



CITY COUNCIL WORK SESSION

OCTOBER 2, 2025 @ 9:30 AM
CITY HALL CONFERENCE ROOM

AGENDA

I. Call to Order

II. Pledge of Allegiance

III. Approval of the Agenda

IV. Regular Business

- A. Discussion Regarding Business License
- B. Discussion Regarding the Fire Truck and Training Facility
- C. Discussion Regarding the Proposed Dog Park

V. Informational Items

- A. Next Regular City Council Meeting: Thursday, October 16th, 2025 at 6:00 p.m. at the Monett School District Boardroom

VI. Closed Session Notice: Council will convene into closed session pursuant to Section 610.021, RSMo., Subsections (2), (3), (13), and (21) to discuss real estate, personnel matters, and cybersecurity issues.

VII. Adjournment



James R. Burke, Mayor
Ken Gaspar, Commissioner • Darren Indovina, Commissioner
Mickey Ary, City Administrator

www.monettmo.gov
217 Fifth Street • Monett, Missouri 65708
(417) 235-3763

Staff Report

To: Mayor & Commissioners

From: City Administrator

Date: October 2, 2025

Re: Changes to the Business License process for the City of Monett

GENERAL INFORMATION

The Monett City Code Chapter 605 – Licenses and Business Regulations Generally provides the primary process and enforcement of city business license. The code section is antiquated in several sections. This is coupled with the fact that multiple businesses in the City of Monett currently operate without valid business licenses due to lack of adequate documentation.

PROPOSAL

The process for business license needs to be reviewed and proposals brought to the City Council. This includes but is not limited to the annual renewal date, the cost of the licenses, enforcement for failure to comply, businesses that are exempt, and the process for halt of operations.

RECOMMENDATION

Form a city staff work group to research and recommend updated practices for the issuance of business license in the City of Monett. The group is to include City Clerk, Finance Director, Utilities Clerk, Community Development Administrative Assistant, City Administrator, and Commission as assigned by the Council.

ATTACHMENTS

N/A



James R. Burke, Mayor
Ken Gaspar, Commissioner • Darren Indovina, Commissioner
Mickey Ary, City Administrator

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Staff Report

To: Mayor & Commissioners

From: City Administrator

Date: October 2, 2025

Re: Dog Park proposal by Monett Main Street

GENERAL INFORMATION

The Monett Main Street has collected funding for a dog park to be in the downtown district of the City of Monett. The project was halted due to FEMA restriction on the original site. Therefore, an alternate location was sought but due to a deed restriction the site was not feasible. The third potential site is in the downtown district at 901 E. Broadway Street. This site also includes a city owned building at 913 E. Broadway. The desire of Monett Main Street is to utilize the building for storage and potentially a bathroom. Each situation has delayed the construction of a dog park.

PROPOSAL

Monett Main Street has submitted a letter (attached) of request to the City of Monett. The letter is requesting the city owned property at 901 East Broadway Street be used for the location of the downtown dog park. The city also owns a building on the same lot located at 913 East Broadway Street. The initial conversations with city staff and members of the Monett Main Street have suggested street parking for those who use the facilities. The section of Broadway closest to the proposed facilities is marked as parallel parking. The count appears to be adequate for this usage.

The City Council requested at the July 10, 2025 Work Session that the City Administrator put together a focus group to discuss pros/cons of a dog park. The focus group met on Tuesday September 9, 2025. Present were Dr. Erin Carnes (veterinarian), Larry Howard (City parks), Ken Gaspar (Commissioner), Bob Berger (Monett Main Street), Karen Griggs (City animal control officer), Mike Gervais (City communications, Alyssa Vaughn (Monett Main Street) and Mickey Ary (City Administrator). Thad Hood (original planner of the dog park) was invited but not available to attend. A list of Pros and Cons was created. The pro/con list is included.

A 'straw poll' was conducted and everyone present supported moving forward with the construction of the dog park at the 901 East Broadway location.



RECOMMENDATION

City staff have recommended a Development Agreement between the City of Monett and Monett Main Street for improvements on the property resulting in a dog park. The facilities and improvements would be fully funding by Monett Main Street. The property would remain with the City of Monett. After completion of the improvements the City of Monett will take ownership of maintenance.

The Development Agreement shall specify the overall size of the dog park, distinguish large dog/small dog amenities, shelter facilities and/or structures, service needs such as water, and self-maintenance stands for bags/containers for dog waste.

Pursuit of Council directive, the City Attorney will draft the Development Agreement and Resolution.

ATTACHMENTS

- Resolution No. ****
- Letter received from Monett Main Street dated June 30, 2025
- Proposed stie map
- Proposed site map with flood information
- Pros & Cons List (below)

Pros	Cons
Monett Main Street	Loosing funding
Want it downtown	Lack of Progress
Funding level	Not the FEMA site
Community Support	Don't have enough money
Building on site	Actual site
Downtown beautification	Dog fights (insurance)
Visitors	City liability
Housing – dog friendly	Dog license – don't have
Dog education	Dumping ground
Dog walkers	Clean up
Gathering space	Need cameras
Plenty of parking	Parasites (worms)
On going fund raising	Zoonotic
Limited alternative uses	On going cleaning/maintenance
Make a walking trail	Fob type access
	Lights/utilities

BILL NO.

RESOLUTION NO.

**A RESOLUTION AUTHORIZING THE CITY COUNCIL OF MONETT,
MISSOURI, TO ENTER INTO A DEVELOPMENT AGREEMENT FOR THE
CONSTRUCTION OF A DOG PARK.**

WHEREAS, the City of Monett supports the use of land for parks and amenities; and

WHEREAS, the City of Monett desires to revitalize the downtown district; and

WHEREAS, the City of Monett supports the efforts of Monett Main Street to enhance the downtown district; and

WHEREAS, the City of Monett recognizes the citizens' desire for a dog park.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MONETT, MISSOURI AS FOLLOWS:

SECTION 1: The City of Monett shall permit the construction of a dog park at 901 East Broadway Street.

SECTION 2: The City of Monett shall permit the use of the building located at 913 East Broadway Street upon approval of planned use.

SECTION 3: Monett Main Street shall assume the obligation of funding the construction of the dog park to be located at 901 East Broadway Street.

SECTION 4: The City of Monett and Monett Main Street shall enter into an agreement regarding the terms of funding, construction, operations, and maintenance of the dog park.

SECTION 5: Monett Main Street shall assume the obligation of design use, cost to repairs, and beautification of the building located at 913 East Broadway Street.

SECTION 6: The design plans for the building located at 913 East Broadway Street shall be review and approved by the Commissioner over Parks, the Monett Park Superintendent, and the City Administrator.

Whereupon a roll call vote was taken:

Ayes: _____

Resolution No.

Nayes: _____

Passed and approved this 16th day of October, 2025

James R. Burke, Mayor

ATTEST:

Kelley McMillan, City Clerk



June 30, 2025

City Council for the City of Monett

City Administrator

CC: City Clerk

Transmitted via email: nmary@monettmo.gov, kmcmillan@monettmo.gov

The Board of Directors of Monett Main Street is pleased to be working on a dog park project for downtown Monett. We have the funds and support needed to complete the project in 2025.

We were presented with the opportunity to develop the parking lot adjacent to the old Monett Times building in 2024, but we were halted when we discovered there was a deed restriction that prevented the land from a change of use that could not be overcome.

We were told about another location the city owns between 9th and 10th on the South side of Broadway. We have been meeting with the city engineer to determine if this location would be suitable. As of now, we have been assured that if the City Council and city leadership agree, we should be able to finish the dog park at this alternate location.

We hereby request that City Council withdraw the ordinance passed in 2024 and make arrangements to retain the parking lot at the old Monett Times building as a city lot.

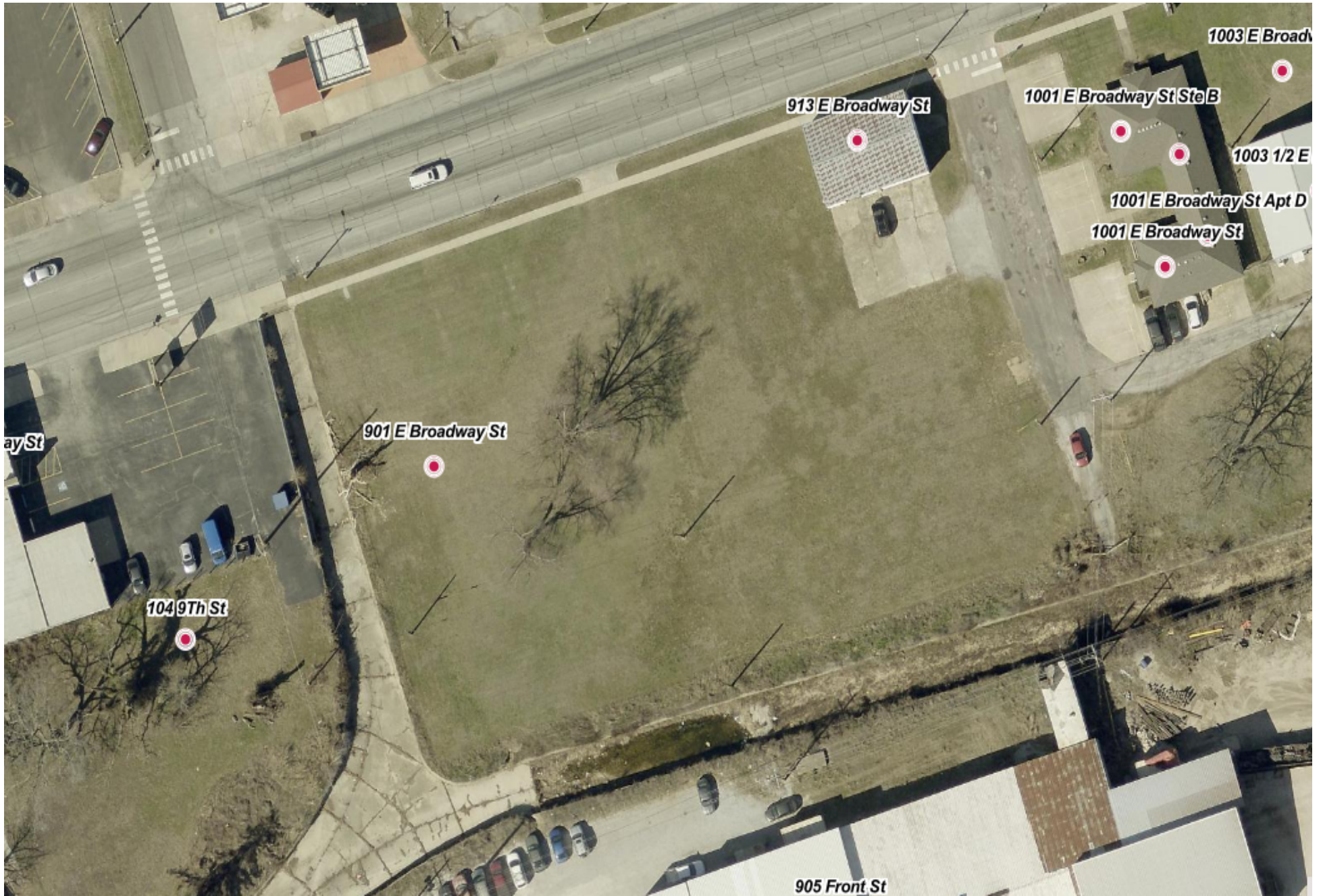
We also request that City Council considers offering Monett Main Street the property between 9th and 10th on Broadway on the south side of the street to complete the dog park project.

We are available for next steps and any meetings needed to help us finish this project. We are pleased to be supporting this project that has been overwhelmingly supported by the members of the Monett community.

Thank you for your time and consideration,

Alyssa Vaughn, Board President

DOG PARK - Proposed Site – 901 East Broad



way Street.

Dog Parks

The Humane Society reports about 40% of American households currently own at least one dog. Based on a growing demand, the Trust for Public Lands reports there has been an increase of almost 90% in the number of dog parks in the U.S. since 2007. As members work to address the interest in dog parks, there are many unique risks to the public and their pets which should be managed to minimize liability exposures. The primary areas of focus include appropriate policies, procedures, and signage.

Recommended Rules and Regulations:

Rules and regulations for dog parks should be displayed on a large, permanent sign affixed to the fence, or immediately posted outside the fence near all entrances of the dog park. Emergency and non-emergency contact information for your entity should be prominently posted. Recommended rules and practices should include:

- Users of the dog park do so at their own risk. (member name) shall not be liable for any injury or damage caused by any dog in the dog park.
- Any bite of a person or other dog must be immediately reported to the posted emergency phone number. The persons and dogs involved must wait for an officer to respond, except in the case where immediate medical care is needed.
- Owners are legally responsible for their dogs and any injuries caused by them.
- Dogs must be leashed and removed from the dog park at the first sign of aggression or mounting behavior.
- Children 8 years and under are not allowed in the dog park; children ages 9 to 15 years must be accompanied by an adult.
- Handlers must be 16 years of age or older.
- All park gates must remain closed at all times other than during entry and/or exit; only one gate shall be open at any one time, and then only to enter or exit the dog park.
- The dog park area is for dogs, their handlers and those accompanying them. No other use is allowed and no animals other than dogs shall be permitted.
- All dogs must be in good health, free of communicable diseases or open sores/wounds, legally licensed, vaccinated, and shall wear visible tags on a collar at all times.
- Dogs under 4 months of age and female dogs in heat are prohibited.
- All dogs shall be leashed until inside the dog park.
- Chasing or running with the dogs is not allowed.
- No dog toys or rawhide are allowed in the dog park.

- Dogs must be under the control of and within view of their owner/handler at all times.
- Spike collars are prohibited.
- A handler is limited to a maximum of three dogs and must have one leash in hand for each dog under their control.
- Handlers must clean up after their dogs, removing and disposing of pet waste and filling any holes dug by dogs under their control.
- Smoking, alcoholic beverages, food, and any glass containers are not permitted in the dog park. Training treats for dogs are permitted.
- The dog park is closed when City/County/Park Board personnel are conducting maintenance.

Considerations to Promote Safety and Limit Liability Exposure:

- Post rules and related information on your website so new dog park users can educate themselves regarding the park before their first visit.
- An available running water supply for dogs in the park is important. Large buckets of standing water can spread disease between dogs and can become a perfect breeding ground for mosquitoes. A high-low water fountain for people and pets is ideal for dog parks.
- There should be adequate fencing which dogs cannot dig under or jump over.
- There should be adequate parking so that dog owners/handlers can drive to the dog park and park their cars, as opposed to walking large numbers of dogs on nearby streets, and taking up parking spaces required by the residents.
- There should be at least one gate that securely latches. Consider using two gates, so that a dog rushing through the first cannot get past the second.
- Strongly consider a “small dog” area, segregated by appropriate fencing from the “large dog” area. Separate signage indicating size or weight for the “small dog” area is appropriate.
- Encourage all users to survey dog park activities upon arrival before bringing their dog into the park. Users can check for aggressive behavior of other dogs.
- Provide waste bags and trash receptacles, which allow users to gather and dispose of pet waste in a sanitary manner.
- Conduct a regular review of live park utilization, complaints, reports of incidents and maintenance records to determine if changes are needed.