



**BOARD OF ALDERMEN
REGULAR AGENDA
Monday, December 8, 2025
6:00 P.M.
Community Building
601 W Main Street
Odessa, MO 64076**

The meeting can be viewed live on YouTube, by subscribing to
[@OdessaMO](#)

Anyone wishing to address the Mayor and Board during the meeting must fill out a [Speaker's Appearance Form](#) and submit it to the City Clerk before the Board meeting begins. Forms are available online or at the entrance of the Community Building. Speakers are subject to the Board of Aldermen [Rules of Procedure](#).

CALL TO ORDER

Mayor Bryan Barner

PLEDGE OF ALLEGIANCE

Mayor Bryan Barner

ROLL CALL

City Clerk Karen Findora

WELCOME TO VISITORS

Mayor Bryan Barner

CONSENT AGENDA

All matters under the Consent Agenda are Considered to be routine by the Aldermen and will be enacted by one motion with no separate discussion. If a separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request of a member of the Aldermen.

Approval of Minutes

- November 24, 2025 – Regular Session
- Police Rpt.
- Municipal Court Rpt.

MAYOR REPORT

ALDERMEN REPORT

CITY ADMINISTRATOR REPORT

PUBLIC COMMENTS

PRESENTATION

OLD BUSINESS

NEW BUSINESS

Staff Introduction

Ben Brown, SRO

Alexis Parrott, Patrol Officer

Introduction of SRO, Ben Brown, and Patrol Officer, Alexis Parrott.

Josh Thompson, Police Chief

Bill No. 2025-26

(1st & 2nd Reading)

Bond Redemption

Introduction and readings of Bill No. 2025-26 approving the redemption of the city's outstanding sewerage system revenue bonds (state revolving fund – Direct Loan Program), Series 2005, and authorizing certain actions in connection therewith.

Cathy Thompson, Finance Director

Resolution No 2025-30

MOU & Easement ~ Army Corps of Engineers

Proposed Resolution No. 2025-30 and approving the donation of an easement and Memorandum of Understanding (MOU) between the City of Odessa, Missouri, and the US Army Corps of Engineers regarding land owned by the City of Odessa.

Shawna Davis, City Administrator

Motion of Approval

Part-time Public Information Coordinator

Approval to authorize the City Administrator to establish a part-time Public Information Coordinator position.

Shawna Davis, City Administrator

Presentation

Mobile Food Vendor Summary

Mobile Food Vendor Summary

Mayor Barner & Bruce Whitsitt, Alderman Ward 3

Next Scheduled Meeting

Monday, December 22, 2025, at 6:00 p.m. Regular Session

Aldermen – Request for New Items

Members of the Board of Aldermen have the opportunity to propose items for consideration to be added to the agenda for the next regularly scheduled meeting. A vote will be held to determine whether to include an item on the agenda. Therefore, debate and discussion should be limited to determining the board's interest in further discussion at the upcoming Board of Aldermen meeting.

Adjourn

Pursuant to RSMO 610.021 (1) Legal actions, causes of action, litigation, or confidential attorney/client communication.
Pursuant to RSMO 610.021 (2) Real Estate Negotiations
Pursuant to RSMO 610.021 (3) Personnel
Pursuant to RSMO 610.021 (12) Sealed bids and related documents, until bids are open; and sealed proposals and related documents or any documents related to a negotiated contract until a contract is executed, or all proposals are rejected.

Up-Coming Meetings / Events:

December 9 @ 8:00 a.m. – First day of Candidate Filing – General Municipal Election @ City Hall

December 9 @ 9:30 a.m. – Municipal Court @ Community Bldg.

December 17 @ 7:00 p.m. – Parks Board Meeting @ Community Building

December 18 @ 6:00 p.m. – Planning Commission @ Community Building

December 22 @ 4:30 p.m. – Finance Committee Meeting @ City Hall

December 22 @ 6:00 p.m. – Board of Aldermen @ Community Building

December 24 & 25 – City Hall Closed to Observe the Holidays

December 30 @ 5:00 p.m. – Last day of Candidate Filing – General Municipal Election @ City Hall

Other Events:

December 11 @ 5:00 p.m. – 7:00 p.m. – Open House @ Odessa Police Dept.

December 24 & 25 – City Hall Closed to Observe the Holidays

For more information, please visit the City of Odessa [website](#).

ELECTED OFFICIALS

	Mayor Bryan D. Barner	bryan.barner@cityofodessamo.com	(816) 985-0361
Ward 1	Alderdwoman Mickey Starr	mickey.starr@cityofodessamo.com	(816) 260-8448
Ward 1	Alderdwoman Karla Polson	karla.polson@cityofodessamo.com	(816) 739-2224
Ward 2	Vacant		(816)
Ward 2	Alderman Mike Plachte	mike.plachte@cityofodessamo.com	(816) 263-9997
Ward 3	Alderman Bruce Whatsitt	bruce.whitsitt@cityofodessamo.com	(816) 565-6610
Ward 3	Alderman Collin Carrigan	collin.carrigan@cityofodessamo.com	(801) 829-8482

AMERICANS WITH DISABILITIES ACT

The City of Odessa is committed to ensuring compliance with the Americans Disabilities Act. Individuals who require an ADA accommodation to attend a meeting are encouraged to make those arrangements with the City Clerk at (816) 230-5577 ext. 6 or by email at karen.findora@cityofodessamo.com at least 72 hours in advance of the meeting to communicate their needs.

Posted December 5, 2025
City Hall & City Website
Emailed to The Odessan

Karen Findora, City Clerk
PO Box 128 · 228 S Second · Odessa, MO 64076
[Email](#) | Phone: (816) 230-5577 ext. 6 | www.cityofodessamo.com

**City of Odessa, Missouri
Board of Aldermen
Odessa Community Building | 601 W. Main Street
Regular Meeting ~ Monday, November 24, 2025 | 6:00 p.m.
Meeting Minutes**

[@OdessaMO](#)

CALL TO ORDER / PLEDGE OF ALLEGIANCE

Mayor Bryan Barner called the meeting to order at 6:00 p.m., and led in the pledge of allegiance.

ROLL CALL

Shawna Davis, City Administrator, called the roll and confirmed a quorum.

Mayor Bryan Barner	Present	Alderman Bruce Whitsitt	Present
Alderman Karla Polson	Present	Alderman Donna Ehlert	Present
Alderman Mike Plachte	Present	Alderman Mickey Starr	Present
Alderman Collin Carrigan	Present		

OTHERS IN ATTENDANCE

Shawna Davis, City Administrator	Troy Woutzke, Electric
Karen Findora, City Clerk	Darrin Lamb, Streets/Water – Absent
Cathy Thompson, Finance Director	Kenny Snider, Wastewater - Absent
Josh Thompson, Police Chief	
Jeff Deane, Lauber Municipal Law	

PUBLIC IN ATTENDANCE

Hannah Sparr, The Odessan	Forest Palmer
State Rep. Terry Thompson	

WELCOME OF VISITORS

Mayor Barner welcomed visitors and those viewing on YouTube.

APPROVAL OF CONSENT AGENDA

Approval of minutes and consent agenda.

- November 10, 2025 – Regular Session

Alderman Ehlert provided a brief update from the Finance Committee. She mentioned the need to purchase a scraper/trash screen for the wastewater department, costing approximately \$100,000. Cathy Thompson, Finance Director, explained that the city could release funds from the 2005 wastewater bond reserves to pay off the remaining debt owed (\$56,000) on the bond, this coupled with debt reserves from the 2004 bond (which was recently completed) would leave a \$10,000 gap, for the purchase of the scraper, which could be covered by system repair and maintenance funds. The board agreed to proceed with the release of debt reserve funds and to bring the purchase back to the board for purchase approval.

Aldерwoman Ehlert, moved to approve the consent agenda and the November 10, 2025, meeting minutes as submitted, seconded by Alderman Whitsitt.
Motion carried 6-Aye, 0-No.

MAYOR REPORT

Mayor Barner attended the Veteran's Day Brunch hosted by Odessa High School and thanked all those involved in organizing such an important event. He also attended the 15-Year Celebration for Lauber Municipal Law Firm, the ribbon cutting for Odessa Healthcare, and the Thanksgiving Chamber of Commerce Luncheon. The Downtown Christmas Lighting was another special community event, and Mayor Barner expressed his appreciation to everyone who helped make it possible.

Mayor Barner announced that December 9th is the first day to file for the 2026 General Municipal Election. Seats will be open for all three wards as well as the office of Mayor.

Mayor Barner also expressed his appreciation to outgoing Aldерwoman Ehlert. She has dedicated significant time and energy to making Odessa a better place to live and work. Her contributions include involvement with the Rotary Club, Rocky Roots Trail, Garden Club, Downtown Merchants, and organizing the 5K during Puddle Jumpers. The City of Odessa wishes Aldерwoman Ehlert the very best in her future endeavors.



ALDERMEN REPORTS

- Alderman Plachte provided a brief update on the recent Planning Commission meeting, stating that a Lot Split for 301 E Main was approved.
- Alderman Carrigan thanked everyone who is involved in all the holiday events in the city.
- Aldерwoman Polson thanked everyone who had a part in the wayfinding signs. They look great and are a nice touch for our community.
- Aldерwoman Ehlert stated that it's bittersweet to leave, but she mentioned that it's been a pleasure to work with every one of the board members. She also said that she will sincerely miss Shawna Davis, City Administrator.
- Aldерwoman Starr thanked everyone for the Christmas Lights and all the work that goes into a successful event.

- Alderman Whitsitt wished everyone a Happy Thanksgiving. Alderman Whitsitt stated that he recently met with Ty Wells and Terrica Jones regarding the Mobile Food Vendor ordinance. He mentioned that a letter he prepared will be included in the Monday, December 8th, agenda packet.

CITY ADMINISTRATOR REPORT

Shawna Davis, City Administrator, provided a brief update on city events.
(visit the [city website](#) to hear update.)

PUBLIC HEARING

None

PUBLIC COMMENTS

None

OLD BUSINESS

None

NEW BUSINESS

Presentation ~ Missouri State Representative Terry Thompson

State Representative Terry Thompson provided a brief update on the recent legislative issues.

Motion of Approval ~ Acting President of the Board of Aldermen

Mayor Barner requested a motion for the nomination of Acting President of the Board of Aldermen to fill Alderwoman Ehlert's term.

Alderman Carrigan nominated Alderman Whitsitt, seconded by Alderwoman Starr.
Alderman Whitsitt nominated Alderman Plachte.

All in favor of Alderman Whitsitt 3-Aye, 3-No
All in favor of Alderman Plachte 3-Aye, 3-No

Tie Vote ~ Nominate **Alderman Whitsitt as Acting President**
3-Aye, 3-No, 1-Mayor (tie vote)

Motion of Approval ~ Finance Committee

Mayor Barner requested a motion for the nomination of the Finance Committee member to fill Alderwoman Ehlert's term.

Motion was made by Alderman Carrigan to nominate Alderman Plachte to the Finance Committee, seconded by Alderwoman Starr.
Motion carried 6-Aye, 0-No.

Motion of Approval ~ 1912 Bldg. Amendment for Police Station Lease

Mayor Barner requested a motion of approval to amend the police station lease with the 1912 Development Group, LLC, effective November 1, 2025.

Discussion: Josh Thompson, Police Chief, stated that there was an amendment to his board action report. He noted that the lease agreement does not begin until the lessee obtains a building permit. It does not start on November 1, 2025. Once the builder obtains a building permit, that begins year one of the three-year zero (0) dollar lease.

Motion was made by Alderwoman Ehlert to approve the 1912 Bldg—amendment for Police Station Lease, seconded by Alderman Carrigan.

Motion carried 6-Aye, 0-No.

Resolution No. 2025-34 ~ Electric Cost of Service and Rate Study

Mayor Barner read the proposed Resolution No. 2025-34 authorizing the expenditure of funds for the 2026 Electric Cost of Service and Rate Study between the City of Odessa Missouri, and Allgeier, Martin & Associates.

Discussion: Alderman Whitsitt asked if the rate study would include recommendations for lowering the rates. Shawna Davis, the City Administrator, explained that the city asked them to review our class structure. She added that, as a result of reviewing the cost of services study, they will look at the overall picture to determine if the city is overcharging significantly. The main goal of conducting the rate study is to better understand the class structures; they will connect these structures with the cost of services for each category. If the cost of services aligns with what our class is currently paying, then there's no need to lower the rate. The system analysis they will conduct will identify our weaker points within the system, how the city can improve it to be more efficient, and thus reduce the city's wholesale costs. Alderman Whitsitt expressed his disappointment with the time it takes to complete this process.

Motion was made by Alderman Plachte, to approve Resolution No. 2025-34 authorizing the expenditure of funds for the 2026 Electric Cost of Service and Rate Study, seconded by Alderman Carrigan.

Motion carried 6-Aye, 0-No.

Resolution No. 2025-32 ~ The Hill Developer's Agreement

Mayor Barner read the proposed Resolution No. 2025-32, authorizing the Mayor to sign a Developer's Agreement between the City of Odessa, Missouri, and Developers, Steve and Lisa Bailey, regarding "The Hill" development project.

Discussion: Nothing in the agreement has changed since the November 10th agenda. Shawna Davis, City Administrator, stated that the city has made significant efforts to negotiate with the Baileys. Alderman Carrigan questioned the road repair.

Motion was made by Alderwoman Ehlert to approve Resolution No. 2025-32 The Hill Developer's Agreement, seconded by Alderman Whitsitt.
Motion carried 4-Aye, 1-No, 1-Abstain.

Discussion ~ Strategic Plan ~ Police

Josh Thompson, Chief of Police, reviewed the Police in the newly adopted Strategic Plan. He discussed the measures of success and the action items.

- Action items the staff developed:
- Public Safety Sales tax took 4 years for State of Mo approval
- Standalone Animal Control Facility
- Police Data Records, records room, update software that is 20 years old.
- Police retention rates, Police Facility, Public Support and Option.

Aldermen ~ Request for New Items

Alderman Whitsitt requested that the Mobile Food Vendor summary be revisited on December 8th.

Mayor, "All in favor of placing the Mobile Food Vendor summary on the December 8th agenda."

Motion carried 6-Aye, 0-No

Next Regular Scheduled Meeting:

Monday, November 24, 2025, at 6:00 p.m. Regular Session.

Adjourn

There being no further business to come before the Board of Aldermen, a motion was made by Alderwoman Ehlert, seconded by Alderman Carrigan, to adjourn the meeting at 7:25 p.m. Motion carried 6-Aye, 0-No.

Approved:

CITY OF ODESSA

Bryan D. Barner, Mayor

ATTEST

Karen Findora, City Clerk



Odessa Police Department

310 S First Street • Odessa, MO 64076
Phone: 816-633-7575 • Fax: 816-633-7221 • odessapd@cityofodessamo.com

December 2, 2025

Shawna,

Officers worked over **696 incidents** in November. Here are just a few statistics:

- * 92 traffic stops
- * 198 business, residence checks
- * 15 mental health calls, check the well-being calls, or similar calls
- * 32 various disturbances
- * 38 assist other agency calls
- * 35 follow-up investigations on previously reported incidents

Codes Enforcement is currently working **26 active** enforcement cases. Codes Enforcement has **closed 138** cases for the year and taken **2 new** enforcement cases for November 2025.

On November 11, 2025, in observance of **Veteran's Day**, the **Police Department proudly recognized** the three full-time staff members who are veterans of the U.S. armed forces and continue to serve the Odessa community. Officer Daniel Melchioris served in the United States Marine Corps, and School Resource Officer Mathew Osborn served in the United States Army; both officers participated in combat operations overseas before becoming sworn police officers. Additionally, Officer Ty Bell served in the Army National Guard before joining the force. We extend our deepest gratitude to Officers Melchioris, Osborn, and Bell for their service to our country and their continued dedication to the safety and well-being of the Odessa community.

On November 13, 2025, and November 18, 2025, I attended several public engagement events for the **Public Safety Sales Tax**. These events included a "Town Hall" style round table discussion, private group discussion and a "Coffee with the Chief." The campaign's goals are to inform citizens about the critical need for a new police facility and the specific details of the April 2026 Public Safety Sales Tax ballot question.

On November 17, 2025, the Odessa Police Department assisted with the **downtown Christmas lighting event** and parade. We helped provide a safe and secure environment for all guests and for the parade. It was a wonderful turnout!

The police staff have completed their **compensation study surveys**, and I have reviewed those surveys. I have also prepared and reviewed surveys for each police department position (filled and unfilled).

Our new police vehicle has been purchased with funds through the **Missouri Blue Shield Grant Program**. This replacement will lower the capital improvement requests for the upcoming budget year. The vehicle is currently at the police equipment installer. I expect it to be fully operational in the next few weeks. Once all equipment has been procured, I'll request recoupment from the grant.

In our regular **local Lafayette County Police Chiefs** meeting, there is discussion about ways to share resources, provide interdepartmental training, assist each jurisdiction with complex investigations and to discuss current staffing and policing trends. Currently we are discussing the implementation of a quick response team with services shared between the agencies. The QRT will assist with critical incidents where more specialized training and equipment are needed to de-escalate and arrest violent offenders.

Special note: As our community enjoyed spending time with family and friends this **Thanksgiving season**, the Odessa Police Department did not shut down. Odessa officers and supervisors worked through the holiday and made sure our community remained safe. Thank you to all emergency services who work holidays protecting our citizens!

Respectfully,

Josh Thompson
Chief of Police & Emergency Management Director



**IN THE CIRCUIT COURT OF LAFAYETTE COUNTY, MISSOURI
CITY OF ODESSA MUNICIPAL DIVISION**

The Municipal Division of the Circuit Court of Lafayette County for the City of Odessa did hold court in the month of November.

Municipal Judge:	Carl Scarborough
City Prosecuting Attorney:	Jeffrey W. Deane
Municipal Court Clerk:	Jennifer LeBlanc

In compliance with COR 4.29, please find attached the monthly Municipal Division Summary Reporting Form.

The next scheduled court date is December 9, 2025, at the Odessa Community Building.

MUNICIPAL DIVISION SUMMARY REPORTING FORM

Refer to instructions for directions and term definitions. Complete a report each month even if there has not been any court activity.

<u>I. COURT INFORMATION</u>		Municipality: City of Odessa		Reporting Period: Nov 1, 2025 - Nov 30, 2025	
Mailing Address: 601 W MAIN STREET, ODESSA, MO 64076					
Physical Address: 601 W MAIN STREET, ODESSA, MO 64076				County: Lafayette County	
Telephone Number:		Fax Number:			
Prepared by: Jennifer LeBlanc				E-mail Address:	
Municipal Judge: SCARBOROUGH					
<u>II. MONTHLY CASELOAD INFORMATION</u>					
		Alcohol & Drug Related Traffic	Other Traffic	Non-Traffic Ordinance	
A. Cases (citations/informations) pending at start of month		17	312	107	
B. Cases (citations/informations) filed		6	45	13	
C. Cases (citations/informations) disposed					
1. jury trial (Springfield, Jefferson County, and St. Louis County only)		0	0	0	
2. court/bench trial - GUILTY		0	0	0	
3. court/bench trial - NOT GUILTY		0	0	0	
4. plea of GUILTY in court		0	0	1	
5. Violations Bureau Citations (i.e. written plea of guilty) and bond forfeiture by court order (as payment of fines/costs)		0	2	0	
6. dismissed by court		0	0	0	
7. <i>nolle prosequi</i>		0	0	0	
8. certified for jury trial (not heard in Municipal Division)		0	0	0	
9. TOTAL CASE DISPOSITIONS		0	2	1	
D. Cases (citations/informations) pending at end of month [pending caseload = (A+B)-C9]		23	355	119	
E. Trial de Novo and/or appeal applications filed		0	0	0	
<u>III. WARRANT INFORMATION (pre- & post-disposition)</u>					
1. # Issued during reporting period		0	<u>IV. PARKING TICKETS</u>		
2. # Served/withdrawn during reporting period		12	☐ Court staff does not process parking tickets		
3. # Outstanding at end of reporting period		325			

MUNICIPAL DIVISION SUMMARY REPORTING FORM

<u>COURT INFORMATION</u>	Municipality: City of Odessa	Reporting Period: Nov 1, 2025 - Nov 30, 2025
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<u>V. DISBURSEMENTS</u>			
Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation)		Other Disbursements: Enter below additional surcharges and/or fees not listed above. Designate if subject to the excess revenue percentage limitation. Examples include, but are not limited to, arrest costs and witness fees.	
Fines - Excess Revenue	\$2,646.01	Court Automation	\$306.09
Clerk Fee - Excess Revenue	\$332.73	Court Automation-Time Payment	\$16.00
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue	\$10.25	Due To Debt Collection	\$196.18
Bond forfeitures (paid to city) - Excess Revenue	\$50.00	Overpayment-E/R	\$0.07
		State's % of Time Pay Fee	\$14.00
Total Excess Revenue	\$3,038.99	Time Payment Fee	\$20.00
Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)		Total Other Disbursements	\$552.34
		Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited	\$5,944.49
Fines - Other	\$1,371.73	Bond Refunds	\$51.75
Clerk Fee - Other	\$192.00	Total Disbursements	\$5,996.24
Judicial Education Fund (JEF) ☐ Court does not retain funds for JEF	\$0.00		
Peace Officer Standards and Training (POST) Commission surcharge	\$43.73		
Crime Victims Compensation (CVC) Fund surcharge - Paid to State	\$311.78		
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other	\$5.92		
Law Enforcement Training (LET) Fund surcharge	\$86.00		
Domestic Violence Shelter surcharge	\$86.00		
Inmate Prisoner Detainee Security Fund surcharge	\$86.00		
Restitution	\$70.00		
Parking ticket revenue (including penalties)	\$0.00		
Bond forfeitures (paid to city) - Other	\$100.00		
Total Other Revenue	\$2,353.16		

December __, 2025

UMB Bank, N.A., Paying Agent
2 S. Broadway, Suite 600
St. Louis, Missouri 63102

Attention: Karie Puleo
email: Karie.Puleo@umb.com

**Missouri Department of
Natural Resources, Bond Owner**
Post Office Box 176
Jefferson City, Missouri 65101

Attention: Jennifer Prenger
email: jennifer.prenger@dnr.mo.gov

Re: Letter of instructions to redeem principal amount of Sewerage System Revenue Bonds
(State Revolving Fund - Direct Loan Program), Series 2005

Dear Ms. Puleo:

As Paying Agent with respect to the above-referenced bonds of the City of Odessa, Missouri (the "City"), (the "**Series 2005 Bonds**"), you are hereby notified that the City wishes to redeem in full the current principal amount of the outstanding Series 2005 Bonds in the amount of \$56,000 on **January 1, 2026**.

You are hereby instructed to give notice of such redemption on behalf of the City as may be required not later than at least 15 days, but not more than 30 days, prior to redemption date containing the information required by the ordinance pursuant to which the Series 2005 Bonds were issued to the owner of the Bonds.

We request that you confirm to us the amount that will be due on or before January 1, 2026 to redeem the bonds called for redemption, including any fees.

Please sign the receipt at the bottom of this letter and return a copy hereof to the City at the email address below.

Please do not hesitate to call _____ at _____ should you have any questions concerning these instructions.

Very truly yours,

CITY OF ODESSA, MISSOURI

Signed: _____

Name: _____

Title: _____

Email: _____

Tel: _____

Acknowledged and agreed to this ____ day of December 2025.

Missouri Department of Natural Resources

By: _____

Title: _____

UMB BANK, N.A.

By: _____

Title: Vice President



December 1, 2025

Via e-Mail: jennifer.prenger@dnr.mo.gov

Jennifer Prenger

MO - Department of Natural Resources

**Re: \$1,000,000 City of Odessa, Missouri Sewerage System Revenue Bonds
State Revolving Fund - Direct Loan Program Series 2005**

Proposed Redemption Date: **January 1, 2026**

Payment Due Date (on or before): **January 1, 2026**

Principal & Interest Payable on Redemption Date:

Principal to be Prepaid [1/1/2026](#): 56,000.00

Interest Payable [1/1/2026](#): 420.00

Total P&I Due on the Bonds **56,420.00**

Credit Balances

Principal Account: 4,000.02

Interest Account: 9,357.89

DSR Fund 56,000.00

Net Fund Balances: **69,357.91**

Net Redemption Deposit Needed **(12,937.91)**

Fees Due:

UMB Fee: 548.63

DNR Admin Fee: 280.00

Total Fees Due **828.63**

Total Payment Due from the City **(12,109.28)**

If your records disagree w/ any of the amounts contained in this schedule,
please contact Karie Puleo immediately at 314.612.8492.

cc: (Via eMail): Shannon Creighton @ Gilmore & Bell

Acct: 129557

Odessa M0/SRF DLP Swg Sys Impr Rev

Account Cash Balances by Por

As of 12/01/2025

Portfolio

Actual

Seq Number

Portfolio Name

Ledger Cas

1	Odessa M0/SRF DLP Srs 2005 Principal A/C
2	Odessa M0/SRF DLP Srs 2005 Interest A/C
3	Odessa M0/SRF DLP Srs 2005 DSR Fund
5	Odessa M0/SRF DLP Srs 2005 Adm Exp Fd

Add Termination in BAW

GP: 129557.1

Request asset withdrawal

Advantage: 129557.1

16,000.02 Deposits 7/20/2024-12/20/2024

16,000.00 DSR Fd Trf 1/1/2025

32,000.02 Total Prin for 1/1/2025 DS

(28,000.00) 1/1/2025 DS

4,000.02

57,248.63

Bonds Series 2005

Portfolio

Month	Actual	
	Available Cash	Sweep Balance
11.14	11.14	4,060.96
23.10	23.10	8,429.11
155.40	155.40	56,678.20

AN ORDINANCE APPROVING THE REDEMPTION OF THE CITY'S OUTSTANDING SEWERAGE SYSTEM REVENUE BONDS (STATE REVOLVING FUND - DIRECT LOAN PROGRAM), SERIES 2005, AND AUTHORIZING CERTAIN ACTIONS IN CONNECTION THEREWITH.

WHEREAS, on July 27, 2005, the City of Odessa, Missouri (the "City") issued \$1,000,000 principal amount of Sewerage System Revenue Bonds (State Revolving Fund - Direct Loan Program), Series 2005 (the "Bonds"); and

WHEREAS, the Bonds are currently outstanding in the aggregate principal amount of \$56,000, and the City desires to redeem the Bonds on or about January 1, 2026;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF ODESSA, MISSOURI, AS FOLLOWS:

Section 1. Redemption of the Refunded Bonds. The Bonds are hereby called for redemption and payment prior to maturity on January 1, 2026, or such other date as may be set by the City and UMB Bank, N.A. (the "Paying Agent"). The Paying Agent shall redeem the Bonds by the payment of the principal thereof and accrued interest thereon to the redemption date in accordance with the terms of the ordinance authorizing the Bonds. The City hereby authorizes the officers of the City to give irrevocable instructions to the Paying Agent to give due and proper notice of redemption as required by said ordinance and to take such other action as may be necessary to affect the redemption and payment of the Bonds as herein provided.

Section 2. Appropriation of Money. The Board of Aldermen hereby irrevocably budgets and appropriates money in an amount not to exceed \$57,248.63, which funds are currently on deposit in the City's debt service reserve fund and principal & interest accounts held by the Paying Agent, (collectively, the "City Prepayment Funds"), to pay the principal of and interest on the Bonds and to pay other costs of redeeming the Bonds. The City also confirms that the City Prepayment Funds were not derived from proceeds of any obligation the interest on which is intended to be exempt from federal income taxation or proceeds from the sale of the System.

Section 3. Further Authority. The City shall, and the officers and agents of the City are hereby authorized and directed to, take such action, expend such funds and execute such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Ordinance and to carry out, comply with and perform the duties of the City with respect to redemption of the Bonds.

Section 4. Effective Date. This Ordinance shall take effect and be in full force immediately after its passage by the Board of Aldermen and upon the signature of the Mayor.

READ TWICE AND PASSED by the Board of Aldermen of the City of Odessa, Missouri, and approved by the Mayor this 8th day of December, 2025.

(SEAL)

Bryan D. Barner, Mayor

APPROVED:

Bryan D. Barner, Mayor

ATTEST:

Karen, Findora, City Clerk



BOARD OF ALDERMEN ACTION REPORT

ISSUE: Approval of a Memorandum of Understanding and Easement Agreement granting the U.S. Army Corps of Engineers rights to utilize City-owned property for habitat restoration and wetland protection efforts.

ACTION REQUESTED: Motion/Second to approve Resolution No. 2025-30 approving the donation of an easement and a Memorandum of Understanding between the City of Odessa and the US Army Corps of Engineers regarding land owned by the City of Odessa.

BACKGROUND:

Back in June of 2024, the US Army Corps of Engineers inquired whether the City of Odessa would be willing to sell the tract of land where the City's wells are housed or sell an easement to the Corps to be used for their MRRP program.

The Missouri River Recovery Program consists of identifying and implementing an action that will avoid a finding of jeopardy for three federally listed species: the piping plover, the interior least tern and the pallid sturgeon. It is also exists for implementing the Bank Stabilization and Navigation Project Fish and Wildlife Mitigation project (BSNP Mitigation project), which is an effort to mitigate or compensate for losses of 522,000 acres of fish and wildlife habitat from the development of the BSNP on the Missouri River.

The Board, in closed session under RSMO 610.021 voted unanimously not to sell the land due to potential future needs of access to the aquifer as a water resource but access could be provided via a donated easement.

On November 12th, 2024, the City of Odessa Board of Aldermen granted the US Army Corps of Engineers right-of-entry to conduct a land survey of the property.

Through this partnership, the Corps will implement measures to divert water flow away from the City's existing wells, reducing potential erosion and protecting water resources. In addition, the Corps will install signage and provide ongoing monitoring of the area to enhance public safety.

The accompanying Memorandum of Understanding (MOU) establishes communication protocols between the City and the Corps to ensure coordination of project activities and long-term stewardship of the site.

FINANCIAL CONSIDERATIONS: None

ATTACHMENTS: Resolution No. 2025-30; MOU; Easement Deed

PREPARED BY: _____
Shawna Davis, City Administrator

DATED: November 10, 2025

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE DEPARTMENT OF THE ARMY
AND
THE CITY OF ODESSA, MISSOURI**

This Memorandum of Understanding ("MOU") is entered into this ____ day of _____, 2025 by and between THE DEPARTMENT OF THE ARMY ("Government"), represented by Commander, U.S. Army Corps of Engineers, Kansas City District, and The City of Odessa, Missouri, represented by the Mayor, ("City") for the purpose of establishing a mutual framework outlining the respective responsibilities of the parties for the use and access on Tract 6612E.

WITNESSETH THAT:

WHEREAS, the Government holds a permanent easement, attached hereto as Exhibit A, on certain real property owned by the City, known as Tract 6612E (hereinafter the "Property"); and

WHEREAS, the Government's easement on the Property includes certain restrictive rights that have led to concerns by the City regarding its ability to maintain, operate, and improve its facilities located on or near the Property, including existing and potential future municipal water wells; and

WHEREAS, the Government and the City met on 7 October 2025 to discuss these concerns and agreed on the need for a formal agreement to document the intent of both parties to collaborate and coordinate with each other regarding present and future activities on the Property; and

WHEREAS, both parties recognize the importance of ensuring that the City retains the ability to operate and maintain its current infrastructure on the Property, and to pursue future improvements (e.g., construction of additional wells), while respecting the Government's mission and easement rights; and

WHEREAS, this MOU is entered into for the sole purpose of outlining coordination procedures and mutual commitments with respect to future use and access related to the Property, and is not intended to amend or modify the underlying easement or transfer any rights, obligations, or funds.

NOW, THEREFORE, the parties agree as follows:

1. PURPOSE

The purpose of this MOU is to establish a mutual understanding and coordination framework between the Government and the City regarding future use, access, and planning for Tract 6612E, ensuring that:

- a. The Government will coordinate with the City when planning any activities that may affect the City's existing or planned infrastructure;
- b. The City will inform the Government in advance of any proposed activities that may impact the Government's easement rights;
- c. Both parties will work in good faith to avoid conflicts and to support each other's respective missions and needs on the Property.

2. GOVERNMENT RESPONSIBILITIES

The Government agrees to:

- a. Coordinate with the City in the planning and execution of any projects or activities on or affecting Tract 6612E.
- b. Provide the City with reasonable advance notice of any proposed actions that may restrict access or affect City operations on the Property, including any changes to the Camden Bend levy system that may impact the operations of the City wells on Tract 6612E, as described in the attached Exhibit B.
- c. Make reasonable efforts to ensure that its activities do not interfere with the City's continued operation, repair, and maintenance of existing wells or the development of future wells on the Property, provided such activities do not conflict with the Government's mission or easement rights.
- d. Participate in coordination meetings with the City as needed.

3. CITY RESPONSIBILITIES

The City agrees to:

- a. Notify the Government in writing of any proposed new construction, modification, or use of the Property that may affect the Government's easement rights.
- b. Coordinate with the Government early in the planning process for any new wells or improvements within the area of the Government's easement.

c. Ensure that any activities conducted by the City on the Property will not interfere with the Government's existing or planned uses consistent with its easement rights.

4. MUTUAL UNDERSTANDING

a. Both parties acknowledge that this MOU does not modify or amend the existing easement.

b. This MOU reflects a shared commitment to communication, coordination, and mutual respect of each party's respective rights and obligations concerning the Property.

c. Nothing in this MOU shall be construed to limit the legal rights of either party under the easement or applicable law.

5. POINTS OF CONTACT

Each party shall designate a primary point of contact for coordination purposes. These contacts may be changed upon written notification to the other party.

Seth A. Thomas
U.S. Army Corps of Engineers
Kansas City District
601 East 12th Street, Room 602
Kansas City, MO 64106-2896

Bryan Barner
Mayor
228 S 2nd Street
Odessa, Missouri 64076

6. AMENDMENT AND TERMINATION

a. This MOU may be amended at any time by mutual written agreement of the parties.

b. Either party may terminate this MOU upon 60 days' written notice to the other party.

7. DURATION AND EFFECTIVE DATE

a. This MOU shall become effective upon signature by both parties and will remain in effect perpetually, unless terminated earlier as provided above.

8. ENTIRE AGREEMENT

This MOU constitutes the entire agreement between the parties with respect to the subject matter herein and supersedes all prior understandings, whether oral or written, related to coordination regarding the Property.

9. IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year first above written.

THE UNITED STATES OF AMERICA

CITY OF ODESSA, MISSOURI

BY: _____
Seth A. Thomas
Chief, Planning & Acquisition Branch
Real Estate Contracting Officer

BY: _____
Bryan Barner
Mayor

Dated _____

Dated _____

CERTIFICATE OF AUTHORITY

I do hereby certify that I am the _____ of the City described in and which executed the foregoing Agreement between the United States of America and the City of Odessa, Missouri; Bryan Barner, who executed said Agreement, is the Mayor of the City of Missouri and is duly authorized to execute said agreement on behalf of the City of Odessa, Missouri or and that the signature affixed to the subject agreement is genuine.

IN WITNESS WHEREOF, I have made and executed this certification this _____ day of _____, 2025.

Name
Title
City of Odessa, Missouri

Missouri River Fish and Wildlife Mitigation Project
Camden Bend, Lafayette County, Missouri
Tract No. 6612E

EASEMENT DEED

THIS INDENTURE, made on this _____ day of _____, A.D., 2025, by and between THE CITY OF ODESSA, a Missouri Municipal Corporation, of the County of Lafayette, State of Missouri, party of the First Part, and the UNITED STATES OF AMERICA, Washington, DC, party of the Second Part:

WITNESSETH, that the said party of the First Part, in consideration of benefits to be derived from the Missouri River Bank Stabilization and Navigation Fish and Wildlife Mitigation Project to it given by the said party of the Second Part, the receipt of which is hereby acknowledged, does by these presents, GRANT, BARGAIN AND SELL, CONVEY AND CONFIRM unto the said party of the Second Part, and its assigns, the perpetual right, power, privilege, and easement in, upon over and across the land described as Tract Number 6612E and as shown on Exhibit "A", in connection with the construction, operation and maintenance of the Missouri River Bank Stabilization and Navigation Fish and Wildlife Project as authorized by the Water Resources Conservation and Development Act of 1986 (P.L. 99-662), November 17, 1986 to create, establish, construct, maintain, patrol, regulate, preserve and restore fish and wildlife habitat, and appurtenant improvements and structures, together with the continuing right to post signs indicating the extent of the Government's control within the area covered by this easement, and to use existing road systems within said lands and over other lands of the owner, for ingress and egress to and within said land for the purposes of exercising the rights herein granted; provided that without the prior written approval of the District Engineer, U.S. Army Engineer District, Kansas City, there shall be:

1. No defoliation to any extent whatsoever of any tress, brush or any other vegetation in its natural state by any cause, purpose, or means, or any trimming, felling and cutting thereon or removal therefrom of any trees, brush or other vegetation in its natural state;
2. No removal, shifting, or altering in any manner of gravel deposits as they are now or may hereafter exist on said lands;
3. No exploration for, removal or mining of any oil, gas, coal or other minerals of any nature whatsoever;
4. No construction of new structures or improvements nor expansion of any existing structures or improvements on said lands.

The above estate is taken subject to existing easements for ingress and egress as described below and for public roads and highways, public railroads, and pipelines; reserving, however to the landowners, their heirs and assigns, all such rights and privileges as may be used and enjoyed without interfering with the use of project for the purposes authorized by Congress or abridging the rights and easement hereby acquired; provided further that any use of the land shall be subject to Federal and State laws with respect to pollution; said land being described as follows:

TRACT NO. 6612E
FISH AND WILDLIFE MITIGATION EASEMENT

That portion of the West Half of Section nine (9), Township fifty (50) North of the Base Line, Range twenty-eight (28) West of the Fifth Principal Meridian, Lafayette County, Missouri, described as follows: Beginning at the West quarter corner of said Section nine (9); thence North, 1056.00 feet along the West line of the Northwest quarter of said Section nine (9) to the water edge of the Missouri River; thence North 78 degrees 06 minutes 06 seconds East, 346.44 feet along said waters edge; thence South 1260.34 feet parallel with said West line; thence South 88 degrees 39 minutes 48 seconds East, 93.91 feet; thence South, 50.0 feet; thence North 88 degrees 39 minutes 48 seconds West, 433.00 feet parallel with the East-West centerline of said Section nine (9) to the West line of the Southwest Quarter of said Section nine (9); thence North, 175.00 feet along said West line to the point of beginning. SUBJECT TO the 30 foot wide easement granted this date to Steve Gates and Janice S. Gates, husband and wife, for ingress and egress, said easement being 15 feet on each side of the following centerline to-wit: Beginning at a point 2463.34 feet North and 15 feet East of the Southwest corner of said Section nine (9); thence North 90 feet; thence East 339.09 feet to the East line of the premises herein conveyed.

TO HAVE AND TO HOLD the said easement and rights, with all singular rights, privileges, appurtenances unto the said party of the second part and unto its assigns, forever; the said party of the first part hereby covenanting that it is lawfully seized of an indefeasible estate in Fee Simple in the premises in which the easement herein conveyed; that it has a good right to convey the same; that the said premises are free and clear of any incumbrance done or suffered by it or those under whom it claims and of all taxes, liens, leases, easements, claims, and assessments, and that it will pay all taxes and assessments on the above described property promptly when due, and will WARRANT AND DEFEND the title of said easement unto the said party of the second part and unto its assigns FOREVER against the lawful claims and demand of all person whomsoever.

IN WITNESS WHEREOF, the said party of the first part has hereunto set its hand the day and year above written.

CITY OF ODESSA, a Missouri Municipal
Corporation

BY _____
Bryan Barner
Mayor

ACKNOWLEDGEMENT

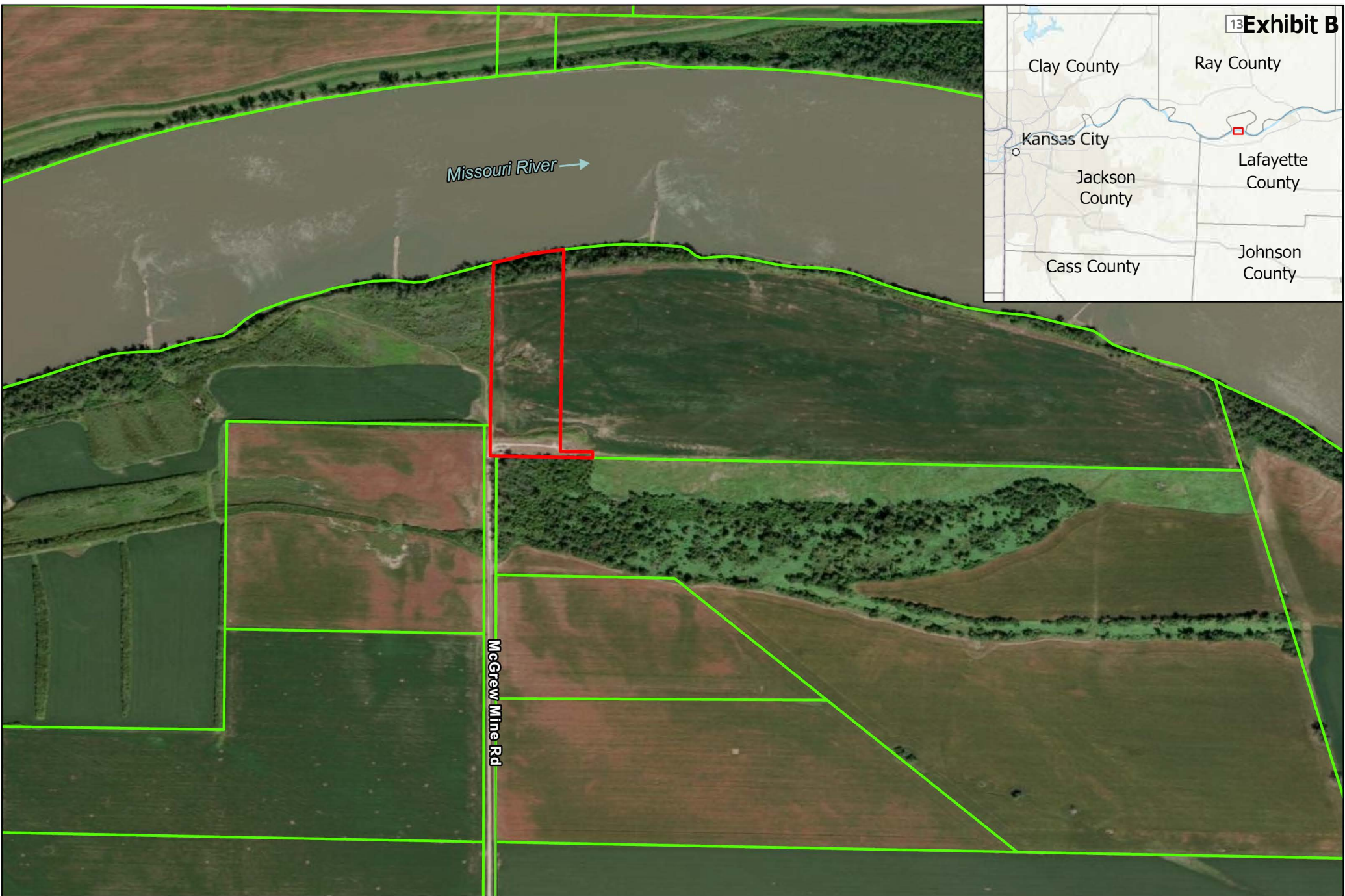
STATE OF MISSOURI)
) ss.
COUNTY OF _____)

On this _____ day of _____ 2025, before me appeared [INSERT NAME], to me personally known who, being by me duly sworn, did say that he is [INSERT TITLE/POSITION], and that the foregoing instrument, was signed on behalf of the City of Odessa by authority vested in him by [INSERT RELEVANT AUTHORITY] and the said [INSERT NAME] acknowledged said instrument to be the free act and deed of the City of Odessa.

In Testimony Whereof, I have hereunto set my hand and affixed my official seal at my office in [INSERT CITY], Missouri, the day and year first above written.

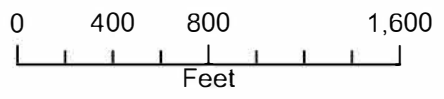
NOTARY PUBLIC in and for said County
and State

My Commission Expires _____, _____



Lafayette County, MO

 County Parcels  Tract 6612E, 10.0 Acres



Legend

-  CamdenBendProperty_p
-  City Of Odessa Tract 6612

0 0.25 0.5 1 Miles



State of Missouri, Maxar



RESOLUTION NO 2025-30

A RESOLUTION OF THE CITY OF ODESSA, MISSOURI, APPROVING THE DONATION OF AN EASEMENT AND A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF ODESSA, MISSOURI, AND THE US ARMY CORPS OF ENGINEERS IN REGARDS TO LAND OWNED BY THE CITY OF ODESSA, MISSOURI

- WHEREAS,** the City of Odessa (the "City"), is the owner of certain real property located in Lafayette County, Missouri, identified as Tract Number 6612E; and
- WHEREAS,** the United States Army Corps of Engineers (the "US Army Corps of Engineers") is undertaking the Missouri River Bank Stabilization and Navigation Fish and Wildlife Mitigation Project, authorized by the Water Resources Conservation and Development Act of 1986; and
- WHEREAS,** the City desires to grant a perpetual easement to the US Army Corps of Engineers for the Construction, operation, and maintenance of said project, subject to the terms and conditions outlined in the easement agreement; and
- WHEREAS,** the City also desires to enter into a Memorandum of Understanding ("MOU") with the US Army Corps of Engineers to define the respective rights, responsibilities, and obligations of the parties regarding the easement and project activities.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF ODESSA, MISSOURI, AS FOLLOWS:

SECTION 1. That Board of Aldermen hereby approves the form of the Easement Agreement and the MOU with the US Army Corps of Engineers, substantially in the forms presented to the Board.

SECTION 2. The Mayor is hereby authorized to execute the Easement Agreement and the MOU on behalf of the City, and the City Clerk is authorized to attest such document.

SECTION 3. The City covenants that it holds lawful title to the property, has the right to convey the easement, and that the property is free and clear of encumbrances, except as provided in the agreements.

SECTION 4. Scrivener's Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this Resolution, as determined by the City Clerk, may be corrected with the enforcement of the City Administrator without the need to come before the Board of Aldermen.

APPROVED AND PASSED by the Board of Aldermen of the City of Odessa, Missouri, this 10th day of November, 2025.

(SEAL)

By: _____
Bryan D. Barner, Mayor

ATTEST:

By:

Karen Findora, City Clerk



BOARD OF ALDERMEN ACTION REPORT

ISSUE: Authorization to use General Fund reserves to establish a part-time Public Information Coordinator position.

ACTION REQUESTED: Motion to authorize the City Administrator to establish a part-time Public Information Coordinator position and to expend unbudgeted General Fund reserves not to exceed \$20,000 annually through March 31, 2027.

BACKGROUND:

Establish a part-time Communications Coordinator position at 10–15 hours per week. The position will be non-benefited.

The role will focus on public communication, digital content creation, resident engagement, and project-specific messaging to support the City’s ongoing initiatives and improve overall communication consistency.

The estimated annual cost is under \$20,000. Funding would be provided through General Fund reserves through March 31, 2027. During the FY 2027–2028 budget process, staff will evaluate whether the position can transition to a permanent, budgeted role.

The City’s communication demands continue to grow as major initiatives progress, including the Use Tax Initiative, the Public Safety Sales Tax Initiative, and the Downtown Sidewalk Reconstruction Project. These efforts require consistent, accurate, and proactive communication across social media, the City website, public updates, and other outreach channels.

This proposal directly supports the newly adopted 2025–2030 Strategic Plan. Under the Strategic Pillar Community Engagement, the plan identifies adding a public relations intern as a priority. A part-time Communications Coordinator provides the same cost profile as an intern while offering more stability, continuity, and operational value.

Current staff capacity cannot absorb the increase in communication duties without affecting existing responsibilities.

FINANCIAL CONSIDERATIONS:

This expenditure is not currently budgeted. Approval would authorize the use of General Fund reserves, not to exceed \$20,000 annually, to fund this part-time position. The expense is minimal relative to the overall reserve balance and does not impact financial stability.

ATTACHMENTS:

PREPARED BY: _____
Shawna Davis, City Administrator

DATED: December 08, 2025

To Mayor Barner, Board of Aldermen, City Administrator Shawna Davis

Terrica Jones, President of the Downtown Collective, and Tyler Wells, who I had asked to contact and represent area Mobile Food Vendors, met on Tuesday, November 18, 2025 to review the City of Odessa ordinances and determine if there were areas for discussion and improvements for the benefit of our brick and mortar and food truck businesses. I think we had a very good meeting discussing not only the ordinances but several ideas where both groups could work together to improve traffic into the city and help each other grow.

On following pages are portions of the Mobile Food Vendors ordinance. Items enclosed in [] are comments on discussions specific to the ordinance. Those discussions centered on;

1) Liability Insurance as a Merchant License requirement

Liability insurance applies equally to all businesses and probably should be a discussion separate from just Mobile Food Vendors.

2) Where can food trucks operate?

Consensus was that the ordinance was ok.

3) Establish a reservation system.

Ensuring sales tax collection from vendors is the ultimate intent. The 4-vendor limit does not currently pose any problems. Board discussion desired.

4) Charge a fee

The city does incur some direct and indirect costs for use of the park but imposing and collecting any per use fee could cost the city more than it is worth. Board discussion desired.

5) Change the 50' rule

There are valid points to extend the limit and there are valid points to keep as is. Board discussion desired.

Sincerely,

Bruce Whitsitt

- **DIVISION 3. - MOBILE FOOD VENDORS**

- **Sec. 12-76. - License required.**

It shall be unlawful for any mobile food vendor to conduct any business or nonprofit enterprise or operate a mobile unit within the city limits without first obtaining a city business license and paying the license fee in the amount provided in the schedule of fees and charges. License fees paid, and licenses obtained pursuant to this article shall be in addition to any other fees or permits required pursuant to this Code or any other ordinances of this city.

[IT WAS DISCUSSED THAT THE CITY IN IT'S BUSINESS LICENSE APPLICATION SHOULD REQUIRE LIABILITY INSURANCE WITH THE CITY AS AN ADDITIONAL NAMED INSURED IN A MANNER SIMILAR TO THE CITY OF OAK GROVE FOR ALL BUSINESS APPLICANTS (FOOD TRUCKS AND BRICK AND MORTAR)]

(Ord. No. [3109](#), § 2, 10-23-2023)

- **Sec. 12-77. - Mobile food vendor business license requirements.**

An applicant for a mobile vendor business license shall submit a completed business license application to the city clerk accompanied by the license fee in the amount provided in the schedule of fees and charges. The license shall be effective upon approval and expire on June 30 of each year. Mobile vendor business licenses are nontransferable. Each unit operating in the city is required to obtain its own business license. City business licenses must be conspicuously displayed in the mobile unit while it is operating within the city limits. Mobile units shall comply with all required state federal, and city laws, including, without limitation, building and fire codes related to their equipment and operations, and shall obtain applicable county health permits and any other city-required inspections and/or permits before beginning operations. Failure to do so may result in suspension or revocation of the business license.

(Ord. No. [3109](#), § 2, 10-23-2023)

- **Sec. 12-78. - Mobile food vendor operating regulations.**

(a) Mobile food units may operate in the public right-of-way open to traffic or parking, but only from a parked location where a motor vehicle is authorized to park

by law, signage, or permit. The location must not block fire hydrants, fire lanes, or fire department connections.

[QUESTION WAS ASKED WHERE IN THE CITY FOOD TRUCKS COULD OPERATE AND IF THEY WERE LIMITED TO RAILROAD PARK. AS STATED IN THE ORDINANCE ABOVE AND BELOW, THEY CAN OPERATE IN OTHER PLACES WHERE THE ORDINANCE ALLOWS. CONSENSUS WAS THE ORDINANCE IS OK.]

- (b) The mobile food unit must be wholly contained within designated on-street or off-street parking spaces. The mobile food unit may not utilize more than one parking space at one time. Parking in handicap-accessible parking spaces or permit-required parking spaces is prohibited.
- (c) Mobile food vending may only occur with the serving side of the mobile food unit horizontally facing the sidewalk and away from the street when in the public right-of-way, except as part of a city-sponsored event where such activity may be allowed.
- (d) Mobile food units may not park on the sidewalk.
- (e) Mobile food operations, including but not limited customer queues, designated spaces for eating, and the size of the mobile food unit, shall not impede or hinder vehicular or pedestrian traffic or impede the sight triangle.
- (f) If directed by a police officer or other authorized city personnel, operations may be suspended and a mobile food unit may be ordered to move to avoid congestion or impeding traffic.
- (g) Mobile vendors may only park their mobile food units on improved surfaces, except as part of a city-sponsored event where such activity may be allowed.
- (h) Mobile food units may not be left unattended in a public right-of-way nor parked overnight in a public right-of-way, except as part of a city-sponsored event where such activity may be allowed.
- (i) No mobile food vendor shall have any exclusive or perpetual right to any location in the city.
- (j) Mobile food vendors may not operate on private property without the expressed written consent of the private property owner. Such written consent shall be exhibited upon request. Mobile food vendors may not operate on city park property, with the exception of Railroad Park, without the expressed written consent of the park director or his/her designee. Such written consent shall be exhibited upon request.

(k) At Railroad Park, a maximum of four licensed mobile food vendors are allowed to operate between 6:00 a.m. and 9:00 p.m. The operating slots will be on a first-come, first-serve basis. It is prohibited for any mobile food vendor to operate when a board-approved special event permit has been issued unless the special event permit applicant has provided written consent.

[DISCUSSION WAS HAD ON A SIMPLE RESERVATION SYSTEM AND WHETHER THE 4 VENDOR LIMIT WAS A PROBLEM. IT WAS ACKNOWLEDGED THAT IT WAS NOT A REALLY A PROBLEM BUT THE RESERVATION SYSTEM WOULD GIVE THE CITY A METHOD OF TRACKING WHO WAS IN THE CITY TO ENSURE COLLECTION OF SALES TAX REVENUE. A SIMPLE SIGN-IN LIST WOULD ACCOMPLISH THAT TASK. BOARD DISCUSSION TO ESTABLISH A CALL-IN/CHECK-IN SYSTEM FOR MOBILE VENDORS.]

[FURTHER DISCUSSION WAS HELD REGARDING A FEE FOR USE OF RAILROAD PARK. IT WAS ACKNOWLEDGED THAT THERE IS A COST TO THE CITY FOR THE MAINTENANCE OF THE AREA. THE CITY DOES PROVIDE TRASH CANS WHICH ARE BEING USED AND, AS WE KNOW WITH THE DOWNTOWN SIDEWALKS, THERE IS AN EVENTUAL COST TO CONCRETE MAINTENANCE. THERE IS AN UNSEEN COST IN CITY INSURANCE AND CITY INFRASTRUCTURE. PERSONAL PROPERTY TAX IS NOT PAID TO THE CITY FROM OUT-OF-TOWN MOBILE FOOD VENDORS FOR THOSE COSTS BUT VENDORS BASED WITHIN CITY LIMITS DO PAY PERSONAL PROPERTY TAX FOR THOSE COSTS. THE TIME REQUIREMENT FOR COLLECTION OF A FEE MAY END UP COSTING MORE THAN THE FEE COLLECTED. BOARD DISCUSSION IS REQUIRED TO ESTABLISH A FEE OR MODIFY BUSINESS LICENSE OR WAIVE ANY CHANGE FOR MOBILE FOOD VENDOR.]

(l) The use of outdoor lighting is prohibited, except for adequate lighting around the mobile food unit to ensure customer safety and for the lighting of a menu attached to or next to the side of the mobile unit.

(m) Mobile food vendors shall comply with all city ordinances regulating signage.

(n) Mobile food vendors shall comply with all city ordinances regulating noise.

(o) Mobile food vendors shall operate all aspects of the business (cooking, sales, storage, etc.) within the mobile food unit.

(p) A refuse container must be provided by the vendor for use by customers when food is sold. The container shall be sufficient size and placed close to the mobile food unit and not impede vehicular or pedestrian traffic. Prior to leaving a location, the mobile food vendor shall pick up and properly dispose of any trash or litter within 20 feet of the location. Refuse containers and their contents shall be removed from the location by the vendor. Contents shall not be deposited in public trash containers on city property.

(q) Mobile food vendors shall supply, at the vendor's expense, all equipment necessary to conduct the business. Any power required for the mobile food unit shall be self-contained and will not draw its power from the public right-of-way. No power cable or equipment shall be extended at grade unless covered to prevent tripping hazards. No power cable or equipment shall be extended overhead across any public street, alley, or sidewalk.

(r) Mobile food units may operate in the city seven days a week between the hours of 6:00 a.m. and 9:00 p.m. Approval by the board of alderman is required for mobile food units operated outside of 6:00 a.m. and 9:00 p.m., except as part of a city-sponsored event.

(s) Mobile food vendors may not park directly in front of a business without express written permission from the business. Mobile vendors selling food or drink may not park within 50 feet of the main entrance of a restaurant during the hours in which food or drink is sold within such restaurant without express written permission from the restaurant. All measurements shall be made from the closest point on a mobile food unit to the main entrance of the restaurant.

[DISCUSSION WAS HELD ON KEEPING THE 50 FT LIMIT OR INCREASING IT TO 100 OR 200 FT. WE DISCUSSED THE IMPACT OF COMPETITION AND OUR LIMITATIONS ON PROTECTING AGAINST COMPETITION AND THE DIFFERENCES OF INVESTMENT AND OPERATING COSTS BETWEEN BUSINESS TYPES. CONSENSUS COULD NOT BE ACHIEVED AND BOARD DISCUSSION IS NECESSARY.]

(t) It shall be unlawful for mobile food units to sell any alcoholic drinks or food without obtaining proper state, county and city permits.

(Ord. No. [3109](#), § 2, 10-23-2023)

- **Sec. 12-79. - Mobile unit standards.**

All mobile food units shall be maintained in good, operable condition and shall, at all times, be capable of being moved, except for the hours that the mobile food unit is engaging in preparing and selling food. The exterior of all mobile food units shall be maintained in good repair, shall be sound, shall be free from peeling paint, and shall be clean and sanitary so as not to pose a threat to public health, safety, and welfare of the city and customers. All mobile units shall have operable fire suppression equipment or devices as required by local, state, or federal law.

(Ord. No. [3109](#), § 2, 10-23-2023)

- **Sec. 12-80. - Other ordinances applicable.**

All mobile food unit business licenses are subject to all city ordinances, including procedures for obtaining, suspending, and revoking business licenses as provided in [chapter 12](#), article II.

(Ord. No. [3109](#), § 2, 10-~~23~~-2023)