

**City of Odessa Board of Aldermen
Odessa Community Building | 601 W. Main Street
Regular Meeting ~ January 25, 2021 | 7:00 pm
Meeting Minutes**

CALL TO ORDER

Mayor Stephen Wright called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

Mayor Stephen Wright led the Pledge of Allegiance.

ROLL CALL

City Clerk, Peggy Eoff called the roll.

Mayor Stephen Wright	Present		
Alderman Tom McElwee	Present	Alderman Mike Stevens	Present
Alderman Ron Finn	Present	Alderman Ray Harves	Present
Alderman Steve Lockhart	Present	Alderwoman Mickey Starr	Absent

OTHERS IN ATTENDANCE

City Staff: Peggy Eoff – City Clerk, Nici Wilson – City Administrator, Josh Thompson – Police Chief, Kenny Snider – Wastewater Superintendent, Troy Woutzke - Electric Superintendent, Sid Rustman – Finance Director, Sybille Wilson, Community Planning & Development, and Kelly St. John – City Attorney

Public: Hannah Spaar – The Odessan, Diane White, Kenny Wilson, Mary Bertram, Pat Harves, Adam Couch, Joe and Jamie Wimberly, Tim Keseman, Brenda Oliver and Wesley Carrillo

WELCOME

Mayor Stephen Wright welcomed visitors.

APPROVAL OF CONSENT AGENDA

Approval of minutes

- January 11, 2021 – Regular Session

Records Retention Disposal
Community Planning & Development

Special Events Application – Chamber of Commerce Rodeo
Submitted by: Kelsey Legate – Odessa Chamber of Commerce
Date: June 18 & 19, 2021

Request: Curfew to be waived June 18 & 19, 2021

Motion was made by Alderman McElwee, seconded by Alderman Lockhart, to approve the consent agenda. Motion carried 5-0.

MAYOR'S REPORT

The Mayor thanked Cub Scout Troop 120 for inviting him to speak to them regarding the Mayor's duties and how city government works.

ALDERMEN REPORTS

Alderman Stevens wanted to remind everyone that the Partner for the Parks is coming up soon and if there were any tickets available, he would encourage those that can to attend to do so.

PUBLIC HEARING

Mayor Wright opened the public hearing at 7:03 pm for a proposed lot split application at 332 E. Mason Street, submitted by Kimberly Utz. Let the record show there were no public comments. The public hearing was closed at 7:03 pm.

Mayor Wright opened the public hearing at 7:03 pm for a proposed zoning change at 510 N. Johnson Street, submitted by Joe Wimberly. Mr. Wimberly is requesting a zoning change from R-2 (Two-Family Residential District) to R-3 (Multi-Family Residential District). Let the record show there were no public comments. The public hearing was closed at 7:04 pm.

PUBLIC COMMENTS

There were no public comments.

NEW BUSINESS

Recognition of service and retirement of Sybille Wilson

City Administrator, Nici Wilson, recognized Building Inspector, Sybille Wilson, for her eighteen (18) years of service to the city and congratulated her on her upcoming retirement. Sybille thanked city staff and the mayor and board of aldermen. Mayor Wright presented Sybille a plaque and congratulated her. Nici Wilson told the mayor and board that the position was opened for internal applicants and Utility Billing Clerk, Christi Dickey, has been selected to begin training to transition into replace components of the current position. Sybille has agreed to remain on staff part time as our certified building inspector for the next year. Wilson further noted that the upcoming budget work sessions would include staff recommendations of some department restructuring to allow the organization to be more proactive as we anticipate new development in the coming years.

Resolution 2021-01 – Proposed lot split (332 E Mason Street)

Mayor Wright read the proposed resolution approving the lot split submitted by Kimberly Utz, located at 332 E Mason Street.

Motion was made by Alderman McElwee, seconded by Alderman Harves to approve resolution no. 2021-01.

With no discussion, motion carried 5-0.

Bill No. 2021-01 (1st reading) – Rezoning R-2 to R-3 (510 N. Johnson Drive)

Mayor Wright read the proposed ordinance of the City of Odessa, Missouri for the granting a change in zoning classification from R-2 (Two Family Residential District) to R-3 (Multi-Family Residential District) on certain land located at 510 N. Johnson Drive, in accordance with Chapter Eight (8), zoning regulations.

Motion was made by Alderman Harves, seconded by Alderman Stevens to approve bill no. 2021-01, first reading.

Discussion as follows:

- Alderman Lockhart asked why are we changing this when back in 2018 the board approved to change this to R-2 and now there is a request to change it back to R-3?
- Nici Wilson explained that discussion was held at the Planning and Zoning Commission meeting regarding this and felt it still met the goals set forth during that process and this location would be suited for higher density development due to its accessibility to the higher traffic areas.
- Alderman Lockhart asked what the intent for the land was.
 - Joe Wimberly provided conceptual plans for higher end multi-family town homes
- Alderman McElwee noted concerns of the flooding in this area.
 - Nici Wilson explained that this ordinance is just for the re-zoning and if approved, Mr. Wimberly would have to submit site plans for his project. During those site plan reviews, storm water plans would have to be included.
- Alderman Lockhart asked what types of foundations the development would have.
 - Wimberly noted it would be slab constructed
- Lockhart asked if we would require a park in this area.
 - Nici Wilson noted she would look into the park land donation ordinance on new developments to see if it is applicable on a single lot development
- Alderman Stevens ask if there were any comments at the Planning and Zoning meeting.
 - Wilson said yes, there was some discussion from the neighbors in the area, mostly looking for additional information and had a few questions.
- Alderman Stevens said he was glad that those discussions were held and any concerns were addressed prior to the recommendation for approval by Planning and Zoning.
 - Wilson noted that there weren't any real concerns brought forward, just request for clarification and all questions were answered sufficiently.

Motion carried 5-0.

Bill No. 2020-01 (1st reading) – Rezoning R-2 to R-3 (510 N. Johnson Drive)

Mayor Wright read the proposed ordinance of the City of Odessa, Missouri for the granting a change in zoning classification from R-2 (Two Family Residential District) to R-3 (Multi-Family Residential District) on certain land located at 510 N. Johnson Drive, in accordance with Chapter Eight (8), zoning regulations.

Motion was made by Alderman Stevens, seconded by Alderman Lockhart to approve bill no. 2021-01, second reading.

Vote as follows:

Alderman Lockhart	yes	Alderman Starr	absent
Alderman Stevens	yes	Alderman Finn	yes
Alderman Harves	yes	Alderman McElwee	yes

Motion carried 5-0.

Bill No. 2020-01 became Ordinance No. 3027

Resolution 2021-02– Supplemental COVID-19 sick leave benefit

Mayor Wright read the proposed resolution authorizing the City Administrator to implement and administer a COVID-19 supplemental paid sick leave program consistent with the paid sick leave benefits that have been provided under the expired related federal legislation.

Motion was made by Alderman Stevens, seconded by Alderman Harves to approve bill no. 2021-02.

With no further discussion.
Motion carried 5-0.

Resolution 2021-03 - Application authorization (MoDOT's Transportation Alternatives (TAP) Program)

Mayor Wright read the proposed resolution expressing support of the city's application for funds through MoDOT's Transportation Alternatives (TAP) program and authorizing the submission of an application relating to the proposed Downtown Odessa Sidewalk Improvement Project Phase I.

Motion was made by Alderman Stevens, seconded by Alderman Harves to approve bill no. 2021-03.

- Alderman Lockhart stated that something needs to be done with the sidewalks, but he does not feel like there is enough room for the trees.
 - Mayor Wright said that we are a long way off from deciding on trees or no trees. This is just for the ability to apply for the grant funds.
- Alderman Lockhart asked how many parking spaces would be lost.
 - Mayor Wright indicated that during the My Community Matters program, their designers had provided conceptual drawings indicating ways that no parking would be lost. Again though, complete engineering would be required on this project and parking would be discussed during that time.
 - Nici Wilson stated that it was noted in the MCG presentations that there might be ways to increase parking by a couple of spaces throughout the downtown area.
- Alderman Lockhart asked what the full cost would be.
- Nici Wilson stated that if awarded the grant that the city's contribution to Phase I would be \$591,110 of a project total of \$864,110. Additionally the estimates for total project costs of Phase II are \$580,807.
- Alderman Lockhart asked if we as the city in now taking responsibility of the sidewalks.
 - Mayor Wright said that it's not a matter of now taking responsibility of the sidewalks, it's that the survey that was completed showing that the sidewalks are within the city's right of way.
- Alderman Lockhart asked if it would be the business owners responsibility to shovel the sidewalks
 - Nici Wilson said that typically that is the responsibility of the adjacent property owner. Once that the sidewalks are at a different standard the city might want to consider an ordinance that provides clarity on that and specifications regarding ice/snow melt materials.
- Alderman Lockhart asked would it be the city's responsibility if snow or ice was not cleared and someone fell.

- Attorney St. John, said that could possibly happen, there's always a potential liability component.
- Alderman Harves that we could have a liability if we do not do something and now we have an opportunity for some help to get this taking care of.
- Nici Wilson stated that the application submission deadline is on Friday.
- Alderman McElwee said that he would like to see the completed survey.
- Nici Wilson noted the survey was included in the packet and believes it had been emailed out this past fall when it was received.
- Alderman McElwee asked if we change the design and it comes in cheaper would we have to give it back.
 - Nici Wilson indicated that because the grant funding available is such a small amount considering the size of our project that she doesn't see any way that issue would arise.
- Alderman Lockhart said that we are behind other cities and we need to get this done.
- Alderman Finn asked who would be doing the work and how many bids would we be getting.
 - Nici Wilson stated that we would have to go through the federal procurement requirements for advertising and accepting sealed bids. Wilson mentioned that the city is approving the funds when applying for the grant.
- Alderman McElwee asked if Phase I would take care of all of downtown.
 - Nici Wilson said that Phase I only encompasses both the east and west sides of 2nd Street from Main Street to Dryden.
- Wilson further noted that the authorization of the board to submit the application also includes their approval in the allocation of the funds should the city be awarded the grant.

With no further discussion motion carried 4-1, Alderman Finn opposed.

Budget year to date and Project update

Nici Wilson passed out a few handouts on:

- Capital Improvement Plan
- Capital Asset Replacement Program
- Street Plan
- 2018 Strategic Plan Review
- Preliminary FYE March 31, 2022 discussion and tentative budget calendar

Wilson stated that she and Finance Director, Sid Rustman, have been working with department heads going over revenue and expenditures in preparation of the upcoming budget proposal. Highlighting numerous achievements by the city in regards to the Capital Improvement Plan, Capital Asset Replacement program and the Five (5) street improvement plan. Despite all of the adversities the city has had to overcome during this time, significant progress has been made. Wilson further indicated that numerous projects and goals identified in the city's 2018 strategic plan - Onward Odessa have been able to be accomplished. It is her goal to continue prioritizing our capital outlays based on these goals and objectives created. Additionally, a tentative budget timeline has been distributed to the board, which would include the potential for a special budget work session to be scheduled. Wilson concluded by asking the board to look through the draft budget timeline and correspond any schedule conflicts.

Finance Director, Sid Rustman, presented the board with a highlight of all funds year to date for fiscal year ending - March 31, 2021. Rustman noted that overall the city's finances are in great shape. There were savings with many budgeted expenditures that didn't occur because of COVID. If the revenues/expenditures remain consistent, he anticipates an excess of \$340,840 in revenues over expenditures for this year, of which is approximately \$190,000 of CARES funding.

Mayor Wright asked if everyone could be here at 5:30 on February 8, 2021, everyone noted they could.

Adjourn

There being no further business to come before the Board of Aldermen, motion was made by Alderman Stevens, seconded by Alderman Harves to adjourn the meeting at 7:46 p.m.

Motion carried 5-0.

Approved:

February 8, 2021



Stephen L. Wright, Mayor



Peggy Eoff, City Clerk