



PO Box 128 • 125 S Second • Odessa, MO 64076  
Phone: (816) 230-5577 • Fax: (816) 633-4985 • www.cityofodessamo.com

### NOTICE OF OPEN MEETINGS

NOTICE is hereby given to all citizens and parties in interest that the Odessa Board of Aldermen will meet in Regular Session on Monday, May 23, 2016, at 7:00 pm at Dyer Park Community Building, 601 West Main Street, Odessa, Missouri 64076.

CALL TO ORDER

Mayor Pro Tem Steve Wright

PLEDGE OF ALLEGIANCE

Chief Scott Newhouse

ROLL CALL

City Clerk Peggy Eoff

WELCOME TO VISITORS

Mayor Pro Tem Steve Wright

CONSENT AGENDA

Approval of Minutes BOA  
• May 9, 2016 Regular Session

PUBLIC COMMENTS

MAYOR'S REPORT

ALDERMEN REPORTS

DEPARTMENT MANAGER'S REPORTS

OLD BUSINESS

Ordinance 2920  
Bill No. 2016-07  
2nd Reading

An Ordinance of the City of Odessa, Missouri, repealing Ordinance number 2864 and revising the separate pay schedules for exempt and non-exempt employees, and providing for the implementation thereof.

NEW BUSINESS

Presentation

Missouri American Water

Motion

Board of Aldermen approval to proceed with information gathering and discussions of the water and waste water systems owned/operated by the City of Odessa to Missouri American Water

Presentation  
Steve Cobb, Park Board President

Park Board Annual Report

Discussion

Discussion with the Board of Aldermen concerning the failed proposed sign Ordinance

Resolution of the City of Odessa, Missouri, authorizing the Mayor to execute a service agreement with Shockey Consulting Services, LLC for development of a strategic plan for the City of Odessa

CITY ADMINISTRATOR'S REPORTS

Miscellaneous

ADJOURN

Upcoming Schedule:

- May 24, 2016 – Park Board Meeting – 7:00 pm Community Building
- June 9-10, 2016 – MML Elected Officials Training – 9:00 am in Columbia MO
- June 13, 2016 – Board of Aldermen Regular Session – 7:00 pm Community Building
- June 20, 2016 – Economic Development – 6:15 pm Trails Regional Library
- June 16, 2016 – Planning and Zoning Commission Regular Session – 7:00 pm Community Building
- June 27, 2016 – Board of Aldermen Regular Session – 7:00 pm Community Building
- June 28, 2016 – Park Board Meeting – 7:00 pm Community Building

**ELECTED OFFICIALS**

	<b>Mayor Adam Couch</b>	acouch@cityofodessamo.com	(816) 661-4837
Ward 1	Alderman John Carmody	jcarmody@cityofodessamo.com	(816) 263-0656
Ward 1	Alderman Steve Lockhart	slockhart@cityofodessamo.com	(816) 263-3939
Ward 2	Alderman Brian Henning	bhenning@cityofodessamo.com	(816) 651-1771
Ward 2	Alderman Steve Wright	swright@cityofodessamo.com	(816) 918-6634
Ward 3	Alderman Ray Harves	rharves@cityofodessamo.com	(816) 524-6311
Ward 3	Alderman Mike Stevens	mstevens@cityofodessamo.com	(816) 674-6222

Posted: May 20, 2016  
Peggy Eoff, City Clerk

Copies of this agenda may be obtained by contacting:  
City Hall (816) 230-5577 Phone | (816) 633-4985 Fax  
or at [www.cityofodessamo.com](http://www.cityofodessamo.com)

**The Board of Aldermen Chambers  
Odessa Community Building  
601 W. Main Street Regular Meeting  
May 9, 2016  
Meeting Minutes**

**CALL TO ORDER** – Mayor Adam Couch called the meeting to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE** – Police Chief Scott Newhouse led the Pledge of Allegiance.

**ROLL CALL** – City Clerk Peggy Eoff called the roll.

Alderman Steve Lockhart	Present	Alderman Steve Wright	Present
Alderman Brian Henning	Present	Alderman Ray Harves	Present
Alderman John Carmody	Present	Alderman Mike Stevens	Present

City Staff attending: City Administrator Mickey Ary, Paul Conway Public Works Director, Sid Rustman Finance Director, and Attorney Bob Schneiders.

Others present were Fire Chief Kevin Campbell, Park Board President Steven Cobb, Jenny Norris, Matt Griffith KMZU, Betty and Hannah Spaar - The Odessan.

**WELCOME TO VISITORS** – Mayor Couch welcomed visitors.

**APPROVAL OF CONSENT AGENDA** –

- Finance Committee Report
- Purchasing Card Report
- Income Statement/Balance Sheet
- A/P monthly Registers
- Approval of Minutes BOA
  - April 25, 2016 Work Session
  - April 25, 2016 Regular Session

Alderman Stevens stated there needs to be a correction on the minutes and stated the finance committee went over the RFP's and will have packets for the other members. He made a motion to approve the consent agenda with correction. Motion was seconded by Alderman Henning. Motion carried 6-0.

**PUBLIC COMMENTS** – No Public Comments.

**MAYOR'S REPORTS/COMMENTS** –

- Proclamation ~ National Day of Prayer ~ Mayor thanked all those who hosted and attended the National Day of Prayer celebration.
- Mayor thanked all those who came out for the Open House at the NE Wastewater Treatment Plant.
- Mayor noted that June 9-10 is the Missouri Municipal League Elected Officials training in Columbia, MO. Let the City Clerk know if you plan to attend.

### **ALDERMEN REPORTS –**

- Alderman Harves ~ He reported a street sign needs to be posted at Johnson Drive and Johnson Street.
- Alderman Stevens ~ He thanked City Staff and KAT employees for the work they put into the open house at the new wastewater treatment plant. Also thanked Police Chief Newhouse for the ride along he went on Saturday afternoon. He thanked Mr. Ary for tour at the SE Treatment plant.
- Mayor Couch reminded all that this Thursday evening is graduation and congratulated those graduating.

### **DEPARTMENT MANAGER'S REPORT –**

- Public Works Department Report (Information Only)
- Monthly EMS Summary Report (Information Only)
- Code Compliance Monthly Report (Information Only)

### **OLD BUSINESS –** No Old Business

### **NEW BUSINESS –**

- Appoint Court Clerk – Oath of Office ~ City Clerk Peggy Eoff administered the Oath of Office to Jenny Norris.
- Resolution 2016-14 – A Resolution of the City of Odessa, Missouri, Authorizing the Mayor to Execute a Planned Maintenance Agreement with Cummins Central Power, LLC for a Three Year Generator Maintenance Agreement ~ Mr. Ary explained that this is a renewal of the agreement. A motion to approve the Resolution 2016-14 was made by Alderman Henning and seconded by Alderman Harves. Motion carries 6-0.
- Bill Number 2016-06, Ordinance Number 2919, (1<sup>st</sup> & 2<sup>nd</sup> reading) – An Ordinance of the City of Odessa, Missouri Approving a Request from Maple Realty to re-plat 304 N. 2nd Street, Lots 1-8, Block 1, Original Town and 411 N. 1<sup>st</sup>. Street, Strips ~ Planning & Zoning Co-Chairman Kevin Campbell was present to answer any questions. A motion to approve the first reading was made by Alderman Stevens and seconded by Alderman Wright. Motion carries 6-0.
- A motion to approve the second reading of Bill Number 2016-06, Ordinance Number 2919 was made by Alderman Henning and seconded by Alderman Carmody. Voice vote was: Carmody yes, Henning yes, Wright yes, Stevens yes, Lockhart yes, and Harves yes. Motion carries 6-0.
- Bill Number 2016-07, Ordinance Number 2920 (1<sup>st</sup> reading) – An Ordinance of the City of Odessa, Missouri Repealing Ordinance Number 2864 and Revising the Separate Pay Schedules for Exempt and Non-exempt Employees, and Providing for the Implementation Thereof ~ A motion to approve Bill Number 2016-07, Ordinance 2920 was made by Alderman Henning and seconded by Alderman Harves. Mayor Couch would like the wage ranges for salaried staff to be revisited. Motion carried 6-0.

### **CITY ADMINISTRATOR'S REPORT -**

- Reported on the Johnson Drive project. Work should begin on May 18<sup>th</sup>.
- Bid announcement for the SE treatment plant has been running in the Odessa. It will run for 21 days. The bid announcement will be held on May 20<sup>th</sup> at the Community Center Building at 10 am.
- Boring continues under I-70. They are at 240 feet.
- Met with MoDOT reps to look at area on OO across from Centennial Hills. MoDOT will do work when City utilities are moved.
- Met with Strategic Plan Review Committee members last week May 5<sup>th</sup>. Recommendations will be made at the May 23<sup>rd</sup> BOA meeting.
- Thanked all those involved in the open house at the NW treatment plant.
- Talked with SEMA rep regarding the McDowell Street project. Waiting for project to be funded.

**ADJOURN TO CLOSED SESSION** – In compliance with RSMO 610.021

(2) Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefor.

(3) Closed Session is pursuant to Section 610.021 pertaining to the hiring, firing, disciplining or promoting of particular employees by public governmental body when personal information about the employee is discussed or recorded. ...As used in this subdivision, the term "personal information" means information relating to the performance or merit of individual employees:

(9) Preparation, including any discussion or work product, on behalf of a public governmental body or its representatives for negotiations with employee groups:

A motion to adjourn to closed session was made by Alderman Henning and seconded by Alderman Stevens. Voice vote: Henning yes, Wright yes, Carmody yes, Stevens yes, Lockhart yes, and Harves yes. Closed session began at 7:35 pm.

No votes were taken in closed session.

A motion to return to open session was made by Alderman Wright and seconded by Alderman Stevens. Motion carried 6-0. Open session resumed at 8:55 pm.

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**ADJOURN** – A motion to adjourn was made by Alderman Stevens and seconded by Alderman Wright. All voted in favor. Meeting adjourned at 8:55 pm.

\_\_\_\_\_  
Adam R. Couch, Mayor

\_\_\_\_\_  
Peggy Eoff, City Clerk

**AN ORDINANCE OF THE CITY OF ODESSA, MISSOURI, REPEALING ORDINANCE NUMBER 2864 AND REVISING THE SEPARATE PAY SCHEDULES FOR EXEMPT AND NON-EXEMPT EMPLOYEES, AND PROVIDING FOR THE IMPLEMENTATION THEREOF.**

**BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF ODESSA, MISSOURI, AS FOLLOWS, TO WIT:**

Section 1. That Ordinance Number 2864 – 2013 Employee Pay Rates is hereby repealed.

Section 2. That pay schedules are hereby adopted for Exempt Employees and Non-Exempt Employees, designated as “Salary Wage Chart 5/9/2016” for Exempt Employees and “Hourly Wage Chart 5/9/2016” for Non-Exempt Employees.

Section 3. That hourly and salary job titles are established on each chart by grade according to the attached Hourly and Salary Jobs Grade listing.

Section 4. That “Step 15 Upper Limit” for each grade level and “Maximum Rate” for each salary classification will be increased annually effective October 1, 2016, by the same percentage change reflected in the approved City of Odessa budget for salaries and wages for the fiscal year beginning the same date. Such change will be calculated by the City Finance Director or City Clerk and disclosed in the minutes of the first Board of Aldermen meeting of October of each year.

Section 5. The City’s established system of performance evaluation shall be maintained as established in the City of Odessa Employee Handbook.

Section 6. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 7. This ordinance shall be in full force and effect from and after its passage and approval. The schedules shall take effect with the next pay period immediately succeeding passage and shall be retroactive to January 1, 2016.

READ TWICE and passed by the Board of Aldermen of the City of Odessa, Missouri, and approved by the Mayor of Odessa this 23rd day of May 2016.

(SEAL)

\_\_\_\_\_  
Adam R. Couch, Mayor

ATTEST:

APPROVED:

\_\_\_\_\_  
Peggy Eoff, City Clerk

\_\_\_\_\_  
Adam R. Couch, Mayor



**Odessa Parks & Recreation Department**

601 W. Main St., Bldg. B – PO Box 128

Odessa, MO 64076-0128

Phone: 816.633.8324

Fax: 816.633.8249

E-Mail: [odessaparks@cityofodessamo.com](mailto:odessaparks@cityofodessamo.com)

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May 4, 2016

Mayor Adam Couch,

The park board recommends approval of ordinance number 2920 in regards to the salary wage chart for the park department employees. The board met in special session on May 4 to review the ordinance and approved unanimously. If you have any questions please give me a call.

Regards,

A handwritten signature in black ink, appearing to read "ST Cobb", written in a cursive style.

Steven T. Cobb, President  
Odessa Parks & Recreation

**CITY OF ODESSA "HOURLY WAGE CHART 05/09/2016"**

**Bill No 2016-07 Ordinance No. 2920**

Grade	Position Descriptions	(\$/HR)														Step 15	
		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Entry Level	Upper Limit
1	Emergency Medical Tech	\$ 8.61	\$ 8.74	\$ 8.87	\$ 9.00	\$ 9.14	\$ 9.28	\$ 9.41	\$ 9.56	\$ 9.70	\$ 9.84	\$ 9.99	\$ 10.14	\$ 10.29	\$ 10.45	\$ 10.61	\$ 10.93
2	"	\$ 9.04	\$ 9.18	\$ 9.31	\$ 9.45	\$ 9.60	\$ 9.74	\$ 9.89	\$ 10.03	\$ 10.18	\$ 10.34	\$ 10.49	\$ 10.65	\$ 10.81	\$ 10.97	\$ 11.14	\$ 11.48
3	"	\$ 9.49	\$ 9.63	\$ 9.78	\$ 9.93	\$ 10.08	\$ 10.23	\$ 10.38	\$ 10.54	\$ 10.69	\$ 10.85	\$ 11.02	\$ 11.18	\$ 11.35	\$ 11.52	\$ 11.69	\$ 12.04
4	Administrative Assistant	\$ 9.97	\$ 10.12	\$ 10.27	\$ 10.42	\$ 10.58	\$ 10.74	\$ 10.90	\$ 11.06	\$ 11.23	\$ 11.40	\$ 11.57	\$ 11.74	\$ 11.92	\$ 12.10	\$ 12.28	\$ 12.65
5	Water Distr. Cert. 1,2,3; Public Works Laborer	\$ 10.47	\$ 10.62	\$ 10.78	\$ 10.94	\$ 11.11	\$ 11.27	\$ 11.44	\$ 11.62	\$ 11.79	\$ 11.97	\$ 12.15	\$ 12.33	\$ 12.51	\$ 12.70	\$ 12.89	\$ 13.28
6	Administrative Assistant; Court Clerk	\$ 10.99	\$ 11.15	\$ 11.32	\$ 11.49	\$ 11.66	\$ 11.84	\$ 12.02	\$ 12.20	\$ 12.38	\$ 12.56	\$ 12.75	\$ 12.94	\$ 13.14	\$ 13.34	\$ 13.54	\$ 13.95
7	Paramedic; Codes Tech	\$ 11.54	\$ 11.71	\$ 11.89	\$ 12.07	\$ 12.25	\$ 12.43	\$ 12.62	\$ 12.81	\$ 13.00	\$ 13.19	\$ 13.39	\$ 13.59	\$ 13.80	\$ 14.00	\$ 14.21	\$ 14.64
8	Administrative Assistant; Court Clerk; Water & Waste Water "D" License	\$ 12.12	\$ 12.30	\$ 12.48	\$ 12.67	\$ 12.86	\$ 13.05	\$ 13.25	\$ 13.45	\$ 13.65	\$ 13.85	\$ 14.06	\$ 14.27	\$ 14.49	\$ 14.70	\$ 14.92	\$ 15.38
9	"	\$ 12.72	\$ 12.91	\$ 13.10	\$ 13.30	\$ 13.50	\$ 13.70	\$ 13.91	\$ 14.12	\$ 14.33	\$ 14.54	\$ 14.76	\$ 14.98	\$ 15.21	\$ 15.44	\$ 15.67	\$ 16.14
10	Utility Clerk; Light Equipment Operator; Assistant EMS Director; Water & Waste Water "C" License; Electric Groundman	\$ 13.36	\$ 13.56	\$ 13.76	\$ 13.97	\$ 14.18	\$ 14.39	\$ 14.61	\$ 14.82	\$ 15.05	\$ 15.27	\$ 15.50	\$ 15.73	\$ 15.97	\$ 16.21	\$ 16.45	\$ 16.95
11	Electric Apprentice Lineman 1	\$ 14.02	\$ 14.24	\$ 14.45	\$ 14.67	\$ 14.89	\$ 15.11	\$ 15.34	\$ 15.57	\$ 15.80	\$ 16.04	\$ 16.28	\$ 16.52	\$ 16.77	\$ 17.02	\$ 17.28	\$ 17.80
12	Police Officer; Electric Apprentice Lineman 2	\$ 14.73	\$ 14.95	\$ 15.17	\$ 15.40	\$ 15.63	\$ 15.86	\$ 16.10	\$ 16.34	\$ 16.59	\$ 16.84	\$ 17.09	\$ 17.35	\$ 17.61	\$ 17.87	\$ 18.14	\$ 18.69
13	Accounts Clerk; Electric Lineman 3	\$ 15.46	\$ 15.69	\$ 15.93	\$ 16.17	\$ 16.41	\$ 16.66	\$ 16.91	\$ 17.17	\$ 17.42	\$ 17.68	\$ 17.94	\$ 18.21	\$ 18.49	\$ 18.76	\$ 19.05	\$ 19.63
14	Electric Lineman 4; Water & Waste Water "B" License; Heavy Equipment Operator	\$ 16.24	\$ 16.48	\$ 16.73	\$ 16.98	\$ 17.23	\$ 17.49	\$ 17.75	\$ 18.02	\$ 18.29	\$ 18.56	\$ 18.84	\$ 19.12	\$ 19.41	\$ 19.70	\$ 20.00	\$ 20.60
15	Water & Waste Water "A" License; Electric Journeyman Lineman	\$ 17.05	\$ 17.30	\$ 17.56	\$ 17.83	\$ 18.09	\$ 18.36	\$ 18.64	\$ 18.92	\$ 19.20	\$ 19.49	\$ 19.78	\$ 20.08	\$ 20.38	\$ 20.69	\$ 21.00	\$ 21.63
16	Police Sergeant	\$ 17.90	\$ 18.17	\$ 18.44	\$ 18.72	\$ 19.00	\$ 19.28	\$ 19.57	\$ 19.87	\$ 20.16	\$ 20.47	\$ 20.77	\$ 21.08	\$ 21.40	\$ 21.72	\$ 22.05	\$ 22.72
17	"	\$ 18.79	\$ 19.08	\$ 19.36	\$ 19.65	\$ 19.95	\$ 20.25	\$ 20.55	\$ 20.86	\$ 21.17	\$ 21.49	\$ 21.81	\$ 22.14	\$ 22.47	\$ 22.81	\$ 23.15	\$ 23.85
18	Water & Waste Water Specialist / Foreman; Water & Waste Water Chief Operator; Electric Power Plant Operator; Assistant Chief of Police	\$ 19.73	\$ 20.03	\$ 20.33	\$ 20.64	\$ 20.95	\$ 21.26	\$ 21.58	\$ 21.90	\$ 22.23	\$ 22.56	\$ 22.90	\$ 23.25	\$ 23.59	\$ 23.95	\$ 24.31	\$ 25.04

**CITY OF ODESSA "SALARY WAGE CHART 05/09/2016"**

**Bill No 2016-07 Ordinance No. 2920**

	<u>Beginning</u>	<u>Mid Point *</u>	<u>Maximum</u>
Park Recreation Coordinator	\$ 29,120	\$ 33,037	\$ 36,953
GIS Coordinator	\$ 29,120	\$ 33,037	\$ 36,953
Park Maintenance Supervisor	\$ 32,756	\$ 37,161	\$ 41,566
Deputy Chief Clerk	\$ 36,846	\$ 41,801	\$ 46,757
Street Supervisor	\$ 36,846	\$ 41,801	\$ 46,757
Codes Officer / Building Inspector	\$ 36,846	\$ 41,801	\$ 46,757
Waste Water Supervisor	\$ 36,846	\$ 41,801	\$ 46,757
Water Supervisor	\$ 36,846	\$ 41,801	\$ 46,757
Park Director	\$ 42,536	\$ 48,257	\$ 53,978
City Clerk	\$ 42,536	\$ 48,257	\$ 53,978
Ambulance Director	\$ 42,536	\$ 48,257	\$ 53,978
Director of Community Planning / Economic Dev	\$ 42,536	\$ 48,257	\$ 53,978
Police Chief	\$ 48,487	\$ 55,008	\$ 61,529
Electric Distribution Supervisor	\$ 49,510	\$ 56,169	\$ 62,827
Public Works Director	\$ 54,541	\$ 61,876	\$ 69,212
City Administrator	\$ 67,292	\$ 76,342	\$ 85,392
Finance Director	\$ 50,000	\$ 55,000	\$ 60,000

\* Mid Point is an average value recalculated annually as Maximum Rate is e

# MEET MISSOURI AMERICAN WATER



Missouri American Water has been providing high-quality, reliable water service to customers statewide for more than a century.

Missouri American Water is the largest water utility in the state, providing high-quality and reliable water and/or wastewater services to about 1.5 million people in 160 communities.



We are the water service provider for about 25 percent of Missourians. We are a wholly-owned subsidiary of American Water. Founded in 1886, American Water is the largest publicly traded U.S. water and wastewater utility company. With headquarters in Voorhees, N.J., the company employs approximately 6,400 dedicated professionals who provide drinking water, wastewater and other related services to an estimated 14 million people in more than 47 states and Ontario, Canada.

## What we do.

We own water and wastewater utilities that provide water and wastewater services to residential, commercial, wholesale and industrial customers. Every day, we treat and pump an average of 230 million gallons of water to customers across Missouri. We also own and operate 50-plus wastewater treatment systems across the state.

## Our expertise.

Missouri American Water employs more than 600 people – from engineers to meter readers to water plant operators and water quality specialists. Every day we put our expertise to work to deliver high-quality water service to our customers.

Many of our employees are represented by unions. In some of our operating districts, we have a 50-plus-year history as a union employer – a long history of which we are proud.

## System investment.

Our team of experts continuously monitor, maintain and upgrade our facilities to ensure that they operate efficiently and meet all regulatory standards. This requires investing in our infrastructure, including treatment plants, tanks, pump stations, fire hydrants and metering equipment. Statewide, we invest approximately \$80–130 million per year in infrastructure improvements. Our ongoing commitment to investing in and updating water and wastewater plants, pumps and pipelines helps ensure quality, reliable water service.



## About a penny per gallon. An exceptional value.

Missouri American Water invests millions of dollars each year in its treatment and distribution facilities to ensure that you receive quality, reliable water service. At the same time, on average, the cost of tap water remains about a penny per gallon. That's an exceptional value.



Visit us online at [www.missouriamwater.com](http://www.missouriamwater.com)



### Water quality and environmental stewardship.

Missouri American Water is committed to delivering high-quality water service to our customers. Our water quality consistently meets or surpasses state and federal requirements.

Our Joplin, Jefferson City, St. Charles and St. Louis County operations have all received the Ten-Year Directors Award from the Partnership for Safe Water. The Partnership is a national, voluntary initiative developed by the USEPA and other water organizations that recognize water suppliers that consistently achieve water treatment standards that surpass USEPA regulatory requirements. Fewer than one percent of all U.S. water utilities have achieved this honor.

Missouri American Water is a St. Louis Regional Chamber Green Team member and won the Missouri Department of Natural Resources Governor's Award of Excellence for environmental leadership.

### Regulated rates.

As a regulated utility, our rates are set by the Missouri Public Service Commission through a process that is transparent and open to public comment. On average, Missouri American Water customers pay about a penny per gallon for water service.

### Customer service.

Missouri American Water's customer service representatives are available 24/7 to help customers with water service emergencies. Billing and other non-emergency calls are handled from 7:00 a.m. to 7:00 p.m. Customers also have the option of using our self-service website **My H2O Online** to enroll in paperless billing, pay their bill online, sign up for the Automatic Payment Program and more. To register, visit [www.amwater.com/myh2o](http://www.amwater.com/myh2o).

Each quarter, an independent surveying company measures our customers' satisfaction. We consistently achieve scores in the 90th percentile.

### Community partner.

We take an active part in the communities we serve and support educational initiatives related to water. Every year, Missouri American Water deploys more than 250 volunteers to support dozens of events across the state. From river clean-ups to Earth Day festivals to school programs, we have engaged thousands of people in conversations about the importance of water to our state.



As your neighbors, we work in partnership with a variety of organizations to help enhance the quality of life in the communities that we serve.

Below are just a few of the programs we offer:

- **Customer Assistance Program:** Missouri American Water's H2O Help to Others program provides financial assistance to customers who need help paying their water bills. The program is funded primarily

by the company with support from voluntary customer contributions.

- **Environmental Grant Program:** Provides grants for community-based projects that improve, restore and protect our source water and surrounding watersheds.
- **Wings Over Water:** In collaboration with the World Bird Sanctuary, we bring the Wings Over Water education program to community events. Learn about birds of prey and how to protect our water resources as you enjoy the birds up close and in flight!
- **Firefighting Support Grants:** Provides grants to assist fire companies purchase equipment and training needs.





## BOARD OF ALDERMEN ACTION REPORT

ISSUE: The proposed sale of the water and waste water systems currently owned and operated by the City of Odessa

ACTION: Board of Aldermen approval to proceed with information gathering and discussions for the sale of the water and waste water systems owned/operated by the City of Odessa to Missouri American Water.

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### BACKGROUND:

Missouri American Water was established in 1886 and is the largest publicly traded U.S. water and waste water utility company. The company employs more than 6,700 dedicated professionals. The company serves an estimated 15 million people in 47 states and Ontario, Canada.

The privatization of city utilities is becoming more common across the United States. This trend is due to the rising cost to maintain systems, DNR regulations, EPA regulations, and the need to replace infrastructure that is failing.

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### FINANCIAL CONSIDERATIONS:

TBD as negotiations, appraisals, and other information is gathered leading to the sale.

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### ATTACHMENTS:

Brochure information provided by Missouri American Water

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PREPARED BY           Mickey Ary          

DATED: 5/23/2016



# 2016 Odessa MO Parks Board Annual Report

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1. Financial
  - a. This year
  - b. Next year
2. Events and Activities
  - a. Iron Dog
  - b. Tumbling
  - c. Martial Arts
  - d. Soccer
  - e. Baseball/Softball
3. Assets and Equipment
  - a. Parks
    - i. RR Park
    - ii. Play set at Dyer-Grant
    - iii. Recycled Mulch/Timbers
    - iv. Post Office Box at Centennial Hills
    - v. Fountain in Lake
  - b. Pool
    - i. How much we have left
    - ii. Payments
    - iii. Maintenance
  - c. Other
    - i. City Lake
    - ii. 1912 Complex
    - iii. Old Public Safety Building
  - d. Weed eaters
4. Labor
  - a. Pool Management
  - b. Concessions
  - c. Maintenance
  - d. Office
  - e. Sports/Activities
5. Looking forward
  - a. Financials
    - i. Grants
    - ii. Internship
  - b. Events
    - i. "In the Park"
    - ii. Iron Dog
  - c. Equipment
    - i. Mower
    - ii. Tractor Tires
    - iii. Aerifier
  - d. Parks
    - i. Landscape Designs
    - ii. Recreation Trails Program-August redo Trail at Dyer



*P.O. Box 128 • 125 S. Second • Odessa, MO 64076  
Phone: (816) 230-5577 • Fax: (816) 633-4985 • cityofodessamo.com*

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## **BOARD OF ALDERMEN ACTION REPORT**

ISSUE: Proposed Revised Sign Ordinance

ACTION: Discussion with the Board of Aldermen concerning the failed sign ordinance.

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BACKGROUND: This was first sent to the Board on November 13, 2012. The Board stated the language needed to be cleaned up and sent it back to the Planning and Zoning Commission. After revision, it was then approved by the Board. At the June 18, 2015 meeting, the Planning Commission had approved current proposed revisions and voted to send it to the Board for approval. At the July 13, 2015 BOA meeting, the Board voted to send back to P & Z. It has been reviewed by the City Attorney, the Economic Development Council, and Chamber of Commerce. The Commission has worked on this ordinance for months. They resent it to the BOA for approval on April 11, 2016. The Board did not approve and gave no clarification as to why, or what needed to be changed.

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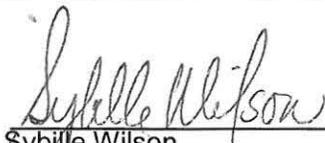
FINANCIAL CONSIDERATIONS: There are no financial considerations

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ATTACHMENTS: Proposed Sign Ordinance

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PREPARED BY:

  
Sybille Wilson  
Code Compliance

DATED May 18, 2016



Odessa Chamber of Commerce  
112 S. 2<sup>nd</sup> St.  
Odessa, MO 64076

Thursday, May 12, 2016

City of Odessa  
125 S. 2<sup>nd</sup> St.  
Odessa, MO 64076

Dear Respected Aldermen:

In January of 2016 the Odessa Chamber of Commerce provided a letter to the Planning and Zoning Board expressing our concerns with the current sign ordinance. The Chamber of Commerce stands by our belief that by maintaining the existing sign ordinance, which prohibits the use of pole signs on Hwy 131 in Odessa, we are at risk of hurting our local business owners. Therefore we, as a Chamber, support the less restrictive changes recently presented to the board.

As was stated in our previous letter, "The Odessa Chamber of Commerce feels very strongly that the City of Odessa and all local economic organizations need to be mindful of the business owners in our community... We feel that disallowing pole signs for aesthetic reasons is not worth the potential harm it would likely cause to our local businesses." The Odessa Chamber supports the local business owners who support our community. We would like to formally request further action on the issue of the proposed sign ordinance. The Chamber would like to express our support of the sign ordinance presented to the board in April. The Planning and Zoning Board has spent a great deal of time and effort to complete the task provided to them. The Chamber would encourage giving them the opportunity to see the fruits of their labor in effect, either by giving them the opportunity to readdress your concerns or by allowing a second presentation to clarify the differences between the existing ordinance versus the latest proposal.

Thank you for your time on the matter.

Sincerely,

The Odessa Chamber of Commerce

Board President

Garrett Jones

May 19, 2016

Board of Aldermen  
City of Odessa  
125 South 2<sup>nd</sup> Street  
Odessa, MO 64076

Re: Sign Ordinance

Dear Aldermen:

I wish to register my support for granting the Planning and Zoning Board the opportunity to continue its efforts to develop an effective sign ordinance. The letter dated May 12, 2016, from Garrett Jones, President, The Odessa Chamber of Commerce, does an excellent job outlining the reasons for an updated ordinance.

Please feel free to contact me if the EDC and I can assist in this initiative.

Respectfully,

Douglas B. Turnbough, CFP®, MS PFP, MS FA, MPAS, AAMS®  
Chairman, Odessa Economic Development Council  
Vice Chairman, Odessa / Bates City Enhanced Enterprise Zone

Cc: Adam Couch, Mayor, Odessa, MO  
Mickey Ary, City Administrator, Odessa, MO  
Peggy Eoff, City Clerk, Odessa, MO

**BILL NUMBER: 2016-04**

**ORDINANCE NUMBER: 2917**

**AN ORDINANCE OF THE CITY OF ODESSA, MISSOURI, ESTABLISHING REGULATIONS FOR SIGNAGE, IN THE CITY OF ODESSA, MISSOURI**

**BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF ODESSA, MISSOURI, AS FOLLOWS:**

Section 1. Chapter 8, The Odessa Community Development Code, Sub-Chapter I, Section 8.900, Signage: is hereby replaced with the following:

**SUBCHAPTER I, SIGNAGE**

**8.900 PURPOSE AND INTENT**

The purpose of this Subchapter is to provide standards to promote and protect the public safety, health and general welfare by regulating the design aesthetics, surface area, number, construction, location, installation and as specified, duration of display of all signs referred to hereafter. This will encourage well-maintained and attractive signs that meet the needs of business identification, advertising, and communication, and ensure that temporary signs do not contribute to blighting in our community. This will also encourage signs that are well designed and compatible with the surroundings, and buildings they are attached to or mounted on.

**8.901 PERMIT REVIEW & DETERMINATION REQUIRED**

- A. To ensure compliance with Odessa Municipal Codes consistent with the purpose and intent described in Section 8.900, plans for all signs shall be required to be submitted for administrative review to determine whether an exemption may be granted from permit application review and associated fees. [In accordance with Ordinance Number 2819, adopted by the Board of Aldermen on July 25, 2011]
- B. It shall be unlawful to place, erect, alter or relocate within the City, any sign as defined in this Chapter, without first obtaining a sign permit and paying the required fee, except for those signs exempted by this code.
- C. Permits shall not be required for a change of copy on a changeable copy sign, nor the repainting, cleaning, and other normal maintenance of any sign if its copy does not change.
- D. Sign Permit fees shall be subject to the fee schedule currently adopted by the Board of Aldermen.

**8.902 EXEMPTION FROM PERMITS**

Exempt sign means any of the following, on determination by the director of community planning & economic development, or authorized designee following a review.

- A. A sign that is required or authorized by any law, Statute or Ordinance, is designed to identify any public area or installation that gives notice of danger in connection with a public project or hazard.
- B. Any sign denoting a historical landmark designation or plaque erected by a public or non-profit body or organization.
- C. Any sign that identifies by name or number each individual building within any institutional or residential building complex, and that does not exceed one and one-half (1½) square feet in area.
- D. Any sign in nature of a decoration incidentally and customarily associated with any national or religious holiday, civic festival, fair, or similar gathering held during a period of forty-five (45) days or less, provided that the sign shall not differ substantially from the requirements set forth in this code.
- E. Any sign in a display window of a business establishment that is incorporated into a display of merchandise or a service offered at the premises, and intended to be viewed from the outside of a building.

- F. Garage sale signs no larger than two (2) feet by two (2) feet. These signs shall not be placed in a right-of-way or on any municipal pole.
- G. Subdivision Real Estate Signs - Sign shall not exceed sixty-four (64) sq. ft.
- H. Real Estate Agent for Sale Signs, For Sale/Rent By Owner Signs
- I. Signs for Temporary Events, not to include commercial product and services marketing signs.

## 8.903 DEFINITIONS

- A. *Address Signs.* Premises identification plainly legible and visible from the street. Numbers shall be Arabic numbers or alphabet letters. Height is a minimum of four (4) inches. Numbers shall contrast with their background. (As referenced in the 2006 International Property Maintenance Code)
- B. *Awning.* A roof-like cover that projects from the wall of a building for the purpose of shielding a doorway, walkway or window from the elements.
- C. *Billboard.* A tall, large sign located along a highly traveled highway, interstate, or road, that directs attention to a business, commodity, service, or entertainment, conducted, sold or offered at a location other than the premises on which the sign is located.
- D. *Building Sign.* A sign that is fastened to, projects from, or is placed on or painted upon the exterior wall, window, door or roof of a building in any manner. The term building sign includes but is not limited to:
  - a. *Awning Sign.* A sign imposed or painted on an awning
  - b. *Incidental Sign.* An announcement or other display providing information about occupancy or conduct of business permitted on the premises, such as logos, credit cards accepted, hours and similar information.
  - c. *Marquee Sign.* Any sign attached flat against the marquee or permanent sidewalk canopy of a building and not extending above the roofline.
  - d. *Projecting Sign.* A sign affixed to a wall of a building and extending more than one (1) foot from the surface of the wall.
  - e. *Roof Sign.* Any sign that is mounted upon, or otherwise structurally supported by the roof of a building.
  - f. *Under Canopy Sign.* A sign display attached to the underside of a marquee sign, and protruding over public or private sidewalks or right-of- ways.
  - g. *Wall Sign.* A sign that is fastened directly to or is placed or painted directly upon the exterior wall of a building.
  - h. *Window Sign.* A sign that is placed on or behind a windowpane, and intended to be viewed from the outside of a building.
- E. *Construction Sign.* A sign identifying the contractors, engineers, architects, or financial institutions involved in the construction.
- F. *Directional Signs.* A sign at the entrance/exit of a property.
- G. *Electronic Message Board.* A sign that presents its message through illumination of flashing, intermittent, or moving lights forming letters, numbers, or the symbols of the message.
- H. *Freestanding Sign.* A sign permanently attached to the ground and that is wholly independent of any building or other structure. The term "freestanding sign" includes, but is not limited to the following:
  - a. *Ground Sign.* A freestanding sign other than a pole sign, in which the bottom of the sign face is less than six (6) feet above the ground, but not directly in contact with the ground.
  - b. *Monument Sign.* A freestanding sign in which the entire bottom of the sign is in contact with the ground, providing a solid and continuous background for the sign face from the ground to the top of the sign.
  - c. *Pole Sign.* A sign that is mounted on a freestanding pole or other support so that the bottom edge of the sign face is above grade so as to expose the pole or support structure.
- I. *Illuminated Signs.* Any sign that is illuminated internally over its entire area by use of electricity or other artificial light. Illuminated signs shall be oriented so as not to cast light onto residential properties or cause issues with motorists / traffic.

- J. *Non-Conforming Sign*. Signs legally established prior to the effective date of this Ordinance that do not conform with the sign regulations of the City's Code of Ordinances are referred to as non-conforming signs. This includes the sign framework and supports.
- K. *Portable Sign*. A sign that is not permanently affixed to one location and has the capability of being moved from one site to the next. Also called an A-Frame.
- L. *Sign Area*. The area or display surface used for the message.
- M. *Temporary Event*. An activity, other than a special event having a specific duration not exceeding six (6) months. Such activities include but are not limited to:
  - a. Political campaign or ballot proposition as part of City, State, or Federal Government.
  - b. Construction of a building or development, renovation or remodel, or rehabilitation of a building.
  - c. Holiday lights
- N. Temporary Product/ Marketing/Service Signs designating products or services.

#### **8.904 APPLICATION AND REVIEW**

- A. Required along with the permit application are,
  - a. A plot plan, dimensioned, showing the location of the building, structure and lot that the proposed sign is to be attached to or erected on.
  - b. One (1) drawing of the proposed sign showing the message to be shown and the method of construction, landscaping, and attachment to the building or ground.
  - c. A description of all electrical equipment and attachments if the sign is to be illuminated or lighted.
  - d. The Zoning Officer, or their designee, shall review the application and all required documents within seven (7) days from the date of submittal. If determined that the application is complete, the Zoning Officer or their designee shall issue the permit.
  - e. If permit is denied, the reasons shall be stated in writing. Permit expiration regulations shall apply, if the permit is not attached or erected within 180 days.

#### **8.905 DESIGN REVIEW GUIDLEINES**

- A. The following sign review guidelines shall be used:
  - a. Any sign affixed to a building shall be dimensioned and located in such a manner that it fits the building architectural features and proportions.
  - b. All signs shall be designed to fit the character of the surrounding area. Special consideration should be made when proposed signage is located in or adjacent to historic structures, publically owned recreation, and conservancy areas. Signage proposed in planned districts (downtown preservation) will be required to conform to the planned architectural theme of the area. Signage in or abutting residential areas shall be designed so as not to create a residential nuisance.
  - c. Signs illuminated by floodlight or spotlight shall be positioned in such a manner that none of the light spills over onto an adjacent property, or glares or shines into the eyes of motorists or pedestrians.
  - d. Colors and material should be kept to a minimum and shall be consistent with adjacent signage and architecture.
  - e. Landscape features will be encouraged as part of all ground mounted signs.
  - f. Signs affixed to the exterior of a building shall be compatible with the style, materials, and details of the building.
  - g. Signs applied to masonry surfaces shall be fastened to mortar joints only and not directly into brick or stone.
  - h. No sign shall be suspended by chains or other devices that will allow the sign to swing due to wind action. Signs shall be anchored to prevent any lateral movement
  - i. All permanent signs and their supporting members shall be constructed of non-combustible materials.
  - j. All glass used in signs shall be shatter resistant, or covered by a shatter resistant material.

k. All signs shall comply with the approved detailed provisions of the City's adopted Building Codes.

#### **8.906 GENERAL REQUIREMENTS**

- A. No sign or any part thereof shall hinder or prevent the ingress or egress through any doorway or window.
- B. No sign shall be allowed within the right-of-way, except traffic or public information signs.
- C. All signs, except flat signs and those signs weighing less than ten (10) pounds, shall be designed and constructed to withstand wind-load restrictive standards of the currently adopted Building Codes, and shall be constructed to support the dead load and any Zones.
- D. No sign shall be mounted on any roof top of any building in any district except Industrial Zones.
- E. All signs involving internal lights or other electrical devices shall be certified by manufacturer or design engineer that the electrical components/wiring comply with the City's current adopted electrical Codes.
- F. Clearance from all electrical lines shall conform to the Electrical Code currently adopted by the City.
- G. Corner lots shall be maintained free of sight obstructions formed by opaque structures including signage with height in excess of three (3) feet above the base elevation, defined for this purpose as the lowest point of the crown of the adjacent roadway, creating a triangle formed by measuring from the point of intersection of the front and exterior side lot lines a distance of thirty (30) feet along said front and side lot lines and connecting the points so
- H. Political campaign or ballot proposition signs shall be removed within fourteen days after the election.
- I. Permitted Temporary Product/Service Marketing Signs shall be removed after a period of thirty (30) days.
- J. There shall be no more than a total of four (4) temporary product marketing / service signs per addressed lot.

#### **8.907 SPECIFIC REQUIREMENTS**

##### **A. Freestanding Signs**

- a. Each freestanding sign shall be located at least seventy-five (75) feet from any other freestanding sign on the same side of the street.
- b. The maximum height shall not exceed twenty-two (22) feet. The area shall not exceed 70 sq. ft.
- c. Limit one (1) sign per lot.

##### **B. Projecting and Canopy Signs**

- a. Projecting signs shall not project more than five and one-half (5 ½) feet beyond the face of the building. Projecting signs shall be a minimum of ten (10) feet above the level of any sidewalk from the bottom of the sign.
- b. Under-canopy signs shall be rigidly mounted, and there shall be eight and one-half (8 ½) feet of clearance between the base of any sign and the sidewalk.

##### **C. Entrance/Exit Signs**

- a. Entrance/exit signs may be located at driveways that provide access into or from the property. There shall be no more than two (2) signs per driveway and each sign shall not exceed six (6) feet in length, nor be more than two and one-half (2 ½) feet in height.

##### **D. Monument Signs**

- a. Residential Subdivision Requirements: Minimum height three (3) feet, maximum height of six (6) feet. Sign face to be a maximum of twelve (12) square feet and six (6) feet from the curb edge or property line.
- b. Commercial Requirements: Minimum height three (3) feet, maximum height of fifteen (15) feet, with a maximum sign face of twenty-four (24) square feet.
- c. Limit 1 per lot.

##### **E. Portable Signs (A-Frame) ~**

- a. Maximum area of twelve (12) sq. ft. per side

**F. Wall Signs.**

- a. Sign shall not extend more than twelve (12) inches from the surface.
- b. Maximum area of one hundred (100) sq. ft.

**8.908 PROHIBITED SIGNS**

- A. Obscene Signs
- B. Sound or Smoke Emitting Sign
- C. Portable Sign
  - a. Exception ~ An A-Frame Sign used in the Second Street Corridor.
- D. A sign mounted or painted on a vehicle or trailer, positioned for the primary purpose of acting as a sign that is not used, in the ordinary course, of carrying out its transportation function.
- E. Inflatable Signs
- F. Roof Signs ~ Except as specified in Section 8.906- C
- G. Billboards

**8.909 SIGN MAINTENANCE**

- A. All signs and their supports, braces, guys, and anchors shall be kept in good repair, and, unless constructed of galvanized or non-corroding metal, shall be given a protective coating as necessary to maintain a clean appearance and safe condition. All sign locations shall be maintained and kept free of rubbish and weeds.

**8.910 REMOVAL OF SIGN**

- A. Where any sign has been abandoned, or where lack of maintenance has created a hazard to the public, The City may order the removal of said sign. Thirty (30) day notice shall be given to the owner of sign, building, or premises on which the sign is located, to remove it or bring it into compliance. Upon failure to comply, the City shall cause the removal of the sign, and costs shall be assessed to the owner of the property on which the sign is located. This may be collected in the manner of an ordinary debt, or in the manner of taxes and such charges shall be a lien on the property.

**8.911 NON-CONFORMING SIGNS**

- A. *Policy.* It is the policy of the City to encourage and, to the maximum extent practicable, require that all signs within the City be brought into compliance with the requirements of City of Odessa Code of Ordinances.
- B. *Nonconforming Signs Protected.* A sign which was lawfully erected prior to effective date of this subchapter but which does not comply in one (1) or more respects with the requirements of this Code may remain in use, subject to all other applicable requirements of this subsection.
- C. *Signs Offered Additional Protection.* Existing institutional bulletin boards and signs, building markers, directional signs, subdivision entrance signs and incidental signs shall not be affected by the other parts of this Section, except that should said signs be removed, replaced or substantially altered, they shall be brought into conformity with this ordinance.
- D. *Limitations on Nonconforming Signs.*
  - a. Change of copy or the substitution of panels or faces on nonconforming signs shall be permitted. Repairs and maintenance of nonconforming signs, such as repainting, electrical repairs and neon tubing, shall be permitted.
  - b. It shall be unlawful to enlarge, or structurally alter any existing sign, except in accordance with the provisions of this ordinance.
  - c. Any nonconforming sign that ceases being used or ceases being leased for a continuous period of six (6) months shall not be reused for sign purposes until it is brought into full compliance with the standards of this ordinance.

d. Any nonconforming sign that pertains to a business or institution that ceases operation for a period of six (6) months or more shall not be reused for sign purposes until it is brought into full compliance with the standards of this ordinance.

e. Non-conforming temporary commercial product and service marketing signs are limited to thirty (30) days from the effective date of the adoption of this ordinance, thereafter permitting per Section 8.904 is required.

**8.912 VIOLATIONS AND PENALTIES**

A violation of this Ordinance shall be deemed a misdemeanor and shall be punishable by fine. Any person, firm, or corporation who violates or refuses to comply with any provisions of this ordinance shall be fined not less than ten dollars (\$10.00) nor more than one hundred dollars (\$100.00) for each and every day that such violation continues, but if the offense be willful on conviction thereof, the punishment shall be a fine of not less than one hundred dollars (\$100.00) nor more than two hundred fifty dollars (\$250.00) for each and every day that such violation shall continue or by imprisonment for ten days for each and every day such violation shall continue or by both such fine and imprisonment in the discretion of the Court. [R.S.Mo. 89.120] {Ord. 2852} (Feb. 25, 2013) (Rev. 12/18/2014).

SECTION 2. All Ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3. This ordinance shall be in full force and effect immediately upon passage.

READ TWICE and passed by the Board of Aldermen of the City of Odessa, Missouri, and approved by the Mayor of Odessa this \_\_\_\_\_.

\_\_\_\_\_  
Adam R. Couch, Mayor

(SEAL)

ATTEST:

APPROVED:

\_\_\_\_\_  
Peggy Eoff, City Clerk

\_\_\_\_\_  
Adam R. Couch, Mayor

**ORDINANCE OF THE CITY OF ODESSA, MISSOURI, ESTABLISHING REGULATIONS FOR SIGNAGE IN THE CITY OF ODESSA, MISSOURI**

**BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF ODESSA, MISSOURI AS FOLLOWS:**

**Section 1. Subchapter I ~ Signage**

**8.900 PURPOSE AND INTENT**

The purpose of this Subchapter is to provide standards to safeguard the public welfare by regulating the design, area, number, construction, location, and installation of all signs referred to hereafter. This will encourage well-maintained and attractive signs that meet the needs of business identification, advertising, and communication. This will also encourage signs that are well designed and compatible with the surroundings, and buildings they are attached to or mounted on.

**8.901 PERMIT REQUIRED**

A. It shall be unlawful to place, erect, alter or relocate within the City, any sign as defined in this Chapter, without first obtaining a building permit and paying the required fee, except for those signs exempt.

B. Permits shall not be required for a change of copy on a changeable copy sign, nor the repainting, cleaning, and other normal maintenance of any sign if its copy does not change.

C. Sign Permit fees shall be subject to the Building Permit fee schedule currently adopted by the Board of Aldermen.

**8.902 EXEMPTION FROM PERMITS**

Exempt sign means any of the following (however, in no case shall the following signs be allowed within the right-of-way)

A. A sign that is required or authorized by any law, Statute or Ordinance, is designed to identify any public area or installation that gives notice of danger in connection with a public project or hazard.

B. Any sign denoting a historical landmark designation or plaque erected by a public or non-profit body or organization.

C. Any sign that identifies by name or number each individual building within any institutional or residential building complex, and that does not exceed one and one-half (1 ½) square feet in area.

D. Any sign in nature of a decoration, identification or direction incidentally and customarily associated with any national or religious holiday, civic festival, fair, or similar gathering held during a period of forty-five (45) days or less, provided that the sign shall not differ substantially from the requirements set forth in this code.

E. Any sign (window sign, see definition) in a display window of a business establishment that is incorporated into a display of merchandise or a service offered at the premises.

F. Garage sale signs no larger than two (2) feet by two (2) feet. These signs shall not be placed in a right-of-way or on any municipal pole.

G. Subdivision Real Estate Signs - Sign shall not exceed sixty-four (64) sq. ft.

H. Real Estate Agent for Sale Signs, For Sale/Rent By Owner Signs

I. Signs for Temporary Events

### **8.903 DEFINITIONS**

A. *Address Signs.* Numbers shall be Arabic numbers or alphabet letters. Height is a minimum of four (4) inches

B. *Awning.* A roof-like cover that projects from the wall of a building for the purpose of shielding a doorway, walkway or window from the elements.

C. *Billboard.* A tall, large sign located along a highly traveled highway, interstate, or road, that directs attention to a business, commodity, service, or entertainment, conducted, sold or offered at a location other than the premises on which the sign is located.

D. *Building Sign.* A sign that is fastened to, projects from, or is placed on or painted upon the exterior wall, window, door or roof of a building in any manner. The term building sign includes but is not limited to:

a. *Awning Sign.* A sign imposed or painted on an awning

b. *Incidental Sign.* An announcement or other display providing information about occupancy or conduct of business permitted on the premises, such as logos, credit cards accepted, hours and similar information.

c. *Marquee Sign.* Any sign attached flat against the marquee or permanent sidewalk canopy of a building and not extending above the roofline.

d. *Projecting Sign.* A sign affixed to a wall of a building and extending more than one (1) foot from the surface of the wall.

e. *Roof Sign.* Any sign that is mounted upon, or otherwise structurally supported by the roof of a building.

f. *Under Canopy Sign.* A sign display attached to the underside of a marquee sign, and protruding over public or private sidewalks or right-of- ways.

g. *Wall Sign*. A sign that is fastened directly to or is placed or painted directly upon the exterior wall of a building.

h. *Window Sign*. A sign that is placed on or behind a windowpane, and intended to be viewed from the outside of a building.

E. *Construction Sign*. A sign identifying the contractors, engineers, architects, or financial institutions involved in the construction.

F. *Directional Signs*. A sign at the entrance/exit of a property.

G. *Electronic Message Board*. A sign that presents its message through illumination of flashing, intermittent, or moving lights forming letters, numbers, or the symbols of the message.

H. *Freestanding Sign*. A sign permanently attached to the ground and that is wholly independent of any building or other structure. The term "freestanding sign" includes, but is not limited to the following:

a. *Ground Sign*. A freestanding sign other than a pole sign, in which the bottom of the sign face is less than six (6) feet above the ground, but not directly in contact with the ground.

b. *Monument Sign*. A freestanding sign in which the entire bottom of the sign is in contact with the ground, providing a solid and continuous background for the sign face from the ground to the top of the sign.

c. *Pole Sign*. A sign that is mounted on a freestanding pole or other support so that the bottom edge of the sign face is above grade so as to expose the pole or support structure.

I. *Illuminated Signs*. Any sign that is illuminated internally over its entire area by use of electricity or other artificial light. Illuminated signs shall be oriented so as not to cast light onto residential properties or cause issues with motorists / traffic.

J. *Non-Conforming Sign*. Signs legally established prior to the effective date of this Ordinance that do not conform with the sign regulations of the City's Code of Ordinances are referred to as non-conforming signs. This includes the sign framework and supports.

K. *Portable Sign*. A sign that is not permanently affixed to one location and has the capability of being moved from one site to the next. Also called an A-Frame.

L. *Sign Area*. The area or display surface used for the message.

M. *Temporary Event*. An activity, other than a special event having a specific duration or end lasting less than twelve (12) months. Such activities include but are not limited to:

a. Political campaign or ballot proposition as part of City, State, or Federal Government.

b. Offering of a property or premises for sale.

c. Construction of a building or development, renovation or remodel, or rehabilitation of a building.

d. Holiday lights

#### **8.904 APPLICATION AND REVIEW**

A. Required along with the permit application are,

a. A plot plan, dimensioned, showing the location of the building, structure and lot that the proposed sign is to be attached to or erected on.

b. One (1) drawing of the proposed sign showing the message to be shown and the method of construction, landscaping, and attachment to the building or ground.

c. A description of all electrical equipment and attachments if the sign is to be illuminated or lighted.

d. Temporary signs shall include a written statement that the sign will be displayed for a period of time not exceeding twelve (12) months.

e. The Zoning Officer, or their designee, shall review the application and all required documents within seven (7) days from the date of submittal. If determined that the application is complete, the Zoning Officer or their designee shall issue the permit.

f. If permit is denied, the reasons shall be stated in writing, and the applicant may appeal to the Board of Zoning Adjustment. Permit expiration regulations shall apply, if the permit is not attached or erected within 180 days.

#### **8.905 DESIGN REVIEW GUIDELINES**

A. The following sign review guidelines shall be used:

a. Any sign affixed to a building shall be dimensioned and located in such a manner that it fits the building architectural features and proportions.

b. All signs shall be designed to fit the character of the surrounding area. Special consideration should be made when proposed signage is located in or adjacent to historic structures, publically owned recreation, and conservancy areas. Signage proposed in planned districts (downtown preservation) will be required to conform to the planned architectural theme of the area. Signage in or abutting residential areas shall be designed so as not to create a residential nuisance.

c. Signs illuminated by floodlight or spotlight shall be positioned in such a manner that none of the light spills over onto an adjacent property, or glares or shines into the eyes of motorists or pedestrians.

d. Colors and material should be kept to a minimum and shall be consistent with adjacent signage and architecture.

e. Landscape features will be encouraged as part of all ground mounted signs.

f. Signs affixed to the exterior of a building shall be compatible with the style, materials, and details of the building.

g. Signs applied to masonry surfaces shall be fastened to mortar joints only and not directly into brick or stone.

h. No sign shall be suspended by chains or other devices that will allow the sign to swing due to wind action. Signs shall be anchored to prevent any lateral movement

i. All permanent signs and their supporting members shall be constructed of non-combustible materials.

1. All glass used in signs shall be shatter resistant, or covered by a shatter resistant material.

j. All signs shall comply with the approved detailed provisions of the City's adopted Building Codes.

### **8.906 GENERAL REQUIREMENTS**

A. No sign or any part thereof shall hinder or prevent the ingress or egress through any doorway or window.

B. All signs, except flat signs and those signs weighing less than ten (10) pounds, shall be designed and constructed to withstand wind-load restrictive standards of the currently adopted Building Codes, and shall be constructed to support the dead load and any anticipated live load ( i.e. snow, ice) of the sign.

C. No sign shall be mounted on any roof top of any building in any district except Industrial Zones.

D. All signs involving internal lights or other electrical devices shall be certified by manufacturer or design engineer that the electrical components/wiring comply with the City's current adopted electrical Codes.

E. Clearance from all electrical lines shall conform to the Electrical Code currently adopted by the City.

### **8.907 SPECIFIC REQUIREMENTS**

#### **A. Freestanding Signs**

a. Each freestanding sign shall be located at least seventy-five (75) feet from any other freestanding sign on the same side of the street. The distance may be reduced upon appeal and approval from the Board of Adjustment.

b. The maximum height shall not exceed twenty-two (22) feet. The area shall not exceed 70 sq. ft. The maximum sign area and height allowed in each district may be increased upon appeal and approval from the Board of Adjustment.

c. Limit one (1) sign per lot.

**B. Projecting and Canopy Signs**

- a. Projecting signs shall not project more than five and one-half (5 ½) feet beyond the face of the building. Projecting signs shall be a minimum of ten (10) feet above the level of any sidewalk from the bottom of the sign.
- b. Under-canopy signs shall be rigidly mounted, and there shall be eight and one-half (8 ½) feet of clearance between the base of any sign and the sidewalk.

**C. Entrance/Exit Signs**

- a. Entrance/exit signs may be located at driveways that provide access into or from the property. There shall be no more than two (2) signs per driveway and each sign shall not exceed six (6) feet in length, nor be more than two and one-half (2 ½) feet in height.

**D. Monument Signs**

- a. Residential Subdivision Requirements: Minimum height three (3) feet, maximum height of six (6) feet. Sign face to be a maximum of twelve (12) square feet and six (6) feet from the curb edge or property line.
- b. Commercial Requirements: Minimum height three (3) feet, maximum height of fifteen (15) feet, with a maximum sign face of twenty-four (24) square feet.
- c. Limit 1 per lot.

**E. Portable Signs (A-Frame) ~**

- a. Maximum area of twelve (12) sq. ft. per side

**F. Wall Signs.**

- a. Sign shall not extend more than twelve (12) inches from the surface.
- b. Maximum area of one hundred (100) sq. ft.

**8.908 PROHIBITED SIGNS**

A. Obscene Signs

B. Sound or Smoke Emitting Sign

C. Portable Sign

- a. Exception ~ An A-Frame Sign used in the Downtown District.

D. A sign mounted or painted on a vehicle or trailer, positioned for the primary purpose of acting as a sign that is not used, in the ordinary course, of carrying out its transportation function.

E. Inflatable Signs.

F. Roof Signs.

G. Pole Signs

H. Billboards

#### **8.909 SIGN MAINTENANCE**

A. All signs and their supports, braces, guys, and anchors shall be kept in good repair, and, unless constructed of galvanized or non-corroding metal, shall be given a protective coating as necessary to maintain a clean appearance and safe condition. All sign locations shall be maintained and kept free of rubbish and weeds.

#### **8.910 REMOVAL OF SIGN**

A. Where any sign has been abandoned, or where lack of maintenance has created a hazard to the public, The Building Inspector may order the removal of said sign. Thirty (30) days notice shall be given to the owner of sign, building, or premises on which the sign is located, to remove it or bring it into compliance. Upon failure to comply, the Building Inspector shall cause the removal of the sign, and costs shall be assessed to the owner of the property on which the sign is located. This may be collected in the manner of an ordinary debt, or in the manner of taxes and such charges shall be a lien on the property.

#### **8.911 NON-CONFORMING SIGNS**

(a) *Policy.* It is the policy of the City to encourage and, to the maximum extent practicable, require that all signs within the City be brought into compliance with the requirements of City of Odessa Code of Ordinances.

(b) *Nonconforming Signs Protected.* A sign which was lawfully erected prior to effective date of this subchapter but which does not comply in one (1) or more respects with the requirements of this Code may remain in use, subject to all other applicable requirements of this subsection.

(c) *Signs Offered Additional Protection.* Existing institutional bulletin boards and signs, building markers, directional signs, subdivision entrance signs and incidental signs shall not be affected by the other parts of this Section, except that should said signs be removed, replaced or substantially altered, they shall be brought into conformity with this ordinance.

(d) *Limitations on Nonconforming Signs.*

(1) Change of copy or the substitution of panels or faces on nonconforming signs shall be permitted. Repairs and maintenance of nonconforming signs, such as repainting, electrical repairs and neon tubing, shall be permitted.

(2) It shall be unlawful to enlarge, or structurally alter any existing sign, except in accordance with the provisions of this ordinance.

(3) Any nonconforming sign that ceases being used or ceases being leased for a continuous period of six (6) months shall not be reused for sign purposes until it is brought into full compliance with the standards of this ordinance.

(4) Any nonconforming sign that pertains to a business or institution that ceases operation for a period of six (6) months or more shall not be reused for sign purposes until it is brought into full compliance with the standards of this ordinance.

**8.912 VIOLATIONS AND PENALTIES**

A violation of this Ordinance shall be deemed a misdemeanor and shall be punishable by fine. Any person, firm, or corporation who violates or refuses to comply with any provisions of this ordinance shall be fined not less than ten dollars (\$10.00) nor more than one hundred dollars (\$100.00) for each and every day that such violation continues, but if the offense be willful on conviction thereof, the punishment shall be a fine of not less than one hundred dollars (\$100.00) nor more than two hundred fifty dollars (\$250.00) for each and every day that such violation shall continue or by imprisonment for ten days for each and every day such violation shall continue or by both such fine and imprisonment in the discretion of the Court. [R.S.Mo. 89.120]

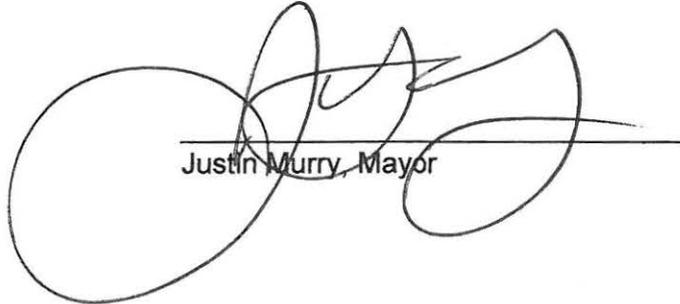
Appeals from any decision related to this Chapter shall be made before the Planning & Zoning Commission

Section 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 3. Effective Date. The ordinance shall be in full force and effect from and after the date of its passage and approval by the Board of Aldermen.

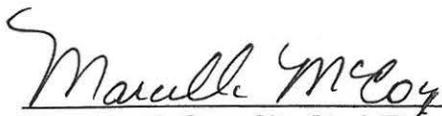
READ TWICE and passed by the Board of Aldermen of the City of Odessa, Missouri, and approved by the Mayor of Odessa this 25<sup>th</sup> day of February, 2013.

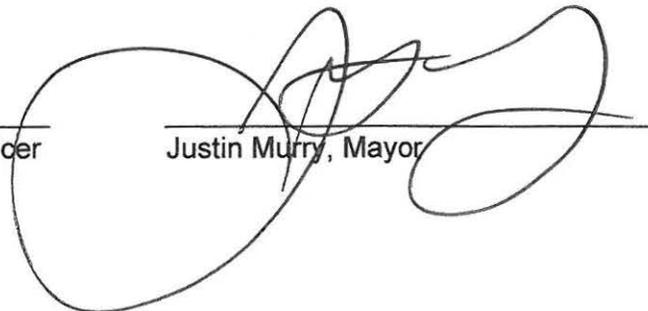
(SEAL)

  
Justin Murry, Mayor

ATTEST:

APPROVED:

  
Marcella McCoy, City Clerk/Finance Officer

  
Justin Murry, Mayor



## BOARD OF ALDERMEN ACTION REPORT

ISSUE: Strategic Plan for the City of Odessa

ACTION: Board of Aldermen Approval for a Strategic Planning Consultant to Develop Sessions and Follow-Up Report for the City of Odessa

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### BACKGROUND:

In 2002, Allgeier, Martin, & Associates, Inc. developed a comprehensive master plan for the City of Odessa. Although the plan has seen some of the aspects brought to fruition, there are other aspects of the plan which are outdated. The cost of a comprehensive plan in comparison to a strategic plan is generally much greater. The efficiency of a strategic plan is the cost in association with more community input to achieve clear directives for the City to follow.

A Request for Proposal (RFP) was created and published resulting in five (5) responses. The responses were reviewed by a Review Committee as established through the Planning & Zoning Commission within the RFP. The Review Committee was – P & Z Members Adam Bradley, Ruth Beamer, and George Fowler; BOA Members Mike Stevens and John Carmody; and City Staff Mickey Ary, Peggy Eoff, and Sid Rustman. The Finance Committee of the BOA reviewed the RFPs.

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### RANKED IN ORDER OF RECOMMEDATION WITH FINANCIAL CONSIDERATIONS:

- |                                     |          |
|-------------------------------------|----------|
| 1) Shockey Consulting Services, LLC | \$18,420 |
| 2) Dr. James B. Kaatz               | \$16,250 |
| 3) The Mercer Group, Inc.           | \$19,600 |

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### ATTACHMENTS:

None

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PREPARED BY Mickey Ary

DATED: 5/23/16



RESOLUTION 2016-15

**RESOLUTION OF THE CITY OF ODESSA, MISSOURI, AUTHORIZING THE MAYOR TO EXECUTE A SERVICE AGREEMENT WITH SHOCKEY CONSULTING SERVICES, LLC, FOR DEVELOPMENT OF A STRATEGIC PLAN FOR THE CITY OF ODESSA**

**WHEREAS**, the City conducted the last Comprehensive Master Plan in 2002; and

**WHEREAS**, the City of Odessa has heretofore advertised a request for proposals for the development of a city strategic plan; and

**WHEREAS**, the City received five (5) responses to the request for proposals; and

**WHEREAS**, the City commissioned a Review Committee to provide recommendation for services; and

**WHEREAS**, the City provided further review through the Finance Committee of the Board of Aldermen;

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

SECTION 1 That the Board of Aldermen authorizes the Mayor to enter into a service agreement for the furnishing and delivery of a City Strategic Plan with Shockey Consulting Services, LLC for \$18,420 for the City of Odessa, Missouri.

**APPROVED AND PASSED** by the Board of Aldermen of the City of Odessa, Missouri, this 23rd day of May 2016.

(SEAL)

By: \_\_\_\_\_  
Adam R Couch, Mayor

ATTEST:

By: \_\_\_\_\_  
Peggy Eoff/City Clerk