

**City of Odessa, Missouri
Board of Aldermen
Odessa Community Building | 601 W. Main Street
Budget Workshop ~ Monday, January 26, 2026 | 4:30 p.m.
Meeting Minutes**

[@OdessaMO](#)

CALL TO ORDER / PLEDGE OF ALLEGIANCE

Mayor Bryan Barner called the meeting to order at 4:45 p.m., and led in the pledge of allegiance.

ROLL CALL

Karen Findora, City Clerk, called the roll and confirmed a quorum.

Mayor Bryan Barner	Present	Alderman Bruce Whitsitt	Present
Alderwoman Karla Polson	Present	Alderwoman Mickey Starr	Present
Alderman Mike Plachte	Present	Alderman Carl Crabtree	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
Josh Thompson, Police Chief	
City Attorney – Absent	

PUBLIC IN ATTENDANCE

Hannah Sparr, The Odessan	Amy Finch
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WELCOME OF VISITORS

Mayor Barner welcomed visitors and those viewing on YouTube.

Overview / Purpose

Fee Schedule Review

City staff will meet with All State Engineering to discuss what the new proposed fee structure should be.

Credit Card Fees: The fees will be added to the city's fee schedule, with a disclaimer that reads, "All electronic payment convenience fees are charged by the provider and not included in the City of Odessa payment system. It was noted that the convenience fees do not apply to the Park system fees.

Utility Rate Study: Alderman Whitsitt requested that staff provide information on the utility rate study prior to budget approval.

Revenue Assumptions

Water, wastewater, and electric rates are based on the calculations outlined in the ordinance. The rates are listed in the fee schedule. Cathy Thompson, Finance Director, noted one change to the electric rate. It was listed as 0987 and should be 0.987. Staff have seen an increase in meter numbers since last year, which is increasing revenues. The wastewater cira has been reduced from 964 to 945 for next year. Staff is starting to pay some principal on the bonds, which until now the city has only been paying interest on.

For now, until the electric rate study comes in, staff used the standard adjustment for electric. This will be revisited once more information comes in from the rate study.

There is a slight increase in real estate tax. Personal property will go up by a little over 5%, and county use and sales tax will stay flat.

Business/Merchant license saw a 12.5% increase.

Building permits total will increase.

Personnel Services

The city is in the middle of a salary study. Not all numbers from that study are in yet. Last year staff received a 6% salary increase. Currently, Administration is proposing a 5% salary increase for staff. Once the full compensation study is submitted, staff will revisit wages. 6% of the budget is budgeted for health, dental, and vision costs; those numbers may come in lower than that.

Shawna Davis, City Administrator, stated that when it comes to the salary study, she wants to ensure clear communication with city staff so they know they are part of this important process. The process will involve implementation and phasing it over several years. The board stated that they would like to see the preliminary information. Ms. Davis stated that it would have to be at a high level, such as the fund or department level. She stated that she would prefer to try to preserve some confidentiality for each employee's wages.

The QDHP 1600 health ~ HSA contribution will increase by \$50.00 for employee and \$100.00 for family.

Police will add a Police Detective.

The elected body will receive a 5% increase.

Fund Balances Analysis & Sidewalk Budget

Shawna Davis, City Administrator discussed the fund balances and sidewalk budget. Ms. Davis informed the board that the city has a year's worth of reserves in the general fund at a 105%.

Fund Balances

Electric: 98%

Water: 124% (noted: 9th Street project hasn't been completed yet)

Parks: 30%
CIP: 134%
Transportation: 342% (all reserves will be taken)

GFOA's recommended fund balance is to have at least two months' fund balance or 17%, the city is currently at 12 ½ months.

Upcoming Expenses:

I-70 Bridge Sign
Sidewalk project
Street Shed

Sidewalks, using the needed reserves, the general fund would go from 105% to 63%.
Project total: \$3,940.865

The board thanks Ms. Davis and her staff for their continued hard work and commitment to advancing the sidewalk project.

Next Regular Scheduled Meeting:

Monday, February 9, 2026, at 4:30 p.m. Regular Session.

Adjourn

There being no further business to come before the Board of Aldermen, a motion was made by Alderman Carrigan, seconded by Alderman Plachte, to adjourn the meeting at 5:57 p.m. **Motion carried 6- Aye, 0-No.**

Approved:

Feb. 9, 2026

ATTEST

Karen Findora
Karen Findora, City Clerk

CITY OF ODESSA

Bryan D. Barner
Bryan D. Barner, Mayor