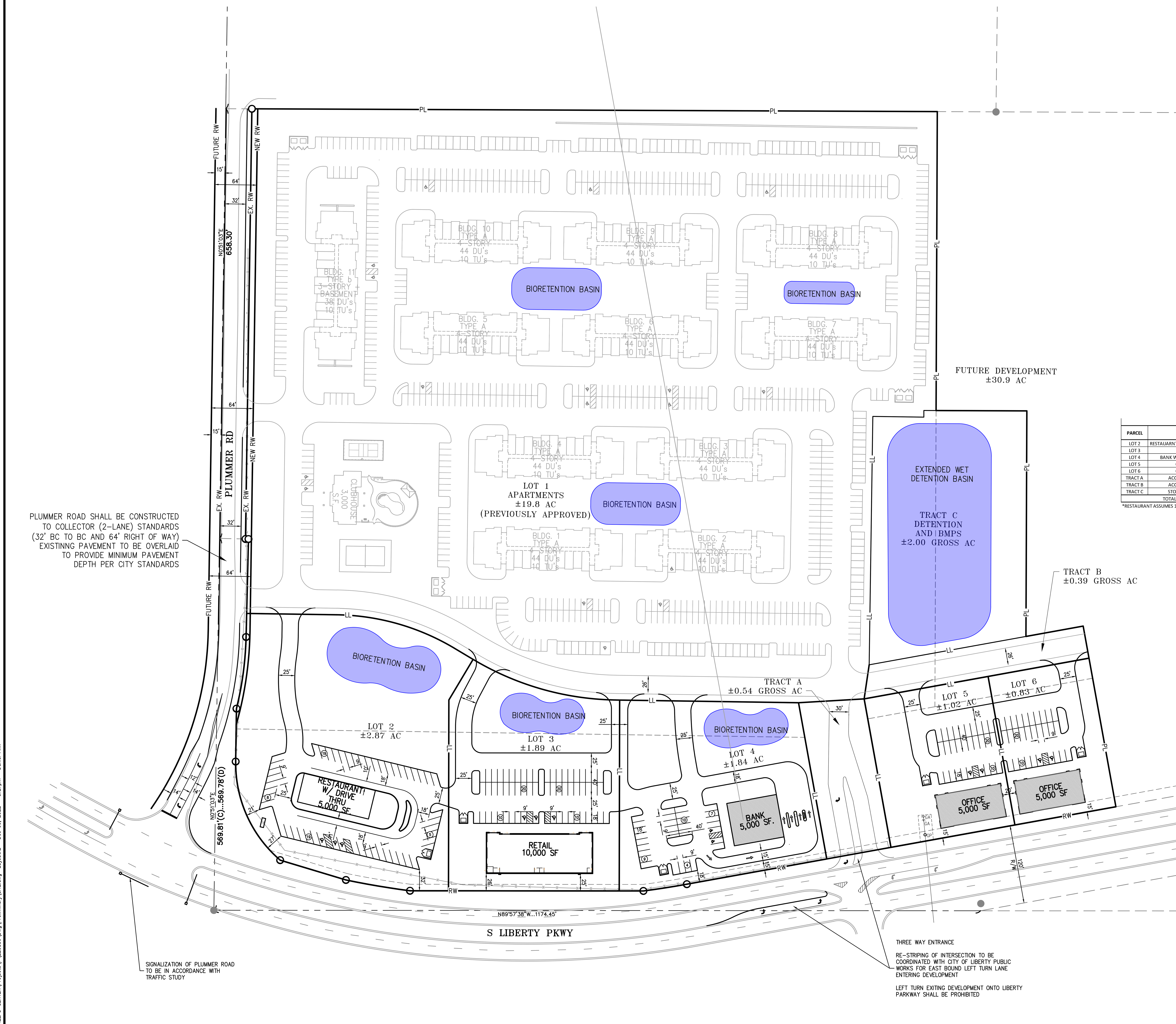
City of Liberty missouri

P&Z Case 22-58R&PDP
Rezoning & Prelim Dev Plan
Prominence Commercial

EXHIBIT A:
VICINITY MAP

N
W E
S

Date: 12/8/2022



DESCRIPTION C-2 ZONE:

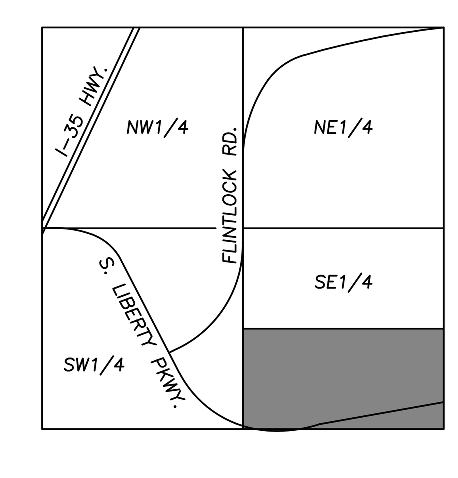
All that part of the Southeast Quarter of Section 23, Township 51 North, Range 32 West, in the City of Liberty, Clay County, Missouri, being more particularly described as follows:

Commencing at the Southwest corner of the Southeast Quarter of said Section 23; thence N 0°51'03" E, along the West line of the Southeast Quarter of said Section 23, a distance of 569.81 feet, to a point on the North line of the Right-of-Way Deed recorded in Book 4301 at Page 623, in the Recorder of Deeds Office, Clay County, Missouri; thence S 88°35'54" E, along said North line, a distance of 44.59 feet, to the Northeast corner thereof, said point also being on the East Right-of-way line of Plummer Road, as now established; thence S 1°24'06" W, along the East line of said Right-of-Way, a distance of 113.98 feet, to the Point of Beginning; thence S 89°09'10" E, a distance of 137.80 feet; thence Easterly on a curve to the right, said curve being tangent to the last described course and having a radius of 362.00 feet, an arc distance of 189.51 feet; thence S 59°09'27" E, a distance of 34.28 feet; thence Easterly on a curve to the left, said curve being tangent to the last described course and having a radius of 438.00 feet, an arc distance of 229.30 feet; thence S 89°09'10" E, a distance of 279.91 feet; thence N 86°37'55" E, a distance of 100.67 feet; thence N 8°23'47" E, a distance of 52.77 feet; thence N 0°50'33" E, a distance of 380.62 feet; thence S 89°09'27" E, a distance of 78.16 feet; thence N 0°13'55" E, a distance of 10.20 feet; thence S 89°46'05" E, a distance of 157.80 feet; thence S 0°13'55" W, a distance of 345.52 feet; thence N 79°44'28" E, a distance of 89.08 feet; thence S 10°15'32" E, a distance of 281.27 feet, to a point on the North line of said Right-of-Way Deed recorded in Book 4301 at Page 623, said point also being on the North Right-of-Way line of S. Liberty Parkway, as now established; thence Westerly and Northerly, along the North and East line of said Right-of-Way the following nine (9) courses: thence S 79°45'52" W, a distance of 667.90 feet; thence Westerly on a curve to the right, said curve being tangent to the last described course and having a radius of 1375.49 feet, an arc distance of 67.37 feet; thence N 89°57'38" W, a distance of 357.55 feet; thence Westerly on a curve to the right, said curve having an initial tangent bearing of N 82°29'31" W and a radius of 1375.39 feet, an arc distance of 99.55 feet; thence N 73°13'41" W, a distance of 105.21 feet; thence Northwesterly on a curve to the right, said curve having an initial tangent bearing of N 49°25'53" W and a radius of 195.00 feet, an arc distance of 171.13 feet; thence N 0°51'03" E, a distance of 81.08 feet; thence Northerly on a curve to the left, said curve having an initial tangent bearing of N 13°56'00" E and a radius of 507.46 feet, an arc distance of 110.99 feet; thence N 1°24'06" E, a distance of 36.11 feet, to the point of beginning, containing 11.3844 acres, more or less.

COMMERCIAL SITE DATA TABLE

PARCEL	USE	LOT AREA (ACRES)	BLDG AREA (SF)	FLOOR AREA RATIO	PARKING CALCULATIONS			OPEN SPACE		
					REQUIRED	MAXIMUM	PROVIDED	IMPERVIOUS	PERVIOUS	OPEN SPACE
LOT 2	RESTAUARNT WITH DRIVE THRU	2.87	5,000	0.0400	51	77	51	1.00	1.87	65%
LOT 3	RETAIL	1.89	10,000	0.1215	40	60	60	1.00	0.89	47%
LOT 4	BANK W/ DRIVE THRU	1.84	5,000	0.0624	20	30	30	0.90	0.94	51%
LOT 5	OFFICE	1.02	5,000	0.1125	20	30	30	0.50	0.52	51%
LOT 6	OFFICE	0.83	5,000	0.1383	20	30	30	0.50	0.33	40%
TRACT A	ACCESS DRIVE	0.54								
TRACT B	ACCESS DRIVE	0.39								
TRACT C	STORMWATER	2.00								
TOTAL		11.38	30,000	0.0605	151	226.5	201			

*RESTAURANT ASSUMES 153 SEATS



SCALE: 1"=2000'

VICINITY MAP
SEC. 23-51-32

PHELPS ENGINEERING, INC.
1270 N. Winchester
Olathe, Kansas 66061
(913) 393-1155
Fax (913) 393-1166
www.phelpsengineering.com
PLANNING
ENGINEERING
IMPLEMENTATION

SITE PLAN

PROMINENCE COMMERCIAL DEVELOPMENT
LIBERTY, CLAY COUNTY, MISSOURI

No.	Date	Revisions:	By	App.
1	12-06-22	REVISED PER STAFF COMMENTS	AEB	JDC

PROJECT NO. 220836
DATE:11-03-2022 DRAWN:AEB
CHECKED: DEU APPROVED: JDC
CERTIFICATE OF AUTHORIZATION KANSAS LAND SURVEYING - LS-82 ENGINEERING - E-391
CERTIFICATE OF AUTHORIZATION MISSOURI LAND SURVEYING-2007001128 ENGINEERING-2007005058

SHEET
C1.2

\\PHELPS-SERVER\Projects\P\220836\Dwg\Preliminary\SITE.dwg Layout:2 Dec 06, 2022 - 3:27pm Daniel Finn

DESCRIPTION C-2 ZONE:

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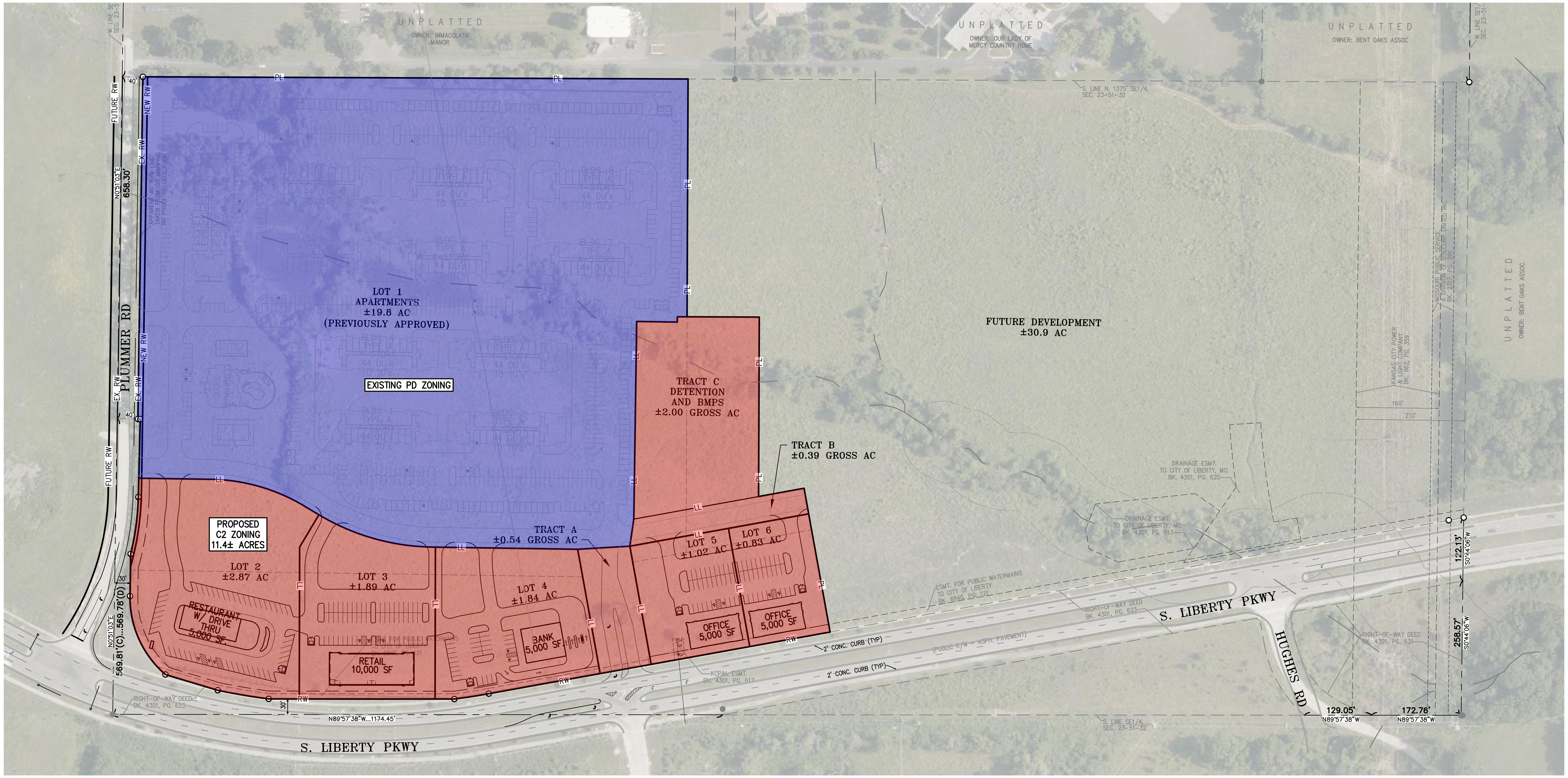
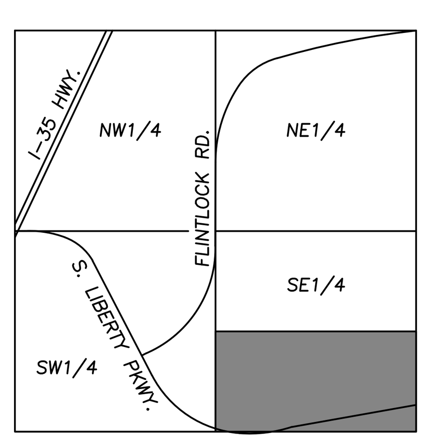


811 Know what's below. Call before you dig.



SCALE: 1"=2000'

VICINITY MAP
SEC. 23-51-32

LEGEND

(blue)	EXISTING PD ZONING
(red)	PROPOSED C-2 ZONING

SCALE: 1"=100'

0' 100' 200'

PHELPS ENGINEERING, INC.
1270 N. Winchester
Olathe, Kansas 66061
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Fax (913) 393-1166
www.phelpsengineering.com
PLANNING
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IMPLEMENTATION

REZONING PLAN

PROMINENCE COMMERCIAL DEVELOPMENT
LIBERTY, CLAY COUNTY, MISSOURI

No.	Date	Revisions:	By	App.
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PROJECT NO. 220836
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CHECKED: DEU | APPROVED: JDC

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ENGINEERING - E-391

CERTIFICATE OF AUTHORIZATION
MISSOURI
LAND SURVEYING-2007001128
ENGINEERING-2007005058

SHEET
C1.1

\\PHELPS-SERVER\Projects\P\220836\Dwg\Preliminary\Rezoning.dwg Layout1 Dec 06, 2022 - 3:27pm Daniel Finn

CONCEPT PLANT SCHEDULE

LARGE SHADE TREES	105
EVERGREEN TREES	15
ORNAMENTAL TREE	21
COLUMNAR EVERGREEN SHRUB	20
SPREADER EVERGREEN SHRUB	70
DECIDUOUS SHRUB 1	41
DECIDUOUS SHRUB II	76
LOW SPREADING EVERGREEN	25

Existing Street Trees (Half-Toned)

Proposed Apartment Trees (Half-Toned)

Sight Triangle
20'
140'

NOTE:
Details and specifications to be provided in construction documents.

Utility Note:
Utilities shown on plan are diagramatic and some may be missing. Before starting any construction call appropriate locating service. In Missouri call 1-800-DIG-RITE (344-7483) to have utilities located.

STATE OF MISSOURI
PETER A.
OPPERMANN
LANDSCAPE ARCHITECT

11/03/2022

Preliminary Landscape Plan
PROMINENCE COMMERCIAL

Plummer Road & South liberty Pkwy.
Liberty, Missouri

Oppermann LandDesign, LLC
Land Planning Landscape Architecture
22 Debra Lane
New Windsor, New York 12553
peteoppermann56@gmail.com
913.522.5598

davidson
architecture & engineering
4301 Indian Creek Parkway
Overland Park, KS 66207
phone: 913.451.9390
fax: 913.451.9391
www.davidsonae.com

STATE OF MISSOURI
CHRISTOPHER LEE HAFNER
NUMBER A-2007020152
ARCHITECT

conceptual shell building for a
Medical/Dental or Retail Building
NEC Plummer Rd and South Liberty Parkway
Liberty, MO 64068

Exterior Finish Schedule

PFM1 Pre Finished Metal
'Berridge' Sierra Tan [parapet cap . metal trim]

WD Wood Siding
Nichiha
Color: Sandy Buff

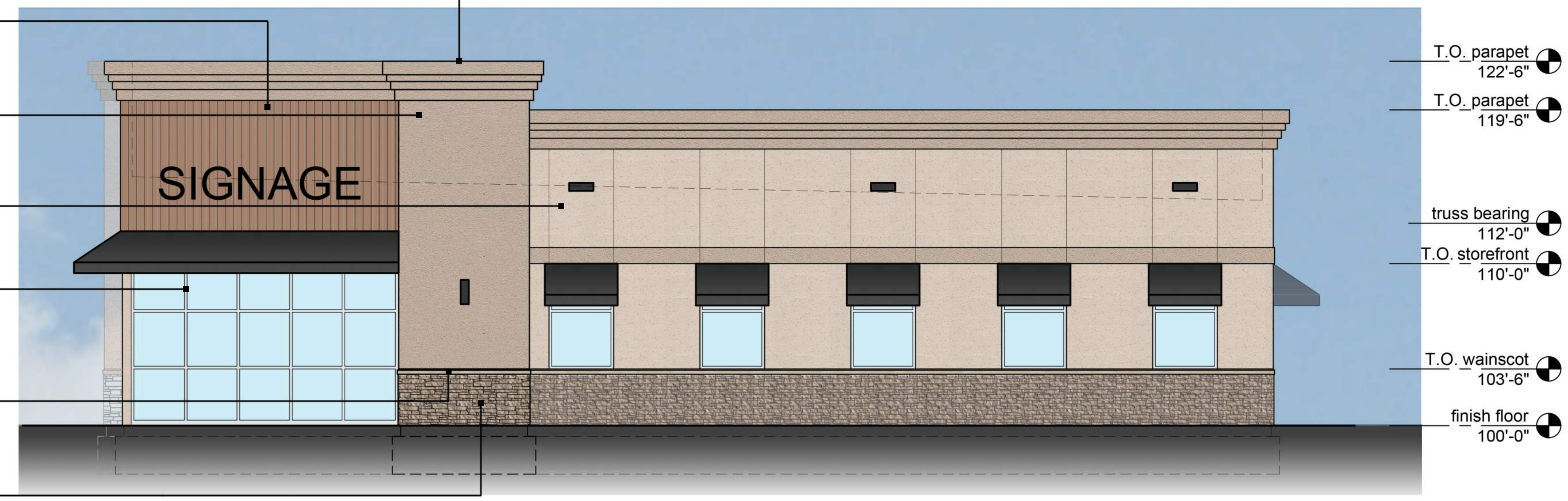
SPS 1
Class PB 'Dryvit' Sandpebble Finish to match 110 Van Dyke
[trim]

SPS 2
Class PB 'Dryvit' Sandpebble Finish to match 106 Pearl Ash
[trim]

AAS Anodized Aluminum Storefront
Clear annodized aluminum storefront system with nominal 1 3/4" x 4 1/2 frame and tempered 1" insulated glazing:
'Kawneer' or approved equal

PCT 1 Pre Cast Trim
'Canyon Stone'
Color: Sandy Buff

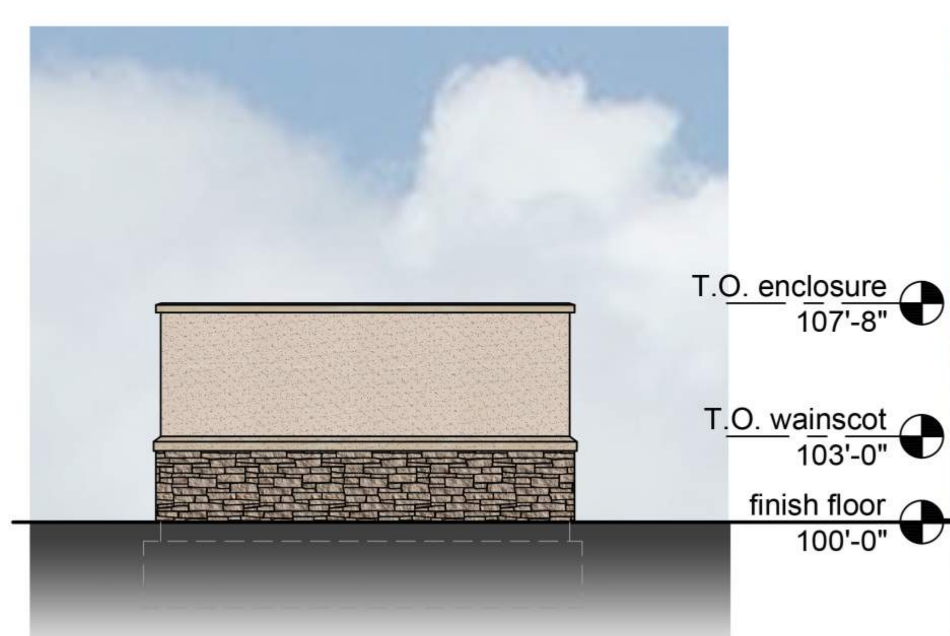
NSV
'Canyon Stone' Timber Ledge
Color: Suede [random . ledge]



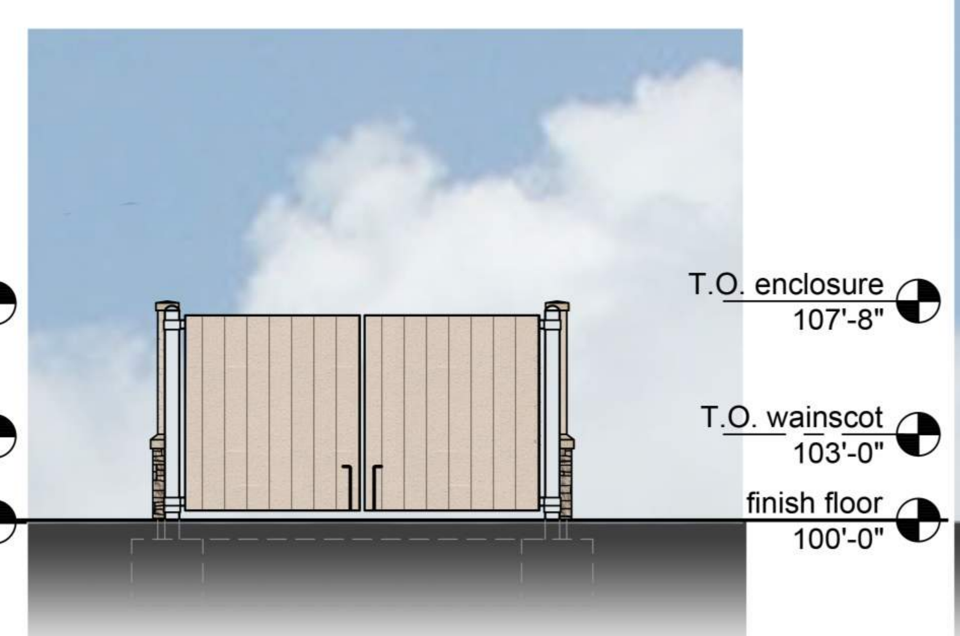
1 south elevation
scale: 1/8" = 1'-0"

3 east elevation
scale: 1/8" = 1'-0"

2 west elevation
scale: 1/8" = 1'-0"



6 trash enclosure elevation
scale: 1/8" =1'-0"



5 trash enclosure elevation
scale: 1/8" =1'-0"

4 north elevation
scale: 1/8" = 1'-0"

date
11.21.2022
drawn by
DAE
checked by
DAE
revisions

sheet number
A3.1
drawing type
permit
project number
22162

A. 22-58R&PDP: Rezoning and Preliminary Development Plan for Prominence Commercial Development. Rezoning from R-1A to C-2 for 30,000 sf of commercial development on 11.3 acres at the NE corner of South Liberty Parkway and Plummer

Mr. Peterman presented the case as described in the staff report.

Vice-Chairman Reinier asked the commissioners if they had any questions.

Vice-Chairman Reinier asked if there would be a signal at Plummer and South Liberty Parkway.

Mr. Martinez said that there would be a signal at that intersection.

Vice-Chairman Reinier asked about the access on to South Liberty Parkway.

Mr. Peterman stated there is a ¾ turning movement from the development to South Liberty Parkway. This was part of the approval for Providence Apartment project that was approved in June.

Mr. Martinez said that the ¾ access would restrict the left-out/ east-bound turning movement from the development.

Vice-Chairman Reinier asked the applicant if they wish to speak.

John Davis, Foresight Realty, owner, stated that this project was the next step in the process for the overall development that includes the commercial portion and the residential portion of the overall project. He and his partner, Mike Yeats are available for questions.

Commissioner Dilts asked about the generic design of the proposed buildings.

Mr. Davis stated that there were no users identified at this time. He hopes that national users with their own brands would be interested in this property and they would come in with their own designs.

Commissioner Dilts asked if anything would be built without a user identified.

Mr. Davis said that they do not anticipate to build any speculative buildings.

Vice-Chairman Reinier opened the public hearing. He asked if there was anyone in the audience that would like to speak for or against the case, seeing none he closed the public hearing.

Vice-Chairman Reinier asked the commissioners if they had any other questions, seeing none he asked for a motion.

Action: Commissioner Waterman moved to approve the case as presented in the staff report. Commissioner Dilts seconded the motion.

Vote: Motion passed 6-0-0

Yes: Dilts, Evans, Holt, Howard, Reinier, Waterman
No: None
Recusal:

Vice-Chairman Reinier said this case would be heard in front of the City Council on Monday, December 19, 2022.

Document No.____________ P&Z Case No. 22-58R&PDP

ORDINANCE NO. __________

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF LIBERTY, MISSOURI BY REZONING 11.38+/- ACRES AT THE NE CORNER OF SOUTH LIBERTY PARKWAY & PLUMMER ROAD FROM R-1A, "SUBURBAN RESIDENTIAL" DISTRICT TO C-2 "GENERAL BUSINESS" DISTRICT FOR PROMINENCE COMMERCIAL

BE IT ORDAINED by the City Council of the City of Liberty, Missouri as follows:

SECTION I

WHEREAS, the City Council finds that the rezone described duly conforms to the standards and requirements of the Unified Development Ordinance of the City of Liberty, Missouri, the official zoning map shall be and the same is hereby amended rezoning Prominence Commercial in the City of Liberty, Clay County, Missouri, the legal description of which is as follows:

All that part of the Southeast Quarter of Section 23, Township 51 North, Range 32 West, in the City of Liberty, Clay County, Missouri, as prepared by Scott G. Chrisman, MO PLS-2594 as Phelps Engineering, Inc. Project No. 220192, being more particularly described as follows:

Commencing at the Southwest corner of the Southeast Quarter of said Section 23; thence N 0°51'03" E, along the West line of the Southeast Quarter of said Section 23, a distance of 569.81 feet, to a point on the North line of the Right-of-Way Deed recorded in Book 4301 at Page 623, in the Recorder of Deeds Office, Clay County, Missouri; thence S 88°35'54" E, along said North line, a distance of 44.59 feet, to the Northeast corner thereof, said point also being on the East Right-of-way line of Plummer Road, as now established; thence S 1°24'06" W, along the East line of said Right-of-Way, a distance of 113.98 feet, to the Point of Beginning; thence S 89°09'10" E, a distance of 137.80 feet; thence Easterly on a curve to the right, said curve being tangent to the last described course and having a radius of 362.00 feet, an arc distance of 189.51 feet; thence S 59°09'27" E, a distance of 34.28 feet; thence Easterly on a curve to the left, said curve being tangent to the last described course and having a radius of 438.00 feet, an arc distance of 229.30 feet; thence S 89°09'10" E, a distance of 279.91 feet; thence N 86°37'55" E, a distance of 100.67 feet; thence N 8°23'47" E, a distance of 52.77 feet; thence N 0°50'33" E, a distance of 380.62 feet; thence S 89°09'27" E, a distance of 78.16 feet; thence N 0°13'55" E, a distance of 10.20 feet; thence S 89°46'05" E, a distance of 157.80 feet; thence S 0°13'55" W, a distance of 345.52 feet; thence N 79°44'28" E, a distance of 89.08 feet; thence S 10°15'32" E, a distance of 281.27 feet, to a point on the North line of said Right-of-Way Deed recorded in Book 4301 at Page 623, said point also being on the North Right-of-Way line of S. Liberty Parkway, as now established; thence Westerly and Northerly, along the North and East line of said Right-of-Way the following nine (9) courses: thence S 79°45'52" W, a distance of 667.90 feet; thence Westerly on a curve to the right, said curve being tangent to the last described course and having a radius of 1375.49 feet, an arc distance of 67.37 feet; thence N 89°57'38" W, a distance of 357.55 feet; thence Westerly on a curve to the right, said curve having an initial tangent bearing of N 82°29'31" W and a radius of 1375.39 feet, an arc distance of 99.55 feet; thence N 73°13'41" W, a distance of 105.21 feet; thence Northwesterly on a curve to the right, said curve having an initial tangent bearing of N 49°25'53" W and a radius of 195.00 feet, an arc distance of 171.13 feet; thence N 0°51'03" E, a distance of 81.08 feet; thence Northerly on a curve to the left, said curve having an initial tangent bearing of N 13°56'00" E and a radius of 507.46 feet, an arc distance of 110.99 feet; thence N 1°24'06" E, a distance of 36.11 feet, to the point of beginning, containing 11.3844 acres, more or less.

ORDINANCE NO. __________ (CONT.)

SECTION II

The City Council finds and declares that, prior to any action on the amendment herein described, all requirements pertaining to notices and hearings have been fulfilled.

SECTION III

Any and all development within the above-described lot shall comply with all applicable standards and requirements as set forth in the City Code of the City of Liberty, Missouri.

SECTION IV

This Ordinance shall be in full force and effect from and after its passage by the City Council and approval by the Mayor.

PASSED by the City Council this _____ day of _______________, 2022.

____
MAYOR

ATTEST:

____
DEPUTY CITY CLERK

APPROVED by the Mayor this _______ day of __________________, 2022.

____
MAYOR

Document No. ________

ORDINANCE NO.________

AN ORDINANCE ACKNOWLEDGING VENDOR PAYMENTS
FOR THE PERIOD OF DECEMBER 2, 2022 TO DECEMBER 9, 2022

BE IT ORDAINED, by the City Council of the City of Liberty, Clay County, Missouri, as follows:

The attached lists of vendor checks as drawn by the finance director is hereby acknowledged, in the amounts and to the persons as listed. Said report is hereby incorporated by reference as part of this ordinance. Total disbursements by individual fund is also hereby acknowledged as listed below:

FUND NAME	FUND NUMBER		AMOUNT
GENERAL OPERATING FUND	10	$	130,372.04
ARPA FUND	12	$	9,984.00
CAPTIAL SALES TAX FUND	50	$	12,515.32
PARK SALES TAX FUND	54	$	52,176.00
ECO/DEVO SALES TAX FUND	56	$	8,636.24
FIRE SALES TAX FUND	58	$	70,043.04
PARKS FUND	60	$	10,217.34
SPORTS COMPLEX FUND	61	$	5,062.80
COMMUNITY CENTER FUND	65	$	3,853.61
TRANSIENT GUEST TAX FUND	67	$	1,650.00
CEMETERY MAINTENANCE FUND	73	$	2,150.00
WATER OPERATING FUND	90	$	24,512.95
WASTEWATER OPERATING FUND	92	$	1,218,113.49
WATER CAPITAL FUND	94	$	22,650.00
SOLID WASTE FUND	98	$	160,383.81
TOTAL APPROPRIATIONS		**$**	**1,732,320.64**

PASSED by the Council this 19th day of December, 2022.

____
MAYOR PRO TEM

ATTEST:

____
DEPUTY CITY CLERK

APPROVED by the Mayor this 19th day of December, 2022.

____
MAYOR PRO TEM

Appropriations Legend

Account Number	Fund and Departments
10	General Fund
10.10	Council
10.20	Administration
10.25	Human Resources
10.30	Finance
10.40	Police
10.50	Fire
10.60	Parks-Aging Services
10.70	Public Works
10.80	Planning and Development Services
10.90	Information Services
10.95	City Wide
11	Limited Capital Fund
14	Downtown 353
15	Residential 353
16	TIF-Liberty Commons
17	CID-Liberty Commons
18	TDD-Liberty Commons
20-21	TIF-Liberty Triangle Project
22	TIF-Liberty Triangle Series 2007
23	TIF-Roger's Plaza
24	TIF-Blue Jay Crossing
25	TIF-Triangle Project B-1
26	TIF-Triangle Project F
27	Rogers CID Sales Tax
28	Blue Jay Crossing CID Sales Tax
29	Triangle CID Sales Tax
30	South Liberty Parkway
31	TIF-South Liberty Parkway-Whitehall
32	TIF-Project E
33	TIF-Triangle Project E
35	TIF-Tiangle Project E-4
36	Liberty Corners CID
37	TIF-Triangle Project E-1
38	TIF-Triangle Project E-2
39	Healthy Living Community
40 & 41	Cemetery Trust Funds
42	F Hughes Library Trust
50	Capital Sales Tax Fund
51	PFA Construction Fund
52	Transportation Sales Tax Fund
54	Park Sales Tax Fund
55	Parks Development Fund
56	Eco/Devo Sales Tax Fund
57	Capital Const Bond Fund
58	Fire Sales Tax Fund
59	Public Safety Sales Tax Fund
60	Parks Fund
61	Sports Complex Fund
65	Community Center Fund
67	Transient Guest Tax Fund
68	Preservation & Development Fund
69	Police Training Fund
70	Cable Reserve Fund
73	Cemetery Maintenance Fund
75	Loss Control Fund
80	Debt Service Fund
81	Tax Escrow Fund
82	TIF-Triangle B-1 Debt Service (CCHC)
83	TIF Debt Service 2007 Fund
86	TIF Debt Service Fund
87	NID Debt Service Fund
88	PFA Debt Service Fund
90	Water Operating Fund
90.30	Finance-Utility Billing
90.70	Public Works
92	Wastewater Operating Fund
92.30	Finance-Utility Billing
92.70	Public Works
94	Water Capital Fund
96	Wastewater Capital Fund
97	Wastewater Treatment Facility
98	Solid Waste Fund
98.30	Finance-Utility Billing
98.70	Public Works

DECEMBER 9th CHECKS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	9	S	ACCOUNT NAME	ACCOUNT
ALTERATIONS & CUSTOM SEW 005482												
	179822	12/09/22	POL LPD PINS	68.22	037508	2990		P	N	W	CLOTHING EXPENSE	10.40.500.38.5812
AMERICAN DIGITAL SECURIT 004908												
	179823	12/09/22	PKS ALARM MONITORING	147.00	037509	INV0006221		P	-	W	MISCELLANEOUS EX	61.60.458.38.5989
AMOR/NATHAN 006511												
	179824	12/09/22	CCTR SWIM INSTR	90.00	037510	11/30-12/4		P	N	W	PRIVATE SWIMMING	65.60.417.08.8125
ANDRES MEDICAL BILLING L 006413												
	179825	12/09/22	AMB BILLING REFUNDS	1,214.71	037511	BILLING REFUND		P	-	W	CONTRACT LABOR-A	10.95.140.08.5397
ARC PHYSICAL THERAPY PLU 006467												
	179826	12/09/22	WWT PRE EMPLOY TEST	150.00	037512	1101224734		P	N	W	TRAINING TRAVEL	92.70.901.06.5210
BACKGROUND INVEST BUREAU 004179												
	179827	12/09/22	BACKGROUND CHECKS	1,784.35	037513	INV-13543		P	-	W	RECREATION SUPPL	61.60.458.04.5004
	179827	12/09/22	BACKGROUND CHECKS	44.85	037513	INV-13543		P	-	W	A/R REIMBURSEABL	10.1405
				1,829.20	*CHECK TOTAL							
			VENDOR TOTAL	1,829.20								
BARTS ELECTRIC CO INC 002795												
	179828	12/09/22	CCTR LIGHT CONVERSION	2,700.00	037514	25437		P	-	W	BUILDING MAINTEN	65.60.491.14.5571
BERMAN AND RABIN PA 000521												
	179829	12/09/22	PAYROLL DEDUCTION	268.00	037515	21CY-CV06025		P	-	W	GARNISHMENT PAYA	10.2187
BOARD OF POLICE COMMISSI 000142												
	179830	12/09/22	POL CRIME SCENE SCHOOL	1,024.00	037516	10981		P	-	W	REGISTRATION FEE	10.40.500.06.5251
BOUND TREE MEDICAL LLC 002300												
	179831	12/09/22	FIRE EMS SUPPLIES	90.00	037517	84770878		P	-	W	MEDICAL SUPPLIES	10.50.311.04.5003
	179831	12/09/22	FIRE EMS SUPPLIES	347.03	037518	84770877		P	-	W	MEDICAL SUPPLIES	10.50.311.04.5003
				437.03	*CHECK TOTAL							
			VENDOR TOTAL	437.03								
BRADY INDUSTRIES OF KANS 000081												
	179832	12/09/22	CUSTODIAL SUPPLIES	118.95	037612	7548929	220004	P	N	W	MAINTENANCE MATE	10.95.140.04.5009
CARTER WATERS CORP. 000091												
	179833	12/09/22	ST ASPHALT	105.00	037519	15746003-00		P	-	W	ASPHALT-STREET R	50.75.607.14.5621
	179833	12/09/22	ST ASPHALT	120.75	037520	15753384-00		P	-	W	ASPHALT-STREET R	50.75.607.14.5621
				225.75	*CHECK TOTAL							
			VENDOR TOTAL	225.75								
CCL SUPPLY 005470												
	179834	12/09/22	FIRE VEH WASH,BRUSHES	531.60	037521	SO012167		P	-	W	VEHICLE SUPPLIES	10.50.301.04.5006
CENTRAL JACKSON CO FPD 008355												
	179835	12/09/22	FIRE CPR CARDS	250.00	037522	TC22-19		P	-	W	CPR TRAINING SUP	10.50.315.04.5025

VENDOR NAME AND NUMBER CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	9	S	ACCOUNT NAME	ACCOUNT
CHARLES D JONES & CO INC 006378											
179836	12/09/22	PWK ZONE DAMPERS	300.00	037523	1578235-00		P	-	W	FACILITIES MAINT	10.70.221.14.5572
CHILDRENS MERCY HOSPITAL 005598											
179837	12/09/22	POL LAB SERVICES	156.00	037524	8000018442		P	M	W	MISCELLANEOUS FE	10.40.500.08.5399
CHUCK ANDERSON FORD INC 006320											
179838	12/09/22	POL #202 BRAKES	510.63	037525	FOCS165657		P	-	W	VEHICLE MAINTENA	10.40.500.14.5541
179838	12/09/22	POL #204 WIRING	139.92	037526	FOCS164053		P	-	W	VEHICLE MAINTENA	10.40.500.14.5541
179838	12/09/22	POL #202 PLUGS,COOLANT	565.33	037527	FOCS165938		P	-	W	VEHICLE MAINTENA	10.40.500.14.5541
			1,215.88 *CHECK TOTAL								
		VENDOR TOTAL	1,215.88								
CITY OF BLUE SPRINGS 006820											
179839	12/09/22	RECIPROCAL BOND	80.00	037528	22BW-MU00085		P	-	W	RECIPROCAL CASH	10.2441
179839	12/09/22	RECIPROCAL BOND	180.00	037529	W2102755		P	-	W	RECIPROCAL CASH	10.2441
			260.00 *CHECK TOTAL								
		VENDOR TOTAL	260.00								
CITY OF GLADSTONE 000022											
179840	12/09/22	RECIPROCAL BOND	100.00	037530	W55883475		P	-	W	RECIPROCAL CASH	10.2441
CITY OF LEES SUMMIT 008640											
179841	12/09/22	RECIPROCAL BOND	500.00	037531	W54836023		P	-	W	RECIPROCAL CASH	10.2441
179841	12/09/22	RECIPROCAL BOND	200.00	037532	415340		P	-	W	RECIPROCAL CASH	10.2441
			700.00 *CHECK TOTAL								
		VENDOR TOTAL	700.00								
CITY TREASURER 005223											
179842	12/09/22	MARRS RADIO	1,027.60	037533	2022-11		P	-	W	RADIO MAINTENANC	10.40.500.14.5552
179842	12/09/22	MARRS RADIO	939.52	037533	2022-11		P	-	W	RADIO MAINTENANC	10.50.301.14.5552
179842	12/09/22	MARRS RADIO	822.08	037533	2022-11		P	-	W	RADIO MAINTENANC	50.70.201.14.5552
			2,789.20 *CHECK TOTAL								
		VENDOR TOTAL	2,789.20								
CLAY CO DETENTION CENTER 000105											
179843	12/09/22	POL PRISONER HOUSING	2,753.52	037534	OCT 22		P	-	W	PRISONER HOUSING	10.40.511.08.5373
CLAY CO ECONOMIC DEV CNC 000287											
179844	12/09/22	KEYSTONE LUNCHEON	600.00	037535	12/2/22		P	-	W	OTHER MISC FEES	56.20.001.08.5365
CLAY CO RECORDER 001059											
179845	12/09/22	PWK RECORDING FEE	66.00	037536	20220033346		P	-	W	MISCELLANEOUS EX	10.70.201.38.5989
179845	12/09/22	PWK RECORDING FEE	69.00	037537	20220033725		P	-	W	RECORDING FEES	10.80.151.08.5361
			135.00 *CHECK TOTAL								
		VENDOR TOTAL	135.00								
COLD SOLUTIONS AT RUSH C 000337											
179846	12/09/22	PWK STORAGE	1,800.00	037538	1335		P	N	W	REFUSE COLLECTIO	10.70.221.08.5381

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	9	S	ACCOUNT NAME	ACCOUNT
COLD SOLUTIONS AT RUSH C 000337											
179846	12/09/22	PWK STORAGE	1,800.00	037539	1336		P	N	W	REFUSE COLLECTIO	10.70.221.08.5381
179846	12/09/22	PWK STORAGE	1,800.00	037540	1337		P	N	W	REFUSE COLLECTIO	10.70.221.08.5381
			5,400.00	*CHECK TOTAL							
		VENDOR TOTAL	5,400.00								
CYCLONE INC 000095											
179847	12/09/22	FIRE PORT A POT	75.00	037541	35202		P	-	W	BUILDING MAINTEN	10.50.300.14.5571
DREXEL TECHNOLOGIES 002272											
179848	12/09/22	T&L KIP MAINT	47.19	037542	INV93264		P	-	W	MAINT-OFFICE EQU	10.90.132.14.5551
EWER/MEREDITH ANN 000583											
179849	12/09/22	REFUND 457 LOAN 002	224.52	037543	REFUND 457		P	N	W	ICMA RETIREMENT	10.2210
FISH WINDOW CLEANING 006369											
179851	12/09/22	ACTL WINDOWN CLEANING	240.00	037544	2642-80207		P	N	W	BUILDING MAINT S	10.20.051.04.5008
179851	12/09/22	ACTL WINDOWN CLEANING	80.00	037545	2642-80788		P	N	W	BUILDING MAINT S	10.20.051.04.5008
			320.00	*CHECK TOTAL							
		VENDOR TOTAL	320.00								
FLEX MADE EASY 005921											
179852	12/09/22	HR FLEX SPENDING FEES	48.00	037546	LIB NOV 2022		P	N	W	MISCELLANEOUS FE	10.25.011.08.5399
FOLEY EQUIPMENT CO INC 006120											
179853	12/09/22	WTR PARTS	21.30	037547	PC400053201		P	-	W	MISC EQUIPMENT M	90.70.801.14.5559
179853	12/09/22	ST #754 PARTS	144.95	037548	PS400446445		P	-	W	VEHICLE MAINTENA	10.70.225.14.5541
179853	12/09/22	ST #754 PARTS	23.35	037549	PS400446574		P	-	W	VEHICLE MAINTENA	10.70.225.14.5541
179853	12/09/22	ST #754 PARTS	333.60	037550	PS400446575		P	-	W	VEHICLE MAINTENA	10.70.225.14.5541
179853	12/09/22	ST #754 PARTS	26.76	037551	PS400446708		P	-	W	VEHICLE MAINTENA	10.70.225.14.5541
179853	12/09/22	ST #143 PARTS	1,774.34	037552	SS700099478		P	-	W	VEHICLE MAINTENA	10.70.225.14.5541
			2,324.30	*CHECK TOTAL							
		VENDOR TOTAL	2,324.30								
FP MAILING SOLUTIONS INC 004739											
1834	12/07/22	POSTAGE	1,000.00	037506	117		P	-	H	POSTAGE	10.95.140.38.5808
FRICK/RUSSELL 005694											
179899	12/09/22	WWT DIRT	385.00	037553	752208		P	N	W	MAINS & LINES MA	92.70.901.14.5532
179899	12/09/22	WTR DIRT	385.00	037553	752208		P	N	W	MAINS & LINES MA	90.70.801.14.5532
			770.00	*CHECK TOTAL							
		VENDOR TOTAL	770.00								
GALL'S INC 005394											
179854	12/09/22	FIRE UNIFORMS	172.26	037554	022811717		P	-	W	CLOTHING EXPENSE	10.50.301.38.5812
179854	12/09/22	FIRE UNIFORMS	338.00	037555	022811377		P	-	W	CLOTHING EXPENSE	10.50.301.38.5812
			510.26	*CHECK TOTAL							
		VENDOR TOTAL	510.26								

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	9	S	ACCOUNT NAME	ACCOUNT
GARY CROSSLEY FORD INC 000120											
179855	12/09/22	POL #218 STEERING SUSP	6,436.62	037556	323966		P	-	W	VEHICLE MAINTENA	10.40.500.14.5541
179855	12/09/22	FIRE FORD F250 TRUCKS-2	41,521.52	037613	22F0214	210117	P	-	W	VEHICLES	58.50.325.36.7101
179855	12/09/22	FIRE FORD F250 TRUCKS-2	28,521.52	037614	22F0213	210117	F	-	W	VEHICLES	58.50.325.36.7101
			76,479.66 *CHECK TOTAL								
		VENDOR TOTAL	76,479.66								
GEIGER READY-MIX 000045											
179856	12/09/22	WTR CONCRETE	793.70	037557	1074020		P	-	W	MAINS & LINES MA	90.70.801.14.5532
GT DISTRIBUTORS INC 006123											
179857	12/09/22	POL ADAPT SUSPENSION-10	9,758.80	037558	INV0928636		P	-	W	MINOR EQUIPMENT	10.40.500.18.5601
GULF STATES DISTRIBUTORS 005859											
179858	12/09/22	POL FIREARM PARTS	2,140.00	037559	1432195-IN		P	-	W	ARMORY SUPPLIES	10.40.501.04.5051
HEARTLAND MECHANICAL SER 005408											
179859	12/09/22	TRANE UNIT-ZONE RPRS	375.88	037560	14667		P	-	W	BUILDING MAINTEN	90.70.801.14.5571
179859	12/09/22	TRANE UNIT-ZONE RPRS	375.88	037560	14667		P	-	W	BUILDING MAINTEN	92.70.901.14.5571
179859	12/09/22	TRANE UNIT-ZONE RPRS	375.88	037560	14667		P	-	W	BUILDING MAINTEN	92.70.902.14.5571
179859	12/09/22	HVAC MAINTENANCE 2022	1,884.18	037615	14677	220005	P	-	W	BUILDING MAINTEN	10.95.140.14.5571
			3,011.82 *CHECK TOTAL								
		VENDOR TOTAL	3,011.82								
HELGET GAS PRODUCTS 006305											
179860	12/09/22	FIRE OXYGEN	23.68	037561	01954632		P	-	W	CHEMICALS	10.50.311.04.5010
HERITAGE TRACTOR INC 006546											
179861	12/09/22	PKS SKID STEER LOADER	52,176.00	037616	08957913	220104	F	-	W	VEHICLES	54.60.420.36.7101
HILL/DAVID 000528											
179862	12/09/22	CCTR SWIM INSTR	90.00	037562	12/4		P	N	W	PRIVATE SWIMMING	65.60.417.08.8125
HISTORIC DOWNTOWN LIBERT 004528											
179863	12/09/22	HDLI STAFF SALARY	1,250.00	037563	221215		P	-	W	HDLI CONTRACT	67.20.061.38.5823
IDEKER INC 005268											
179864	12/09/22	ST SLP EROSION ISSUE	299.32	037564	21498		P	-	W	STORM WATER MAIN	50.75.607.14.5663
JONES/NATHAN 005257											
179865	12/09/22	CCTR SWIM INSTR	180.00	037565	12/4		P	N	W	PRIVATE SWIMMING	65.60.417.08.8125
179865	12/09/22	CCTR SWIM INSTR	78.00	037565	12/4		P	N	W	SEMI-PRIVATE SWI	65.60.417.08.8123
			258.00 *CHECK TOTAL								
		VENDOR TOTAL	258.00								
K C MO WATER SERVICES 003552											
179866	12/09/22	WWT CHARGES	2,255.77	037566	527657-320655		P	-	W	SEWAGE TREATMENT	92.70.902.08.5394
K C WIRELESS INC 002558											
179867	12/09/22	POL #206 LIGHT BAR	208.04	037568	113939		P	-	W	VEHICLE MAINTENA	10.40.501.14.5541

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT NAME	ACCOUNT
KCUR, UNIVERISTY OF MO-K 005330									
179868	12/09/22	MAKE MUSIC DAY AD	400.00	037567	1101		P - W	MAKE MUSIC DAY-S	67.20.061.04.5072
KEEPER SECURITY, INC 000594									
179869	12/09/22	IS KEEPER GOV SECURITY	9,984.00	037617	INV123939	220138	F - W	MISCELLANEOUS EX	12.95.140.38.5989
KONICA MINOLTA BUSINESS 005910									
179870	12/09/22	COPIER LEASE	279.66	037569	487976920		P - W	MAINT-OFFICE EQU	65.60.491.14.5551
179870	12/09/22	COPIER LEASE	279.66	037569	487976920		P - W	OFFICE EQUIPMENT	10.60.483.14.5551
			559.32	*CHECK TOTAL					
		VENDOR TOTAL	559.32						
LEADS ON LINE INC 008768									
179871	12/09/22	SUBSCRIPTION	1,642.00	037570	402465		P - W	OTHER PREPAYMENT	10.1810
LEINTZ LAWN & CONSTRUCTI 000566									
179872	12/09/22	CEM GRAVE OPEN/CLOSING	1,300.00	037571	1804		P N W	CONTRACT LABOR	73.70.226.08.5397
179872	12/09/22	CEM GRAVE OPEN/CLOSING	850.00	037572	1818		P N W	CONTRACT LABOR	73.70.226.08.5397
			2,150.00	*CHECK TOTAL					
		VENDOR TOTAL	2,150.00						
LIBERTY HOSPITAL URGENT 000690									
179873	12/09/22	HR TESTING	1,460.00	037573	00117678-00		P M W	MISCELLANEOUS FE	10.25.011.08.5399
LIBERTY SOLAR, LLC 006703									
179874	12/09/22	SOLAR SERVICES	2,881.96	037574	41		P N W	ELECTRIC	61.60.458.12.5401
179874	12/09/22	SOLAR SERVICES	7,335.33	037574	41		P N W	ELECTRIC	90.70.802.12.5401
179874	12/09/22	SOLAR SERVICES	819.71	037574	41		P N W	ELECTRIC	92.70.902.12.5401
			11,037.00	*CHECK TOTAL					
		VENDOR TOTAL	11,037.00						
MC JANITORIAL LLC 003416									
179875	12/09/22	JANITORIAL SERVICES	138.66	037576	11737		P - W	BUILDING MAINTEN	90.70.801.14.5571
179875	12/09/22	JANITORIAL SERVICES	138.67	037576	11737		P - W	BUILDING MAINTEN	92.70.902.14.5571
179875	12/09/22	JANITORIAL SERVICES	138.67	037576	11737		P - W	MISCELLANEOUS FE	92.70.901.08.5399
			416.00	*CHECK TOTAL					
		VENDOR TOTAL	416.00						
MCNEILEPAPPAS PC 000445									
179876	12/09/22	PAYROLL DEDUCTION	280.00	037577	04CV234682		P - W	GARNISHMENT PAYA	90.2187
MEALS ON WHEELS 003134									
179877	12/09/22	AGING SUBSIDIZED MEALS	3,134.97	037578	NOV		P - W	MEALS ON WHEELS	10.60.481.04.5064
MELLEN & ASSOCIATES, INC 000146									
179878	12/09/22	WWT MAINT PARTS	750.00	037579	031911		P - W	WWTR PLANT MAINT	92.70.902.14.5534
MID-AMERICA REGIONAL COU 000073									
179879	12/09/22	CAP STORMWATER IMPROVMNT	10,000.00	037575	G-I-0014777		P - W	STORMWATER IMPRO	50.77.653.36.7510

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT NAME	ACCOUNT
MISSISSIPPI LIME CO INC 005761									
179880	12/09/22	WTR LIME DRINKING WATER	7,039.53	037618	1645219	220015	P - W	CHEMICALS	90.70.802.04.5010
MO ASSOCIATION COURT ADM 003211									
179881	12/09/22	COURT MEMBERSHIP DUES	60.00	037580	MILLS		P - W	MEMBERSHIP DUES	10.20.131.38.5811
179881	12/09/22	COURT MEMBERSHIP DUES	60.00	037581	SHANNON		P - W	MEMBERSHIP DUES	10.20.131.38.5811
179881	12/09/22	COURT MEMBERSHIP DUES	60.00	037582	STIFF		P - W	MEMBERSHIP DUES	10.20.131.38.5811
			180.00	*CHECK TOTAL					
		VENDOR TOTAL	180.00						
MO ONE CALL SYSTEM INC 004393									
179882	12/09/22	UTIL LOCATES	305.62	037583	2110215		P - W	MISSOURI ONE CAL	90.70.801.08.5305
179882	12/09/22	UTIL LOCATES	305.63	037583	2110215		P - W	MISSOURI ONE CAL	92.70.901.08.5305
			611.25	*CHECK TOTAL					
		VENDOR TOTAL	611.25						
MO STATE HIGHWAY PATROL 001184									
179883	12/09/22	POL FINGERPRINTING	33.25	037584	812HP023XLPD10		P - W	REGISTRATION FEE	10.40.500.06.5251
NEOGOV 000404									
179884	12/09/22	ANNUAL SUBSCRIPTION	10,979.00	037585	INV-24702		P - W	MISCELLANEOUS FE	10.25.011.08.5399
NPG NEWSPAPERS INC 000221									
179885	12/09/22	PWK HOLIDAY AD	257.70	037586	95998-120122		P - W	MISCELLANEOUS FE	98.70.227.08.5399
OLSSON ASSOCIATES 009235									
179886	12/09/22	P&D COMPREHENSIVE PLAN	8,036.24	037619	441166	220091	P - W	COMPREHENSIVE PL	56.70.630.38.5850
OUTDOOR RESTROOMS LLC 003763									
179887	12/09/22	PKS PORT A POTS	225.00	037587	644401		P - W	RENTAL	60.60.420.18.5611
OZARK HARLEY-DAVIDSON IN 005056									
179888	12/09/22	POL #221 LEASE	4,250.00	037591	328304		P - W	EQUIPMENT LEASE	10.40.500.18.5612
179888	12/09/22	POL #221 LEASE	4,250.00	037592	328305		P - W	EQUIPMENT LEASE	10.40.500.18.5612
			8,500.00	*CHECK TOTAL					
		VENDOR TOTAL	8,500.00						
PACE ANALYTICAL SERVICES 005664									
179889	12/09/22	WTR LEE CHEMICAL TESTING	2,063.40	037620	2260172330	220071	P - W	LAB FEES	90.70.802.08.5365
PETTY CASH/LIBERTY COMM 003524									
179890	12/09/22	CCTR GROUP EXERCISE CERT	113.95	037588	PETTY CASH		P - W	RSVP GRANT	65.60.491.04.5064
179890	12/09/22	PKS REC SUPPLIES	34.98	037588	PETTY CASH		P - W	RECREATION SUPPL	60.60.415.04.5004
179890	12/09/22	AGING ART TEACHER	125.00	037588	PETTY CASH		P - W	PROGRAM SUPPLIES	10.60.483.04.5099
179890	12/09/22	PKS MILEAGE	70.62	037588	PETTY CASH		P - W	MISCELLANEOUS EX	61.60.458.38.5989
179890	12/09/22	PKS MILEAGE	107.50	037588	PETTY CASH		P - W	MISCELLANEOUS EX	61.60.458.38.5989
179890	12/09/22	PKS MILEAGE	106.25	037588	PETTY CASH		P - W	TRAINING TRAVEL	60.60.415.06.5210
179890	12/09/22	PKS MILEAGE	71.37	037588	PETTY CASH		P - W	TRAINING TRAVEL	61.60.458.06.5210
			629.67	*CHECK TOTAL					
		VENDOR TOTAL	629.67						

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT NAME	ACCOUNT
PRINTING UNLIMITED 004763									
179891	12/09/22	UTIL BILL INSERT	655.60	037589	68392		P - W	PRINTING	10.20.031.04.5120
PROFESSIONAL PEST SOLUTI 006333									
179892	12/09/22	PEST CONTROL	43.00	037621	11605		P - W	BUILDING MAINTEN	10.70.225.14.5571
179892	12/09/22	PEST CONTROL	40.00	037622	11612		P - W	FACILITIES MAINT	10.70.221.14.5572
179892	12/09/22	PEST CONTROL	22.50	037623	11625		P - W	BUILDING MAINTEN	90.70.801.14.5571
179892	12/09/22	PEST CONTROL	22.50	037623	11625		P - W	BUILDING MAINTEN	92.70.902.14.5571
			128.00 *CHECK TOTAL						
		VENDOR TOTAL	128.00						
PUBLIC WATER DIST #5 002759									
179893	12/09/22	WTR SERVICE	187.50	037590	0215		P - W	WATER PURCHASES-	90.70.802.08.5390
R E PEDROTTI COMPANY INC 004253									
179894	12/09/22	WWT EFF FLOWMTR SERVICE	358.60	037624	13763		P - W	WWTR PLANT MAINT	92.70.902.14.5534
REJIS COMMISSION 006030									
179895	12/09/22	MOBILE TICKET INTERFACE	123.50	037625	496395		P - W	MISCELLANEOUS FE	10.20.131.08.5399
179895	12/09/22	POL SUBSCRIPTION	911.77	037626	496462		P - W	REGIONAL ALERT S	10.40.512.08.5393
			1,035.27 *CHECK TOTAL						
		VENDOR TOTAL	1,035.27						
REPUBLIC SERVICES #468 008397									
179896	12/09/22	SOLID WASTE COLLECTION	123,121.77	037627	3-0468-0011069		P - W	NEIGHBORHOOD COL	98.70.227.08.5381
179896	12/09/22	RECYCLING COLLECTION	37,004.34	037627	3-0468-0011069		P - W	NEIGHBORHOOD COL	98.70.227.08.5381
			160,126.11 *CHECK TOTAL						
		VENDOR TOTAL	160,126.11						
RICOH USA, INC 000314									
179897	12/09/22	POL COPIER LEASE	153.81	037628	37274668		P - W	COPIER LEASE & U	10.40.512.04.5110
179897	12/09/22	FIN COPIER USAGE	321.13	037629	5066283144		P - W	COPIER LEASE & U	10.30.130.04.5110
			474.94 *CHECK TOTAL						
		VENDOR TOTAL	474.94						
RICOH USA, INC 007683									
179898	12/09/22	POL COPIER LEASE	153.81	037630	106720011		P - W	COPIER LEASE & U	10.40.512.04.5110
SHOGER/LAUREL 005680									
179900	12/09/22	CCTR SWIM INSTR	180.00	037632	12/4		P N W	PRIVATE SWIMMING	65.60.417.08.8125
SPECTRUM BUSINESS 004364									
179901	12/09/22	POL CABLE SERVICE	100.00	037633	0333316111722		P N W	REGIONAL ALERT S	10.40.512.08.5393
STEVES AUTO REPAIR INC 005649									
179902	12/09/22	POL #210 TIRE MOUNT	24.50	037634	59741		P - W	VEHICLE MAINTENA	10.40.500.14.5541
179902	12/09/22	POL #210 SENSOR	172.01	037635	59672		P - W	VEHICLE MAINTENA	10.40.500.14.5541
179902	12/09/22	POL #203 BRAKES	475.74	037636	59662		P - W	VEHICLE MAINTENA	10.40.500.14.5541
179902	12/09/22	POL #204 TIRE PATCH	25.00	037637	59775		P - W	VEHICLE MAINTENA	10.40.500.14.5541
			697.25 *CHECK TOTAL						
		VENDOR TOTAL	697.25						

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	9	S	ACCOUNT NAME	ACCOUNT
STRATHMAN/AMY E		006050									
179903	12/09/22	CCTR SWIM INSTR	72.00	037638	12/3-12/4		P	N	W	PRIVATE SWIMMING	65.60.417.08.8125
STRUCTURAL TECHNOLOGY IN		008985									
179904	12/09/22	FIRE #605 PLATFORM INSP	510.00	037639	13966		P	-	W	VEHICLE MAINTENA	10.50.301.14.5541
179904	12/09/22	FIRE #605 LADDER TEST	92.48	037640	13966		P	-	W	VEHICLE MAINTENA	10.50.301.14.5541
179904	12/09/22	FIRE #611 LADDER TEST	92.48	037641	13966		P	-	W	VEHICLE MAINTENA	10.50.301.14.5541
179904	12/09/22	FIRE #612 LADDER TEST	92.47	037642	13966		P	-	W	VEHICLE MAINTENA	10.50.301.14.5541
179904	12/09/22	FIRE #613 LADDER TEST	92.47	037643	13966		P	-	W	VEHICLE MAINTENA	10.50.301.14.5541
			879.90	*CHECK TOTAL							
		VENDOR TOTAL	879.90								
SUMNERONE INC		005662									
179905	12/09/22	POL TONER CARTRIDGE	145.00	037644	3405202		P	-	W	GENERAL SUPPLIES	10.40.500.04.5001
179905	12/09/22	POL TONER CARTRIDGE	244.00	037645	3400207		P	-	W	GENERAL SUPPLIES	10.40.500.04.5001
179905	12/09/22	COPIER USAGE	17.37	037646	3408073		P	-	W	GENERAL SUPPLIES	90.70.801.04.5001
179905	12/09/22	COPIER USAGE	17.38	037646	3408073		P	-	W	GENERAL SUPPLIES	92.70.901.04.5001
179905	12/09/22	COPIER USAGE	17.38	037646	3408073		P	-	W	GENERAL SUPPLIES	92.70.902.04.5001
179905	12/09/22	FIN PRINTER PARTS	8.16	037647	3410915		P	-	W	GENERAL SUPPLIES	10.30.130.04.5001
			449.29	*CHECK TOTAL							
		VENDOR TOTAL	449.29								
SUTTON/KATELYN DANIELLE		000327									
179906	12/09/22	CCTR SWIM INSTR	20.00	037648	12/6		P	N	W	SWIM TEAM BASICS	65.60.417.08.8121
179906	12/09/22	CCTR SWIM INSTR	50.00	037648	12/6		P	N	W	SWIM TEAM BASICS	65.60.417.08.8121
			70.00	*CHECK TOTAL							
		VENDOR TOTAL	70.00								
SYNERGY SERVICES INC		005964									
179907	12/09/22	DOMESTIC VIOLENCE FUND	1,042.50	037649	NOV 2022		P	-	W	DOMESTIC VIOLENC	10.2472
S4 WATER SALES AND SERVI		000506									
179908	12/09/22	WTR FILTER MEDIA REPLACE	22,650.00	037631	136273	220073	F	-	W	CONSTRUCTION CON	94.70.802.36.7510
T & W TIRE LLC		005952									
179909	12/09/22	FIRE #605 TIRES-4	3,803.70	037650	3040061687		P	N	W	VEHICLE MAINTENA	10.50.301.14.5541
TOWN AND COUNTRY BUILDIN		007143									
179910	12/09/22	CITY HALL JANITORIAL SER	2,380.00	037653	00149204	220001	P	-	W	CONTRACT LABOR	10.70.221.08.5397
TRANSMAP CORPORATION		006475									
179911	12/09/22	PAVEMENT CONDITION INDEX	932.97	037654	2982022	220046	F	-	W	OVERLAY PROGRAM	50.75.604.36.7515
TRAVELERS INDEMNITY COMP		000432									
179912	12/09/22	POL DEDUCTIBLE	864.79	037655	000620125		P	-	W	MISCELLANEOUS FE	10.40.500.08.5399
TYLER TECHNOLOGIES-INCOD		005066									
179913	12/09/22	T&L COURT ONLINE	175.00	037656	025-400307		P	-	W	SOFTWARE MAINTEN	10.90.132.14.5591

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT NAME	ACCOUNT
UMB BANK N A 004100									
1832	12/07/22	WWT SRF 2015	997,000.00	037507	MO DLP S/2015		P - H	SRF 2015 BOND-CU	92.2541
1832	12/07/22	WWT SRF 2015	209,455.26	037507	MO DLP S/2015		P - H	SRF 2015 INTERES	92.2503
			1,206,455.26 *CHECK TOTAL						
		VENDOR TOTAL	1,206,455.26						
UNITE PRIVATE NETWORKS L 005621									
179850	12/09/22	T&L TELECOMMUNICATIONS	8,647.00	037593	SI-22-036008		P N W	TELECOMMUNICATIO	10.90.132.12.5455
USIC LOCATING SERVICES I 006076									
179914	12/09/22	WTR 2022 LOCATES	5,497.18	037594	552193	220038	P - W	CONTRACT LABOR	90.70.801.08.5397
179914	12/09/22	WWT 2022 LOCATES	5,497.18	037595	552193	220038	P - W	CONTRACT LABOR	92.70.901.08.5397
			10,994.36 *CHECK TOTAL						
		VENDOR TOTAL	10,994.36						
VALIDITY SCREENING SOLUT 004846									
179915	12/09/22	HR BACKGROUND CHECKS	415.00	037596	224640		P - W	MISCELLANEOUS FE	10.25.011.08.5399
179915	12/09/22	HR BACKGROUND CHECKS	366.50	037597	225637		P - W	MISCELLANEOUS FE	10.25.011.08.5399
			781.50 *CHECK TOTAL						
		VENDOR TOTAL	781.50						
VALVOLINE LLC 005460									
179916	12/09/22	POL #207 OIL CHANGE	24.99	037598	44058		P - W	VEHICLE MAINTENA	10.40.500.14.5541
179916	12/09/22	POL #208 OIL CHANGE	24.99	037599	45542		P - W	VEHICLE MAINTENA	10.40.500.14.5541
179916	12/09/22	POL #201 OIL CHANGE	24.99	037600	45278		P - W	VEHICLE MAINTENA	10.40.500.14.5541
179916	12/09/22	POL #203 OIL CHANGE	24.99	037601	45277		P - W	VEHICLE MAINTENA	10.40.500.14.5541
179916	12/09/22	POL #204 OIL CHANGE	24.99	037602	44487		P - W	VEHICLE MAINTENA	10.40.500.14.5541
179916	12/09/22	WTR #131 OIL CHANGE	49.98	037603	45595		P - W	VEHICLE MAINTENA	90.70.801.14.5541
179916	12/09/22	WWT #139 OIL CHANGE	49.98	037604	45777		P - W	VEHICLE MAINTENA	92.70.901.14.5541
			224.91 *CHECK TOTAL						
		VENDOR TOTAL	224.91						
VERMONT SYSTEMS INC 006063									
179917	12/09/22	ANNUAL SOFTWARE FEES	9,851.11	037605	VS006447		P - W	OTHER PREPAYMENT	60.1810
WACA 006632									
179918	12/09/22	COURT MEMBERSHIP DUES	40.00	037606	MILLS		P - W	MEMBERSHIP DUES	10.20.131.38.5811
179918	12/09/22	COURT MEMBERSHIP DUES	40.00	037607	SHANNON		P - W	MEMBERSHIP DUES	10.20.131.38.5811
179918	12/09/22	COURT MEMBERSHIP DUES	40.00	037608	STIFF		P - W	MEMBERSHIP DUES	10.20.131.38.5811
			120.00 *CHECK TOTAL						
		VENDOR TOTAL	120.00						
WEX BANK 005626									
179919	12/09/22	FUEL-NOV	34,454.84	037609	85554687		P - W	INVENTORY-GASOLI	10.1720
WORK ZONE INC/THE 008901									
179920	12/09/22	ST SIGN MATERIALS	21.90	037651	64017		P - W	STREET SIGNS	50.75.607.14.5641
179920	12/09/22	ST SIGN MATERIALS	213.30	037652	64031		P - W	STREET SIGNS	50.75.607.14.5641
			235.20 *CHECK TOTAL						
		VENDOR TOTAL	235.20						

VENDOR NAME AND NUMBER CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	9	S	ACCOUNT NAME	ACCOUNT
WORLD FUEL SERVICES CORP 000151											
179921	12/09/22	ST VEH FUEL	2,792.78	037610	4968030		P	-	W	VEHICLE FUEL	10.70.225.14.5521
ZAHNER METAL CONSERVATIO 000360											
179922	12/09/22	SCULPTURE CLEANING	2,450.00	037611	CLEANING		P	N	W	PUBLIC ARTS MAIN	10.95.140.14.5548

CITY COUNCIL
ACTION REPORT

Meeting Date: December 19, 2022
A/R No.: 2022-344

Department: Finance

Submitted By: Vicki McClure, Director Finance

Subject: 2023 Annual Budgets

1. **Ordinance Adopting the Annual Budget for the City of Liberty, Clay County, Missouri for the Fiscal Year 2023 (second reading)**
2. **Ordinance Adopting the Annual Budget for Parks and Parks Sales Tax Budgets for the City of Liberty, Clay County, Missouri for the Fiscal Year 2023 (second reading)**

Summary:

- State law requires annual budget adoption.
- The Council Budget Committee and City staff has extensively analyzed the 2022 and 2023 revenue budgets and expenditure requirements over multiple open meetings, starting in mid-summer of 2022.
- The proposed 2023 Budget was presented at a study session to The City Council on November 07, 2022. The proposed 2023 budget components that were presented were comprised for public disclosure of the: General Fund; Capital Improvement Plan (Capital and Transportation Sales Tax); Economic Sales Tax; Fire Sales Tax; Parks Sales Tax; Parks Fund; Utility Funds.
- Various citizen committees have reviewed elements of the 2023 Budget.
- The Citizens Sales Tax Oversight Committee reviewed the following budgets and found them consistent with voter intent:
    - Capital Sales Tax Fund
    - Transportation Sales Tax Fund
    - Parks Sales Tax Fund
    - Fire Sales Tax Fund
- The Economic Development Sales Tax Board reviewed the Economic Development Sales Tax Fund and found it consistent with voter intent.
- The Public Safety Sales Tax Oversight Committee will review the PSST Fund on December 15, 2022 to ensure the funds being used meet voter intent.
- The City of Liberty Park Board reviewed the Park and Parks Sales Tax Budgets and recommended them to the City Council.
- The proposed ordinances are supported by the 2023 Budget Message, which provides substantial narrative and fiscal information on the 2023 budget.
- Staff recommends adoption of the 2023 budget.

Background:
State law 67.010, 67.020 and 67.030 requires the City to annually adopt a budget prior

to the beginning of the new fiscal year. Failure to adopt a new budget requires a default to the current year budget. The only expenditures that would be automatically approved would be 2022 levels for staffing, maintenance cost levels for commodities and funding for prior contractual arrangements.

Desiring to have enhanced elected official oversight on fiscal matters, the Mayor and Council established the Council Budget Committee in May 2009. Continuing the partnership with City staff, work on the 2023 budget commenced in the summer with Administration and Finance issuing directions and forms to the departments. Over the last few months the City's Management Team has been working through the budget process. The coordinated work with the Budget Committee was undertaken over numerous meetings and involved substantial hours of review. Liberty's elected officials were actively engaged in the 2023 budget development and offered substantial guidance to staff.

The attached 2023 Budget Message will provide Council and the citizens of Liberty with detail on the 2023 budget. Given the substantial amount of information presented in the Budget Committee Meetings and at the Council Study Session, beyond recapping the 2023 budget process, staff does not plan to make a formal presentation on December 12, 2022, but will be happy to address any further questions that might arise.

Previous Action (if applicable):

Policy/Committee Review:

x	Citizen Sales Tax Oversight Committee	Completed/Recommended: 11/17/2022
x	Public Safety Sales Tax Oversight Committee	Completed/Recommended: 12/15/2022
x	Budget Committee	Completed/Recommended: 10/19/2022
x	Other: Eco Devo Sales Tax Oversight Committee	Completed/Recommended: 12/08/2022

Financial Considerations:

Budgeted:	Line Item: Establishes 2023 Budgets Line Item:	Amount: Amount:
	Revenue Line (if applicable):	Amount:
Non-Budgeted	Line Item: Line Item:	Amount:
	Funding Source:	Amount:

Attachments:

1. 2023 Budget Adoption Ordinance without parks
2. 2023 Budget Adoption Ordinance with Parks
3. 2023 budget message vlm mrc

Document No. __________

ORDINANCE NO. ____________

AN ORDINANCE ADOPTING THE ANNUAL BUDGET
FOR THE CITY OF LIBERTY, CLAY COUNTY, MISSOURI
FOR THE FISCAL YEAR 2023

BE IT ORDAINED by the City Council of the City of Liberty, Clay County, Missouri, as follows:

SECTION I

That the proposed 2023 budget delineated in the document entitled Budget Message for the City of Liberty, Missouri - Fiscal Year 2023 and incorporated herein by reference as if fully set out in this ordinance, is hereby approved and adopted with the maximum amounts authorized by fund as follows:

2023 Budget Summary by Fund

Fund	2023 Revenue	2023 Expenditures
General Fund	26,305,223	25,211,560
Transient Bed Tax Fund	566,800	843,847
Economic Development Sales Tax Fund	2,877,400	2,665,375
Public Safety Sales Tax Fund	5,336,270	8,366,997
Capital Sales Tax Fund	4,204,800	2,709,183
Transportation Sales Tax Fund	3,850,910	2,455,918
Park Sales Tax Fund	1,787,760	517,559
Fire Sales Tax Fund	2,087,977	2,220,393
Cable System Fund	20	5,164
Park Operating Fund	4,622,106	6,391,391
Police Training Fund	6,352	10,500
Police Inmate Security Fund	3,532	5,500
Cemetery Maintenance Fund	49,150	81,325
Fairview Cemetery Trust Fund	7,400	-
Mt. Memorial Cemetery Trust Fund	140	-
Frank Hughes Memorial Trust	140	-
TIF Bond Projects	737,446	539,674
TIF Pay Go Projects	904,273	904,273
Liberty Commons TIF	4,556,962	2,702,022
Water Fund	6,260,837	7,306,684
Water Capital Fund	1,641,000	3,500,000
Wastewater Fund	12,522,655	8,736,384
Wastewater Capital Fund	1,200	3,165,000
Solid Waste Fund	2,073,500	2,116,120
Total Before Transfers	80,403,853	80,454,869
Interfund Transfers		
General Fund	972,020	2,042,500
Transient Bed Tax Fund	-	2,000
Economic Development Sales Tax Fund	623,560	-
Public Safety Sales Tax Fund	1,631,000	-
Capital Sales Tax Fund	-	303,010
Transportation Fund	-	938,410
Park Sales Tax	-	1,414,804
Park Operating Fund	1,818,284	49,000
Frank Hughes Memorial Trust	-	140
Fire Sales Tax	-	315,000
Cemetery Maintenance Fund	22,140	-
Fairview Cemetery Fund	-	2,000
Mt. Memorial Fund	-	140
Water Fund	-	1,068,605
Water Capital Fund	1,068,605	-
Wastewater Fund	-	1,969,996
Wastewater Capital Fund	1,969,996	-
Total Transfers	8,105,605	8,105,605
Total Including Transfers	88,509,458	88,560,474

SECTION II

The City Administrator is hereby authorized to award the 2023 employee salary adjustments contemplated within the 2023 Budget in a manner that is consistent with established administrative procedures and employee representation groups.

SECTION III

Further, the City Administrator is hereby authorized to expend the funds as set forth in the 2023 budget in accordance with applicable ordinances or resolutions governing the purchases of goods and services.

SECTION IV

This ordinance shall be in full force and effect from and after its passage by the City Council and approval by the Mayor.

PASSED by the City Council this ______ day of _______________, 2022.

____
MAYOR

ATTEST:

____
DEPUTY CITY CLERK

APPROVED by the Mayor this________ day of________________, 2022.

____
MAYOR

Document No. __________

ORDINANCE NO. ____________

AN ORDINANCE ADOPTING THE ANNUAL PARK AND PARKS SALES TAX BUDGETS FOR THE CITY OF LIBERTY, CLAY COUNTY, MISSOURI FOR THE FISCAL YEAR 2023

BE IT ORDAINED by the City Council of the City of Liberty, Clay County, Missouri, as follows:

SECTION I

That the proposed 2023 budget delineated in the document entitled Budget Message for the City of Liberty, Missouri - Fiscal Year 2023 and incorporated herein by reference as if fully set out in this ordinance, is hereby approved and adopted with the maximum amounts authorized by fund as follows:

2023 Budget Summary by Fund

Fund	2023 Revenue	2023 Expenditures
Park Sales Tax Fund	**1,787,760**	**517,559**
Park Sales Tax Bond Fund	**-**	**-**
Park Operating Fund	**4,622,106**	**6,391,391**
Total Before Transfers	**6,409,866**	**6,908,950**
Interfund Transfers		
General Fund	**49,000**	**411,500**
Cemetery Maintenance Fund	**20,000**	**-**
Transportation Fund	**-**	**11,840**
Park Sales Tax	**-**	**1,414,804**
Park Operating Fund	**1,818,284**	**49,000**
Frank Hughes Memorial Trust	**-**	**140**
Total Transfers	**1,887,284**	**1,887,284**
Total Including Transfers	**8,297,150**	**8,796,234**

SECTION II

The City Administrator is hereby authorized to award the 2023 employee salary adjustments contemplated within the 2023 Budget in a manner that is consistent with established administrative procedures and employee representation groups.

SECTION III

Further, the City Administrator is hereby authorized to expend the funds as set forth in the 2023 budget in accordance with applicable ordinances or resolutions governing the purchases of goods and services.

SECTION IV

This ordinance shall be in full force and effect from and after its passage by the City Council and approval by the Mayor.

PASSED by the City Council this ______ day of _______________, 2022.

____
MAYOR

ATTEST:

____
DEPUTY CITY CLERK

APPROVED by the Mayor this________ day of________________, 2022.

____
MAYOR

The City of Liberty missouri

December 12, 2022

Honorable Mayor and Members of the City Council:

For your consideration is the proposed 2023 budget for the City of Liberty. The Budget Committee and City staff have spent numerous hours discussing and analyzing Liberty's overall fiscal position to create a budget that maintains service levels for 2023. Though revenue and expense budgets were built realistically with consensus from Administration and the Budget Committee, it must be understood that they are forecasts and not absolutes. As such, they will need to be monitored closely in 2023, and we make that commitment.

The following will present discussion on select City of Liberty budgets and will expand on the Council Action Report for the 2023 budget adoption. Attachments providing budgetary details are also provided.

2023 HIGHLIGHTS

For 2023, City revenue budgets are expected to show a continued growth with core revenues equaling and/or exceeding prior year levels. The additional revenue that the City will generate in 2023 is primarily attributable to the projected increase in Sales/Use Tax from industrial construction the City has experienced over the last couple of years. Along with increased Sales and Use tax revenues, the City is also projecting new revenues from the Wayfair tax beginning in 2023, along with tiered chapter 100 tax abatement revenues from the industrial projects. Giving consideration to the impact on Liberty residents, care was taken to only address revenue adjustments when there were not any other options. For Budget Year 2023, Council did approve the property tax levy to be reset. By resetting the levy, this will generate an estimated $1.20M in additional revenue that will be split between General Operations and Parks. By resetting the levy, there was a minimal increase on the City portion of their end of year real estate taxes. Our average homeowner is expected to see an increase of $34.00 on their real estate tax bill. The 2022 Levy rate for the City of Liberty is calculated at 0.8905% per $100 assessed value and even with the reset, Liberty's levy will be the second lowest in Clay County. Aside from planned 2023 levy reset and adjustments to water, wastewater and solid waste user fees, all other fees and charges assessed to Liberty residents will stay at 2022 levels.

In April 2018, the voters approved a Use Tax for the City. The current rate of this new tax is 3.375% and is applied to all retail sales that qualify under Missouri State law governing this revenue source. This source is a General Fund revenue item. Specific capital expenditures (new Animal Shelter, new Parks maintenance operation center and Neigborhood Park improvements) have been completed. These projects are resourced through the issuance of 2018 special obligation bonds. The debt service for these capital projects will be paid from Use Tax funds. Beyond providing debt service funding, the Use Tax represents a significant modernization of General Fund revenues. With the continual transition of retails sales from "brick and mortar" sales to online sales, the City is excited to have the Use Tax as a revenue for the future. Revenues generated from the Use Tax that are not required for debt service and capital expenditures will be used to support General Fund operations in 2023.

In 2022, the City has continued an increase in development within the supply chain, logistics, and manufacturing industry sectors. In 2022, 9 new commercial and industrial buildings totaling just shy of 3.0M square feet were constructed and opened. As of the date of this message, the City has an additional 10 commercial or industrial buildings, with 2.2 square feet currently under construction. The City has also seen an increase in residential development over the last year with the construction of approximately 200 new units, including 37 new single family homes. Newly approved projects such as Montage (a 1075 acre mixed use development) and Whitehorse (a 153 acre, 326 lot subdivision) will ensure community growth in the coming year.

For 2023, employee compensation adjustments are budgeted at an increase of 4% across the board for all personnel not covered by the Public Safety Sales Tax Fund. The 4% adjustment helps the City remain competitive in retaining the quality employees that provide the high level of services our citizens expect. It also helps to offset inflationary increases that have been experienced in 2022. The Public Safety Sales Tax Fund provides for needed market adjustments for the Police Department and adjustments for years of service for the Fire Department. More discussion of activities in that fund will be provided in that section of this memo. Also included in the 2023 budget is an enhancement for all Full Time City Employees to the Lagers Benefit. In 2013, the City made enhancements to Lagers by changing it from a LT6 program to a L6. At the time of this enhancembet, it was mandatory that each employee contribute 4% of their salary to the progam. In 2021, this rule was changed and updated that employees were no longer mandated to pay the 4% each pay period. Therefore, included within the 2023 Budget, the City has opted to cover the 4% for each employee, thus giving employees back an additional 4% in their bring home pay. In total for 2023, employees should expect to see roughly an 8% increase in their bring home pay.

TOTAL BUDGET SUMMARY

The following table presents the 2023 revenue, expenditures, and inter-fund transfers for the City's total proposed operating and capital budgets:

Fund	2023 Revenue	2023 Expenditures
General Fund	26,305,223	25,211,560
Transient Bed Tax Fund	566,800	843,847
Economic Development Sales Tax Fund	2,877,400	2,665,375
Public Safety Sales Tax Fund	5,336,270	8,366,997
Capital Sales Tax Fund	4,204,800	2,709,183
Transportation Sales Tax Fund	3,850,910	2,455,918
Park Sales Tax Fund	1,787,760	517,559
Park Sales Tax Bond Fund	-	-
Fire Sales Tax Fund	2,087,977	2,220,393
Cable System Fund	20	5,164
Park Operating Fund	4,622,106	6,391,391
Police Training Fund	6,352	10,500
Police Inmate Security Fund	3,532	5,500
Cemetery Maintenance Fund	49,150	81,325
Fairview Cemetery Trust Fund	7,400	-
Mt. Memorial Cemetery Trust Fund	140	-
Frank Hughes Memorial Trust	140	-
Loss Control Fund	-	-
TIF Bond Projects	737,446	539,674
TIF Pay Go Projects	904,273	904,273
Liberty Commons TIF	4,556,962	2,702,022
Water Fund	6,260,837	7,306,684
Water Capital Fund	1,641,000	3,500,000
Wastewater Fund	12,522,655	8,736,384
Wastewater Capital Fund	1,200	3,165,000
Solid Waste Fund	2,073,500	2,116,120
Total Before Transfers	80,403,853	80,454,869
Interfund Transfers		
General Fund	972,020	2,042,500
Transient Bed Tax Fund	-	2,000
Economic Development Sales Tax Fund	623,560	-
Public Safety Sales Tax Fund	1,631,000	-
Capital Sales Tax Fund	-	303,010
Transportation Fund	-	938,410
Park Sales Tax	-	1,414,804
Park Operating Fund	1,818,284	49,000
PFA Construction-Sports Complex	-	-
Frank Hughes Memorial Trust	-	140
Fire Sales Tax	-	315,000
Cemetery Maintenance Fund	22,140	-
Fairview Cemetery Fund	-	2,000
Mt. Memorial Fund	-	140
Water Fund	-	1,068,605
Water Capital Fund	1,068,605	-
Wastewater Fund	-	1,969,996
Wastewater Capital Fund	1,969,996	-
Total Transfers	8,105,605	8,105,605
Total Including Transfers	88,509,458	88,560,474

GENERAL FUND

The City continues to see growth in certain revenues (Sales Tax, Use Tax, and Development related fees), but also revenue degradation in others (Telecom Franchise Fees). The proposed 2023 Revenue Budget has been prepared with Administration and Budget Committee consensus. The City expenditures will see increases predominately due to employee compensation, Lagers Enhancements, market-driven health insurance, other employee benefit costs, and additional non-salary increases.

The General Fund accounts for the primary day-to-day activities of the City, such as police protection, fire safety, ambulance service, public works including street maintenance, code enforcement, aging services, and all general administration of the City. Primary support for these activities comes from property taxes, sales tax, utility franchise fees and other taxes. Court fines, charges for services including permitting, licenses, and ambulance transport charges provide additional revenue support.

The 2023 General Fund Budget does represent a positive budget, with revenues of $27,277,245 and expenditures of $27,254,060.

The following provides budgetary detail and discussion on the 2023 General Fund.

Revenues Comparative Table

	2021 Final	2022 Forecast	2023 Budget	Favorable/(Unfavorable) to Forecast
PROPERTY	4,704,205	4,726,079	5,738,841	1,012,762
FRANCHISE FEES	3,150,263	3,345,000	3,235,000	(110,000)
SALES TAXES	6,761,705	6,858,776	7,396,129	537,353
USE TAXES	3,946,298	4,429,504	4,600,000	170,496
OTHER TAXES	1,345,055	1,357,500	1,465,147	107,647
LICENSES & PERMITS	1,036,152	687,895	684,215	(3,680)
OPERATING GRANTS	585,920	630,135	626,669	(3,466)
CHARGES FOR SERVICES	2,350,146	1,729,411	1,773,338	43,927
INTEREST	5,472	30,000	25,000	(5,000)
FINES & FORFEITURES	267,668	208,501	250,000	41,499
MISCELLANEOUS	1,219,816	495,786	510,886	15,100
TRANSFERS IN	972,020	972,100	972,020	(80)
TOTAL	**$ 26,344,720**	**$ 25,470,687**	**$ 27,277,245**	**$ 1,806,558**

Discussion

2023 General Fund Revenue Highlights:

- All revenues are believed to be realistically budgeted.
- Total budgeted 2023 revenues show a favorable balance of $1.8M when compared to the 2022 forecast. This is attributable to anticipated increases within Sales and Use Taxes for 2023, along with an increase in Property Tax Revenue. The increase in the Pproperty tax levy is because of the reset of the levy that was approved by Council in September of 2022.
- Property taxes for 2023 are budgeted at a favorable level when compared to 2022 and are anticipated to show $1,012,762 increase in revenue growth from a rise in assessed property values and new construction coming on line, in addition to the reset of the levy that was approved by Council in September of 2022.
- Sales Tax Revenue for 2023 is budgeted at $7,396,129 and is $537,353 favorable to the 2022 forecast.

- The 2023 budget reflects a mature sales tax base within the City of Liberty
- The 2023 Sales Tax Revenues are reflective of the additional revenues generated from the payoff and termination of our Series 2018 TIF, Liberty Triangle Pay-Go projects, and CCHC project that occurred in 2021.
- Franchise Fees Revenue for 2023 is set at $3,235,000 and represents a slight decrease in budget when compared to 2022 forecast. Overall franchise fees have remained status quo, but the City continues to see declines within telecom, landline and cable franchise taxes. These decreases are slightly offset by increases in electric and gas, due to the new developments that have occurred in the last couple of years.
- Transfers In for 2023 remain the same as they have been for a number of years at $972,020.
- Utility Overhead Fees for 2023 reflect a $358,400 budget, this budget has remained a static amount since 2018, this amount reflects calculations of non-direct allocated expenditures paid in the General Fund for support of the Water and Sanitary Sewer Funds.

Expenditures Comparative Table

	2021 Final	2022 Forecast	2023 Budget
Salaries & Benefits	18,026,239	19,729,401	24,137,231
Non-Salary Expenses	6,248,509	11,744,184	8,814,465
Capital Expenditures	2,158,358	2,156,331	1,793,352
Less: PSST Salary & Benefits	(3,181,243)	(4,360,807)	(7,490,988)
Total All Costs	23,251,863	29,269,109	27,254,060
Total General Fund	**$ 23,251,863**	**$ 29,269,109**	**$ 27,254,060**
Mayor & Council	208,465	221,422	237,772
Administration	1,558,195	1,889,151	2,104,098
Human Resources	415,250	570,991	575,987
Finance	988,343	895,795	1,147,593
Police	5,688,431	5,978,079	6,236,740
Fire	5,100,891	5,348,984	5,356,806
Aging Services	366,230	475,768	517,405
Public Works	2,657,258	2,970,782	3,431,606
Planning	845,173	984,643	1,253,031
Information Services	3,037,672	3,351,508	3,274,897
City-Wide	2,385,956	6,581,986	3,118,125
Total	**$ 23,251,864**	**$ 29,269,109**	**$ 27,254,060**

Discussion

The proposed 2023 General Fund Budget is set at $27,254,060. In 2022, staff began meeting with departments to get a good understanding of what each department realistically needed to operate at its fullest potential. From these meetings, staff from Administration and Finance worked together to compile a true capital list. When developing the 2023 budget, departments were to begin including some of these additional expenditures within this budget year. We felt very comfortable ~~adding~~ including these additional costs because of the ~~additional~~ increase in revenue that is anticipated within the 2023 budget.

The following prioritizations were made within the 2023 budget:

- As employees are our primary service providers and quality employees equate to quality services, the Management Team was determined to make all efforts to retain existing staff; ~~and felt that~~ providing an employee compensation increase in 2023 was a priority.
- Compensation budget elements
    - Proposing~~es~~ a 4% salary adjustment
    - Enhancements to current Lagers Program – changing from a mandatory contribution of 4% to 0% employee contribution in 2023
    - Assuming~~es~~ a 10% mid-year cost increase for health insurance/other benefits
- The addion of 14 NEW postitions
    - Two Public Works Employees
    - One Planner
    - One Inspector
    - One IT Position (hired in 2022)
    - One Cemetary Sexton (hired in 2022)
    - Four Police Officers
    - Four Fire Personnel

- Further additions were made within the Non-salary budgets
    - New vehicle purchase for Planning and Development
    - New vehicle purchase for Animal Control
    - Additional City Hall Atrium Costs
    - Creation of Special Revenue Fund

- Increase in Transfers
    - Increase of transfer from GF to PSST
    - Addition of transfer from GF to Parks Maintenance

The Management Team, along with Budget Committee, believes these prioritized additions are manageable in 2023 Ongoing Sustainabilty discussions with Management, Budget Committee and Council will continue in 2023.

The overall trajectory of the General Fund budget is consistent and has been discussed with Council through several budget committee meetings and Council study sessions. While the numbers may change, the need for the City to have more revenue from growth and/or taxation has not diminished. Nor has the need for us to find collective ways to partner with other agencies in an effort to cost consolidate. In the absence of those items happening, there will be a need in the future to reduce the services and programs that we now offer. This last action would not be desirable for a first-class city such as Liberty.

Fund Balance Comparative Table

General Fund Recap	2021 Final	2022 Forecast	2023 Budget
Total Current Core Revenue	24,336,299	24,140,185	25,946,823
From Transfers In	1,330,420	1,330,500	1,330,420
Total Core Revenue with Transfers In	25,666,719	25,470,685	27,277,243
From One Time	678,000	-	-
Total Revenue	**26,344,719**	**25,470,685**	**27,277,243**
Salary and Non-Salary Expenditures	20,296,350	21,486,677	23,073,208
One time projects from 2021		1,639,286	345,000
Capital Expenditures	2,158,358	2,156,331	1,793,352
Transfer from GF to PSST		-	1,000,000
2021 ONE TIME USE TAX - Transferred from GF to Special Revenue Fund	-	960,000	-
Additional cost for the City Hall Atrium	-	1,400,000	-
$3,000 per employee LUMP SUM payment in October 2022	-	884,565	
Parks Transfer for Non-Fee Amenities (Trails/Parks)			300,000
Total Expenditures	22,454,708	28,526,859	26,511,560
GF Transfer to PSST	702,905	583,000	631,000
Transfers Out - Parks Wellness	1,500	1,500	1,500
Transfers Out	92,750	67,750	20,000
Transfer Out to Parks - Comm Ctr Passes		90,000	90,000
Transfer Out to Park Maintenance - Non-Fee Producing Amenities (Trails/Parks)			-
Total Expenditure and Transfers	**23,251,863**	**29,269,109**	**27,254,060**
Total Revenue Less Total Expenditures and Transfers	3,092,856	(3,798,424)	23,183
Total Ending Fund Balance	**9,735,204**	**5,693,780**	**5,716,963**
Fund Balance Percentage	**40.00%**	**23.59%**	**22.03%**

Discussion

The ending fund balance represents a fiscal safeguard in the event of unforeseen expenditures or the permanent loss of revenues. It is a bridge that allows for either the continuation of current services (unforeseen expenditures) or transition to new revenue realities (permanent loss of revenues). To this end, the City Council has approved a fund balance range of 18% to 22% of revenues. The 2023 budget is within that range at a 22.03% level.

PARK OPERATING FUND

The Park Operating Fund includes four major divisions: Administration, Open Space Management, Sports Programs, and Community Center Programs.

Comparative Table

Parks Fund Balance Recap		2021 Final	2022 Forecast	2023 Budget
Beginning Fund Balance		1,892	525,426	536,305
Revenues				
Property Tax		828,565	827,662	1,014,752
Grants		73,611	75,708	75,000
Sports Complex / Sports Programs		1,144,511	1,383,262	1,485,000
Community Center		1,580,106	1,768,269	1,847,855
Charges for Services		38,821	45,126	46,000
Contributions		-	72,500	145,000
Lease Proceeds		-	-	-
Bond Proceeds		-	-	-
Miscellaneous/Other		16,448	18,983	6,000
Interest		52	1,800	2,500
Transfer from the Cemetery Maintenance		47,750	47,750	-
Transfer in From General Fund		525,000	91,500	391,500
Park Sales Tax Transfer		**908,766**	1,145,523	1,414,804
Transfer in from the Trans Sales Tax Fund		11,490	11,840	11,840
Frank Hughes Library Interest		(39)	120	140
Total Revenues		**5,175,081**	**5,490,043**	**6,440,391**
Expenditures				
Administration		-	-	-
Employee Compensation		316,790	376,985	422,481
Non-Salary		74,386	185,859	238,030
Transfers		49,000	49,000	49,000
Non-Salary		1,146	2,134	2,147
Park Maintenance		-	-	-
Employee Compensation		565,818	701,015	862,202
Non-Salary		141,064	138,225	438,242
Sports Programs		-	-	-
Employee Compensation		532,073	675,053	908,485
Non-Salary		967,280	1,032,907	1,052,248
Employee Compensation		1,334,839	1,465,656	1,653,139
Non-Salary		669,151	852,330	814,417
Transfers Out to Park Operations		-	-	-
Total Expenditures		**4,651,547**	**5,479,164**	**6,440,391**
Revenue Over/(Under) Expenditures		**523,534**	**10,879**	**-**
Ending Fund Balance		**525,426**	**536,305**	**536,305**
Fund Balance Percent - % Revenue		**10.15%**	**9.77%**	**8.33%**

Discussion

The Parks Department is committed to maintaining the high level of public parks with basic core services, while providing quality recreation opportunities for the citizens and improving community partnerships.

The 2023 operating budget will truly be a working budget. Because the Park Department budget is heavily reliant on user fees, the expenses fluctuate as program participation revenue goes up or down.

Parks Accounting

In 2013 the Parks Budget was restructured to better allocate program expenditures and provide a truer representation of program bottom-lines, assist management with a more accurate budget for management purposes, and allow for a redirection of the Park Sales Tax subsidy.

To accomplish this effort, Parks management was required to review salary and non-salary expenditures and determine which program segments these costs were actually benefiting. Prior to this review, certain salary and non-salary expenditures were budgeted in the Administration's segment only. Additionally, certain Open Space Management program expenditures were fully captured within that budget location, when in fact the services were provided for the Sports and Community Center programs. The review process led to the reallocation of both salary and non-salary administrative costs to the other programs' budgets.

Park Department Priorities

The following summary provides the 2023 mission and goals for the Parks Department:

Mission/Vision

- Park Board's Vision: "Liberty, A Destination"
- Staff's Mission: Creating Community Connections

Parks Values – LPR CARES

- Communtiy Health & Wellness
- Accountablity to our community and patrons
- Resource efficiency, development, and return on investment
- Engaged and effective government and citizenry
- Stewards of the cultural and natural environment

Goals/Objectives

- Finalize Liberty Parks & Recreation Master Plan
- Begin implementation of the Master Plan with strategic goals

Financial

The 2023 Parks Fund is balanced. Park revenues are budgeted at $6,440,391 and expenditures are budgeted at $6,440,391. The 2023 budget continues the recognition of services performed by Parks for the benefit of City cemeteries. With the creation of the Cemetary Sexton position in the General Fund, the Parks Department will no longer receive the transfer from the General Fund in the amount of $47,750; these dollars will now support salary and benefits for this newly created position.

The fund balance requirement for the Parks Department speaks to a percentage range of 10% to 14%, with a goal of 12%. The Parks Department continues to work through the challenges that occurred due to COVID-19. The Parks Departments ending fund balance for 2023 is projected to be 8.33%.

Capital purchases and projects budgeted within the 2023 Operations Budget

- Community Center
    - Sauna structure updates
    - Installation of a new swim lift for the hot tub
    - Security camera upgrades
    - Outdoor pool patio replacements
    - New tables for meeting rooms
    - Fitness equipment replacements
- Sports Complex/Programs
    - Concessions/Restroom restoration
    - Baseball/Softball walkway restoration

    - Batting Cages

- Capital Purchases
    - Two John Deere zero turn mowers
    - Batwing mower
    - John Deere Gator
    - New Holland tractor
    - Picleball Courts

PUBLIC SAFETY SALES TAX FUND

Voters approved a ½-cent Public Safety Sales Tax in April of 2017. The intent of this tax was to help fund 3 additional Firefighters/EMTS and 4 additional Police Officers and to help mitigate compression challenges and help with retaining and retention of public safety personnel. The first, five year salary structure was implemented in 2017 and the contract was successfully completed in 2022. In fall of 2021, the Fire union opened discussions to negotiate a new three year contract. At the time of the approval of this contract, the City of Liberty was able to provide market competitive salary adjustments. In late summer of 2022, the Police Union opened negotiations, effective January 2023 that three year contract will become effective. It is our goal to maintain the same expectation for Police as we had for Fire, by providing market competitive salary adjustments. For the Fire Department, implementation of a three-year step plan began in January of 2022. Under this new contract, it will provide a 2% market adjustment and a 3% step adjustment each year through 2024. For the Police Department, implementation of a three-year step plan will begin in January 2023. Under this new contract, it will provide Police personnel a 2% market increase and a 4% step adjustment for Police Officers and a 2% market adjustment and a 3% step adjustment for Corporals and Sergeants through 2025. The General Fund will maintain 2016 salary funding levels for both Fire and Police and all step plan and benefit cost increases will be a cost to the Public Safety Sales Tax. New positions for Fire and Police in 2023 will be charged directly to Public Safety Sales Tax.

A committee that consists of four Citizens, four Union Representatives, one Council Member, and both Chiefs was developed. They will meet once a year to ensure the funds that pertain to the Public Safety Sales Tax are being spent as the voters intended them to be used.

While commitments of the PSST have been maintained, funding levels have not kept up with the competive market that we continue to experience in the Public Safety industry. To help mitigate any revenue shortfalls, the General Fund will continue to transfer additional dollars into the Public Safety Sales Tax Fund in 2023. The total transfer from General Fund to Public Safety Sales Tax Fund for 2023 is $1.6M, this will be an ongoing transfer through the end of the current contracts.

American Rescue Funds (ARPA Funds) have been utiltiized as a funding mechanism in this fund as well. In 2022, $1.5M was transferred; another $1.5M will be transferred in 2023.

Comparative Table

City of Liberty, Missouri Public Safety Sales Tax Fiscal Year 2022			
Item	2021 Final	2022 Forecast	2023 Budget
Beginning Fund Balance	4,036,609	4,734,816	5,498,356
Revenues			
			1.0779
PSST Sales Tax	3,451,472	3,557,090	3,834,270
Interest	3,742	340	2,000
ARPA Funds	-	1,500,000	1,500,000
Resetting the LEVY		-	1,000,000
GF Fund Balance Transfer	125,000	583,000	125,000
2007 TIF Incremental Revenues	577,905	-	506,000
Total Revenues	**4,158,120**	**5,640,430**	**6,967,270**
Expenditures			
Police			
Total Police Expenditures	98,434	284,364	504,802
Fire			
Total Fire Expenditures	180,236	231,718	373,682
Total All Expenditures	**278,670**	**516,082**	**878,484**
PSST Base Position Salary Costs			
Total PSST Base Position Salary Costs	3,181,243	4,360,807	7,488,513
Total Expenditures and Transfers	**3,459,913**	**4,876,889**	**8,366,997**
Total Revenue Favorable/(unfavorable) to Expenditures	698,207	763,541	(1,399,727)
Total Ending Fund Balance	**4,734,816**	**5,498,356**	**4,098,629**

Discussion

Committee Coordination

The 2023 PSST Budget was reviewed by the PSST Oversight Committee on December 15, 2022 . That committee found the budget submittal consistent with voter intent.

CAPITAL IMPROVEMENT PROGRAM (CIP)

The Roadway CIP represents the primary funding source for City non-utility, street, and road infrastructure requirements. The CIP is comprised of three funds: the Transportation, Capital, and Economic Development Sales Tax Funds. These funds combine their respective resources to accomplish a unified source of street and road infrastructure funding. Those items funded from the Economic Development Sales Tax Fund must be associated with economic development opportunities. In addition to the sales tax revenues, the CIP utilizes County Road Levy/Road District Funds and grants as additional primary revenue sources.

The City has constructed the CIP to encompass a five-year period. It attempts to reconcile the voter communications made at the time of the November 2008 election, which authorized the extension of the sales tax funding sources, to current economic realities, infrastructure requirements, and grant opportunities. Further, the CIP blends a mix of pay-as-you-go projects with long-term bonding. While establishing a five-year spending plan, it also provides for the 2023 budget and commits the City to multi-year spending requirements beyond the five years.

The local revenues described above have been budgeted realistically. With these funds, the City will leverage Federal/State grant funds as they become available.

Projects from the Transportation and Capital Sales Tax Funds total $39.81 million and are:

2023 – 2028 CIP Expenditures

$15.40M – Street Restoration/General Transportation Improvements/Street Maintenance Supplies
$2.30M – Public Works Equipment – Building Maintenance/Misc. Expenses
$2.55M – Signal Light Maintenance/Upgrades
$0.25M – Bridge Design
$2.88M – Storm Water Improvements
$1.80M – Sidewalk Program
$1.64M – Capital Engineer/Street Maintenance Workers
$0.40M – Transportation Enhancement Projects/City Landscaping Funds
$0.28M – KCATA ($48K annual commitment)
$3.64M – Transfers Out to General Fund
Provides for support of Public Works expenses incurred in the General Fund
$0.07M – Transfers Out to Parks – For City Landscaping Funds
$8.60 M – Debt Service/Loan Costs

TRANSPORTATION SALES TAX FUND

The Transportation Sales Tax Fund is one of the funds comprising the CIP.

This budget segment is funded primarily by a Transportation Sales Tax. In addition to these revenue sources, federal grants will/may be utilized.

In November 2008, voters approved increasing the ¼-cent Transportation Sales Tax to a ½-cent. Further, they approved extending this tax until December 2030.

The following provides budgetary detail and discussion on the **2023 Transportation Sales Tax Fund**.

Comparative Table

	2021 Final	2022 Forecast	2023 Budget
Beginning Fund Balance	1,910,314	1,910,314	2,000,914
Revenues			
Transportation Sales Tax	3,621,030	3,557,090	3,834,270
Sales Tax Transfer	(355,334)	(245,150)	(260,360)
Interest	6,286	1,620	2,000
Miscellaneous Income	27,654	133,517	275,000
Bond proceeds	2,794,730	-	
Bond Premium	255,951	-	
	-	-	
Total Revenues	**6,350,317**	**3,447,077**	**3,850,910**
Total Resources	8,260,631	5,357,390	5,851,824
Expenditures			
Pay-As-You Go			
Street Maintenance Workers	59,134	76,704	99,661
Overtime	2,650	2,840	-
Heath Savings Account	2,148	2,904	3,600
Social Security FICA	4,715	6,229	7,899
LAGERS Retirement Program	6,625	8,888	15,592
Workers Compensation	7,295	8,795	11,498
Health Insurance	13,265	24,162	29,358
Life Insurance	37	53	58
Dental Insurance	755	864	908
Vision Insurance	147	168	176
Disability Insurance	38	46	38
Salary and Benefits	96,808	131,652	168,788
Liability Insurance	1,594	3,308	3,600
Service Fees	213	321	
Cost Of Issuance	35,753	425	
Street Maintenance	795,910	1,074,171	1,200,000
Storm Water Repairs		110,000	-
Sidewalk Replacement Program		43,000	300,000
New Sidewalk Installation		-	
Traffic Signal Upgrades	65,744	625,001	60,000
Bridge Maint Replacement Projects			250,000
Misc Fees	8,000	-	
City Landscaping Funds - Parks (BJ)	15,675	16,420	16,420
Snow Removal for Commuter Parking Lot	5,115	5,169	5,200
City Transportation Enhancement Funds	116,262	45,000	50,000
City Transportation Enhancement Funds - Signs		-	-
KCATA Bus Service (Funderburk)	2,465	-	48,000
Total Capital Outlay	1,046,730	1,922,816	1,933,220
Transfers Out			
Transfer to Eco/Devo Sales Tax Fund for SLP2	430,000	430,000	430,000
Transfer to Eco/Devo Sales Tax Fund for Kansas	199,820	193,560	193,560
City Landscaping Funds - Transfer to Parks	11,490	11,840	11,840
Transfer to Debt Service (South Liberty Inter)	3,378,458	363,598	353,910
Trans Back to GF	303,010	303,010	303,010
Total Transfers	4,322,778	1,302,008	1,292,320
Total Expenditures and Transfers	**5,466,315**	**3,356,476**	**3,394,328**
Total Revenue Favorable/(unfavorable) to Expenditures	884,002	90,600	456,582
Total Ending Fund Balance	**2,794,315**	**2,000,914**	**2,457,496**

Discussion

Committee Coordination

The 2023 Transportation Sales Tax Budget was reviewed by the Citizen Sales Tax Oversight Committee. That committee found the budget submittal consistent with voter intent.

2023 Financial

Sales tax revenues within any of the Special Purpose Sales Tax Funds are generated on a smaller retail base than the General Sales Tax. These revenues do not include sales tax collections from domestic utilities. For 2023, sales tax total revenues are budgeted at $3,850,910. Miscellaneous revenue is budgted at $275,000 for a reimbursement of federal funds for the signals at Withers and Holt. Initially these funds were to be received in 2022, however, they will be received in 2023.

Total expenditures and transfers out are proposed to be $3,394,328. Proposed expenditures are favorable when compared to budgeted revenues by $456,582. The Transportation Sales Tax fund is projected to generate an ending fund balance of $2,457,496 for 2023. This fund balance must be carried over into 2023 and be utilized for future debt service payments and possible KCATA cost increases.

CAPITAL FUND

The Capital Sales Tax Fund is the City's other fund comprising the Capital Improvement Program (CIP). This fund's primary revenue source is the ½-cent Capital Sales Tax. In addition to sales tax revenues, federal and state funding is leveraged to fund transportation projects. This fund also receives revenues from the County road levy through both direct allocations and monies received from Liberty Special Road District #5.

The following provides budgetary detail and discussion on the **2023 Capital Sales Tax Fund**.

Comparative Table

	2021 Final	2022 Forecast	2023 Budget
Beginning Fund Balance	1,901,953	2,224,077	2,753,478
Revenues		-	
Capital Improvement Sales Tax	3,621,052	3,557,090	3,834,270
TIF Sales Tax Transfers	(349,336)	(245,150)	(260,360)
Federal Grant - MDNR Storm Water	151,825	-	
Clay Co Road Fund - Current Formula - City Direct	255,935	181,404	238,523
Clay County - Sales Tax Distribution - City Direct	358,240	60,750	384,867
Road District - Current Formula	-	296,920	-
Interest	5,338	7,500	7,500
Miscellaneous Income	2,016	1,394	-
Transfer in	140,890	-	
Bond Proceeds - 2021 GOB Refunding Bonds	3,775,270	-	
Bond Premiun - 2021 GOB Refunding Bonds	327,779	-	
Total Revenues	**8,289,009**	**3,859,908**	**4,204,800**
Expenditures			
Pay-As-You-Go			
Salary and Benefits			
Capital Engineer Salary	62,777	47,746	51,584
Part Time	-	-	-
Heath Savings Account	662	2,303	1,920
Social Security FICA	4,347	3,700	4,093
LAGERS Retirement Program	6,745	3,409	8,079
Workers Compensation	324	302	306
Health Insurance	17,376	17,293	19,392
Life Insurance	17	22	23
Dental Insurance	499	359	363
Vision Insurance	163	72	121
Disability Insurance	41	36	30
Salary and Benefits	**92,951**	**75,241**	**85,911**
Street Maintenance Programs			
Radio Maintenance	9,583	9,583	9,000
Bond Cost of Issuance	48,180	575	
Public Works Capital Equipment	69,234	395,122	328,626
Computer Software		20,000	15,000
Public Works - Equipment Rental		8,000	15,000
Liability Insurance	4,185	1,324	1,440
Street Restoration - Base	1,852,264	950,000	1,200,000
Maintenance Projects- (Signal Light Maintenance)	36,025	84,175	70,000
Asphalt - Street Repairs	94,747	90,000	90,000
Gravel - Street Repairs	11,257	14,000	14,000
Street Signs	40,605	35,000	35,000
Storm water Maintenance	36,882	30,000	30,000
NPDES Expense	12,858	15,000	15,000
Capital Stormwater Improvement Program	71,546	591,807	338,000
Storm water Improvements	511,494	-	
Public Works Capital Equipment - Lease Principal - Radios	7,259	7,479	7,699
Public Works Capital Equipment - Lease Interest - Radios	674	456	230
Debt Service Fees	386	439	440
Transfer in to the General Fund	303,010	303,010	303,010
Total Pay-As-You-Go	**3,203,141**	**2,631,211**	**2,558,356**
Transfer to Debt Service Reserve	4,763,744	699,296	453,837
Total Expenditures and Transfers	7,966,885	3,330,507	3,012,193
Revenue Favorable(Unfavorable) To Expense and Transfers	322,124	529,402	1,192,607
Ending Fund Balance	**2,224,077**	**2,753,478**	**3,946,086**

Committee Coordination

The 2023 Capital Sales Tax budget was reviewed by the Citizen Sales Tax Oversight Committee. That committee found said submittal consistent with voter intent. Liberty Road District #5 board members approved the Road District budget, which contains the transfers into the Capital Sales Tax Fund.

2023 Financial

The Capital Sales Tax Fund is separated for budget management purposes into two major categories – 1) Pay-As-You-Go/Debt Service and 2) Bond Projects. Total 2023 resources for the Capital Sales Tax from all sources are budgeted at $4,204,800. Capital Sales Tax revenues account for $3,573,910 of the total. Combined County Road Levy and Road District revenues are estimated to be $623,390.

Total proposed expenditures and transfers from all sources for 2023 are expected to be $3,012,193. Of that amount, Pay-As-You Go expenditures, inclusive of street maintenance expenditures, amount to $2,558,356. Debt Service amounts are budgeted at $453,837.

Income favorable to expenditures will show a combined surplus of $1,192,607. End of the year fund balance is projected to be $3,946,086. City fund balance policy requires the reservation of $1.0M in available CIP funds for emergencies. Those reservations are found within the Capital Sales Tax fund balance.

FIRE SALES TAX FUND

Authorized under RSMo 321.242 and approved at ¼-cent, the Fire Sales Tax is a supplementary source of funding for fire operations within the City of Liberty, but is the primary source of Fire capital funding.

The following provides budgetary detail and discussion on the 2023 Fire Sales Tax Fund.

Comparative Table

	2021 Final	2022 Forecast	2023 Budget
Beginning Fund Balance	1,562,854	2,195,754	2,350,847
Revenues			
Fire Sales Tax	1,810,525	1,778,550	1,917,140
Sales Tax Transfers	(174,668)	(122,570)	(130,180)
Liberty Commons	-	-	
Interest	4,370	1,241	1,200
Sale of Public Property	-	-	
GEMT	383,086	208,124	250,000
Miscellaneous Revenue (Hosp. Contract)	49,817	49,817	49,817
Lease Proceeds		-	
Total Revenues	**2,073,130**	**1,915,162**	**2,087,977**
Expenditures			
Salary and Benefits			
Salaries - EMS Chief	20,074	99,839	101,970
Health Savings Account	-	1,530	2,400
Social Security	1,512	7,671	7,984
LAGERS Retirement Program	4,749	24,396	30,372
Workers Compensation	434	490	605
Health Insurance	3,100	19,068	20,514
Life Insurance	4	27	29
Dental Insurance	104	624	655
Vision Insurance	24	144	151
Disability Insurance	9	46	38
Total Salaries & Benefits	**30,011**	**153,835**	**164,718**
Non-Salary			
Financial Fees (GEMT)	57,463	80,149	80,149
Liability		857	1,800
Building Maintenance	-	6,000	6,000
Minor Equipment	16,930	65,006	115,000
Construction Lease Principal 2014	71,000	73,000	74,000
Lease Principal 2014 Pumpers	227,000	231,000	236,000
Construction Lease Interest 2014	4,382	2,954	1,487
Lease Interest 2014 Pumpers	13,949	9,386	4,744
Debt Service Fees	-	259	
Vehicles - Other	30,209	70,043	85,000
Capital Equipment	34,824	120,000	450,000
COMPUTER EQUIPMENT	24,523	14,195	6,000
Construction		5,000	750,000
Tranfer to Debt Service	614,938	613,385	245,495
General Fund Transfer	315,000	315,000	315,000
Total Expenditures	**1,440,230**	**1,760,070**	**2,535,393**
Total Revenue Over(Under) Expenditures	632,900	155,092	(447,416)
Projected Ending Available Fund Balance	**621,043**	**801,995**	**1,208,601**

Discussion
Committee Coordination

The 2023 Fire Sales Tax Budget was reviewed by the Citizen Sales Tax Oversight Committee. That committee found said submittal consistent with voter intent.

2023 – 2028 CIP Expenditures

$10.4M – Total Expenses

- $0.28M – Future Aerial Truck Purchase
- $0.32M – 2014 Fire Station construction projects/2014 Pumper Purchase debt service – 2023 Payoff
- $1.20M – 2017 Fire Station construction projects and ambulance debt service – 2027 Payoff
- $0.97M – Future Ambulance debt service
- $1.60M – Future Pumper and Ladder Truck debt service
- $1.00M –Salary and Benefits (2019 New Position from GEMT funds)
- $0.48M – GEMT payment
- $1.90M – Equipment and vehicles – Pay-as-You-Go
- $1.25M – Building construction and maintenance
- $1.36M – Transfer to the General Fund – Continuation of salary support

Financial

The 2023 budget represents the continuation of the process where the majority of sales tax revenues are retained in the Fire Sales Tax Fund. For 2023, budgeted expenditures and transfers totaled $2,535,393. They are comprised of $164,718 in Salary and Benefits for the EMS Chief position; $561,726 in debt service payments, a $315,000 transfer into the General Fund to support fire staffing, and $1,493,949 for the acquisition of other capital equipment, building maintenance and fees for the GEMT program .

The 2023 Fire Sales Tax revenue budget is bugeted at $2,087,977 and is comprised of $1,786,960 in sales tax revenues and $299,817 from Liberty Hospital Contract and GEMT (Ground Emergency Medical Transport) Program. The Ground Emergency Medical Program is a voluntary program that allows for the reimbursement of uncompensated costs to elegible GEMT providers who provide qualifying emergency ambulance services to Department of Social Services, MO HealthNet participants. The City of Liberty has participated in the GEMT program for five years. The revenue received from the GEMT program funds the EMS Chief Salary and Benefits.

Comparing revenues to expenditures, you will find an unfavorable deficit balance of ($447,416). The 2023 anticipated fund balance is $1,208,601. That amount will be carried over for future year usage.

PARK SALES TAX FUND

The Park Sales Tax is authorized under RSMo. 644.032. While this tax can have a dual purpose of providing a taxation source for storm water improvements and/or support for local parks, the City's ballot language was for a ¼-cent Park Sales Tax. As approved, this tax can only be used for Park purposes. It should be clarified that while the City has accounted for this tax as a "capital" tax, use of the funding source is not limited to just capital, but can be used for both capital and operational costs.

In 2015, the City issued $1,400,000 in Special Obligation Bonds for certain Park improvement projects. With this a separate bond fund has been established to account for these items. The debt service costs associated with the bonds are captured in the Pay-As-You-Go section of the Park Sales Tax Fund.

The following provides budgetary detail and discussion on the 2023 Parks Sales Tax Fund Pay-As-You Go sub-fund.

Comparative Tables

	2021 Final	2022 Forecast	2023 Budget
Beginning Fund Balance	783,941	1,369,809	1,368,650
Revenues			
Revenues			
Sales Tax	1,810,525	1,778,550	1,917,140
Sales Tax Transfers	(174,668)	(122,570)	(130,180)
Interest	6,076	630	800
Misc		7,290	-
Total Revenues	**1,641,933**	**1,663,900**	**1,787,760**
Pay Go Expenditures			
2015 Special Obligation Bond Principal	90,000	90,000	85,000
2015 Special Obligation Bond Interest	25,244	23,444	21,641
Project: Bennett Park Tennis Resurfacing		14,580	-
Park Fund Transfer - Parks	34,418	337,923	489,370
Park Fund Transfer - Community Center	437,990	427,366	452,201
Park Fund Transfer -Sports Complex	436,359	380,234	473,233
Trail System Maintenance		-	70,000
Vehicles		53,252	76,274
Project: Trail design and Costing		-	200,000
Building Improvements	2,528	303,000	-
2018 Special Obligation Bond Principal	15,000	19,260	19,615
2018 Special Obligation Bond Interest	14,519	16,001	15,029
Debt Service Fees	8	-	
Sportsfield Equipment (61)		-	30,000
Total Expenditures	**1,056,065**	**1,665,060**	**1,932,363**
Total Revenue Over(Under) Expenditures	585,868	(1,160)	(144,603)
Total Ending Fund Balance	**1,369,809**	**1,368,650**	**1,224,047**
Add: Park Developer and Tree Fund Balance to Total Ending Fund Balance	201,185	201,185	201,185
Total Parks Capital Fund Per Audit	**1,570,994**	**1,569,835**	**1,425,232**

Discussion

Committee Coordination
The 2023 Parks Sales Tax Budget was reviewed by the Citizens Sales Tax Oversight Committee. That committee found said submittal consistent with voter intent. This budget was also reviewed and recommended by the Liberty Park Board.

2023 – 2028 CIP Expenditures
$8.94M – Total Expense
- $0.55M – 2015 Special Obligation Bonds
- $0.21M – 2018 Special Obligation Bonds
- $1.61M – Capital Purchases/Building Improvement/Parks Improvements
- $8.81M – Sales Tax Transfer

Financial
The 2023 Parks Sales Tax Revenue budget is established at $1,787,760, of which all is anticipated to come from sales tax revenues.

2023 budgeted expenditures and transfers total $1,932,363. Funds in the amount of $1,414,804 will be transferred out to the Park Fund to support those operations. Included in these amounts are, debt service payments associated with the issuance of the 2015 Special Obligation Bonds in the amount of $106,641 and 2018 Special Obligation Bond debt service payments in the amount of $34,644. The transfer from Parks Sales Tax to the Parks Fund saw an significant increase in 2022 and is expected to continue to increase in 2023.

Projected income is unfavorable to expenditures in the amount of ($144,603). Year-end fund balance is projected to be $1,224,047.

ECONOMIC DEVELOPMENT SALES TAX FUND

Discussion
The Economic Development Sales Tax is authorized under Section 67.1305, RSMo, provides that any incorporated city may impose an economic development sales tax on all retail sales which are subject to a sales tax under chapter 144. The tax cannot be more than one-half of one percent and shall not become effective until the voters have approved it. The tax cannot be used to support retail development except for the redevelopment of downtown areas and historic districts. The tax must solely be used for projects related to long-term economic development.

It is proposed that the Economic Development Tax be established at three-eighths of one percent (0.375%), be dedicated to funding the construction of South Liberty Parkway Phase 2 and making the entire South Liberty Parkway development read, providing funding for the rehabilitation of Downtown infrastructure and other economic development related improvements and be used, subject to funding availability, for other economic development activities.

Committee Coordination
The 2023 Economic Sales Tax Budget was reviewed by the Liberty Economic Development Sales Tax Board. That board found said submittal consistent with voter intent.

Comparative Tables

	2021 Final	2022 Forecast	2023 Budget
Pay-As-You-Go Funding			
Beginning Fund Balance	3,174,117	3,868,618	4,468,262
REVENUES			
Sales Taxes	2,575,698	2,667,820	2,875,700
Interest Earnings Other	19,613	1,700	1,700
Transfer In From The Transportation Sales Tax Fund -	199,820	193,560	193,560
Transfer In From The Transportation Sales Tax Fund -	430,000	430,000	430,000
Total Revenues	**3,225,131**	**3,293,080**	**3,500,960**
EXPENDITURES			
LEDC			
LEDC (Partnership-Community Growth)	60,000	75,000	75,000
Health Savings Account	1,524	1,392	1,200
Social Security	-	46	92
Health Insurance	7,020	7,152	8,844
Life Insurance	34	-	-
Dental Insurance	540	396	454
Vision Insurance	84	77	88
Other Eco/Devo Fees	35	9	
Liberty Economic Development Corporation	69,237	84,072	85,678
Eco/Devo Administrative Expenses			
Salary	85,188	106,511	114,400
Part-time	3,410	-	-
Health Savings Account	890	1,614	2,400
Social Security	6,406	8,039	9,027
Lagers	3,898	11,769	17,637
Workers Comp	230	254	334
Health Insurance	18,144	22,536	24,240
Life Insurance	19	27	29
Dental Insurance	520	624	655
Vision Insurance	130	204	214
Disability Insurance	43	46	38
Total Salary and Benefits	118,877	151,623	168,974
Other Eco/Devo Fees	41,785	70,000	100,000
Total Managers Office	160,662	221,623	268,974
Other Eco/Dev Costs			
Comp Plan	2,500	100,000	-
Project - KC Tech Academy	142	-	
Liability Insurance	2,064	1,751	1,800
Debt Service Fees	636	-	
Other Eco/Dev Expenses	5,342	101,751	1,800
Total Economic Development Support Expenditures	**235,241**	**407,446**	**356,452**
Transfer Out to GO Debt Service	877,088	873,950	878,213
Transfer Out to SO Debt Service	1,418,301	1,412,041	1,430,709
Total Transfer Out to Debt Service	2,295,389	2,285,991	2,308,922
Total Expenses and Transfers	**2,530,629**	**2,693,437**	**2,665,374**
Revenues Favorable/(Unfavorable) to Expenditures	694,501	599,643	835,586
Ending Fund Balance	**3,868,618**	**4,468,262**	**5,303,848**

Financial

Any city imposing the tax shall establish an economic development tax board. The board established by the city shall consist of at least five members, but may be increased to nine members. The Economic Development Board will consider economic development plans/projects and is required to hold public hearings on those plans/projects. The Board recommends plans/projects to the City Council, who has final approval authority.

State law allows this tax to be immune from TIF capture and provides for mechanisms to repeal the tax via voter approval of Council action to repeal and/or voter petitions to repeal.

Sales Tax revenues are anticipated to be $2,918,836 in 2023. The sales tax revenues will be used to pay bond debt and City economic development expenses. Supplementing sales tax revenues will be a $623,560 annual Transfer In from the Transportation Sales Tax Fund. This revenue source is 100% dedicated to pay bond debt associated with the South Liberty Parkway Phase II and the Kansas Street project. The total revenue budget for 2023 is $3,500,960.

Support for both internal (the Economic Development Manager's Office) and external (Liberty Economic Development Corporation) will be paid from this budget source in 2023 and beyond. Total economic development support expenditures are budgeted at $356,452 in 2023.

The 2023 ending fund balance is projected to be $5,303,848. This fund balance can be held for future debt service payments or used for additional economic development support.

TRANSIENT GUEST TAX

Authorized under RSMo 94.837 and approved by Liberty voters on November 4, 2014 at 5%, the Transient Guest Tax is a tax on the charges for all sleeping rooms paid by the transient guests of hotels and motels situated in the City of Liberty. The revenues from the Transient Guest Tax will support tourism.

Comparative Table

	2021 Final	2022 Forecast	2023 Budget
Beginning Fund Balance	283,994	466,232	472,227
Revenues			
Transient Guest Tax	454,827	520,000	565,000
Misc. Revenue	15,459	600	600
Interest	959	1,020	1,200
Total Revenues	**471,246**	**521,620**	**566,800**
Expenditures			
Contract Services (HDL)	35,000	45,000	130,000
Total Festival Costs	49,112	77,500	102,000
Total Hometown Holidays	17,249	7,000	8,000
Total Wayfinding	58,613	211,800	249,100
Total Art Funding	53,735	64,825	144,447
Festivals/Events Promotional	21,331	40,000	116,000
Contingency	-	-	
Total Public Information	39,948	67,500	94,300
Administration of Revenue	2,000	2,000	2,000
Total Expenditures	**289,008**	**515,625**	**845,847**
Revenue Favorable/(Unfavorable) to Expenditu	182,238	5,995	(279,047)
Ending Fund Balance	**466,232**	**472,227**	**193,180**

Financial

The Transient Guest Tax did not become effective until April 1, 2015. In 2023, the tax is expected to generate $565,000 in revenues. Expenditures are anticipated to be $845,847, reflecting programmed tourism expenditures and an increase in the HDLI Contract. The ending fund balance is forecasted to be $193,180.

ENTERPRISE FUNDS

The City of Liberty has three enterprise funds – the Water Fund, the Wastewater Fund, and the Sanitation Fund. The following provides narrative on the 2023 budget for each of these funds.

Enterprise funds are used for the purpose of tracking activities of the City that are operated in a manner similar to private business. All costs of the activity should be included in the determination of rates charged to customers, including depreciation, capital outlay costs and debt. The City does not include depreciation in rates at this time.

The Water and Wastewater funds have additional operating requirements attached to bond covenants applicable to outstanding revenue bonds. These covenants require that net operating income (operating revenues less operating expenditures) must exceed debt service payments by 10%. This creates a mathematical standard which requires net revenues available for debt service to not be less than 110% of the annual debt principal and interest amounts.

Comparative Tables
Water Fund

Item	2021 Final	2022 Forecast	2023 Budget
User Fee Income	6,257,994	5,863,705	6,242,837
Interest Expense	17,154	15,680	16,200
Other Income	7,488	9,067	2,800
total	**6,282,636**	**5,888,452**	**6,261,837**
Total Expense	7,178,539	8,410,759	8,375,289
Less: Interest Expense	59,541	58,022	150,012
Less: Depreciation/Amortization	1,451,808	1,500,000	1,500,000
Less: Capital	1,485,000	1,673,514	1,068,605
Operating Expense	**4,182,191**	**5,179,223**	**5,656,672**
Operating Income For Ratio Calculation	2,100,445	709,229	605,165
Interest	59,541	58,022	150,012
Bond Principal	666,837	67,090	125,335
Total Debt	726,378	125,112	275,347
	289%	**567%**	**220%**

Item	2021 Final	2022 Forecast	2023 Budget
WATER FUND CAPITAL FUND			
Beginning Cash Balance	549,956	0	790,395
Revenues			
State/Local ARPA Grant			1,640,000
Interest	(3,272)	660	1,000
Transfers In from Water Operating	1,230,000	1,673,514	1,068,605
Infrastucture Fee Transfer	255,000	836,760	
Total Revenues	**1,481,728**	**2,510,934**	**2,709,605**
Capital Outlay Expenses			
Vehicles		19,447	75,000
Capital Equipment	87,006	20,000	30,000
Computer Software	12,612	16,593	10,000
Engineering Design	12,017	200,000	210,000
Construction Contract	165,225	400,000	1,575,000
AMI Meter Project	20,244	-	
Vehicles	-	3,500	55,000
Capital Equipment	-	19,000	
Engineering Design	31,986	227,000	85,000
Construction Contract	576,363	815,000	1,460,000
Total Expenses	**905,452**	**1,720,539**	**3,500,000**
Sandblasting and Painting of Clarifiers and Lim	379,790	**-**	-
TOTAL - ALL CAPITAL EXPENSES	**1,285,241**	**1,720,539**	**3,500,000**
Capital Fund Income/(Loss)	196,487	790,395	(790,395)
Ending Cash Balance	**746,443**	790,395	**(0)**

Wastewater Fund

	2021 Final	2022 Forecast	2023 Budget
Operating Fund			
User Income	11,577,621	11,203,180	12,397,850
Interest Earnings	116,780	82,700	124,805
Interest Earning-Capital Fund	4,960	1,200	1,200
Other Income	13,633	-	-
Operating Income	**11,712,994**	**11,287,080**	**12,523,855**
Total Expense	8,800,979	7,860,069	10,706,379
Less: Interest Expense	1,130,990	1,071,010	995,842
Less: Depreciation/Amortization	5,000,000	2,500,000	2,500,000
Less: Capital	2,399,692	-	1,969,996
Operating Expense	270,296	4,289,059	5,240,541
Operating Income for Ratio Calculation	**11,442,698**	**6,998,021**	**7,283,314**
All Interest	1,130,990	1,071,010	995,842
Prior Year Interest Adjust to Retained Earnings			
All Principal	3,205,000	4,008,300	4,868,470
Total Debt	4,335,990	5,079,310	5,864,312
Bond Ratio	**264%**	**138%**	**124%**

WASTEWATER CAPITAL FUND	2021 Final	2022 Forecast	2023 Budget
Beginning Cash	1,885,185	2,393,697	1,193,804
Revenues			
Interest	4,960	1,200	1,200
Transfers In	1,210,000	-	1,969,996
Total Revenues	1,214,960	1,200	1,971,196
Expenses			
Vehicles	-	34,501	75,000
Capital Equipment	-	-	30,000
Computer Software	-	16,592	
Engineering Design	-	100,000	75,000
Construction Contract	192,316	500,000	2,420,000
AMI Meter Project	32,621	-	
Sewer Repair Liberty Drive	3,587	-	
Capital Equipment	44,287	75,000	15,000
HDR Study - Plant Replacement Esrow	40,000	450,000	425,000
Engineering Design		25,000	125,000
Future Projection		-	
Total Capital Expenses	**312,812**	**1,201,093**	**3,165,000**
Ending Cash	**2,787,333**	**1,193,804**	**(0)**

Solid Waste Fund

SANITATION FUND	2021 Final	2022 Forecast	2023 Budget
Beginning Fund Balance	$ 134,004	$ 142,565	$ 120,461
Revenues			
Refuse Collection Fees	1,918,155	1,978,400	2,073,000
Interest Earnings	314	500	500
Misc Services	2,770	-	
	1,921,239	1,978,900	2,073,500
Regular Salaries	28,139	30,380	30,250
Opt Out Ins	452	340	-
Heath Savings Account	346	627	900
FICA	2,178	2,382	2,383
Lagers	3,016	3,404	4,704
Worker's Comp	99	109	130
Health Insurance	4,088	5,807	7,852
Life Insurance	10	14	14
Dental Insurance	205	248	300
Vision Insurance-VSP	44	58	68
Disability Ins	18	18	19
Outside Printing	460	420	500
Legal Fees	56	100	100
Financial Services	19,432	12,000	20,000
Contract Labor	-	-	
Misc Fees	-	254	250
Mobile Phones	378	500	500
Software Maintenance	-	660	500
Casualty Insurance	1,011	811	880
Uncollectible Accounts	387	2,600	2,600
Deposit Interest Expense	2,770	-	
Postage		71	70
Pension Expenses	(2,842)	1,500	1,500
Recycling Advertising	-	-	
Sanitation Collection Fees	1,810,226	1,892,200	1,998,100
Weekend Recycling Center	-	-	
Hazardous Waste Program	38,993	37,000	35,000
Miscellaneous Fees	3,146	9,500	9,500
Postage	63	-	-
	$ 1,912,678	$ 2,001,003	$ 2,116,120
Income	8,561	(22,103)	(42,620)
Ending Fund Balance	$ 142,565	$ 120,461	$ 77,841

Discussion

Water and Wastewater Fund Overview

The City Council, Budget Committee and staff have been focused since 2008 on ongoing plans to improve the operations of the utility funds. Underlying the plan was the belief that transparent communication was needed to fully state to the community the needs and action steps to be implemented to address both funds' future operations.

In broad terms, with many items coordinating with one another, the goals and actions steps can be categorized as follows:

Goals for fiscal stability need to be established and met
System efficiencies must be improved
Existing infrastructure repaired and replaced
Budgets reflect appropriate and realistic assumptions
Support systems created to mitigate rate increase impact on most vulnerable residents
Citizens engaged to assist in bringing solutions

2023 User Rate Recommendations

Based on the above list of action items and the 2023 financial requirements, the Budget Committee recommended to the City Council the following rate adjustments to be effective in April of 2023:

Bottom-line Impact – a 2.89% increase costing $3.49 per month for the **average** utility customer

Individual average customer elements
Water – 4.00% increase, representing an additional $1.40 per month
Wastewater – 2.00% increase, representing an additional $1.32 per month
Solid Waste – 4.00% increase, representing an additional of $0.76 per month

Dependent on individual customer usage, percentage increase/decrease, as well as costs may vary up or down.

The segment attached to wastewater increases that are recommended for April of 2023 are lower than the Sewer Treatment Plant rates that were discussed with the community at the time of the Sewer Bond election.

The recommended 2023 user rate structure effective April 2023 will be as follows:

		2022	2023
Water		**3.00%**	**4.00%**
Monthly Customer Charge		8.00	8.32
Volumn Charges			
Minimum - under 1,001 gals		3.36	3.49
First 1,001 - 2,000 gals		7.21	7.50
Next 18,000 gals		5.92	6.16
Next 80,000 gals		5.36	5.57
Over 100,000 gals		4.19	4.36
Wastewater		**3.30%**	**2.00%**
Monthly Customer Charge		8.98	9.16
Volumn Chages			
First 1,000 gals		7.64	7.79
Over 1,000 gals		16.62	16.95
Solid Waste		**3.70%**	**4.00%**
Per Household		18.98	19.74
Sales Tax Percent on Water		0.01	0.01

Other Budgets
The budget attachments accompanying this memo will provide additional detail on the other City budgets not communicated above.

Additional supporting detail is available upon request.

Staff looks forward to engaging Council on any additional questions or concerns relative to the 2023 budget.

Vicki L McClure
Finance Director

Curt Wenson
City Administrator

Attachments

Other Funds:

TIF Funds
Frank Hughes Memorial Trust
Cemetery Maintenance Fund
Mt. Memorial Trust Fund
Fairview Memorial Trust Fund
Police Training Fund
Police Inmate Security Fund

City of Liberty, Missouri			
Combined TIF Projects - Bonds			
Fiscal Year 2023			
	2021 Actual	2022 Forecast	2023 Budget
Beginning Fund Balance	$ 4,653,563	$ 1,544,957	$ 1,679,965
Revenues			
Real Estate Tax-City PILOTS	$ 65,468	$ 26,655	$ 28,917
City Sales Tax	499,272	189,313	202,673
Delinquent Charges	-	-	-
TIF Tax - County PILOTS	541,617	605,008	224,756
TIF Sales Tax - County	187,999	189,313	70,941
CID Sales Tax	1,337,593	187,525	198,020
Interest Earnings	303	2,500	2,000
Zoological Sales Tax	20,084	9,468	10,139
Reimbursed Expense	70	-	-
Miscellaneous Income	11,819	-	-
Bond Proceeds	-	-	-
Transfer In	520,203	-	-
Total Revenues	$ 3,184,428	$ 1,209,783	$ 737,446
Expenditures			
Reimbursable Fees	$ 121,313	$ 146,176	$ -
Bond Principal	4,098,510	295,000	305,000
Bond Interest	326,813	246,544	226,463
Miscellaneous	1,259,509	383,204	4,059
Administrative Fee	5,692	1,996	2,297
Debt Service Fee	4,529	1,855	1,855
Cost of Issuance	476,668	-	-
Total Expenditures	$ 6,293,033	$ 1,074,775	$ 539,673
Revenue Over(Under) Expense	$ (3,108,606)	$ 135,008	$ 197,773
Restricted Cash - Bond Pymt	$ 4	$ 316	$ 4
Restricted Cash - Redemption	3,945	3,965	3,945
Restricted Cash - EATS	93,436	48	48
Restricted DSR - Bond Proceeds	571,056	572,883	571,056
Restricted DSR - Bus Inter	138,711	173,304	138,711
Restricted Cash - CID	11,347	27	27
Restricted Cash - Surplus	216,293	345,206	375,000
Restricted Fund For Debt Service Held by City	510,165	584,216	788,947
Ending Fund Balance	$ 1,544,957	$ 1,679,965	$ 1,877,738

City of Liberty, Missouri			
Pay as You Go TIF Recap			
Fiscal Year 2023			
	2021 Actual	2022 Forecast	2023 Budget
Beginning Fund Balance	$ 676,742	$ 593,147	$ 203,907
Revenues			
Real Estate Tax	$ 100,912	$ 49,287	$ 54,228
Delinquent	63,437	-	-
TIF Sales Tax - City	459,871	178,443	189,513
TIF Tax - County/School/Hosp	834,846	840,618	421,481
TIF Sales Tax - County	256,312	62,451	66,331
CID Sales Tax	596,247	153,688	162,460
Zoological Sales Tax	30,646	9,710	10,260
Total Revenues	$ 2,342,270	$ 1,294,197	$ 904,273
Total Resources	$ 3,019,012	$ 1,887,344	$ 1,108,180
Expenditures			
Administrative Fees	$ 7,797	$ 2,422	$ 2,300
TIF Reimbursable Fees	-	237	-
Miscellaneous Fees	835,163	425,529	7,611
Developer Reimbursements	1,414,190	1,255,249	894,362
Interfund Transfers	168,715	-	-
Total Expenditures	$ 2,425,865	$ 1,683,437	$ 904,273
Revenue Over(Under) Expense	$ (83,595)	$ (389,240)	$ (0)
Ending Fund Balance	$ 593,147	$ 203,907	$ 203,907

City of Liberty, Missouri Liberty Commons TIF Project Fiscal Year 2023			
	2021 Actual	2022 Forecast	2023 Budget
Beginning Fund Balance	$ 5,856,588	$ 7,001,131	$ 8,322,342
Revenues			
Real Estate Tax	$ 124,099	$ 114,756	$ 128,251
Delinquent Taxes	1,363	3,664	-
Hotel Rebate	31,971	33,110	35,000
TIF Sales Tax - City	793,535	854,840	910,070
Real Estate Tax - County/School/Hosp	1,026,673	1,001,364	996,813
TIF Sales Tax - County	238,950	299,190	318,520
CID Sales Tax	793,531	1,204,573	1,512,527
Zoological Sales Tax	20,486	64,945	45,500
TDD Sales Tax	484,305	568,760	604,280
Interest Earnings-Reserve	606	5,200	6,000
Transfers In - Special Allocation Funds	1,610,135	-	-
Total Revenues	$ 5,125,653	$ 4,150,403	$ 4,556,961
Total Resources	$ 10,982,240	$ 11,151,534	$ 12,879,303
Expenditures			
Administrative Fees	$ 2,553	$ 2,428	$ 2,422
TIF Reimbursable Fees	-	1,407	-
Miscellaneous Fees	18,011	17,917	29,962
Bond Principal - A Bond	455,000	520,000	565,000
Bond Interest - A Bond(1)	1,753,716	2,283,731	2,100,928
Debt Service Fees	1,855	3,710	3,710
Transfers Out - Special Allocation Funds	1,749,974	-	-
Total Expenditures	$ 3,981,109	$ 2,829,193	$ 2,702,023
Revenue Over(Under) Expense	$ 1,144,544	$ 1,321,210	$ 1,854,939
Restricted Cash - Project Fund	5	5	5
Restricted Cash - Hotel Tax	9,208	-	-
Restricted Cash - Bond Pymt	14	857,761	-
Restricted Cash - EATS	196,330	-	-
Restricted DSR - Bond Proceeds	2,688,345	2,741,737	2,688,345
Restricted DSR - Bus Inter	2,959,568	3,379,634	2,959,568
Restricted Cash - CID Revenues	35,841	-	-
Restricted Cash - Special Assessment CID	1	62,554	-
Restricted Cash - TDD Revenues	34,749	-	-
Restricted Cash - Project Fund	7	7	7
Restricted Fund For Debt Service Held by City	$ 1,077,064	$ 1,280,644	$ 4,529,355
Net Ending Fund Balance	$ 7,001,131	$ 8,322,342	$ 10,177,280

City of Liberty, Missouri			
Frank Hughes Memorial Library Trust Fund			
Fiscal Year 2023			
	2021 Final	2022 Forecast	2023 Budget
Beginning Fund Balance	$ 30,000	$ 30,000	$ 30,000
Revenues			
Interest Earnings	$ 147	$ 120	$ 140
Total Revenues	$ 147	$ 120	$ 140
Total Resources	$ 30,147	$ 30,120	$ 30,140
Expenditures			
Interfund Transfer-Parks	$ (39)	$ 120	$ 140
Total Expenditures	$ (39)	$ 120	$ 140
Total Revenue Over(Under) Expenditures	$ 186	$ -	$ -
Ending Fund Balance	$ 30,186	$ 30,000	$ 30,000

City of Liberty, Missouri Cemetery Maintenance Fund Fiscal Year 2023			
	2021 Final	2022 Forecast	2023 Budget
Beginning Fund Balance	$ 28,745	$ 63,494	$ 57,663
Revenues			
Charges for Services-Burial Permits	$ 31,500	$ 25,350	$ 26,000
Charges for Services-Engraving Services	320	960	1,000
Interest Earnings	(9)	400	450
Misc-Contributions for Maintenance	-	-	100
Sale of Lots	18,243	20,500	18,500
Misc-Sale of Columbarium Niche	1,800	2,400	3,000
Miscellaneous Income	-	-	100
Total Revenues	51,854	49,610	49,150
Transfers In			
Misc-Contributions from Trust Funds	$ (178)	$ 1,620	$ 2,140
Transfers In from General Fund	92,750	67,750	20,000
Total Revenues and Transfers In	$ 144,426	$ 118,980	$ 71,290
Total Resources	$ 173,171	$ 182,474	$ 128,953
Expenditures			
Supplies-Cemetery Committee	$ 226	$ -	$ 300
Supplies-VFW	135	-	200
Supplies-Misc Supplies	180	139	100
Engraving Fees	-	485	225
Fees-Contract Labor-Open/Close	11,550	8,000	12,000
Fees-Miscellaneous Fees	2,672	-	-
Utilities-Electric	268	270	500
Maintenance-Grounds/Landscaping	864	6,991	7,000
Maintenance-Mowing Contract	45,840	52,000	56,000
Maintenance-Headstone	193	25,096	5,000
Minor Equipment - Trash Receptacles	-	-	-
Culvert Construction Project	-	-	-
Capital - Monument Sign	-	-	-
Capital - Dirt Storage Bunker	-	-	-
Columbarium Construction Project	-	-	-
Total Expeditures	$ 61,927	$ 92,980	$ 81,325
Transfers Out			
Transfers out to Park Fund for Labor	$ 47,750	$ 31,830	$ -
Total Transfers Out	$ 47,750	$ 31,830	$ -
Total Expenditure and Transfers Out	$ 109,677	$ 124,810	$ 81,325
Revenues Favorable/(Unfavorable) to Expenses and Transfers Out	$ 34,749	$ (5,830)	$ (10,035)
Columbarium Reserve	14,569	16,369	18,619
Undesignated Fund Balance	48,925	41,295	29,010
Ending Fund Balance	$ 63,494	$ 57,663	$ 47,628

City of Liberty, Missouri			
Mt. Memorial Cemetery Trust			
Fiscal Year 2023			
	2021 Final	2022 Forecast	2023 Budget
Beginning Fund Balance	$ 33,755	$ 33,905	$ 33,905
Revenues			
Interest Earnings	$ 136	$ 120	$ 140
Total Revenues	$ 136	$ 120	$ 140
Total Resources	$ 33,891	$ 34,025	$ 34,045
Expenditures			
Interfund Transfer-Cemetery Maintenance	$ (14)	$ 120	$ 140
Total Expenditures	$ (14)	$ 120	$ 140
Total Revenue Over(Under) Expenditures	$ 150	$ -	$ -
Ending Fund Balance	$ 33,905	$ 33,905	$ 33,905

* Only Interest Revenue can be used for Cemetery Maintenance

City of Liberty, Missouri			
Fairview Cemetery Trust Fund			
Fiscal Year 2023			
	2021 Final	2022 Forecast	2023 Budget
Beginning Fund Balance	$ 391,794	$ 399,604	$ 405,604
Revenues			
Interest Earnings	$ 1,566	$ 1,500	$ 2,000
Sale of Lots	6081	6000	5400
Total Revenues	$ 7,647	$ 7,500	$ 7,400
Total Resources	$ 399,440	$ 407,104	$ 413,004
Expenditures			
Interfund Transfer-Cemetery Maintenance	$ (164)	$ 1,500	$ 2,000
Total Expenditures	$ (164)	$ 1,500	$ 2,000
Total Revenue Over(Under) Expenditures	$ 7,811	$ 6,000	$ 5,400
Ending Fund Balance	$ 399,604	$ 405,604	$ 411,004

* Only Interest Revenue can be used for Cemetery Maintenance

City of Liberty, Missouri			
Police Training Fund			
Fiscal Year 2023			
	2021 Final	2022 Forecast	2023 Budget
Beginning Fund Balance	$ 36,130	$ 37,763	$ 35,824
Revenues			
Interest Earnings	$ 87	$ 100	$ 120
Police Training	4,580	3,332	3,332
Arrest Costs Recoupment	2,553	1,772	1,900
Post Training Funds	468	500	1,000
Reimbursed Expense	2,667	2,857	-
Total Revenues	$ 10,354	$ 8,561	$ 6,352
Total Resources	$ 46,484	$ 46,324	$ 42,176
Expenditures			
Police Training Travel	$ 3,937	$ 4,500	$ 4,500
Police Registration Fees	4,784	6,000	6,000
Total Expenditures	8,721	10,500	10,500
Total Revenue Over(Under) Expenditures	$ 1,634	$ (1,939)	$ (4,148)
Ending Fund Balance	$ 37,763	$ 35,824	$ 31,676

City of Liberty, Missouri			
Police Inmate Security Fund			
Fiscal Year 2023			
	2021 Final	2022 Forecast	2023 Budget
Beginning Fund Balance	$ 15,949	$ 19,306	$ 20,790
Revenues			
Interest Earnings	$ 109	$ 90	$ 200
Inmate Maintenance Fee	4,584	3,332	3,332
Total Revenues	$ 4,693	$ 3,422	$ 3,532
Total Resources	$ 20,642	$ 22,728	$ 24,322
Expenditures			
Biometric Supplies	$ 1,336	$ 438	$ 4,000
Minor Equipment	-	1,500	1,500
Total Expenditures	$ 1,336	$ 1,938	$ 5,500
Total Revenue Over(Under) Expenditures	$ 3,357	$ 1,485	$ (1,968)
Ending Fund Balance	$ 19,306	$ 20,790	$ 18,822

CITY COUNCIL
ACTION REPORT

Meeting Date: December 19, 2022
A/R No.: 2022-345

Department: Finance

Submitted By: Vicki McClure, Director Finance

Subject: Resolution approving the 2023 – 2028 Street Capital Improvement Plan for the City of Liberty, Missouri (postponed from December 12/22)

Summary:

- Appropriate Public Works infrastructure and equipment replacement planning requires a multi-year review approach.
- The City has created a multi-year infrastructure/equipment spending model of which the 2023 – 2028 elements comprise the proposed Street Infrastructure Capital Improvement Plan (CIP) for the City
- The CIP elements from the Transportation and Capital Sales Tax Funds have been reviewed by the Budget Committee, Citizen Sales Tax Oversight Committee (CSTOC) and the City Council.
- The CSTOC found the budgets to be consistent with voter intent. The Budget Committee recommended approval of these budgets.
- The CIP element from the Economic Development Sales Tax Fund has been reviewed by the Budget Committee, Liberty Economic Development Sales Tax Board and the City Council. The Economic Development Sales Tax Board found the budgets to be consistent with voter intent.
- The Budget Committee recommended approval of this budget.
- The CIP contemplates the spending of approximately $53.67 million over the next five years.
- Staff recommends approval of the 2023 – 2028 CIP.

Background:

Background:

The 2023 – 2028 CIP represents the accumulation of prior planning, project prioritization by the City Council, efforts by Public Works staff to maximize Federal, State and other local funding resources and has been reviewed by the Budget Committee and City staff.

The CIP contemplates the spending of approximately $53.67 million in street infrastructure improvements, equipment purchases, maintenance projects, public building improvements and associated debt service expense.

Projects to be accomplished from the Transportation, Capital and Economic Development Sales Funds are:

- $15.40M – Street Restoration/General Transportation Improvements/Street Maintenance Supplies
- $2.30M – Public Works Equipment – Building Maintenance/Misc. Expenses
- $2.55M – Signal Light Maintenance
- $0.25M – Bridget Maintenance/Replacement Projects
- $2.88M – Storm Water Improvements
- $1.80M – Sidewalk Replacement Program
- $1.64M – Capital Engineer/Street Maintenance Workers
- $0.40M – Transportation Enhancement Projects/City Landscaping Funds
- $0.28M – KCATA ($48K annual commitment)
- $0.07M – Transfer Out – To Parks for City Landscaping Funds
- $22.46M – Debt Service/Loan Costs
- $3.64M – Transfers Out

Staff recommends approval of the 2023 – 2028 CIP.

Previous Action (if applicable):

Policy/Committee Review:

X Citizen Sales Tax Oversight Committee	Completed/Recommended: 11/17/2022
Public Safety Sales Tax Oversight Committee	Completed/Recommended:
X Budget Committee	Completed/Recommended: 10/5/2022
Other: Economic Development Sales Tax Board	Completed/Recommended: 12/8/2022

Financial Considerations:

Budgeted:	Line Item: Budgeted Items - 2023 Capital, Transportation and Economic Development Sales Tax Budgets Line Item:	Amount: Amount:
	Revenue Line (if applicable):	Amount:
Non-Budgeted	Line Item: Line Item:	Amount:
	Funding Source:	Amount:

Attachments:

1. Resolution - 2023- 2028 Capital Improvement Plan approval - VLM
2. 2023 Special Purpose Sales Tax Fund Council Study Session FINAL

RESOLUTION NO.____________

A RESOLUTION APPROVING THE 2023 – 2028 STREET CAPITAL IMPROVEMENT PLAN FOR THE CITY OF LIBERTY, MISSOURI

WHEREAS, the City Council of the City of Liberty, Missouri (the "City") is committed to an annual review and approval of a multi-year Street Capital Improvement Plan; and

WHEREAS, the attached plan has been reviewed and recommended for approval by the City of Liberty Budget Committee; and

WHEREAS, the City of Liberty Citizen Sales Tax Oversight Committee has been presented the Street Capital Improvement Plan for their review of voter intent relative to the Transportation and Capitals Sales Tax Fund elements and has found the plan complies with said voter intent; and

WHEREAS, the City of Liberty Economic Development Sales Tax Board has been presented the Street Capital Improvement Plan for their review of voter intent relative to the Economic Development Sales Tax Fund element and has found the plan complies with said voter intent; and

WHEREAS, the City Council of the City of Liberty has studied the Street Capital Improvement Plan within a Council study session;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LIBERTY, MISSOURI, that the Street Capital Improvement Plan for 2023-2028 is hereby adopted, incorporated by reference herein and available for review as required by law;

BE IT FURTHER RESOLVED that said plan is approved for use as a guide in determining future capital spending in the City.

PASSED by the City Council and APPROVED by the Mayor of the City of Liberty, Missouri, this ____ day of ____________, 2022.

____
Mayor

ATTEST:

____
Deputy City Clerk

City of Liberty missouri

Special Purpose Sales Tax Budget Recommendations

City Council Study Session November 21, 2022

Capital, Transportation, Fire & Parks Sales Tax Budgets were presented to the CSTOC on November 17, 2022

Economic Development Sales Tax will be presented to the Eco Devo Board on December 08, 2022

Capital Improvement Plan Consists of:

Capital Sales Tax Fund

Transportation Sales Tax Fund

Economic Development Sales Tax Fund

2023 Budget Overview:

- Budgets – Transportation and Capital Sales Tax Funds
  - Also incorporate Economic Development Sales Tax

- Short and Long Term Direction for Capital Improvements, Equipment Acquisition and Select Operational Support
  - +5 Year action/spending for planning requirements
  - Commits to a multi-year requirement

2023 Budget Overview:

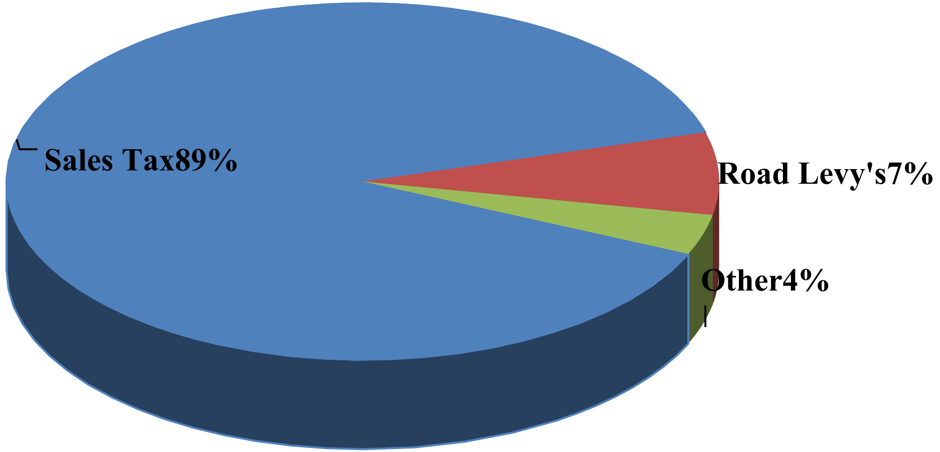
- Revenue Assumptions
  - Capital – 8.94% Increase over 2022 Forecast
  - Transportation – 11.72% Increase over 2022 Forecast
- Capital Financing
  - Pay-As-you –go Projects
  - Lease Purchases
  - Long Term Bonding

2023 Budget Overview:

- **Undesignated Fund Balance for Road Infrastructure Projects**
  - Collective 2023 Budget and Future Forecasts show an annual surplus
    - Capital – 2023 - $3.43M to $9.98M in 2028
    - Transportation – 2023 - $1.40M to $3.56M in 2028
  - Attempts to maintain next year debt service requirements
  - Goal of maintaining $1.0M for future opportunities/unknown in Infrastructure CIP

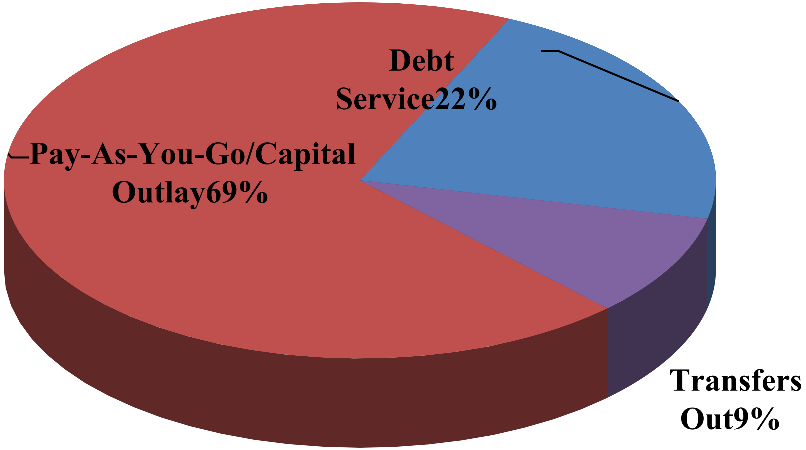
Capital and Transportation Sales Tax Total Resource Overview 2023-2028

- **All Sources $50,100,052**



Capital and Transportation Sales Tax Total Cash Outflow (Expenditures) Overview 2023-2028

- **All Sources $39,806,471**



7

Cash Outflow (Expenditure)Detail Overview 2023-2028

Pay-As-You-Go Detail - $39.81M

- $15.40M – Street Restoration/General Transportation Improvements/Street Maintenance Supplies
- $2.30M – Public Works Equipment – Building Maintenance/Misc. Expenses
- $2.55M – Signal Light Maintenance/Upgrades
  - 2024 $1.8M Dedicated to a new signal at Blue Jay and 291 Hwy
  - Will be reimbursed $1.5M in 2024 or 2025 from MODOT
- $0.25M – Bridge Maintenance/Replacement Projects
  - Design for Richfield Bridge
- $2.88M – Storm Water Improvements
- $1.80M – Sidewalk Program

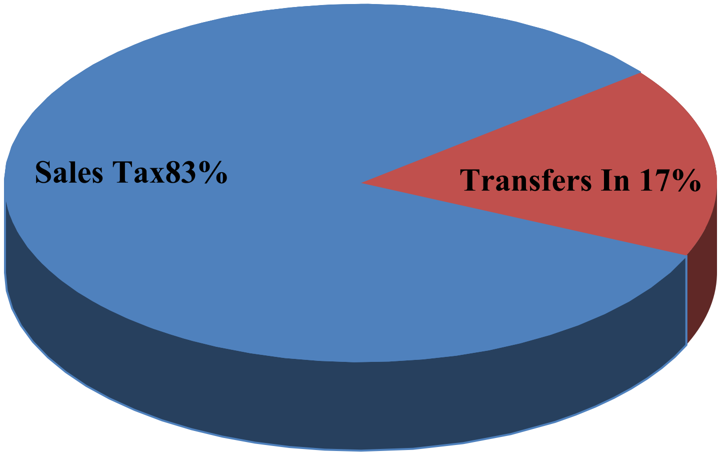
Cash Outflow (Expenditure)Detail Overview 2023-2028

Pay-As-You-Go Detail - $39.81M

- $1.64M – Capital Engineer/Street Maintenance Workers
- $0.40M – Transportation Enhancement Projects/City Landscaping Funds
- $0.28M – KCATA ($48K annual commitment)
- $8.60M – Debt Service Costs
  - GOB Debt for I35/M291 Project
  - GOB Debt for SLP2
  - GOB Debt for Kansas Street
- $3.64M – Transfers Out – To support General Fund Operations
- $0.07M – Transfer Out – To Parks for City Landscaping Funds

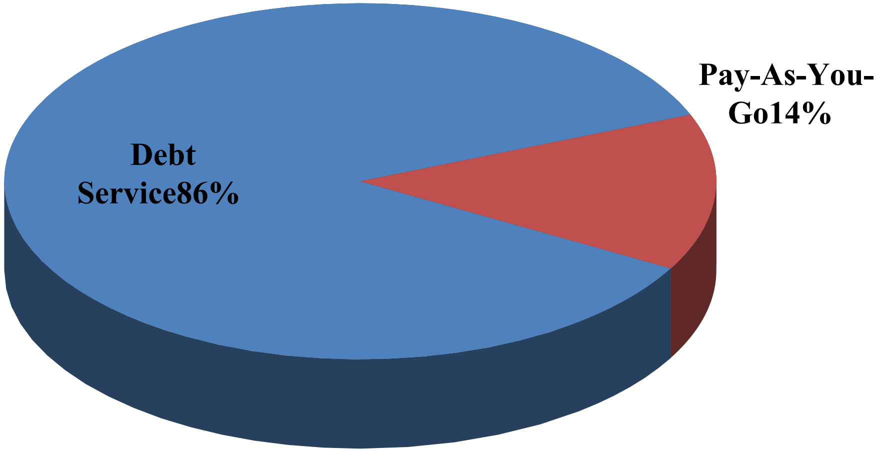
Economic Development Sales Tax Total Resource Overview 2023-2028

- **All Sources $21,673,853**



Economic Development Sales Tax Total Cash Outflow (Expenditures) Overview 2023-2028

- **All Sources $16,168,862**



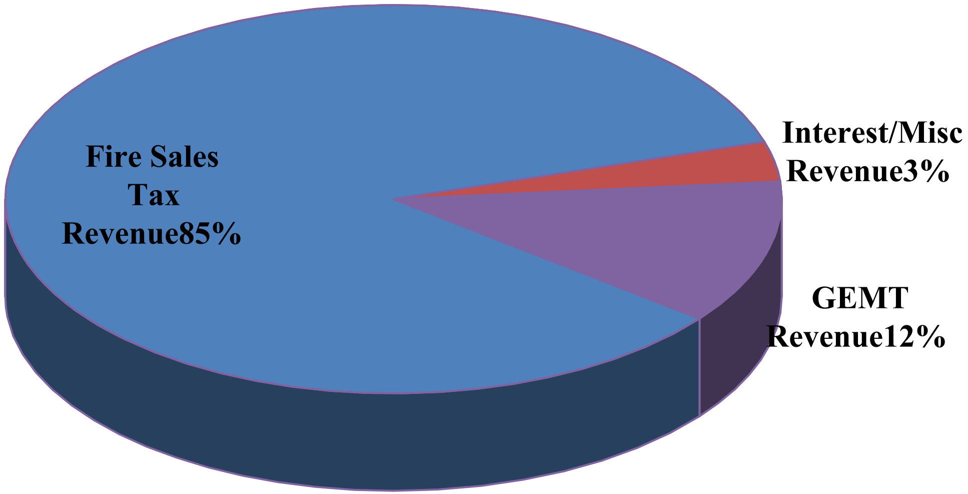
Cash Outflow (Expenditure)Detail Overview 2023-2028

Pay-As-You-Go Detail - $16.2M

- $0.55M –LEDC Costs (Benefits and Partnership Fees)
    - Increase in LEDC Partnership Contract - 2022
- $1.75M – Eco/Devo Administrative Expenses/Other Eco/Devo Costs
- $13.9M – Transfer Out – GO Bonds (South Liberty Parkway) & SOB Bonds (South Liberty Parkway, Downtown, Kansas Street Projects)

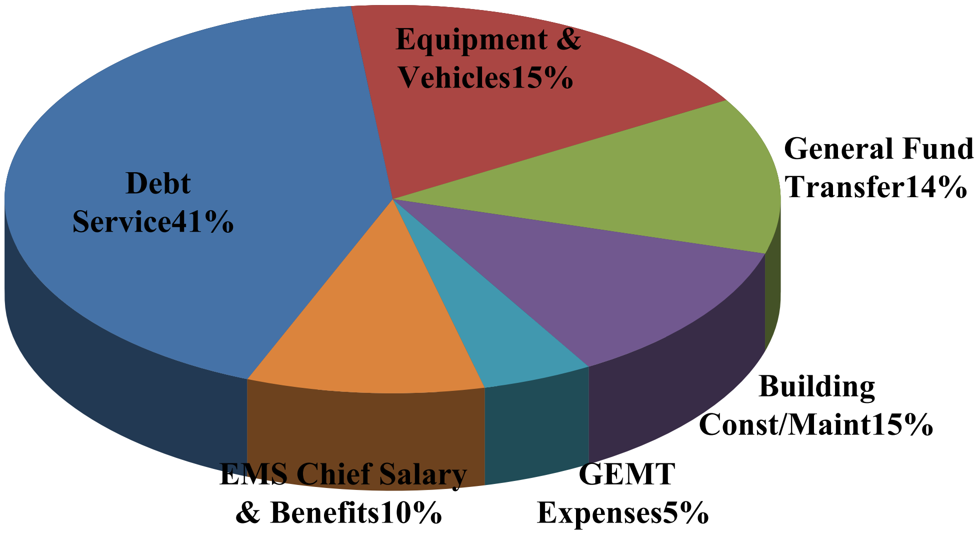
Fire Sales Tax
Total Resource Overview 2023-2028

- **All Sources $12,495,409**



Fire Sales Tax Fund
Total Cash Outflow (Expenditures)
Overview 2023-2028

- **All Sources $10,412,567**



Fire Sales Tax
Cash Outflow (Expenditure)Detail
Overview 2023-2028

Pay-As-You-Go Detail - $10.4M

- $0.28M – Future Aerial Truck Purchase
  - 2012 Aerial Truck Purchase debt service paid off in 2022
  - 2027 Purchase of New Aerial Truck
- $0.32M – 2014 Fire Station construction projects/2014 Pumper Purchase debt service
  - 2023 Payoff
- $1.2M – 2017 Fire Station construction projects and ambulance debt service
  - 2027 Payoff
- $0.97M – Future Ambulance debt service
- $1.6M – Future Pumper and Ladder Truck debt service

Fire Sales Tax
Cash Outflow (Expenditure)Detail
Overview 2023-2028

Pay-As-You-Go Detail - $10.4M

- $1.0M –EMS Chief Salary and Benefits
- $0.48M – GEMT payment
- $1.90M – Equipment and vehicles – Pay-as-You-Go
- $1.25M – Building construction and maintenance
  - Construction on Fire Station 3 beginning in early 2023
- $1.36M – Transfer to the General Fund – Continuation of salary support

2023 Special Purpose Sales Tax Fund

- Questions

CITY COUNCIL ACTION REPORT

Meeting Date: December 19, 2022
A/R No.: 2022-314

Department: Utilities

Submitted By: Matt Redenbaugh, Operations Manager Wastewater

Subject: Ordinance approving an Agreement with Pace Analytical for Laboratory Services in an amount not to exceed $50,000.00

Summary:

- 2023 Laboratory services for the Wastewater Treatment Plant.
- Process control sampling is utilized to verify and improve various stages of the treatment process on a day to day basis.
- Staff performs tests on Influent, Effluent, Mixed Liquor Suspended Solids, Return Activated Sludge (RAS), Digester and Bio Solids.

Background:

Liberty has utilized Pace Analytical (Pace) for sample analysis at the Water Treatment Plant since 2012 and at the Wastewater plant since 2017.

Sampling can be defined in two terms. One is permit compliance sampling and the other is process control sampling. Permit sampling is used to verify compliance with our Missouri Department of Natural Resources permit number MO0137111. The permit clearly outlines the permitted value of nutrients and contaminants that are allowed to be discharged to the receiving stream (Little Shoal) from our effluent discharge. Permit sampling consists of influent, discharge, instream and biosolids sampling. Influent sampling is performed so the plant can document incoming nutrient and contaminant loading. Discharge sampling is performed to document the nutrients and contaminants that are discharged to the receiving stream and to calculate and document the effectiveness of the treatment process. Instream sampling is performed to determine the water quality of the existing stream upstream and downstream of the effluent discharge to determine the resultant impact of the wastewater treatment plant discharge on the receiving stream. Biosolids are tested to determine if the biosolids are acceptable to be utilized as agricultural fertilizer. Pace performs permit compliance tests and reports the value to the Wastewater Treatment Plant. Pace performs approximately 100 tests a month and 1200 tests annually. These values are assembled into a monthly eDMR (Electronic Discharge Monitoring Report) and reported to the Missouri Department of Natural Resources.

Process control sampling is utilized to verify and improve various stages of the treatment process on a day to day basis. These tests are collected and analyzed by either Liberty Wastewater Treatment staff or Pace, depending upon the complexity and equipment required to perform the test. On average, Liberty staff performs 23 tests a day. Staff performs tests on Influent, Effluent, Mixed Liquor Suspended Solids, Return Activated Sludge (RAS), Digester and Bio Solids. The daily lab sheets that are used to record these values are also submitted in the eDMR.

Pace is the only laboratory in the area close enough to meet the holding times specified in sampling handling. Holding times is defined as the time between collection and analysis where the sample can be stored and not degrade the sample where the recorded test values are valid. Pace is reliable with their handling and testing of the samples and has been vital for maintaining compliance with our governing agency.

<u>Previous Action</u> (if applicable):
N/A

<u>Policy/Committee Review</u>:

Citizen Sales Tax Oversight Committee	Completed/Recommended:
Public Safety Sales Tax Oversight Committee	Completed/Recommended:
Budget Committee	Completed/Recommended:
Other:	Completed/Recommended:

<u>Financial Considerations</u>:

x **Budgeted:**	Line Item:92.70.902.08.5365 Line Item:	Amount:$50,000 Amount:
	Revenue Line (if applicable):	Amount:
Non-Budgeted	Line Item: Line Item:	Amount:
	Funding Source:	Amount:

<u>Attachments</u>:
1. Pace Analytical -23 ORD
2. PACE Labs General City Agreement

Document No. _________

ORDINANCE NO. ________

AN ORDINANCE APPROVING AN AGREEMENT WITH PACE ANALYTICAL FOR LABORATORY SERVICES

BE IT ORDAINED by the City Council of the City of Liberty, Clay County, Missouri, as follows:

SECTION I

The City Council of the City of Liberty, Clay County, Missouri, hereby approves an ordinance approving an agreement by and between the City of Liberty, Clay County, Missouri and Pace Analytical in an amount not-to-exceed FIFTY THOUSAND AND 00/100 DOLLARS ($50,000.00), a copy of said agreement being incorporated by reference herein and available for review as required by law.

SECTION II

The City Council hereby authorizes the Mayor to sign the engineering services contract as described in Section I of this Ordinance.

SECTION III

This Ordinance shall be in full force and effect from and after its passage by the City Council and approval by the Mayor according to law.

PASSED by the City Council this ___ day of ______________, 2022.

____
MAYOR

ATTEST:

____
DEPUTY CITY CLERK

APPROVED by the Mayor this ____ day of _______________, 2022.

____
MAYOR

AGREEMENT FOR SERVICES

This agreement is made and entered into this _______ day of ________________ 2022, by and between the Mayor, Councilmen, and Citizens of the City of Liberty, Clay County, Missouri, a municipal corporation hereinafter referred to as CITY, and Pace Analytical, of Lenexa, Kansas as CONTRACTOR, for laboratory analytical services, as follows:

WITNESSETH: CITY and CONTRACTOR hereby agree that CONTRACTOR shall perform all services included in the project description provided by the CONTRACTOR, shall furnish all materials, and will perform the work at the location as specified in the project description (Exhibit A). CONTRACTOR agrees to pay all taxes necessary to perform the work, shall secure all necessary permits, shall provide proof of workers' compensation coverage, shall provide a certificate of insurance indicating general liability insurance coverage in an amount of at least $2,000,000 per occurrence, shall name the CITY as additional insured for general liability insurance coverage, and shall provide proof CONTRACTOR has a valid business/occupation license that entitles CONTRACTOR to do business within the corporate limits of CITY.

CITY agrees to pay CONTRACTOR for services performed a sum not to exceed Fifty Thousand DOLLARS AND 00/100 dollars ($50,000.00), payable on completion of all work specified in the project description.

CONTRACTOR agrees to perform all work in accordance with Exhibit A, following all CITY code requirements, with all work to be performed in a work like manner acceptable to CITY, and to complete all work in accordance with Exhibit A.

IN WITNESS WHEREOF, CITY and CONTRACTOR accept the terms and conditions of this contract through their respective signatures below, as officially approved by the Liberty City Council and attested to by the Deputy City Clerk on the date and year noted:

Approved this ____ day of ____________, 2022.

CITY OF LIBERTY, MISSOURI

BY ______________________________

MAYOR

ATTEST:

____

DEPUTY CITY CLERK

CONTRACTOR

BY ______________________________

AUTHORIZED OFFICIAL

CITY COUNCIL
ACTION REPORT

Meeting Date: December 19, 2022
A/R No.: 2022-316

Department: Utilities

Submitted By: Matt Redenbaugh, Operations Manager Wastewater

Subject: Ordinance approving an Agreement with JCI Industries, Inc. for the Purchase of Service on Priority Equipment at the Wastewater Treatment Plant in an amount not to exceed $100,000.00

Summary:

- Agreement with JCI for priority equipment repair.
- Staff reasonably expects around $100,000 in priority equipment repair/replacement/service.
- This agreement would allow staff to make priority repairs, as quick action is required to get the equipment back in operation.

Background:

JCI Inc. has been servicing and repairing equipment for the Wastewater plant since 2017. They were originally selected because they are the representative for Flyght pump. Upon further review, we found that they represent nearly all the equipment brands installed at the plant. Staff tried other companies and ended up having JCI finish necessary repairs to the equipment. Trying other companies has increased cost and downtime of equipment. JCI has been reliable with their repairs and service, which has helped the plant maintain operation and compliance. No other company has been identified that offers the reliability and the equipment representation of JCI Inc. Due to restrictions of dealer territories, JCI Inc is the only supplier of many pieces of equipment utilized in the Wastewater plant and, without changing equipment brands, JCI, Inc is effectively the sole source provider. All equipment that was installed at the plant was evaluated and determined to be the best value when considering life cycle costs and reliability.

Staff reasonably expects that we will need around $100,000 in priority equipment repair/replacement/service. Priority equipment is defined as any equipment needed to operate the plant to maintain compliance with our Missouri Department of Natural Resources permit number MO0137111. Examples of priority equipment are but not limited to: aeration equipment, pumps, and motors. Any repair needed on priority equipment could total over $20,000 for service and parts due to the size of the equipment, and increasing cost of equipment and service. This action is important because it allows us to make priority repairs while respecting the purchasing policy. Some of these repairs will require quick action to get the equipment back in operation and does not have time to process in accordance with the purchasing policy and potentially negatively impacting compliance and operation of the plant.

The approval process for using this action is no different than the current purchasing policy except that staff will have the prior authorization of the City Council to purchase equipment and repair services that may total more than $20,000.00. If the total cumulative expense with JCI, Inc exceeds the $100,000.00 staff will seek additional authorization for expenses.

Previous Action (if applicable):

N/A

Policy/Committee Review:

Citizen Sales Tax Oversight Committee	Completed/Recommended:
Public Safety Sales Tax Oversight Committee	Completed/Recommended:
Budget Committee	Completed/Recommended:
Other:	Completed/Recommended:

Financial Considerations:

x **Budgeted:**	Line Item: 96.70.901.36.7501 Line Item:	Amount: $100,000.00 Amount:
	Revenue Line (if applicable):	Amount:
Non-Budgeted	Line Item: Line Item:	Amount:
	Funding Source:	Amount:

Attachments:
1. JCI Priority Equipment Ord
2. JCI Priority Equipment Contract

Document No. ________

ORDINANCE NO. __________

AN ORDINANCE APPROVING AN AGREEMENT WITH JCI INDUSTRIES, INC. FOR THE PURCHASE OF SERVICE ON PRIORITY EQUIPMENT AT THE WASTEWATER TREATMENT PLANT

BE IT ORDAINED, by the City Council of the City of Liberty, Clay County, Missouri, as follows:

SECTION I

The City Council of the City of Liberty, Clay County, Missouri, hereby approves an ordinance approving an agreement by and between the City of Liberty, Clay County, Missouri and JCI Industries Inc. for the purchase and installation of service on priority equipment for the Wastewater Treatment Plant in the amount of ONE HUNDRED THOUSAND DOLLARS AND 00/100 DOLLARS ($100,000.00), a copy of said agreement being incorporated by reference herein and available for review as required by law.

SECTION II

The City Council hereby authorizes the Mayor to sign the agreement as described in Section 1 of this ordinance.

SECTION III

This ordinance shall be in full force and effect from and after its passage by the City Council and approval by the Mayor according to law.

PASSED by Council this _________ day of _________________________, 2022.

____
MAYOR

ATTEST:

____
DEPUTY CITY CLERK

Approved by the Mayor this _________ day of ________________________, 2022.

____
MAYOR

AGREEMENT FOR SERVICE FOR
Purchase and Installation of Priority Equipment Between
MAYOR, COUNCILMEN, AND CITIZENS OF THE CITY OF LIBERTY, CLAY COUNTY, MISSOURI
And
JCI Industries, Inc.

THIS AGREEMENT FOR SERVICE FOR the purchase and installation of priority equipment ("AGREEMENT") is made this ________ day of __________, 2022, between the Mayor, Councilmen, and Citizens of the City of Liberty, Clay County, Missouri, a municipal corporation hereinafter referred to as CITY, and JCI Industries, Inc., as CONTRACTOR.
In consideration of the following covenants and agreements, the City and Contractor hereby mutually agree as follows

WITNESSETH
CITY and CONTRACTOR hereby agree that CONTRACTOR shall purchase any equipment listed in the Scope Letter, install and purchase priority equipment. Contractor agrees to pay all taxed necessary to perform work, shall provide proof of workers' compensation coverage for any person doing the work, and shall provide proof the Contractor has a valid license that entitles Contractor to do business within the corporate limits of the CITY. The project shall be subject to Missouri Prevailing wages not less than prevailing wage included must be paid to all workers performing work under the contract.

In consideration of the following covenants and AGREEMENTs, the CITY and the CONTRACTOR

1. Scope
   - 1.1. Contractor Obligations
     - 1.1.1. Purchase Equipment necessary to keep the plant operation.
     - 1.1.2. Install equipment to keep the plant operational.
       - 1.1.2.1. The equipment is unspecified in this agreement.
     - 1.1.3. The plant has various equipment that need serviced or replaced to keep the plant operational and within compliance.
     - 1.1.4. The list of priority equipment is too long to list in this agreement.
2. INSURANCE
   - 2.1. The CONTRACTOR shall provide a certificate of insurance indicating general liability insurance coverage in an amount of at least $2,000,000 per occurrence, shall name the CITY as additional insured for general liability insurance coverage and shall maintain evidence of insurance as follows:
     - 2.1.1. Worker's Compensation meeting at least the minimum requirements of the laws of the State of Missouri, and Employer's Liability with a minimum single limit of $1,000,000.
     - 2.1.2. Commercial General Liability minimum $2,000,000 combined single limit for bodily injury and property damage per occurrence.
     - 2.1.3. Automobile Liability Insurance minimum $2,000,000 combined single limit for bodily injury and property damage per occurrence to include premises operations and subcontractors.
     - 2.1.4. Completed Operations and Contractual Liability are to be included under the Commercial General Liability coverage. The insurance policies, including excess liability/umbrella coverage, will have combined limits of no less than $5,000,000.00 per occurrence and $5,000,000.00 aggregate. Environmental Impairment insurance in the amount of $10,000,000.
3. PAYMENT
   - 3.1. The CONTRACTOR shall submit an invoice upon completion SERVICES, using the rates and the amounts agreed in AGREEMENT. The CITY shall pay all invoices within 30 days after receipt of the invoice.
4. Price
   - 4.1. The Scope letter states that the expected amount for all services shall total $72,000, to be paid upon job

completion.

5. The following address is hereby designated as the legal address of the CONTRACTOR. Such address may be changed at any time by notice in writing delivered to CITY.

JCI Industries, Inc
1161 SE Hamblen Road
Lee Summit, MO 64081
Telephone: 816-525-3320

In witness whereof, city and contractor accept the terms and condition of this contract through their respective signatures below, as officially approved by the Liberty City Council and attested to the Deputy City Clerk on the date and year noted below:

Approved this ______ day of ________________, 2022.

CITY OF LIBERTY, MISSOURI

BY ________________________________
MAYOR

ATTEST:

____
DEPUTY CITY CLERK

CONTRACTOR
JCI Industries, Inc.

BY _____________________________(Seal)
AUTHORIZED OFFICIAL

Name/Title______________________________

Attest _________________________________

Name/Title______________________________

The City of Liberty missouri

CITY COUNCIL ACTION REPORT

Meeting Date: December 19, 2022
A/R No.: 2022-325

Department: Public Works

Submitted By: Joshua Martinez, Capital Projects Engineer

Subject:
2022 City Street Striping Project

1. **Ordinance amending Ordinance No. 11642 approving a final Contract Amendment with Heartland Traffic Services, Inc. for City of Liberty Project 22-014, 2022 City Street Striping, decreasing the amount by $2,648.79 from $36,378.00 to a not to exceed amount of $33,729.21**
2. **Resolution accepting City of Liberty Project 22-014, 2022 City Street Striping**

Summary:

- Approve a final Ordinance amending the contract with Heartland Traffic Services, Inc, for City of Liberty Project 22-014, 2022 City Street Striping
    1. Amendment decreases the contract amount by $2,648.79
    2. Provides a final quantity reconciliation

- Approve a Resolution accepting City of Liberty Project 22-014, 2022 City Street Striping
    1. Allows final payment and release of retainage

Background:
This action is to reconcile the final contract amount for City of Liberty project 22-014, 2022 City Street Striping. Final reconciliation invoices the reconciliation of all contract line items. The original contract with Heartland Traffic Services, Inc was authorized on September 12, 2022 for an amount not to exceed $40,000.00. This final reconciliation reduces the final contract amount from $36,378.00 to $33,729.21. The $2,648.79 net decrease results from variations in estimated quantities.

The crosswalks and intersection markings which were marked include the following:

- Sunset and Fairview
- Clay Drive and Garden Street
- Wildbriar and Nashua
- Holt at Birmingham
- Claywoods Parkway at Richfield.

The roadways that had updated centerline and edge line striping include the following:

- Birmingham from Ruth Ewing to S Liberty Parkway

- La Frenz Road from Ruth Ewing to Hillview
- N Church Road from MO-291 north to City Limit
- Ruth Ewing east of MO-291 as needed
- Ruth Ewing west of MO-291
- Church Road from south of MO-291 to the City Limits

Staff recommends the following actions:

1. Approve a final Ordinance amending the contract with Heartland Traffic Services, Inc for City of Liberty project 22-014, 2022 City Street Striping from $36,378.00 to $33,729.21.
2. Approve a Resolution accepting City of Liberty Project 22-014, 2022 City Street Striping thereby allowing release of all payments, including retainage.

Previous Action (if applicable):

- Approved a $36,378.00 contract with Heartland Traffic Services, Inc on September 12, 2022.

Policy/Committee Review:

X	Citizen Sales Tax Oversight Committee	Completed/Recommended: Approved
	Public Safety Sales Tax Oversight Committee	Completed/Recommended:
	Budget Committee	Completed/Recommended:
	Other:	Completed/Recommended:

Financial Considerations:

X **Budgeted:**	Line Item: 52.75.607.14.5501 Line Item:	Amount: $40,000.00 Amount:
	Revenue Line (if applicable):	Amount:
Non-Budgeted	Line Item: Line Item:	Amount:
	Funding Source:	Amount:

Attachments:

1. 2022-325 Ammend 2022 Striping - ORD
2. 2022-325 Accept 2022 Striping - RES
3. Change Order 2 Signed
4. Change Order 1 Signed
5. Pay Application_Signed

Document No.____________

ORDINANCE NO. ________

AN ORDINANCE AMENDING ORDINANCE NO. 11642 APPROVING A FINAL CONTRACT AMENDMENT WITH HEARTLAND TRAFFIC SERVICES, INC. FOR CITY OF LIBERTY PROJECT 22-014, 2022 CITY STREET STRIPING

WHEREAS, on September 12, 2022 City Council approved Ordinance No. 11642 accepting a contract with a not to exceed amount of $36,378.00;

BE IT ORDAINED by the City Council of the City of Liberty, Clay County, Missouri, as follows:

SECTION I

The City Council of the City of Liberty, Clay County, Missouri, hereby amends Ordinance No. 11642 approving a contract by and between the City of Liberty and Heartland Traffic Services, Inc. for City of Liberty Project 22-014, 2022 City Street Striping on a reconciliatory amendment to decrease the agreement by TWO THOUSAND SIX HUNDRED FOURTY-EIGHT AND 79/100 DOLLARS ($2,648.79) from THIRTY-SIX THOUSAND THREE HUNDRED SEVENTY-EIGHT AND 00/100 DOLLARS ($36,378.00) to THIRTY-THREE THOUSAND SEVEN HUNDRED TWENTY-NINE AND 21/100 DOLLARS ($33,729.21) to provide a final quantity reconciliation. A copy of said amendment being incorporated by reference herein and available for review as required by law.

SECTION II

The City Council hereby authorizes the Director of Public Works to execute the reconciliatory amendment as described in Section I of this Ordinance.

SECTION III

This Ordinance shall be in full force and effect from and after its passage by the City Council and approval by the Mayor according to law.

PASSED by the City Council this ___ day of ____________, 2022.

____
MAYOR

ATTEST:

____
DEPUTY CITY CLERK

APPROVED by the Mayor this ____ day of ___________, 2022.

____
MAYOR

RESOLUTION NO._________

A RESOLUTION ACCEPTING CITY OF LIBERTY PROJECT 22-014, 2022 CITY STREET STRIPING

WHEREAS, the project has been completed by Heartland Traffic Services, Inc. and

WHEREAS, the project has been constructed in accordance with the plans and specifications of the City of Liberty;

NOW, THEREFORE, BE IT RESOLVED that the City of Liberty does hereby accept City of Liberty Project 22-014, 2022 City Street Striping;

PASSED by the City Council of Liberty, Clay County, Missouri, this ________ day of __________________, 2022.

____
MAYOR

ATTEST:

____
DEPUTY CITY CLERK

Liberty missouri

Change Order Report - 2022 City Street Striping

Title	Final Reconciliation
Change Type	Change Order
Change Order Initiator	Joshua Martinez, City of Liberty
Serial Number	103
Change Order Number	2
Working Days Adjustment	0

Item #	Description	Unit of Measure	Bid Quantity (Original)	Unit Cost	Bid Total Cost	Bid Quantity (Previously Adjusted)	Bid Total Cost (Previously Adjusted)	New Contract Total Quantity (this change order)	Price this Change Order	Adjustment this Change Order	Reason
1	Claywoods Richfield MMA	LS	1	$2,500.00	$2,500.00	1	$2,500.00	1	$2,500.00	$0.00	
2	Birmingham Holt MMA	LS	1	$2,500.00	$2,500.00	1	$2,500.00	1	$2,500.00	$0.00	
3	Birmingham to Ruth Ewing PT 4 Solid White	LF	4400	$0.19	$836.00	4743	$901.17	4743	$901.17	$0.00	
4	Birmingham to Ruth Ewing PT 4 Solid Yellow	LF	5200	$0.19	$988.00	5200	$988.00	5180	$984.20	$(3.80)	Final
5	Clay Dr and Garden Crosswalk MMA 24 White	LF	44	$20.00	$880.00	44	$880.00	44	$880.00	$0.00	
6	La Frenz, Ruth Ewing to Hillview PT 4 Solid White	LF	14500	$0.19	$2,755.00	14500	$2,755.00	8928	$1,696.32	$(1,058.68)	Final
7	La Frenz, Ruth Ewing to Hillview PT 4 Solid Yellow	LF	14500	$0.19	$2,755.00	14954	$2,841.26	14954	$2,841.26	$0.00	
8	N Church Rd to North of 291 PT 4 Solid White	LF	23500	$0.19	$4,465.00	23540	$4,472.60	23540	$4,472.60	$0.00	
9	N Church Rd to North of 291 PT 4 Solid Yellow	LF	26300	$0.19	$4,997.00	26300	$4,997.00	25286	$4,804.34	$(192.66)	Final
10	Ruth Ewing to East of 291 PT 4 Solid White	LF	1025	$0.19	$194.75	8890	$1,689.10	8890	$1,689.10	$0.00	

11	Ruth Ewing to East of 219 PT 4 Solid Yellow	LF	925	$0.19	$175.75	925	$175.75	0	$0.00	$(175.75)	Final
12	Ruth Ewing to West of 291 PT 4 Solid White	LF	10000	$0.19	$1,900.00	10000	$1,900.00	9829	$1,867.51	$(32.49)	Final
13	Ruth Ewing to West of 291 PT 4 Solid Yellow	LF	10000	$0.19	$1,900.00	10000	$1,900.00	0	$0.00	$(1,900.00)	Final
14	S Church Road to South of 291 PT 4 Solid White	LF	13950	$0.19	$2,650.50	13950	$2,650.50	9938	$1,888.22	$(762.28)	Final
15	S Church Road to South of 291 PT 4 Yellow	LF	21900	$0.19	$4,161.00	21900	$4,161.00	20971	$3,984.49	$(176.51)	Final
16	Sunset and Fairview Crosswalk MMA 24 White	LF	112	$20.00	$2,240.00	112	$2,240.00	112	$2,240.00	$0.00	
17	Wildbriar and Nashua Crosswalk MMA 24 White	LF	24	$20.00	$480.00	24	$480.00	24	$480.00	$0.00	
	Allowance										

Change Order Comments:

- **Dec 05 2022 12:16 pm - Joshua Martinez**

[No Description Given]

- **Dec 05 2022 12:24 pm - Joshua Martinez**

Contractor confirmed that previous invoices were final invoices. This CO is to adjust all line items to show completion in accordance with the submitted invoices. Allowing contract closure.

- **Dec 05 2022 12:25 pm - Joshua Martinez**

[No comments entered]

- **Dec 05 2022 12:25 pm - Joshua Martinez**

[No comments entered]

ATTACHED FILES:

Linked RFIs:

Liberty missouri

CONTRACT CHANGE NOTICE

Change Notice No.: 2 **Date Submitted:** 12-05-2022 **Date Approved:** 12-05-2022

Project Spec No.: 22-014

Project Title: 2022 City Street Striping

You are hereby directed to make the herein changes from the plans and specifications or do the following work not included in the plans and specifications on the contract.

Final Reconciliation

Scope of Work:

Bid Item #4: Contract Qty 5200LF, Actual Qty 5180LF / Additional -20LF @ $0.19LF = $-3.80

Bid Item #6: Contract Qty 14500LF, Actual Qty 8928LF / Additional -5572LF @ $0.19LF = $-1,058.68

Bid Item #9: Contract Qty 26300LF, Actual Qty 25286LF / Additional -1014LF @ $0.19LF = $-192.66

* See attached 1 pages for additional items.

Total Cost this Change Order will be $-4,302.17

By this change, time of completion and/or price adjustment is:

Time Extension: Yes [ ] No [X] **If yes, # of days: 0**

[ ] The agreed Lump Sum price for this change order work is $-4,302.17

[ ] The agreed cost for the Extra Work above will not exceed $0.00

[ ] By Contract Unit Price

[ ] By Force Account in accordance with Standard Specifications

We, the undersigned contractor, have given careful consideration of the change proposed and hereby agree, if the proposal is approved, that we will provide all equipment, furnish all materials except as may otherwise be noted above, and perform all services necessary for the work above as specified, and will accept as full payment, therefore, the prices shown above.

Accepted By: Jeromy McCoy *(Contractor)* *(Date)* 12/7/22

Cost of this Change Notice: $-4,302.17

Original Contract Price: $36,378.00

Total Change Orders Approved to date: $-2,648.79

% of Original Contract: -0.07

Revised Contract Price: $33,729.21

Issued By: Joshua Martinez Digitally signed by Joshua Martinez Date: 2022.12.05 12:30:00-06'00' *(Date)*

Approval Recommended: John Findlay, P.E. 2022.12.08 16:22:49-06'00' *(Date)*

Approved By: Sherri McIntyre Digitally signed by Sherri McIntyre DN: E=smcintyre@libertymo.gov, CN=Sherri McIntyre, OU=PW, DC=liberty, DC=loc Date: 2022.12.08 16:35:16-06'00' *(Date)*

CONTRACT CHANGE NOTICE
Construction & Development Services Department

Change Notice No.: 2 **Date Submitted:** 12-05-2022 **Date Approved:** 12-05-2022

Project Spec No.: 22-014

Project Title: 2022 City Street Striping

You are hereby directed to make the herein changes from the plans and specifications or do the following work not included in the plans and specifications on the contract.

Scope of Work: Final Reconciliation

Bid Item #11: Contract Qty 925LF, Actual Qty 0LF / Additional -925LF @ $0.19LF = $-175.75

Bid Item #12: Contract Qty 10000LF, Actual Qty 9829LF / Additional -171LF @ $0.19LF = $-32.49

Bid Item #13: Contract Qty 10000LF, Actual Qty 0LF / Additional -10000LF @ $0.19LF = $-1,900.00

Bid Item #14: Contract Qty 13950LF, Actual Qty 9938LF / Additional -4012LF @ $0.19LF = $-762.28

Bid Item #15: Contract Qty 21900LF, Actual Qty 20971LF / Additional -929LF @ $0.19LF = $-176.51

Change Order Report - 2022 City Street Striping

Title	Reconciliation
Change Type	Change Order
Change Order Initiator	Joshua Martinez, City of Liberty
Serial Number	102
Change Order Number	1
Working Days Adjustment	0

Item #	Description	Unit of Measure	Bid Quantity (Original)	Unit Cost	Bid Total Cost	Bid Quantity (Previously Adjusted)	Bid Total Cost (Previously Adjusted)	New Contract Total Quantity (this change order)	Price this Change Order	Adjustment this Change Order	Reason
1	Claywoods Richfield MMA	LS	1	$2,500.00	$2,500.00	1	$2,500.00	1	$2,500.00	$0.00	
2	Birmingham Holt MMA	LS	1	$2,500.00	$2,500.00	1	$2,500.00	1	$2,500.00	$0.00	
3	Birmingham to Ruth Ewing PT 4 Solid White	LF	4400	$0.19	$836.00	4400	$836.00	4743	$901.17	$65.17	Reconciliation
4	Birmingham to Ruth Ewing PT 4 Solid Yellow	LF	5200	$0.19	$988.00	5200	$988.00	5200	$988.00	$0.00	
5	Clay Dr and Garden Crosswalk MMA 24 White	LF	44	$20.00	$880.00	44	$880.00	44	$880.00	$0.00	
6	La Frenz, Ruth Ewing to Hillview PT 4 Solid White	LF	14500	$0.19	$2,755.00	14500	$2,755.00	14500	$2,755.00	$0.00	
7	La Frenz, Ruth Ewing to Hillview PT 4 Solid Yellow	LF	14500	$0.19	$2,755.00	14500	$2,755.00	14954	$2,841.26	$86.26	Reconciliation
8	N Church Rd to North of 291 PT 4 Solid White	LF	23500	$0.19	$4,465.00	23500	$4,465.00	23540	$4,472.60	$7.60	Reconciliation
9	N Church Rd to North of 291 PT 4 Solid Yellow	LF	26300	$0.19	$4,997.00	26300	$4,997.00	26300	$4,997.00	$0.00	
10	Ruth Ewing to East of 291 PT 4 Solid White	LF	1025	$0.19	$194.75	1025	$194.75	8890	$1,689.10	$1,494.35	Reconciliation

11	Ruth Ewing to East of 219 PT 4 Solid Yellow	LF	925	$0.19	$175.75	925	$175.75	925	$175.75	$0.00
12	Ruth Ewing to West of 291 PT 4 Solid White	LF	10000	$0.19	$1,900.00	10000	$1,900.00	10000	$1,900.00	$0.00
13	Ruth Ewing to West of 291 PT 4 Solid Yellow	LF	10000	$0.19	$1,900.00	10000	$1,900.00	10000	$1,900.00	$0.00
14	S Church Road to South of 291 PT 4 Solid White	LF	13950	$0.19	$2,650.50	13950	$2,650.50	13950	$2,650.50	$0.00
15	S Church Road to South of 291 PT 4 Yellow	LF	21900	$0.19	$4,161.00	21900	$4,161.00	21900	$4,161.00	$0.00
16	Sunset and Fairview Crosswalk MMA 24 White	LF	112	$20.00	$2,240.00	112	$2,240.00	112	$2,240.00	$0.00
17	Wildbriar and Nashua Crosswalk MMA 24 White	LF	24	$20.00	$480.00	24	$480.00	24	$480.00	$0.00
	Allowance									

Change Order Comments:
• **Dec 01 2022 02:02 pm - Joshua Martinez**
[No Description Given]
• **Dec 01 2022 02:04 pm - Joshua Martinez**
Contract amount was based on estimated quantities. Reconciliation adjusts the final contract amount to match the actual quantities used within the field.
• **Dec 02 2022 03:48 pm - Joshua Martinez**
Contractor has not stated that final payment has been requested. This is a general quantity reconciliation. If no other payment is requested it shall be then be considered a final quantity reconciliation.
• **Dec 02 2022 03:53 pm - Joshua Martinez**
I have reviewed and found the quantity reconciliation to be acceptable
• **Dec 05 2022 11:59 am - John Findlay**
[No comments entered]

ATTACHED FILES:

Linked RFIs:

Liberty missouri

CONTRACT CHANGE NOTICE

Change Notice No.: 1

Date Submitted: 12-02-2022 **Date Approved:**

Project Spec No.: 22-014

Project Title: 2022 City Street Striping

You are hereby directed to make the herein changes from the plans and specifications or do the following work not included in the plans and specifications on the contract.

Reconciliation

Scope of Work:

Bid Item #3: Contract Qty 4400LF, Actual Qty 4743LF / Additional 343LF @ $0.19LF = $65.17

Bid Item #7: Contract Qty 14500LF, Actual Qty 14954LF / Additional 454LF @ $0.19LF = $86.26

Bid Item #8: Contract Qty 23500LF, Actual Qty 23540LF / Additional 40LF @ $0.19LF = $7.60

* See attached 1 pages for additional items.

Total Cost this Change Order will be $1,653.38

By this change, time of completion and/or price adjustment is:

Time Extension: Yes [ ] No [X] **If yes, # of days: 0**

[ ] The agreed Lump Sum price for this change order work is $1,653.38

[ ] The agreed cost for the Extra Work above will not exceed $0.00

[ ] By Contract Unit Price

[ ] By Force Account in accordance with Standard Specifications

We, the undersigned contractor, have given careful consideration of the change proposed and hereby agree, if the proposal is approved, that we will provide all equipment, furnish all materials except as may otherwise be noted above, and perform all services necessary for the work above as specified, and will accept as full payment, therefore, the prices shown above.

Accepted By: Jeromy McCoy *(Contractor)* *(Date)* 12/7/22

Cost of this Change Notice: $1,653.38

Original Contract Price: $36,378.00

Total Change Orders Approved to date: $1,653.38

% of Original Contract: 0.05

Revised Contract Price: $38,031.38

Issued By: Joshua Martinez Digitally signed by Joshua Martinez Date: 2022.12.05 12:29:52-06'00' *(Date)*

Approval Recommended: John Findlay, P.E. 2022.12.08 16:22:16-06'00' *(Date)*

Approved By: Sherri McIntyre Digitally signed by Sherri McIntyre DN: E=smcintyre@libertymo.gov, CN=Sherri McIntyre, OU=PW, DC=liberty, DC=loc Date: 2022.12.08 16:32:41-06'00' *(Date)*

CONTRACT CHANGE NOTICE
Construction & Development Services Department

Change Notice No.: 1	**Date Submitted:** 12-02-2022 **Date Approved:**
Project Spec No.: 22-014	
Project Title: 2022 City Street Striping	

You are hereby directed to make the herein changes from the plans and specifications or do the following work not included in the plans and specifications on the contract.

Scope of Work: Reconciliation

Bid Item #10: Contract Qty 1025LF, Actual Qty 8890LF / Additional 7865LF @ $0.19LF = $1,494.35

City of Liberty
101 E. Kansas St.
Liberty, MO 64069
(816)439-4500

APPLICATION AND CERTIFICATE FOR PAYMENT

PROGRESS PAYMENT [ ]   FINAL PAYMENT [ ]   FIRST AND FINAL PAYMENT [X]   RETENTION PAYMENT [ ]

CONTRACTOR **Twin Traffic Marking Corp.**		PROJECT TITLE **2022 City Street Striping**	
ADDRESS **626 N 47th St, Kansas City, KS 66102**		PROJECT NUMBER **22-014**	BID NO. / JOB NO.
PHONE NUMBER 913-428-2575	EMAIL jeromy.mccoy@twintraffic.com	CLERKS DOC NUMBER	OA NUMBER
CONTACT NAME Jeromy McCoy		PURCHASE ORDER NUMBER **220123**	VENDOR NUMBER **000586**

CONTRACT SUMMARY

Original Contract Amount: $36,378.00	Approved Change Orders: $-2,648.79	Approved Contract Amendments: $0.00	Current Contract Amount: $33,729.21
Original Contract Completion Date: 12-05-2022	Additional Days Per Change Order: 0 days		Current Contract Completion Date: 12-05-2022

Payment Information this Period		**Cumulative Payment Information**	
1. Payment Application Number	P 1	9. Original Contract Work Completed to Date	$32,075.83
2. Payment Period Beginning Date	09/30/2022	10. Change Order Work Completed to Date	$1,653.38
3. Payment Period Ending Date	11/30/2022	11. Contract Amendment Work Completed to Date	$0.00
4. Total Amount Requested this Pay Period	$33,729.21	12. Total Work Completed to Date (sum lines 9+10+11)	$33,729.21
5. Less Retention	$0.00	13. Total Retention Held to Date	$0.00
6. Current Payment Due	$33,729.21	14. Total Work to Date, Less Retention (line 12 minus Line 13)	$33,729.21
7. Balance to Finish	$0.00	15. Less Previous Certificates for Payment	$0.00
8. Percentage Paid to Date, Including this Period	100.0	16. Current Due this Payment Request (Line 14 minus Line 15)	$33,729.21

Certification

Submitted and Agreed to By:

I certify that to the best of my knowledge and belief, all items of work for which payment is being requested have been completed in accordance with the terms of the contract, and that no part of the amount requested has been received.

Joshua Martinez, Project Manager | Dec 08 2022 04:50 pm

Approved For Processing

Issuer: Joshua Martinez, Dec 08 2022 02:50 PM

Project Manager: Joshua Martinez, Dec 08 2022 02:50 PM

Director of Public Works: Sherri McIntyre, Dec 08 2022 02:54 PM

Payment Application Report: Payment Number P 1

Payment Date	From: 09-30-2022	To: 11-30-2022	Payment Total:	33,729.21

Item #	Description	Unit of Measure	Original Bid Quantity	Current Bid Quantity	Previous Pay Pending/Approved	Qty this Period	Unit Cost	Total Cost	Percent Complete	Overbill Amount
1	Claywoods Richfield MMA	LS	1	1	0 / 0	1.00	$2,500.00	$2500.00	100.0	0.0
2	Birmingham Holt MMA	LS	1	1	0 / 0	1.00	$2,500.00	$2500.00	100.0	0.0
3	Birmingham to Ruth Ewing PT 4 Solid White	LF	4400	4743	0 / 0	4,743.00	$0.19	$901.17	100.0	0.0
4	Birmingham to Ruth Ewing PT 4 Solid Yellow	LF	5200	5180	0 / 0	5,180.00	$0.19	$984.20	100.0	0.0
5	Clay Dr and Garden Crosswalk MMA 24 White	LF	44	44	0 / 0	44.00	$20.00	$880.00	100.0	0.0
6	La Frenz, Ruth Ewing to Hillview PT 4 Solid White	LF	14500	8928	0 / 0	8,928.00	$0.19	$1696.32	100.0	0.0
7	La Frenz, Ruth Ewing to Hillview PT 4 Solid Yellow	LF	14500	14954	0 / 0	14,954.00	$0.19	$2841.26	100.0	0.0
8	N Church Rd to North of 291 PT 4 Solid White	LF	23500	23540	0 / 0	23,540.00	$0.19	$4472.60	100.0	0.0
9	N Church Rd to North of 291 PT 4 Solid Yellow	LF	26300	25286	0 / 0	25,286.00	$0.19	$4804.34	100.0	0.0
10	Ruth Ewing to East of 291 PT 4 Solid White	LF	1025	8890	0 / 0	8,890.00	$0.19	$1689.10	100.0	0.0
11	Ruth Ewing to East of 219 PT 4 Solid Yellow	LF	925	0	0 / 0	0.00	$0.19	$0.00	0.0	0.0
12	Ruth Ewing to West of 291 PT 4 Solid White	LF	10000	9829	0 / 0	9,829.00	$0.19	$1867.51	100.0	0.0
13	Ruth Ewing to West of 291 PT 4 Solid Yellow	LF	10000	0	0 / 0	0.00	$0.19	$0.00	0.0	0.0
14	S Church Road to South of 291 PT 4 Solid White	LF	13950	9938	0 / 0	9,938.00	$0.19	$1888.22	100.0	0.0
15	S Church Road to South of 291 PT 4 Yellow	LF	21900	20971	0 / 0	20,971.00	$0.19	$3984.49	100.0	0.0

16	Sunset and Fairview Crosswalk MMA 24 White	LF	112	112	0 / 0	112.00	$20.00	$2240.00	100.0	0.0
17	Wildbriar and Nashua Crosswalk MMA 24 White	LF	24	24	0 / 0	24.00	$20.00	$480.00	100.0	0.0
Overbill Total:										$0.00

CITY COUNCIL
ACTION REPORT

Meeting Date: December 19, 2022
A/R No.: 2022-338

Department: Administration

Submitted By: Brandon Smith, Economic & Business Development Manager

Subject: Ordinance approving a Fee for Services Agreement with the Liberty Economic Development Corporation in an amount not to exceed $75,000

Summary:
2023 Fee for Services Agreement with the Liberty Economic Development Corporation (LEDC)
Under the terms of the agreement, the LEDC will continue to provide the following services:

- Maintain a database of sites, buildings and locality details on the LocationOne Information System (LOIS).
- Maintain an economic development website .
- Carry out business attraction and recruitment activities.
- Coordinate responses to requests for information (RFIs) from prospects.
- Carry out business retention activities including one-on-one business visits.
- Commit to seeking private sector investment to leverage this public contract.

Background:
The Liberty Economic Development Corporation was established in 2004 to foster economic growth and development for the purpose of enhancing the quality of life in Liberty.

The recommended participation by the City this year is $75,000. The participation by the City beyond the $75,000 for services is for health care benefits (the same type of benefit offered to a certain group of employees). This benefit was first included in the contract in 2013. Changes in annual benefit amounts are due to changes in the insurance option selected and/or health care increases. For 2023, that cost is budgeted at $10,700.

LINK Business Facilitation program has continued to grow and has been successful in its second year supporting Liberty's small businesses and entrepreneurs. The business facilitator for LINK along with the LINK Resource Team helped to connect business owners and entrepreneurs with contacts and resources that can help their business grow. The LINK program is for all phases of business: start-ups, growth cycles, and succession & retirement planning.

This agreement may be terminated by either party upon ninety (90) days written notice by either party. The Mayor will serve on the LEDC's Executive Board, but not to serve as an officer. The term of this agreement is for one year and may be renewed thereafter with Council approval. LEDC will continue to submit quarterly activity and financial reports to the City.

These costs are a component of the 2023 Economic Development Sales Tax Budget. That budget was found to meet voter intent by the Liberty Economic Development Sales Tax Board on December 8, 2022.

Staff recommends approval of this agreement.

Previous Action (if applicable):

Policy/Committee Review:

Citizen Sales Tax Oversight Committee	Completed/Recommended:
Public Safety Sales Tax Oversight Committee	Completed/Recommended:
Budget Committee	Completed/Recommended:
Other:	Completed/Recommended:

Financial Considerations:

x **Budgeted:**	Line Item: 56.20.001.08.5822 Line Item: Various Benefit Accounts	Amount: $75,000 Amount: $10,700
	Revenue Line (if applicable):	Amount:
Non-Budgeted	Line Item: Line Item:	Amount:
	Funding Source:	Amount:

Attachments:
1. 2023 LEDC Contract
2. 2023 LEDC agreement ordinance

FEE FOR SERVICES AGREEMENT
BY AND BETWEEN
THE CITY OF LIBERTY, MISSOURI
AND
THE LIBERTY ECONOMIC DEVELOPMENT CORPORATION

This Agreement, made and entered into this 19th day of December, 2022, is by and between the Mayor, Councilmen and the Citizens of the City of Liberty, Missouri ("City") and the Liberty Economic Development Corporation ("LEDC"), a Missouri nonprofit corporation, 5 Victory Lane, Suite 103, Liberty, MO 64068.

WITNESSETH:

WHEREAS, the LEDC has offered to contract with the City for the implementation of economic development services to assist in the promotion of the general economic growth of the City, and

WHEREAS, the City and the LEDC agree that there are certain economic development services related to business attraction, business expansion, business retention and marketing that can be best provided by the LEDC in a joint venture with the City, and

WHEREAS, the City, by declaration in its fiscal year budget for 2023, did designate a portion of its budget for contracted services in support of the LEDC; and

WHEREAS, the LEDC will be a resource for attracting and recruitment, engaging frequently with business, responding to needs in a timely manner and cooperating and coordinating activities needed between the state and local providers; and

WHEREAS, the City has determined that it is in the best interests of the City and important to the promotion of the general economic welfare of the City to allocate a designated amount to the LEDC as compensation for the performance of services pursuant to this Agreement.

NOW, THEREFORE, in consideration of mutual undertakings and mutual benefits from the services set forth herein, the City and the LEDC agree as follows:

I. SCOPE OF SERVICES

The LEDC will provide the following services which are not listed in priority order as successful completion of each is expected:

A. Update available land and building information and locality details in the LocationOne database.

B. Maintain and update an economic development website to provide site selectors, entrepreneurs and business owners with information that is necessary to assist in their decision to locate a business in Liberty.

C. Carry-out the organization's plan of work which is approved by its board of directors. Develop committees when needed that will oversee the organization's work.

D. Coordinate the preparation of Requests for Information (RFI) for prospects interested in a Liberty location that are referred through KCADC and other sources and organizations such as the City and individuals.

E. Carry-out business retention activities, including at least 30 one-on-one visits or virtual meetings with Liberty businesses. At least 75%the majority of site visits shall be made to non-retail and service businesses. The LEDC will work with City staff to develop criteria to gather the best available information to assist Liberty businesses.

F. Commit to seeking private sector investment to leverage this public contract.

G. LEDC will provide a business facilitation model called LINK to support Liberty small businesses and entrepreneurs within the Liberty School District. The business facilitator will be the central point of contact for the program and will establish relationships with Liberty area entrepreneurs. The Facilitator is the connector of resources that will guide business owners to the information or contacts that can help small businesses with any barriers they may have. LINK will provide a quarterly report on activity to the city representative.

H. Maintain social media to disseminate information, promote marketing of the Liberty area and promote economic development successes.

I. The Fee for Services Agreement shall include as Attachment A, the plan of work and budget for the following calendar year.

II. TERM AND REPORTING

The term of this Agreement shall be for one year from its approval date by the City Council and thereafter shall be considered for renewal for successive one (1) year terms unless terminated as herein provided. Either party upon ninety (90) days written notice to the other party may terminate this agreement. At the expiration or termination of this Agreement, the LEDC will deliver to the City all unexpended funds advanced by the City. The City agrees if the City terminates this Agreement, it will pay all encumbrances made by the LEDC pursuant to this Agreement prior to receiving written notice of the termination and shall hold the LEDC harmless for any committed expenditures made on behalf of the agreed initiative. If the City terminates this Agreement, the financial responsibility outlined above shall not exceed the annual compensation amount identified in Section IV of this Agreement unless otherwise agreed to, in writing, by both parties.

The LEDC will provide quarterly activity and financial reports in the month following each calendar quarter to a designated City representative. An annual presentation to the City Council shall be made during the 4th quarter of each year. The presentation shall include a summary of current year activity and following year anticipated activities.

III. BOARD OF DIRECTORS AND EXECUTIVE COMMITTEE

The Mayor will serve on the LEDC's Board of Directors and Executive Committee throughout the term of the agreement as a voting member on both but not to serve as an officer.

The City of Liberty Economic and Business Development Manager will serve on LEDC's Board of Directors as a voting member and on the Executive Committee with the same voting privileges as the LEDC Executive Director.

IV. COMPENSATION & METHOD OF PAYMENT

The City hereby agrees to compensate the LEDC for these Services in the amount of $75,000 annually. This funding will assist in the support of services described in Section I. Half, or $37,500 of the $75,000 will be payable to the LEDC in January. The second payment of $37,500 will be due within 30 days after receipt of the second quarterly report.

Additionally, the City will provide the LEDC Executive Director health, dental and life insurance coverage choices consistent with those offered City employees (estimated cost is approximately $10,700 benefit for 2023).

V. AUDIT, INSPECTION OF RECORDS, AND ANNUAL REVIEW

The LEDC shall permit an authorized representative of the City to inspect and audit all data and records of the LEDC related to their performance under this Agreement.

VI. SUBCONTRACTS

The LEDC hereby agrees that this Agreement shall not be assigned, transferred, conveyed or otherwise disposed of without the prior consent of the other party to the Agreement.

VII. NON-DISCRIMINATION PROVISIONS

The LEDC and its subcontractors will not discriminate against any employee or applicant for employment because of race, color, disability, age, religion, sex, or national origin. The LEDC will take affirmative action to ensure that applicants are employed in good faith.

VIII. COMPLIANCE WITH THE LAW

All parties shall comply with all applicable federal, state and local laws, ordinances, codes and regulations.

IX. INDEPENDENT CONTRACTOR

The LEDC is not authorized or empowered to make any commitments or incur any obligation on behalf of the City, but merely to provide the Services provided herein as an independent contractor.

X. ENTIRE AGREEMENT

This agreement constitutes the entire agreement between the parties with respect to its subject matter and any prior agreements, understandings, or other matters, whether oral or written, are hereby merged into and made a part hereof, and are of no further force or affect.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date and year first above written.

____
Tony Reinhardt, Chair
Liberty Economic Development Corporation

____
Lyndell Brenton, Mayor
City of Liberty

Document No.___________

ORDINANCE NO. __________

AN ORDINANCE APPROVING A FEE FOR SERVICES AGREEMENT WITH THE LIBERTY ECONOMIC DEVELOPMENT CORPORATION

BE IT ORDAINED, by the City Council of the City of Liberty, Clay County, Missouri, as follows:

SECTION I

The City Council of the City of Liberty, Clay County, Missouri, hereby approves a certain agreement by and between the City of Liberty and the Liberty Economic Development Corporation, 5 Victory Lane, Suite 103, Liberty, Missouri 64068, in an amount not to exceed SEVENTY FIVE THOUSAND DOLLARS ($75,000), for the implementation and operation of specific programs to assist in the promotion of the general economic growth of the City, and health care benefits associated with the Executive Director position, a copy of said agreement being incorporated by reference herein and available for review as required by law.

SECTION II

The City Council hereby authorizes the Mayor to sign the agreement described in Section I of this ordinance.

SECTION III

This ordinance shall be in full force and effect from and after its passage by the City Council and approval by the Mayor according to law.

PASSED by the City Council this 19th day of December 2022.

____
MAYOR

ATTEST:

____
DEPUTY CITY CLERK

APPROVED by the Mayor this 19th day of December 2022

____
MAYOR

The City of Liberty missouri

CITY COUNCIL ACTION REPORT

Meeting Date: December 19, 2022
A/R No.: 2022-339

Department: Fire **Submitted By:** John Mills, Fire Chief

Subject: Ordinance amending Ordinance No. 11557, approving an Agreement with Central Jackson County Fire Protection District to provide EMS CEUs, by increasing the cost by $2,000.00 - from $10,000.00 to an amount not to exceed $12,000.00

Summary:

- Amending a contract with Central Jackson County Fire Protection District (CJCFPD) for Continuing Education Units (Ord. # 11557) Approved on 02/28/22
- Since 2011, the Fire Department has outsourced its Continuing Education program, providing a consistent training program to assist its personnel in obtaining needed CEUs for license renewal at a cost of $10,000 a year.
- CJCFPD has increased the cost of this service to $12,000 in 2023. This is the first increase we have had since 2011 when CJCFPD started providing this service.
- This will be $2,000 increase.

Background:
The Fire Department has outsourced its Continuing Education program since 2011 to Central Jackson County Fire Protection District (CJCFPD). CJCFPD has provided Fire Department personnel with a consistent training program that assists personnel in obtaining needed Continuing Education Units (CEUs) to relicense as an EMT-Basic or EMT-Paramedic with the State of Missouri.

At this time, the Fire Department is not aware of any other on-site providers of CEUs.

CJCFPD is not only state licensed to provide the training, but also nationally licensed, which assists our personnel in obtaining the most recent and up-to-date information that is available. CJCFPD will continue to conduct three, three-hour sessions of core required CEUs each month, at our location for the term of the agreement.

Previous Action (if applicable):
The original ordinance was approved Feb 28,2022 Ordinance #11557

Policy/Committee Review:

Citizen Sales Tax Oversight Committee	Completed/Recommended:
Public Safety Sales Tax Oversight Committee	Completed/Recommended:

Budget Committee	Completed/Recommended:
Other:	Completed/Recommended:

Financial Considerations:

x **Budgeted:**	Line Item:**10.50.315.06.5259** Line Item:	Amount:$12,000 Amount:
	Revenue Line (if applicable):	Amount:
Non-Budgeted	Line Item: Line Item:	Amount:
	Funding Source:	Amount:

Attachments:

1. CJC_amend ord
2. 2023 Contract CJC
3. Liberty Fire Change in Fees

DOCUMENT NO.________

ORDINANCE NO. ________

AN ORDINANCE AMENDING ORDINANCE NO. 11557, APPROVING AN AGREEMENT WITH CENTRAL JACKSON COUNTY FIRE PROTECTION DISTRICT TO PROVIDE EMS CEU'S

BE IT ORDAINED by the City Council of the City of Liberty, Clay County, Missouri as follows:

SECTION I

That the City Council hereby amends Ordinance No. 11557, approving an agreement between the City of Liberty and Central Jackson County Fire Protection District to provide EMS Continuing Education Units, in the amount of TWO THOUSAND DOLLARS ($2,000.00) increasing the agreement from TEN THOUSAND DOLLARS ($10,000.00) to a not to exceed amount of TWELVE THOUSAND DOLLARS ($12,000.00), a copy of said amendment incorporated herein by reference and available for review as required by law.

SECTION II

The City Council hereby authorizes the Mayor to execute the amendment more particularly described in Section I of this ordinance.

SECTION III

This ordinance shall be in full force and effect from and after its passage by the City Council and approval by the Mayor.

PASSED by the City Council this ____ day of ________________, 2022.

____
MAYOR

ATTEST:

____
Deputy City Clerk

APPROVED by the Mayor this ___day of ________________________, 2022.

____
MAYOR

AGREEMENT FOR SERVICES

The City of Liberty, Clay County, Missouri, hereafter referred to as the CITY, and the Central Jackson County Fire Protection District hereafter referred to as the CONTRACTOR, hereby agree to the following terms and conditions contained within this AGREEMENT:

SECTION 1. Definitions

CITY'S REPRESENTATIVE- The CITY'S representative for the administration of this AGREEMENT shall be John Mills.

CONTRACTOR- Shall mean Central Jackson County Fire Protection District with which the CITY has this AGREEMENT.

SECTION 2. Scope of Services

The vendor selected shall provide nine hours of continuing education each month divided into three separate three hour sessions on a mutually agreed upon schedule. The CONTRACTOR shall maintain, the time of service provided to the CITY, their Missouri Bureau of Emergency Medical Services Paramedic level training entity accreditation. The CONTRACTOR shall maintain electronic record management for each employee education received thru the CONTRACTOR. The CONTRACTOR shall issue individual certificates for each session an employee attends. Upon completion of each session a summary and presenter evaluation will be made available.

In addition, the CONTRACTOR shall provide the full time employees of the CITY'S Fire Department a 10% discount for the following certification programs: Basic Cardiac Life Support, Advanced Cardiac Life Support, Advanced Medical Life Support, Pre-Hospital Trauma Life Support, and Pediatric Education for Pre-Hospital Providers, Pediatric Advanced Life Support, and EMT-Paramedic Programs.

SECTION 3. Duration of Service Agreement

A. *The initial duration of the AGREEMENT shall be thirty-six (36) months from the date of signing of the AGREEMENT by all parties. A maximum allowable annual increase of 5% at the end of each 12 month period. If the CONTRACTOR requests and increase during the thirty-six (36) month term, the CONTRACTOR must submit the request in writing by October 1, prior to the new twelve (12) month period.*
B. *This AGREEMENT may be extended for two (2) subsequent one (1) year periods by mutual written consent of both parties given a minimum of thirty days prior to the expiration of each term of the AGREEMENT, with a maximum allowable annual increase of 5%.*
C. *The CITY shall have the right to terminate this AGREEMENT upon sixty (60) days written notice to the CONTRACTOR for any failure of the CONTRACTOR to properly comply with any of the terms and conditions of this AGREEMENT.*
D. *The CONTRACTOR shall have the right to terminate this AGREEMENT upon sixty (60) day notice to the CITY.*

SECTION 4. Administration

Any and all forms, records and reports required by this AGREEMENT shall be of a form and nature determined by the CITY and shall be maintained or provided in whatever manner designated by the CITY. Such records as may be required to be maintained by the CONTRACTOR shall be open to inspection by the CITY, without written notice, at any time during normal business hours.

All reports required pursuant to this AGREEMENT shall be maintained by the CONTRACTOR and be subject to inspection for at least one (1) year after the competition of the AGREEMENT.

SECTION 5. Insurance Requirements

During the term of this AGREEMENT, the CONTRACTOR shall be required to maintain Workmen's Compensation, Vehicle Liability and other insurance as required by CITY ordinance and Missouri state law.

SECTION 6. Appeals

John Mills, or his designee, shall serve as the CITY'S representative in all matters concerning the administration of this AGREEMENT. Any disputes concerning the legitimacy of charges under this AGREEMENT may be appealed to the CITY'S representative who shall be authorized to resolve them. Nothing in this provision shall preclude any party from appealing any decision of the CITY'S representative to a court of competent jurisdiction.

SECTION 7. Performance Requirements

The CONTRACTOR shall be required to:

A. Comply with all of the terms and conditions of this AGREEMENT.
B. Employ only properly trained employees to perform the duties required by this AGREEMENT so that the services performed under this AGREEMENT can be done in a safe, efficient, effective and timely manner.

SECTION 8. Licensing Requirements

If required by the nature of the bid, the CONTRACTOR must maintain a current occupational license to conduct such a business and if licensing is required must employ licensed employees.

Section 9. Contractor Schedule of Fees

The CONTRACTOR agrees that the following schedule of fees shall be the maximum amount which the CONTRACTOR may charge for the Emergency Medical Services Continuing Education provided by the CONTRACTOR as set forth in this AGREEMENT. The only exception to the below schedule is as described in Section 3.

$12,000 annually for twelve (12) consecutive months of service payable quarterly in the schedule listed below:

January 2023	$3,000
April 2023	$3,000
July 2023	$3,000
October 2023	$3,000
January 2024	$3,000
April 2024	$3,000
July 2024	$3,000
October 2024	$3,000
January2025	$3,000
April 2025	$3,000
July 2025	$3,000
October 2025	$3,000

This AGREEMENT, herein called the "Agreement for Emergency Medical Continuing Education Units" is made this____day of______, 20___, between the City of Liberty, Clay County, Missouri and the Central Jackson County Fire Protection District.

IN WITNESS WHEREOF: The Parties have executed this AGREEMENT as of the above day and date written above.

ATTEST:

CITY OF LIBERTY, MISSOURI

______________________ ______________________________

City Clerk Mayor

By: ___________________________

CJCFPD Chief Fire Executive

CENTRAL JACKSON COUNTY FIRE PROTECTION DISTRICT

KIRK D. LAIR
Fire Chief

To: Chief John Mills, Liberty Fire Department

From: Director of EMS Education Terisa Jenkins, Central Jackson County Fire Protection District

Subject: Continuing Education

September 14th, 2022

Chief Mills,

CJCFPD values the relationship between our education division and the Liberty Fire Department. We have provided CEUs for well over ten years at the same cost each year. In 2021, it was discussed that there would be an increase in the cost for this service for FY 2023.

Effective 1/1/2023, the annual fee for these services will be $12,000, billed as before at the end of each quarter.

Please contact me at tjenkins@cjcfpd.org or (816)463-8542 if you have any questions. If I can assist with the development of the contract, I am happy to do so.

Sincerely,

Terisa Jenkins

Terisa Jenkins, MSN, FNP-C
Director of EMS Education
Central Jackson County Fire Protection District
tjenkins@cjcfpd.org
(816)463-8542

Cc: Pete Vaness

805 N.E. Jefferson, Blue Springs, MO 64014 ● Phone (816) 229-2522 ● Fax (816) 229-5110 ● www.cjcfpd.org

The City of Liberty missouri

CITY COUNCIL ACTION REPORT

Meeting Date: December 19, 2022
A/R No.: 2022-340

Department: Parks & Recreation

Submitted By: DK Taylor, Assistant Director Recreation

Subject: Ordinance approving a Contract with Wil Pav for asphalt overlay of walking paths at the Capitol Federal Sports Complex in an amount not to exceed $19,854.00

Summary:

- Capitol Federal® Sports Complex hosts a wide variety of youth and adult sports leagues and tournaments throughout the year. With sporting events held from February through November, the volume of participants and spectators is easily estimated at 250,000 annually.
- Since COVID, all of the asphalt entry walkways are used and two in the five-plex are in bad condition.
- Staff recommends Wil-Pav in the amount of $19,854 for renovations to the walkways.

Background:

Capitol Federal Sports Complex includes eight baseball/softball fields and one large high school size baseball field and is host site to a wide variety of year-round youth and adult sports leagues and tournaments. These events average 2,000 players and families each weekend and an estimated 500-700 people each week.

In late 2019, the natural grass was converted to synthetic turf, elevating the complex as a top choice for regional and national tournaments. Prior to 2020, only two gates in each complex were open for entry to limit access and charge a gate fee. Due to COVID restrictions, during the 2020 season, gate fees were dropped and a fee was assessed to each team to offset the collection of gate fees at the gate; all of the walkways were open to the public to provide more room and less lines. Of the four walkways in the five-plex, two are in bad condition as they were not part of the 2015 overlay work because they had previously not been open to the public. With all four gates in the five-plex open for events, these two walkways are in need of resurfacing.

Below are quotes for the pavement:

Vendor	Quote	NOTES
Wil Pav	$19,854	Staff Recommends
Metro Asphalt	$25,500	
McConnell	No bid	

To maintain the positive reputation of the complex in the metro area and create an overall great experience, upgrades to the walkways in the five-plex is recommended. Staff contacted references with positive results. Staff recommends Wil Pav as the lowest and best bid.

<u>Previous Action</u> (if applicable):
NA

<u>Policy/Committee Review</u>:

	Citizen Sales Tax Oversight Committee	Completed/Recommended:
	Public Safety Sales Tax Oversight Committee	Completed/Recommended:
	Budget Committee	Completed/Recommended:
x	Other: Park Board	Completed/Recommended: December 1, 2022

<u>Financial Considerations</u>:

x	**Budgeted:**	Line Item: 61.60.458.36.7402 Line Item:	Amount: $19,854.00 Amount:
		Revenue Line (if applicable):	Amount:
	Non-Budgeted	Line Item: Line Item:	Amount:
		Funding Source:	Amount:

<u>Attachments</u>:
1. Ordinance - Approving a Contract with Wil Pav

Document No. _______

ORDINANCE NO. __________

AN ORDINANCE APPROVING A CONTRACT WITH WIL-PAV FOR ASPHALT OVERLAY OF WALKING PATHS AT CAPITAL FEDERAL SPORTS COMPLEX

WHEREAS, the Park Department's capital budget has funding for improvements to Capital Federal sports complex in the amount of $100,000. This pricing is based on quotes received;

BE IT ORDAINED, by the City Council of the City of Liberty, Clay County, Missouri, as follows:

SECTION I

The City Council of the City of Liberty, Clay County, Missouri, hereby approves a certain contract by and between the City of Liberty and Wil Pav, 12900 E Kentucky Rd, Sugar Creek, MO 64050, in an amount not to exceed NINETEEN THOUSAND EIGHT HUNDRED AND FIFTY-FOUR DOLLARS AND NO/100 ($19,854.00) for asphalt overlay work, a copy of contract being incorporated herein by reference and available for review as required by law.

SECTION II

The City Council of the City of Liberty, Clay County, Missouri, hereby authorizes the Mayor to sign the agreement described in Section I of this ordinance.

SECTION III

This ordinance shall be in full force and effect from and after its passage by the City Council and approval by the Mayor according to law.

PASSED by Council this _________ day of _________________________, 2022.

____
MAYOR

ATTEST:

____
DEPUTY CITY CLERK

Approved by the Mayor this _________ day of ___________________________, 2022.

____
MAYOR

The City of Liberty missouri

CITY COUNCIL ACTION REPORT

Meeting Date: December 19, 2022
A/R No.: 2022-341

Department: Public Works

Submitted By: Sherri McIntyre, Director Public Works

Subject: Ordinance amending Ordinance No. 11499, approving a Contract with JE Dunn Construction for the Progressive Design/Build Construction Services for the City Hall Atrium Project No.21-019 in an amount not to exceed $3,123,269.00

Summary:

- The City entered into a progressive design-build contract with JE Dunn Construction that was executed May 23, 2022, Project No. 21-19 ($45,000.00).
- The Phase 2 Amendment for an additional amount of $3,078,269.00 has been negotiated as the final guaranteed price.

Background:

The contract with JE Dunn was approved by Council with Ordinance 11499 and notice to proceed with it being executed on May 23, 2022. The original contract for preliminary design and cost estimates was in the amount of $45,000.00 plus a 3.5% fee for the cost of all work, and a 5.0% fee on change orders, and 1.0% fee for performance bond costs. This ordinance is for the final guaranteed price, and the contract amendment is for an additional price of $3,078,269.00.

Project goals were established by working with a broad range of building users and the design-build team. The team then developed a ranking of those goals, and scored different design concepts. Those design concepts were presented to the Council through a special session, and a final design recommendation was made during a regular Council meeting this past summer. Staff and the design-build team have been working on final details and construction cost estimates all fall.

The project includes the removal of the existing domed glass atrium, Kansas Street entryway, brick sidewalk and front steps, and replacing the second-floor tiling. The new construction includes a structural supported flat roof, with vertical glass and glazing, atrium lighting, an ADA-compliant entryway from Kansas Street with an overhang, steps from Kansas Street, repair of water damaged drywall, LED decorative lighting along the new roof line, and new terrazzo flooring on the 2nd floor entryway.

Previous Action (if applicable):

Ordiance No. 11499, AR158-21. The original ordinance for phase one of the progressive design build contract.

Policy/Committee Review:

Citizen Sales Tax Oversight Committee	Completed/Recommended:

Public Safety Sales Tax Oversight Committee	Completed/Recommended:
Budget Committee	Completed/Recommended:
Other:	Completed/Recommended:

Financial Considerations:

X **Budgeted:**	Line Item:10.95.140.36.7201 Line Item:	Amount: $3,078,269.00 Amount:
	Revenue Line (if applicable):	Amount:
Non-Budgeted	Line Item: Line Item:	Amount:
	Funding Source:	Amount:

Attachments:

1. JE Dunn City Hall Atrium - ORD
2. 221201_104118 BidDay Liberty City Hall -with VE alernates 22.12.09

Document No.____________

ORDINANCE NO. ________

AN ORDINANCE AMENDING ORDINANCE NO. 11499, APPROVING A GUARANTEED NOT TO EXCEED CONTRACT WITH JE DUNN CONSTRUCTION FOR THE PROGRESSIVE DESIGN/BUILD CONSTRUCTION SERVICES FOR THE CITY HALL ATRIUM PROJECT NO.21-019

WHEREAS, on November 22, 2021 City Council approved Ordinance No. 11499 accepting a pre-construction services contract in the amount of $45,000.00 and 3.5% fixed fee and a1% performance bond rate, with a future construction amount to be determined; and

WHEREAS, the City Hall atrium reconstruction team vetted different roof configurations and it was decided to proceed with a flat rood design in August of 2022, and the design and construction team have been working toward the not to exceed price for construction:

BE IT ORDAINED by the City Council of the City of Liberty, Clay County, Missouri, as follows:

SECTION I

The City Council of the City of Liberty, Clay County, Missouri, hereby amends Ordinance No. 11499, approving a contract between the City of Liberty and JE Dunn Construction for City of Liberty Project 21-19, 2022 City Hall Atrium Project on a construction cost not to exceed amount of an additional THREE MILLION SEVENTY-EIGHT THOUSAND AND TWO HUNDRED SIXTY-NINE DOLLARS ($3,078,269.00), increasing the contract amount from FORTY-FIVE THOUSAND DOLLARS ($45,000.00) to a not to exceed amount of THREE MILLION ONE HUNDRED AND TWENTY THREE THOUSAND AND TWO HUNDRED SIXTY-NINE DOLLARS ($3,123,269.00). A copy of said amendment being incorporated by reference herein and available for review as required by law.

SECTION II

The City Council hereby authorizes the Director of Public Works to execute the contract amendment as described in Section I of this Ordinance.

SECTION III

This Ordinance shall be in full force and effect from and after its passage by the City Council and approval by the Mayor according to law.

ORDINANCE NO. ________ (CONT.)

PASSED by the City Council this ___ day of ____________, 2022.

____
MAYOR

ATTEST:

____
DEPUTY CITY CLERK

APPROVED by the Mayor this ____ day of ___________, 2022.

____
MAYOR

Liberty City Hall
Liberty, MO
December 1, 2022
75% GMP Pricing

2 Story Shell Office Building
1,500 SF

Item	Description	Cost	Cost/SF
1	General Requirements	483,414	322.28
2	Final Cleanup	18,250	12.17
3	Design Fees	171,518	114.35
4	Demolition and Temporary Protection	225,021	150.01
5	Cast in Place Concrete	126,393	84.26
6	Structural and Miscellaneous Steel	215,000	143.33
7	Rough Carpentry	19,353	12.90
8	Roofing and Sheet Metal	264,500	176.33
9	Sealants and Joint Protection	48,950	32.63
10	Doors, Frames and Hardware	4,850	3.23
11	Glass and Glazing Systems	466,930	311.29
12	Plaster and Drywall Systems	186,765	124.51
13	Ceramic Tile	69,235	46.16
14	Flooring	7,520	5.01
15	Painting and Coatings	25,300	16.87
16	Specialties	20,000	13.33
17	Plumbing	37,520	25.01
18	HVAC Systems	95,000	63.33
19	Electrical	85,875	57.25
20	Earthwork	24,995	16.66
21	Sitework	45,000	30.00
22	Design Contingency	41,927	27.95
23	Contractor Contingency	111,805	74.54
	Subtotal	2,795,121	1,863.41
	Permits, Bonds and Insurance	109,738	73.16
	Fee	101,670	67.78
	Total	**$3,006,529**	**$2,004.35**
	Owner's Contingency	0	0.00
	Total	**$3,006,529**	**$2,004.35**

*****See attached clarifications*****

Alternates

Alternate #1 Demo Commons Tile & Install New Ceramic Tile with Rubber Base	**$**	**122,792**	
Alternate #2 Demo Commons Tile & Install New Polished Concrete with Rubber Base	**$**	**121,603**	
Alternate #3 Demo Commons Tile & Install New Epoxy Floor with Rubber Base	**$**	**91,330**	
Voluntary Alternate #1 Demo Commons Tile & Install New Terrazzo Floor with Rubber Base	**$**	**129,240**	**ACCEPTED**

VE Alternates

VE.1	Glass/Exterior system	POTENTIAL	$	(50,000)	
VE.2.1	Exterior Signage		$	(15,000)	
VE2 .2	Interior Signage		$	(5,000)	**ACCEPTED**
VE.3	Delete Landscaping		$	(45,000)	**ACCEPTED**
VE.4	Delete Carpet at 3rd Floor		$	(7,500)	**ACCEPTED**
VE.5	Remove LED perimeter lighting		$	(22,000)	
VE.6	Simplify Air Relief			TBD	
VE.7	Delete Power for Roller Shades		$	(3,200)	
VE.8	Delete skimming of walls		$	(3,500)	
VE.9	Delete vertical exterior and interior wall tile		$	(42,000)	

BREAKOUT PRICING

Delete ADA Sitework	$	(180,393)

TOTAL PROJECT AMOUNT [with ACCEPTED alternates] $ 3,078,269

CITY COUNCIL
ACTION REPORT

Meeting Date: December 19, 2022
A/R No.: 2022-342

Department: Finance

Submitted By: Ashley Comer, Accounting Manager

Subject: Ordinance approving a Software License and Service Agreement with FORVIS Public Sector Reporting Solutions for the purchase of the Reporting Solution (TRS) Web-Based Financial Report Software in an amount not to exceed $34,800.00

Summary:

- Web-based Annual comprehensive Financial Report Software with FORVIS Public Sector Reporting Solutions

Background:
When FORVIS was chosen to represent the City of Liberty as our Auditing Firm, staff began discussing ideas on how to save money as it relates to our annual audit. During the interview process with FORVIS, they noted that in their bid that they had provided two different options with two very different amounts. One option was to have FORVIS complete the entire audit which would cost $94,000 in year one. The second option essentially said if we could produce our Comprehensive Financial Report in house then our price would be $66,500 for year one. FORVIS provides a software that will assist us with the preparation of our financial statements. The software is called The Reporting Solutions software. It is a web-based financial reporting software that will help streamline the production of our annual financial reports by linking several sections to other parts of the audit report such as the long-term notes section and the Management Discussion and Analysis sections. As we move in to future years, staff believes this software will be very beneficial and a necessary tool for the Finance Department. The cost of this software would be offset by a decrease in our annual audit fees. The total for the web-based software is listed below:

- Year One Total Cost $34,800
- Annual – Year Two & beyond $2,400

Staff recommends approval of The Reporting Solution (TRS) – web-based Annual Comprehensive Financial Report Software agreement from FORVIS Public Sector Reporting Solutions in an amount not to exceed $34,800.

Previous Action (if applicable):

Policy/Committee Review:

Citizen Sales Tax Oversight Committee	Completed/Recommended:

Public Safety Sales Tax Oversight Committee	Completed/Recommended:
Budget Committee	Completed/Recommended:
Other:	Completed/Recommended:

Financial Considerations:

x **Budgeted:**	Line Item: Line Item:10.30.130.036.7201	Amount: Amount: $34,800.00
	Revenue Line (if applicable):	Amount:
Non-Budgeted	Line Item: Line Item:	Amount:
	Funding Source:	Amount:

Attachments:

1. 2022 The Reporting Solutions Ordinance

Document No. ________

ORDINANCE NO. ___________

AN ORDINANCE APPROVING A SOFTWARE LICENSE AND SERVICE AGREEMENT WITH FORVIS PUBLIC SECTOR REPORTING SOLUTIONS FOR THE PURCHASE OF THE REPORTING SOLUTION (TRS) WEB-BASED FINANCIAL REPORT SOFTWARE

BE IT ORDAINED by the City Council of the City of Liberty, Clay County, Missouri, as follows:

SECTION I

The City Council of the City of Liberty, Clay County, Missouri, hereby approves a Software License and Service Agreement by and between the City of Liberty and FORVIS, 1201 Walnut Street, Suite 1700, Kansas City, Missouri 64106-2246, in the amount not to exceed THIRTY-FOUR THOUSAND AND EIGHT HUNDRED DOLLARS ($34,800), a copy of said agreement being incorporated by reference herein and available for review as required by law.

SECTION II

The City Council hereby authorizes the Mayor to sign the agreement as described in Section I of this Ordinance.

SECTION III

This ordinance shall be in full force and effect from and after its passage by the City Council and approval by the Mayor according to law.

PASSED by the City Council this ______ day of _______________, 2022.

____
MAYOR

ATTEST:

____
DEPUTY CITY CLERK

APPROVED by the Mayor this_____ day of__________________, 2022.

____
MAYOR