



CITY OF OSAGE BEACH
BOARD OF ALDERMEN MEETING

1000 City Parkway
Osage Beach, MO 65065
573/302-2000 FAX 573/302-0528
Email: www.osagebeach.org

OPEN MEETING

TENTATIVE AGENDA
REGULAR MEETING
September 4, 2014 – 6:30 P.M.
CITY HALL

******* Note: Make sure that your cell phone is turned off or on a silent tone only. Please sign the attendance sheet located at the podium if you desire to address the Board.**

CALL TO ORDER
Pledge of Allegiance
Roll Call

MAYOR'S COMMUNICATIONS

CITIZENS' COMMUNICATIONS

- This is a time set aside on the agenda for citizens and visitors to address the Mayor and Board on any topic that is not a public hearing. The Board will not take action on any item not listed on the agenda, but the Mayor and Board welcome and value input and feedback from the public. Speakers will be restricted to three minutes unless otherwise permitted. Minutes may not be donated or transferred from one speaker to another.

APPROVAL OF CONSENT AGENDA

If the Board desires, the consent agenda may be approved by a single motion.

- Minutes of 08/21/2014
- Bills List

(Page 01)
(Page 08)

UNFINISHED BUSINESS

- A. Bill No. 14-42. Amend City Code Chapter 125: Human Resources System (Personnel) Rules and Regulations, Sections 125.020, 125.030, 125.035, 125.050, 125.110, 125.120, 125.140, 125.150, 125.200, 125.220, and 125.230. First and Second Readings (Postponed 08/21/2014 Meeting) (Page 19)
- B. Bill No. 14-44. To Establish a Procedure for Event Permits and Setting Out the Duty of the Chief of Police in Issuing Such Permits and Removing Reference to the City Administrator for such Permits. Second Reading (Page 33)

NEW BUSINESS

- A. Bill No. 14-46. Authorizing Mayor to Execute Contract with Nancy's Carpet for Carpet Replacement in the Board Room. First and Second Reading (Page 37)
- B. Bid Award. Plumbing Parts for Sewer and Water Departments (Page 42)

COMMUNICATIONS FROM MEMBERS OF THE BOARD OF ALDERMEN

STAFF COMMUNICATIONS

EXECUTIVE SESSION. Notice is given that the agenda includes a roll call vote to close the meeting as allowed by RSMo. Section 610.021(3), Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

ADJOURN

UNAPPROVED

MINUTES OF THE REGULAR MEETING OF THE BOARD OF ALDERMEN OF THE CITY OF OSAGE BEACH, MISSOURI

August 21, 2014

The Board of Aldermen of the City of Osage Beach, Missouri, met to conduct a regular meeting on Thursday, August 21, 2014, at 6:30 p.m. at City Hall. The following were present: Mayor Penny Lyons, Alderman Steve Kahrs, Alderman Phyllis Marose, Alderman John Olivarri, Alderman Ron Schmitt, Alderman Kevin Rucker and Alderman Tom Walker. The City Clerk, Diann Warner, was present and performed the duties of that office.

Mayor's Communications.

Budd Hyde, Airport Manager, announced that he is resigning his position as Airport Manager to relocate with this family to New York. Mr. Hyde introduced Ty Dinsdale, who has been named his replacement. Ty began his employment with the City in 2009 as an airport technician working at both Lee C. Fine and Grand Glaize Airports. Mr. Dinsdale was welcomed.

Budd reported that at the Young Eagles event, 55 young people were given airplane rides. He said it was the biggest Young Eagles event so far and that Ty Dinsdale planned to continue the event.

Mayor Lyons expressed her appreciation to Budd for the work he has done at the airports. She added that all comments she has received have all been positive.

Mayor Lyons reported that she and several aldermen will be attending the Governor's Conference on Economic Development on September 4-5 at Tan-Tar-A. She said this is a great opportunity to hear from speakers and visit with exhibitors.

Mayor Lyons reported that she has had several comments on the plans for a multi-sport outdoor complex at Peanick Park. She addressed those comments by explaining that there are plans to move the current basketball area to provide for additional parking and a new basketball court will be provided which will have the ability to be used for volleyball or tennis. Mayor Lyons said this will not be a sports complex but it will give the City the ability to determine the future need for tennis or volleyball activities by its use. She said there was a misunderstanding and the plan is not to build a sports complex.

Mayor Lyons said there have been complaints from employees at the Veterans Clinic about traffic entering or exiting Executive Drive and the danger those turns pose. She said she forwarded those concerns to Senator Dan Brown who previously served on the Veterans Committee to see if he had any suggestions for funding an outer road.

Citizens Communications.

No one was present who wished to speak during this portion of the meeting.

Consent Agenda.

Alderman Schmitt moved to approve the consent agenda which includes minutes of the regular meeting held on August 7, 2014, the bill list as submitted, and a liquor license to Shells Pasta Emporium. Alderman Marose seconded the motion which was voted on and unanimously passed.

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Unfinished Business.

None

New Business.

Bill No. 14.42. AN ORDINANCE OF THE CITY OF OSAGE BEACH, MISSOURI, AMENDING CHAPTER 125: HUMAN RESOURCES SYSTEM RULES AND REGULATIONS, SECTIONS 125.020, 125.030, 125.050, 125.110, 125.120, 125.140, 125.150, 125.200, 125.220, AND 125.230, AND CREATING A NEW SECTION 125.035 REPORTING AND DISPOSITION OF CRIMINAL CHARGES

Human Resources Generalist presented the proposed changes to the Human Resources System Rules and Regulations. Bill No. 14.42 proposes amendments to City code Chapter 125: Human Resources System (Personnel) Rules and Regulations as follows:

Section 125.020 – changes made to include the definition of the Management Team.

Section 125.030.A.2. – Changes made to include new section 125.035.

Section 125.030.K – changes made to update to the General Provisions, Nepotism, to include the management team.

Section 125.035 Reporting and Disposition of Criminal Charges. – New section.

Section 125.050.G.6 Uniform/Dress – policy date changed to 08/21/14.

Section 125.110.E.1 Probationary Period – verbiage added to include probation as a result of disciplinary action.

Section 125.120.C.7 Attendance and Leaves – verbiage added: *in good standing*.

Section 125.140.A Transfer, Promotion, Demotion, Suspension, and Reinstatement – clarification added for consistency within the section.

Section 125.150.B.6 Discipline – Add misdemeanor and/or felony charge and/or conviction.

Section 125.200.D.3 Employee Health and Safety – Change the date of The Safety Policy to 08/21/14. The change to the Safety Policy: Redefined Post-Accident Testing.

Section 125.220.D Alcohol, Drug, and Controlled Substance Abuse – Change the date of The Drug Free Workplace Policy to 08/21/14. The change to the Drug Free Workplace Policy is the same as the change to the Safety Policy.

Section 125.230.A.6 Cell Phone Policy – Change the date of the policy to 08/21/14. Changes were made to reflect current practice within the current cell phone plan.

Following discussion of the proposed changes, staff was directed to redraft Sections as follows:

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Section 125.030 K.6. In the event the City Administrator considers a waiver of any of these rules under Section 125.030K concerning nepotism to be in the best interest of the City, the City Administrator shall refer the matter to the Board of Aldermen for their consideration in a closed session of the Board after proper notice pursuant to Section 610.021(3) of the Revised Statutes of Missouri.

Section 125.035. 5. In the opinion of the City Administrator the crime charged or a conviction reflects on the performance of the employee's job duties, or the City as a whole, the City Administrator may alter the employees' work duties, suspend, and/or terminate. In no event shall any altered work duties and/or suspension be in excess of six months. In the event that the City Administrator considers that an employee's suspension should be extended longer than six months, the City Administrator shall refer the matter to the Board of Aldermen for their consideration in a closed session of the Board held after proper notice pursuant to Section 610.021(3) of the Revised Statutes of Missouri.

Discussion also was held on the cell phone policy. Alderman Rucker believed personal phones should be phased out and employees should use only City owned phones to avoid disruption when an employee leaves the City. Assistant City Administrator Jeana Woods said there are approximately 30 employees who have City owned phones but more employees use their personal phone because of the updated technology. She added that it would be a significant economic impact if the City had to pay for smart phone technology. Aldermen Rucker and Olivarri agreed that technology is a cost of doing business.

Due to the redrafting, City Attorney Ed Rucker asked that Bill No. 14-42 be postponed. Alderman Rucker moved to postpone Bill No. 14-42. Alderman Kahrs seconded the motion which was voted on and unanimously passed.

Bill No. 14-43. AN ORDINANCE OF THE CITY OF OSAGE BEACH, MISSOURI, AMENDING ORDINANCE 14.14 AND AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT MODIFICATION WITH HUTCHINS TELECOM, INC FOR THE CITY PARK CONTROLLERS 2014 PROJECT IN THE ADDITIONAL AMOUNT OF \$825.00.

Director of Public Works Nick Edelman explained this modification is for additional work required to complete the City Park Irrigation Controllers 2014 project. There were a total of seven solenoids that required replacement instead of the four that were anticipated. The contractor replaced them in order to test the new controllers.

Funds are available in Budget Item 10-00-773278 Park Improvements with an uncommitted budget balance of \$571,886.00. Insurance has agreed to fund the additional \$825.00.

Mayor Lyons presented the first reading of Bill No. 14-43 by title only. It was noted that Bill No. 14-43 has been available for public review.

Alderman Olivarri moved to approve the first reading of Bill No. 13-43. Alderman Rucker seconded the motion which was voted on and unanimously passed.

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Mayor Lyons presented the second and final reading by title only. Alderman Olivarri moved to approve the second and final reading of Bill No. 14-43. Alderman Walker seconded the motion. The following roll call vote was taken to approve the second reading of Bill No. 14-43 and to pass same into ordinance: "Ayes:" Alderman Schmitt, Alderman Walker, Alderman Marose, Alderman Kahrs, Alderman Rucker, Alderman Olivarri. "Nays": None. Bill No. 14-43 was passed and approved as Ordinance No. 14.43.

Bill No. 14-44. AN ORDINANCE OF THE CITY OF OSAGE BEACH, MISSOURI, REPEALING AND REENACTING THE SECTIONS OF THE CODE OF ORDINANCES ESTABLISHING A PROCEDURE FOR EVENT PERMITS AND SETTING OUT THE DUTY OF THE CHIEF OF POLICE IN ISSUING SUCH PERMITS

City Attorney Edward Rucker explained the current ordinance references both the Chief of Police and the City Administrator. As large events are public gatherings in which the police department is the first point of contact, and the Chief is the City official directly responsible for public peace and safety, the Chief should be responsible for the permit process. He explained other issues that are clarified in Bill No. 14-44.

Alderman Rucker stated that the rates for additional officers, ambulance staff and fire crews should be established so that the applicant will know the amount of the charges. City Attorney Rucker suggested that a memo establishing the rates be sent from the Police Chief to the Board on an annual basis. Chief Davis agreed to provide such memo.

Mayor Lyons presented the first reading of Bill No. 14-44 by title only. It was noted that Bill No. 14-44 has been available for public review.

Alderman Rucker moved to approve the first reading of Bill No. 13-44. Alderman Marose seconded the motion which was voted on and unanimously passed.

Bill No. 14-45. AN ORDINANCE OF THE CITY OF OSAGE BEACH, MISSOURI, AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH HUTCHINS TELECOM, LLC FOR THE CITY STORM DAMAGE REPAIRS AT OSAGE BEACH CITY PARK.

The following bids were received:

Travis Hodge Hauling, LLC		\$308,316.38
	Alternate 1	\$308,316.38
Hutchins Telecom, LLC		\$229,432.00
	Alternate 1	\$227,932.00

10-10-773278 Park Improvements

Original Budgeted Amount	\$625,000.00
Current Uncommitted Balance	\$571,061.00

Public Works Director Nick Edelman explained this project is to restore the Osage Beach City Park. This project includes removal and replacement of the asphalt parking lot, repair of the

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earthen dam, possible construction of an emergency spillway, installation of a cable system to keep debris out of the intake structure, removal of debris from the creek, placement of fill material where the storm water washed out a new drainage patch, and other repairs.

Mr. Edelman said there was an alternate bid for this project. The alternate bid is to construct an emergency overflow for the pond. The storm water will be allowed to drain out of the pond if the intake structure is clogged or there is too much water for the intake structure to handle. The material that is excavated for spillway is planned to be used for fill to repair the dam. FEMA will only pay to repair the City Park to previous conditions unless it is cheaper to use onsite material. The bids showed that it is cheaper for the contractor to use the material onsite and build an emergency spillway than it is to bring material in; therefore, Mr. Edelman recommended awarding the alternate bid.

Other items that FEMA will not reimburse are the cable buoy type system which is labeled as Floating Debris Boom in the bid tabulation. This is similar to what AmerenUE has in front of Bagnell Dam and the purpose is to catch debris before it gets to the intake structure in the pond. The Concrete Headwall, Including Removing and Replacing Existing Pipe is an item that will improve the creek situation but may not be covered by FEMA. The total for these two items is \$31,000.

Funding for this project is available in 10-10-773278 Park Improvements in the budgeted amount of \$625,000. We have utilized \$60,992.90 of this as of July 31st. It was Mr. Edelman's understanding that FEMA will reimburse 75% of the project costs. If the City receives 75% from FEMA the City's share of the project with the \$31,000 mentioned above included would be \$80,233.

Total Project Costs	\$227,932.00
City's Share	\$80,233 (\$31,000 + 25% of (\$227,932 - \$31,000))
FEMA	\$147,699 (75 % of (\$227,932 - \$31,000))

HDR, the City's consultant on this project, recommends awarding the bid to Hutchins Telecom. The Public Works Department recommends awarding the project to Hutchins Telecom, LLC with the Alternate Bid in the amount of \$227,932.00.

Alderman Kahrs said the debris boom seems to be very expensive and he believed it could be obtained at a more reasonable cost. Mr. Edelman said another bid will be solicited in January and he may delete the debris boom from this contract and add it to the dredging contract. Mayor Lyons said if the debris boom is removed, the City's portion will decrease. Mr. Edelman said removing the boom will not delay the process with FEMA and Hutchins Telecom plans to begin the work once FEMA has reviewed and approved the documents.

Mayor Lyons presented the first reading of Bill No. 14-45 by title only. It was noted that Bill No. 14-45 has been available for public review.

Alderman Olivarri moved to approve the first reading of Bill No. 14-45. Alderman Walker seconded the motion which was voted on and unanimously passed.

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Mayor Lyons presented the second and final reading by title only. Alderman Rucker moved to approve the second and final reading of Bill No. 14-45. Alderman Olivarri seconded the motion. The following roll call vote was taken to approve the second reading of Bill No. 14-45 and to pass same into ordinance: "Ayes:" Alderman Marose, Alderman Kahrs, Alderman Rucker, Alderman Olivarri, Alderman Schmitt, Alderman Walker. "Nays": None. Bill No. 14-45 was passed and approved as Ordinance No. 14.45.

Communication from Board Members.

Alderman Schmitt. Ron Schmitt reported on a historical fact that occurred this day fifty-five years ago.

Alderman Kahrs. Steve Kahrs thanked Ron Dugan and all volunteers for their participation in the Shootout this weekend. He said it is a big event to showcase Lake of the Ozarks.

Alderman Olivarri. John Olivarri reported on information he received when he attended the Tri-County Lodging Association meeting. Reports are that the Governor's veto of the sales tax exemption bills will not be overridden. Alderman Olivarri reported that the state was disappointed in the revenues received in July. He reported on major events that are coming to the lake that will have a significant economic impact on the area, one of which is 7 Springs Winery has teamed up with Main Street Poverty Flats for a food and wine event. He added that this is part of the "Wine Travel" that has been advertised in magazines.

Upon a question from Alderman Rucker about the sales tax legislation, Alderman Olivarri said the legislature is reviewing all vetoed bills and he was told they will probably not override the veto of those bills. Mayor Lyons reported that she had an opportunity to thank Representative Diane Franklin for her response at the LOREDC meeting today.

Staff Communications.

City Attorney. In response to questions regarding the maintenance of sidewalks, Ed Rucker reported that the City has a right to require property owners to mow the grass between the street and the sidewalk and keep the sidewalks clean. He added there is a 1918 case requiring owners to shovel snow and ice, however there are no ordinances in Osage Beach City requiring property owners to maintain the sidewalks. He added that enforcement of such an ordinance would apply equally to commercial, residential, second homeowners as well as full time residents if an ordinance is enacted.

Park Manager. Brian Wiley reported on activities taking place in the City parks in the coming weeks such as a free movie in the park on August 31 and a girls' softball tournament. He also reported that more area is being cleared for additional picnic areas.

HR Generalist. Cindy Leigh reported on activities of the Missouri Extension Council and the programs that they provide to citizens. She said one of the activities was a visit to Osage Catfisheries by University of Missouri staff members. Mrs. Leigh also thanked everyone for donations to the 4-H club that allowed club members to attend summer camp.

Executive Session. Alderman Olivarri moved to close the meeting pursuant to RSMo. Section

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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 therefore. Alderman Rucker seconded the motion.

The following roll call vote was taken to close the meeting: "Ayes:" Alderman Kahrs, Alderman Rucker, Alderman Olivarri, Alderman Schmitt, Alderman Walker, Alderman Marose. "Nays": None. The meeting was therefore closed.

CLOSED SESSION

Alderman Kahrs moved to open the meeting. Alderman Marose seconded the motion. The following roll call vote was taken to open the meeting: "Ayes:" Alderman Rucker, Alderman Olivarri, Alderman Schmitt, Alderman Walker, Alderman Marose, Alderman Kahrs. "Nays": None. The meeting was therefore opened.

No announcements were made following closed session.

There being no further business to come before the Board, the meeting adjourned at 8:00 p.m.

I, Diann Warner, City Clerk of the City of Osage Beach, Missouri, do hereby certify that the above foregoing is a true and complete journal of proceedings of the regular meeting of the Board of Aldermen of the City of Osage Beach, Missouri, held on August 21, 2014.

Diann Warner, City Clerk

Penny Lyons, Mayor

**CITY OF OSAGE BEACH
BILLS LIST
September 4, 2014**

Bills Paid Prior to Board Meeting	126,321.01
Payroll Paid Prior to Board Meeting	120,378.92
SRF Transfer Prior to Board Meeting	228,676.18
TIF Transfer Prewitt's Pt	116,858.65
TIF Transfer Dierbergs	31,614.47
Bills Pending Board Approval	188,818.66
Total Expenses	<u>812,667.89</u>

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT		
NON-DEPARTMENTAL	General Fund	FAMILY SUPPORT PAYMENT CENTER	Case #81106219	225.00		
			Case #31550944	138.46		
		MO DEPT OF REVENUE	PARK, BOOKS, MISC SALES TA	81.72		
			State Withholding	3,504.22		
		INTERNAL REVENUE SERVICE	Fed WH	11,289.27		
			FICA	6,749.58		
		ICMA	Medicare	1,578.56		
			Retirment 457 &	600.60		
			Retirement 457	870.00		
			Loan Repayments	650.56		
			Loan Repayments	449.16		
			Loan Repayments	404.26		
			Loan Repayments	204.69		
			Loan Repayments	312.18		
			Loan Repayments	487.29		
			Loan Repayments	298.81		
			Loan Repayments	372.42		
			Loan Repayments	102.34		
			Retirment Roth IRA %	57.26		
			Retirement Roth IRA	340.00		
		ASANTE, KWABENA	REIMB DEPENDENT CARE OVERP	416.66		
		JP MORGAN CHASE BANK	HSA Contribution	75.00		
			HSA Family/Dep. Contributi	1,510.00		
		ONE TIME VENDOR	Bond Refund:121298278-01	<u>30.00</u>		
			TOTAL:	30,748.04		
		Mayor & Board	General Fund	INTERNAL REVENUE SERVICE	FICA	168.43
					Medicare	39.42
ICMA	Retirement 401				<u>121.00</u>	
TOTAL:	328.85					
Collector	General Fund	INTERNAL REVENUE SERVICE	FICA	6.20		
			Medicare	<u>1.45</u>		
			TOTAL:	7.65		
City Administrator	General Fund	INTERNAL REVENUE SERVICE	FICA	440.79		
			Medicare	103.08		
			ICMA	Retirement 401	439.47	
			JP MORGAN CHASE BANK	HSA Family/Dep. Contributi	<u>150.00</u>	
			TOTAL:	1,133.34		
City Clerk	General Fund	INTERNAL REVENUE SERVICE	FICA	381.25		
			Medicare	89.16		
			ICMA	Retirement 401	381.82	
			JP MORGAN CHASE BANK	HSA Family/Dep. Contributi	<u>276.85</u>	
			TOTAL:	1,129.08		
City Treasurer	General Fund	INTERNAL REVENUE SERVICE	FICA	488.44		
			Medicare	114.23		
			ICMA	Retirement 401	482.58	
			JP MORGAN CHASE BANK	HSA Family/Dep. Contributi	<u>225.00</u>	
			TOTAL:	1,310.25		
City Attorney	General Fund	INTERNAL REVENUE SERVICE	FICA	300.15		
			Medicare	70.20		
			ICMA	Retirement 401	293.68	

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		JP MORGAN CHASE BANK	HSA Family/Dep. Contributi	75.00
			TOTAL:	739.03
Building Inspection	General Fund	INTERNAL REVENUE SERVICE	FICA	329.25
			Medicare	77.00
		ICMA	Retirement 401	329.76
		JP MORGAN CHASE BANK	HSA Family/Dep. Contributi	225.00
			TOTAL:	961.01
Building Maintenance	General Fund	AMEREN MISSOURI	CITY HALL SERV 07/15-08/13	6,264.31
			TOTAL:	6,264.31
Parks	General Fund	ALLIED WASTE SERVICES #435	JUL TRASH SERVICE	110.94
		AMEREN MISSOURI	LOWER DIAMOND LIGHTS	10.67
			FISH HATCHERY RD MAINT BLD	28.76
			CITY PARK #2 DISPLAY C	9.79
			FISH HATCHERY RD SOCCER FL	19.54
			CITY PARK #2 DISPLAY D	9.79
			FISH HATCHERY RD BALL FIEL	320.53
			CITY PARK #2 DISPLAY B	9.79
			BALL DIAMONDS CONS STAND	22.44
			CITY PARK #2 DISPLAY A	9.79
			HWY 42 BALL PARK LIGHTS	18.08
			CITY PARK #2 IRRIGATION PU	10.01
		INTERNAL REVENUE SERVICE	FICA	318.39
			Medicare	74.47
		ICMA	Retirement 401	196.88
		JP MORGAN CHASE BANK	HSA Contribution	37.50
			HSA Family/Dep. Contributi	90.00
		WCA WASTE CORPORATION	JUL TRASH SERVICE	79.88
			TOTAL:	1,377.25
Human Resources	General Fund	INTERNAL REVENUE SERVICE	FICA	125.68
			Medicare	29.39
		ICMA	Retirement 401	125.07
		JP MORGAN CHASE BANK	HSA Family/Dep. Contributi	75.00
			TOTAL:	355.14
Overhead	General Fund	AT & T/CITY HALL	CITY HALL AUG SERVICE	2,667.57
		PURCHASE POWER	CITY HALL POSTAGE	1,332.42
		CHARTER BUSINESS	CABLE	83.69
			TOTAL:	4,083.68
Police	General Fund	INTERNAL REVENUE SERVICE	FICA	2,833.70
			Medicare	662.73
		PURCHASE POWER	POLICE DEPT POSTAGE	373.08
		ICMA	Retirement 401	2,729.02
		BANKCARD CENTER 0833	RED & YELLOW CHALK SPRAY	85.05
		JP MORGAN CHASE BANK	HSA Contribution	187.50
			HSA Family/Dep. Contributi	1,275.00
			TOTAL:	8,146.08
911 Center	General Fund	INTERNAL REVENUE SERVICE	FICA	789.01
			Medicare	184.52
		ICMA	Retirement 401	798.69
		BANKCARD CENTER 0833	Y-SPLITTER ADAPTER	22.99

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			Y-SPLITTER ADAPTER	22.99
		JP MORGAN CHASE BANK	HSA Contribution	37.50
			HSA Family/Dep. Contributi	<u>398.15</u>
			TOTAL:	2,253.85
Planning	General Fund	INTERNAL REVENUE SERVICE	FICA	259.71
			Medicare	60.74
		PURCHASE POWER	PLANNING DEPT POSTAGE	95.65
		ICMA	Retirement 401	254.94
		JP MORGAN CHASE BANK	HSA Family/Dep. Contributi	<u>75.00</u>
			TOTAL:	746.04
Information Technology	General Fund	INTERNAL REVENUE SERVICE	FICA	308.58
			Medicare	72.17
		ICMA	Retirement 401	299.62
		CDW GOVERNMENT INC	SERVERS VM MAINT	3,372.36
		CHARTER BUSINESS	INTERNET	200.00
		VERIZON WIRELESS	SERVICE 7/22-8/21/14	80.02
		JP MORGAN CHASE BANK	HSA Contribution	<u>37.50</u>
			TOTAL:	4,370.25
NON-DEPARTMENTAL	Transportation	MO DEPT OF REVENUE	State Withholding	476.44
		INTERNAL REVENUE SERVICE	Fed WH	1,326.75
			FICA	949.13
			Medicare	221.96
		ICMA	Retirement 457	175.73
			Loan Repayments	100.30
			Loan Repayments	60.91
			Loan Repayments	16.89
			Loan Repayments	16.89
			Retirement Roth IRA	16.75
		JP MORGAN CHASE BANK	HSA Contribution	20.00
			HSA Family/Dep. Contributi	<u>72.31</u>
			TOTAL:	3,454.06
Transportation	Transportation	AMEREN MISSOURI	STREET LIGHTING	3,666.83
			STREET LIGHTING	1,382.89
		AMEREN MISSOURI	792 PASSOVER RD STREET LIG	52.96
			872 PASSOVER RD STREET LIG	63.31
			LTG PALISADES COMMON KK DR	109.77
			680 PASSOVER RD LIGHTING C	50.93
			MAINT SALT BLDG	9.79
		INTERNAL REVENUE SERVICE	FICA	949.12
			Medicare	221.97
		PURCHASE POWER	TRANS DEPT POSTAGE	20.17
		ICMA	Retirement 401	947.16
		JP MORGAN CHASE BANK	HSA Contribution	86.25
			HSA Family/Dep. Contributi	<u>350.25</u>
			TOTAL:	7,911.40
NON-DEPARTMENTAL	Water Fund	MO DEPT OF REVENUE	WATER SALES TAX	3,060.55
			State Withholding	247.52
		INTERNAL REVENUE SERVICE	Fed WH	795.80
			FICA	540.20
			Medicare	126.33
		ICMA	Retirement 457	76.30

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			Loan Repayments	47.33
			Loan Repayments	130.16
			Loan Repayments	68.06
			Loan Repayments	103.62
			Retirement Roth IRA	26.50
		JP MORGAN CHASE BANK	HSA Family/Dep. Contributi	51.91
		ONE TIME VENDOR SHERMAN, FREDERICK	06-1110-00	<u>27.31</u>
			TOTAL:	5,301.59
Water	Water Fund	AMEREN MISSOURI	COLUMBIA COLLEGE WELL	3,089.87
		AMEREN MISSOURI	PARKVIEW WELL	1,034.83
			BLUFF RD WATER TOWER	2,336.96
			COLLEGE WELL BEHIND CHURCH	1,557.22
			COLUMBIA COLLEGE TOWER	13.38
		INTERNAL REVENUE SERVICE	FICA	540.21
			Medicare	126.34
		PURCHASE POWER	WATER DEPT POSTAGE	281.88
		ICMA	Retirement 401	539.93
		RUBLE, JUSTIN	MILEAGE REIMB 08/13-08/19/	76.16
		JP MORGAN CHASE BANK	HSA Contribution	48.75
			HSA Family/Dep. Contributi	<u>321.75</u>
			TOTAL:	9,967.28
NON-DEPARTMENTAL	Sewer Fund	MO DEPT OF REVENUE	State Withholding	364.84
		INTERNAL REVENUE SERVICE	Fed WH	1,192.44
			FICA	833.02
			Medicare	194.82
		ICMA	Retirment 457 &	81.18
			Retirement 457	121.16
			Loan Repayments	93.41
			Loan Repayments	21.11
			Loan Repayments	42.21
			Retirement Roth IRA	16.75
		JP MORGAN CHASE BANK	HSA Contribution	25.00
			HSA Family/Dep. Contributi	<u>57.78</u>
			TOTAL:	3,043.72
Sewer	Sewer Fund	AMEREN MISSOURI	GRINDER PUMPS & LIFT STATI	2,928.62
			GRINDERPUMPS & LIFT STATIO	5,586.79
			GRINDER PUMPS & LIFT STATI	9,688.80
		AMEREN MISSOURI	701 PA HE TSI	11.86
			5707 OSAGE BEACH PKWY	11.33
		INTERNAL REVENUE SERVICE	FICA	833.02
			Medicare	194.80
		PURCHASE POWER	SEWER DEPT POSTAGE	169.98
		ICMA	Retirement 401	823.25
		PEDROLA, TOM	MILEAGE REIMB 08/06-08/12/	67.64
		EARP, NATHAN	MILEAGE REIMB 08/13-08/19/	44.80
		JP MORGAN CHASE BANK	HSA Contribution	90.00
			HSA Family/Dep. Contributi	<u>363.00</u>
			TOTAL:	20,813.89
NON-DEPARTMENTAL	Ambulance Fund	MO DEPT OF REVENUE	State Withholding	370.00
		INTERNAL REVENUE SERVICE	Fed WH	1,074.33
			FICA	729.72
			Medicare	170.67

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		ICMA	Loan Repayments	39.66
			Loan Repayments	58.83
		JP MORGAN CHASE BANK	HSA Contribution	25.00
			HSA Family/Dep. Contributi	<u>41.67</u>
			TOTAL:	2,509.88
Ambulance	Ambulance Fund	INTERNAL REVENUE SERVICE	FICA	729.72
			Medicare	170.67
		PURCHASE POWER	AMBULANCE DEPT POSTAGE	28.05
		ICMA	Retirement 401	523.67
		JP MORGAN CHASE BANK	HSA Contribution	37.50
			HSA Family/Dep. Contributi	<u>225.00</u>
			TOTAL:	1,714.61
NON-DEPARTMENTAL	Lee C. Fine Airpor	MO DEPT OF REVENUE	LCF SALES TAX	4,028.65
			State Withholding	89.60
		INTERNAL REVENUE SERVICE	Fed WH	315.47
			FICA	296.33
			Medicare	69.30
		ICMA	Retirment 457 &	122.71
			Retirement 457	<u>44.00</u>
			TOTAL:	4,966.06
Lee C. Fine Airport	Lee C. Fine Airpor	AMEREN MISSOURI	1111 LEE C FIND RD WELL	72.17
			KAISER TERMINAL BLDG	580.63
			1000 LEE C FINE RD NEW HAN	109.24
		INTERNAL REVENUE SERVICE	FICA	296.33
			Medicare	69.30
		PURCHASE POWER	LCF AIRPORT POSTAGE	36.46
		ICMA	Retirement 401	248.20
		JP MORGAN CHASE BANK	HSA Contribution	22.50
			HSA Family/Dep. Contributi	<u>150.00</u>
			TOTAL:	1,584.83
NON-DEPARTMENTAL	Grand Glaize Airpo	MO DEPT OF REVENUE	GG SALES TAX	6.88
			State Withholding	62.38
		INTERNAL REVENUE SERVICE	Fed WH	213.87
			FICA	174.22
			Medicare	40.75
		ICMA	Retirment 457 &	<u>81.81</u>
			TOTAL:	579.91
Grand Glaize Airport	Grand Glaize Airpo	INTERNAL REVENUE SERVICE	FICA	174.22
			Medicare	40.75
		PURCHASE POWER	GG AIRPORT POSTAGE	11.31
		ICMA	Retirement 401	166.15
		JP MORGAN CHASE BANK	HSA Contribution	52.50
			HSA Family/Dep. Contributi	<u>75.00</u>
			TOTAL:	519.93

DEPARTMENT FUND VENDOR NAME DESCRIPTION AMOUNT

===== FUND TOTALS =====

10	General Fund	63,953.85
20	Transportation	11,365.46
30	Water Fund	15,268.87
35	Sewer Fund	23,857.61
40	Ambulance Fund	4,224.49
45	Lee C. Fine Airport Fund	6,550.89
47	Grand Glaize Airport Fund	1,099.84

	GRAND TOTAL:	126,321.01
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TOTAL PAGES: 6

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	General Fund	LAKE SUN LEADER 81525 & 1586450	BID SURPLUS VEHICLES	18.00
			TOTAL:	18.00
Mayor & Board	General Fund	MO MUNICIPAL LEAGUE	MML CONFERENCE J OLIVARRI	342.00
			LYONS, K RUCKER, MAROSE	1,026.00
			MML CONFERENCE T WALKER	342.00
			MML CONFERENCE R SCHMITT	342.00
			TOTAL:	2,052.00
City Clerk	General Fund	MO MUNICIPAL LEAGUE	MML CONFERENCE D WARNER	317.00
		STAPLES ADVANTAGE	TONER, POST-IT DISPENSER	53.38
		ST LOUIS COUNTY MUNICIPAL LEAGUE	RESPONSIBILITIES AFTER BON	10.00
			TOTAL:	380.38
City Treasurer	General Fund	GFOA OF MO	K BELL MEMBERSHIP	50.00
			M WELTY MEMBERSHIP	50.00
			TOTAL:	100.00
Municipal Court	General Fund	STAPLES ADVANTAGE	TONER	47.94
			TOTAL:	47.94
City Attorney	General Fund	MO MUNICIPAL LEAGUE	E RUCKER	342.00
			TOTAL:	342.00
Building Maintenance	General Fund	AMERICAN STAMP & MARKING PROD INC	SLIMLINE INSERTS & FRAMES	734.97
		LAKE SUN LEADER 81525 & 1586450	BID BOARD RM RECARPETING	225.00
		PRAIRIEFIRE COFFEE & ROASTERS	COFFEE, HOT COCO	201.60
		SURECUT LAWN CARE LLC	GROUNDS MAINT	1,785.71
			IRRIGATION REPAIR	80.00
		GEO-ENTERPRISES, INC	DUCT WORK	70.00
		BEISHIR LOCK & SECURITY	CONTROL PANELS, CAMERAS	7,583.41
			CAMERAS, MONITORS	2,989.22
			CREDIT	4,669.50
		EZARD'S	WASP KILLER	16.47
		STAPLES ADVANTAGE	WALL CLOCK	27.77
			TOTAL:	9,044.65
Overhead	General Fund	XEROX CORPORATION	METER USAGE	63.45
		STAPLES ADVANTAGE	COPY PAPER	86.25
			TOTAL:	149.70
Police	General Fund	GULF STATE DISTRIBUTING INC	AMMO	1,352.00
		O'REILLY AUTOMOTIVE STORES INC	HEADLIGHT CAPSULE	8.99
		IMAGE QUEST	REFUND SHIPPING & HANDLING	3.17
			OVERAGE SVC BILLING	18.03
			SHIPPING & HANDLING	2.95
		CREATIVE PRODUCT SOURCING, INC-DARE	DARE SUPPLIES	1,449.28
		HEDRICK MOTIV WERKS LLC	OIL CHG, MNT/BAL TIRE PD 2	77.55
			MARINE BATTERIES	401.22
			OIL CHG PD19	65.00
		SOUTHERN UNIFORM & EQUIPMENT	BELTS, BATON HLDRS, POCHE	760.55
		ALPHAGRAPHS	R ARNALL BUS CARDS	45.00
		STAPLES ADVANTAGE	COPY PAPER, TONER	84.52
		XEROX FINANCIAL SERVICES	LEASE PAYMENT	291.26
			TOTAL:	4,553.18

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
Planning	General Fund	LAKE OF THE OZARKS COURT REPORTING LLC	VARIANCE CASE #317	200.00
			TOTAL:	200.00
Information Technology	General Fund	TYLER TECHNOLOGIES INC	COURT CASE & POLICE INTERF	3,355.36
			TOTAL:	3,355.36
Emergency Management	General Fund	PSE INSTALLATION	EMERGENCY MGMT PRIORITY ST	120.00
			TOTAL:	120.00
Transportation	Transportation	MEEKS BUILDING CENTER	CEMENT EDGER, 2x4	9.08
		EZARD'S	ECHO POWER EQUIP	9.99
		NORTHERN SAFETY CO INC	INSECTICIDES, IBUPROFEN	48.54
			NS VENOM RIDER GY LENS	21.86
		O'REILLY AUTOMOTIVE STORES INC	TOOL SET, SPRAY	64.45
		PRAIRIEFIRE COFFEE & ROASTERS	COFFEE, HOT COCO, CREAM, S	35.74
		BARNES MARINE INC	OIL, TRIMMER LINE	56.29
		NUNN COMPANY LLC	APPRAISAL REPORT	366.67
		KEEPING CONDOS CLEAN	TRANS JANITORIAL SERV	97.22
		UNIFIRST CORPORATION	STREET DEPT UNIFORMS	39.46
			STREET DEPT FLOOR MATS	7.20
			STREET DEPT UNIFORMS	39.71
			STREET DEPT FLOOR MATS	7.20
		BEISHIR LOCK & SECURITY	CONTROL PANELS, CAMERAS	5,132.21
			CAMERAS, MONITORS	2,023.01
			CREDIT	3,160.16
		EZARD'S	6V BATTERIES	14.97
			ROOFING BRUSH	3.99
			PICKUP TOOL	18.99
			FASTENERS	1.99
		J C INDUSTRIES INC	SUNSET DR SIDEWALK	21,055.76
			TOTAL:	25,765.27
Water	Water Fund	EZARD'S	MASKING TAPE	2.79
		GOEHRI, GEORGE	SEPT INS PREMIUM	82.06
		SCHULTE SUPPLY INC	MIU, PROREAD RETURNS	2,698.70
			NEPTUNE WATER METERS	7,200.00
			NEPTUNE WATER METERS	7,200.00
			ANNUAL MAINT	1,250.00
		NORTHERN SAFETY CO INC	INSECTICIDES, IBUPROFEN	48.53
			NS VENOM RIDER GY LENS	21.85
		O'REILLY AUTOMOTIVE STORES INC	GLASS CLEANER, TOWELS	16.25
		LAKE SUN LEADER 81525 & 1586450	BID PLUMBING PARTS (2)	31.50
		PRAIRIEFIRE COFFEE & ROASTERS	COFFEE, HOT COCO, CREAM, S	35.73
		HD SUPPLY WATERWORKS LTD	SEAT REBUILD KIT	49.74
			2X200' CTS PE TUBING 200 P	298.00
		PRECISION AUTO & TIRE SERVICE LLC	OIL CHG #51	41.95
		GILMORE & BELL PC	REBATE CALC 2002	859.00
		KEN KAUFFMAN & SONS EXCAVATING	WATER TOWER FENCING	5,395.00
		NUNN COMPANY LLC	APPRAISAL REPORT	366.67
		KEEPING CONDOS CLEAN	WATER JANITORIAL SERV	97.22
		UNIFIRST CORPORATION	WATER DEPT UNIFORMS	18.44
			WATER DEPT FLOOR MATS	7.20
			WATER DEPT UNIFORMS	56.06
			WATER DEPT FLOOR MATS	7.20
		BEISHIR LOCK & SECURITY	CONTROL PANELS, CAMERAS	5,132.21
			CAMERAS, MONITORS	2,023.02

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			CREDIT	3,160.17-
		ENGINEERED SYSTEMS INC	OPERATION & MAINT MANUALS	<u>86.58</u>
			TOTAL:	24,468.13
Sewer	Sewer Fund	WALMART COMMUNITY/GECRB	PUNCH, WITE-OUT, SNACK BAG	14.85
		EZARD'S	BALL VALVE	13.99
			FASTENERS	7.56
			PLUG, CAP	6.98
			HARDWARE & HAND TOOL/ACC	13.37
			CUT OFF BLADES	16.74
		EVOQUA WATER TECHNOLOGIES LLC	JUL ODOR CONTROL	<u>1,750.00</u>
		TALLMAN COMPANY	PVC	12.12
			REAL TUFF, SAWZALL BLADES	29.86
		NORTHERN SAFETY CO INC	INSECTICIDES, IBUPROFEN	48.54
			NS VENOM RIDER GY LENS	21.85
		O'REILLY AUTOMOTIVE STORES INC	CREDIT	25.55-
			ABSORBENT	12.29
			DRILL BIT	7.99
			MEGACRIMPS, HYD HOSES	65.16
			HYD HOSE, MEGACRIMPS	39.17
			TRANS FLUID	19.96
			WIPES, GLASS CLEANER	32.94
		LAKE SUN LEADER 81525 & 1586450	BID PLUMBING PARTS (2)	31.50
		CONSOLIDATED ELECTRICAL DISTR, INC	CONDUIT	23.02
			PULLING LUBE	9.19
			2P-240V-30A CB	60.87
		PRAIRIEFIRE COFFEE & ROASTERS	COFFEE, HOT COCO, CREAM, S	35.73
		LAKE OZARK-OSAGE BEACH JOINT SEWER PLA	TREATMENT PLANT OPERATION	<u>39,740.65</u>
		BUTLER SUPPLY CO	PVC CONDUIT & ELBOW	10.09
		HD SUPPLY WATERWORKS LTD	PVC WYE, CPLG, PIPE	46.46
		PRECISION AUTO & TIRE SERVICE LLC	OIL CHG #72	38.95
			OIL CHG #71	41.95
		NUNN COMPANY LLC	APPRAISAL REPORT	366.66
		KEEPING CONDOS CLEAN	SEWER JANITORIAL SERV	97.22
		UNIFIRST CORPORATION	SEWER DEPT UNIFORMS	44.45
			SEWER DEPT FLOOR MATS	7.20
			SEWER DEPT UNIFORMS	126.70
			SEWER DEPT FLOOR MATS	7.20
		BEISHIR LOCK & SECURITY	CONTROL PANELS, CAMERAS	5,132.21
			CAMERAS, MONITORS	2,023.02
			CREDIT	3,160.17-
		J C INDUSTRIES INC	RELOCATE LIFT STATION	<u>7,962.36</u>
			TOTAL:	54,733.08
Ambulance	Ambulance Fund	PURCELL TIRE CO	TIRE MED9	133.75
		WALMART COMMUNITY/GECRB	CART, AJAX	26.33
		HEDRICK MOTIV WERKS LLC	POWER WINDOW SWITCH MED9	146.92
			ALTERNATOR EM1	221.49
			OIL CHG M9	99.25
		VIDACARE LLC	MEDICAL SUPPLIES	<u>1,340.83</u>
			TOTAL:	1,968.57
Lee C. Fine Airport	Lee C. Fine Airpor	WALMART COMMUNITY/GECRB	COFFEE, TWLS, SUGAR, BULB,	69.93
		GB MAINTENANCE SUPPLY	LINERS, TOWELS, TP	198.08
		NAEGLER OIL CO	JET A FUEL	15,979.51
			JET A FUEL	17,010.66

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			AV GAS	6,852.97
		O'REILLY AUTOMOTIVE STORES INC	HYDROBOOST	192.55
			HYDROBOOST	40.00-
			STARTER	18.27-
		HEDRICK MOTIV WERKS LLC	REFRIGRANT, OIL CHG A1	59.06
			CRUISE SWITCH, REFRIGRANT	145.56
		EZARD'S	ELECT TAPE, CABLE TIES	20.77
		O'REILLY AUTOMOTIVE STORES INC	MASTER CYL, ANTIFREEZE, CO	<u>206.19</u>
			TOTAL:	40,677.01
Grand Glaize Airport	Grand Glaize Airpo	WALMART COMMUNITY/GEGRB	COFFEE, TWLS, SUGAR, BULB,	40.59
		NAEGLER OIL CO	AV GAS	20,554.32
		LAKE SUN LEADER 81525 & 1586450	GRAND GLAIZE AIRPORT DEMO	234.00
		CAMDEN COUNTY RECORDER OF DEEDS	FAXES	2.00
		EZARD'S	55 GAL BAGS	9.99
			WASP SPRAY	<u>2.49</u>
			TOTAL:	20,843.39

===== FUND TOTALS =====

10	General Fund	20,363.21
20	Transportation	25,765.27
30	Water Fund	24,468.13
35	Sewer Fund	54,733.08
40	Ambulance Fund	1,968.57
45	Lee C. Fine Airport Fund	40,677.01
47	Grand Glaize Airport Fund	20,843.39

 GRAND TOTAL: 188,818.66

Submission Date: August 26, 2014
Submitted By: Human Resources Generalist
Board Meeting Date: September 4, 2014

**City of Osage Beach
BOARD OF ALDERMEN
AGENDA ITEM SUMMARY SHEET**

Description of Item:

Bill 14.42 - Amend City code Chapter 125: Human Resources System (Personnel) Rules and Regulations, Sections 125.020, 125.030, 125.035, 125.050, 125.110, 125.120, 125.140, 125.150, 125.200, 125.220, and 125.230

Names of Persons, Businesses, Organizations affected by this action:

City of Osage Beach Employees

Why is Board Action Required?

Board of Aldermen approval required for ordinance amendments

Type of Action Requested (Ordinance, Resolution, Motion):

Motion to approve first and second readings of Bill 14.42 - Amendments to City code Chapter 125: Human Resources System (Personnel) Rules and Regulations, Sections 125.020, 125.030, 125.035, 125.050, 125.110, 125.120, 125.140, 125.150, 125.200, 125.220, and 125.230.

Are there any deadlines associated with this action?

No.

Staff Comments and Recommendation

Bill 14.42 proposes partial changes to City code Chapter 125: Human Resources System (Personnel) Rules and Regulations. The following is a list of the changes and enclosed are the full details.

Section 125.020 – changes made to include the definition of the Management Team.

Section 125.030.A.2. – changes made to include new section 125.035.

Section 125.030.K – changes made to update to the General Provisions, Nepotism, to include the management team.

Section 125.035 Reporting and Disposition of Criminal Charges. – New section.

Section 125.050.G.6 Uniform/Dress – policy date changed to 08/21/14.

Section 125.110.E.1 Probationary Period – verbiage added to include probation as a result of disciplinary action.

Section 125.120.C.7 Attendance and Leaves – verbiage added: *in good standing*.

Section 125.140.A Transfer, Promotion, Demotion, Suspension, and Reinstatement – clarification added for consistency within the section.

Section 125.150.B.6 Discipline – Add misdemeanor and/or felony charge and/or conviction.

Section 125.200.D.3 Employee Health and Safety – Change the date of The Safety Policy to 08/21/14. The change to the Safety Policy: Redefined Post-Accident Testing.

Section 125.220.D Alcohol, Drug, and Controlled Substance Abuse – Change the date of The Drug Free Workplace Policy to 08/21/14. The change to the Drug Free Workplace Policy is the same as the change to the Safety Policy.

Section 125.230.A.6 Cell Phone Policy – Change the date of the policy to 08/21/14. Changes were made to reflect current practice within the current cell phone plan.

City Administrator Comments and Recommendation:

Concur with the recommendation of the Human Resource Generalist.

Section 125.020 Definitions.

MANAGEMENT TEAM

The following positions shall be deemed the Management Team: The Appointed Officials, as defined within chapter 125, Assistant City Administrator, Human Resources Generalist, Airport Manager, IS Operations Manager, and the Parks & Recreation Manager.

Section 125.030.A.2. General Provisions.

A. *Non-Covered Parties.*

2. Appointed officials are not covered by these rules except as they are covered under Sections 125.020, 125.030, **125.035**, 125.050, 125.200, 125.210 through 125.240. The Board may provide additional benefits to appointed officials upon approval.

Section 125.030.K General Provisions.

K. *Nepotism.* In addition to any restrictions or prohibitions placed upon the employment of relatives by the Missouri Constitution, the following guidelines are set in place: ~~Persons related to an elected official of the City shall not be employed by the City during the tenure of said elected official unless the employment precedes the election.~~

1. **Persons related to an elected official of the City shall not be employed by the City during the tenure of said elected official unless the employment precedes the election.**
2. **Persons related to an appointed official or any member of the management team, as defined within chapter 125, commissioner or board member shall not be employed by the City in any department associated with that commission or board during the tenure of said appointed official or management team member. unless the employment precedes the appointment. This section shall not apply to persons employed by the City in their positions as of August 15, 2014.**
3. **Persons related to each other shall not be employed by the City in the same department. This shall apply to all City employees. For purposes of this Section, employees working within the departments of Law Enforcement, 911 Center, and Ambulance shall be considered as working within one (1) department and employees working within the Public Works Department, all employees under the direction of the Public Works Director, shall be considered as working within one (1) department.**
4. **For purposes of determining the applicability of this Section to candidates for employment by the City, the term "related" shall be defined to include any relationship by blood or marriage within the fourth degree.**
5. **Every employee shall promptly disclose to the City Administrator any relationship covered under this section. The failure of any employee to make this disclosure in a**

prompt and timely manner shall be a violation of Sections 125.150.B.1 and .16 of this Code and will be subject to discipline under this Code.

6. In the event that the City Administrator considers a waiver of any of these rules under Section 125.030.K concerning nepotism to be in the best interest of the City, the City Administrator shall refer the matter to the Board of Aldermen for their consideration in a closed session of the Board after proper notice pursuant Section 610.021.3 of the Revised Statutes of Missouri.

Section 125.035 Reporting and Disposition of Criminal Charges.

In the event that any city employee is charged with any crime, felony or misdemeanor under state or federal law the following procedure shall apply:

1. The employee shall immediately report to his or her supervisor the charge, date, court, and any involvement with city personnel or property and the terms of the bond or other release as those terms affect the employee's duties with the city or interaction with city personnel.
2. Every 6 months the employee shall report the status of the case and the anticipated date of resolution of the matter.
3. If the crime involves city property, other persons who are employees of the city, a city contractor or their employees or in any other way impacts on the business of the city the supervisor and employee shall report the matter to the city administrator.
4. For matters reported under paragraph 3 above, the City Administrator shall take all necessary action to safeguard the city's interest, property and personnel.
5. If in the opinion of the City Administrator the crime charged or a conviction reflects on the performance of the employee's job duties, or the City as a whole, the City Administrator may alter the employees' work duties, grant a leave of absence without pay, and/or terminate. In no event shall any altered work duties and/or leave of absence without pay be in excess of six (6) months. In the event that the City Administrator considers that an employee's leave of absence without pay should be extended longer than six (6) months, the City Administrator shall refer the matter to the Board of Aldermen for their consideration in a closed session of the Board held after proper notice pursuant Section 610.021.3 of the Revised Statutes of Missouri.
6. This section shall apply to all state and federal felony and misdemeanor charges, charges under the general ordinances of any city and to those traffic charges, including city ordinance violations, which involves alcohol and the operation of a motor vehicle, driving on a suspended or revoked license, or leaving the scene of an accident.

7. The failure of any employee to properly report a charge covered by this section or to abide by any of the provisions of this section shall subject the employee to discipline in the discretion of the City Administrator including termination.

Section 125.050.G.6 Uniform

G. *Individual Employee Pay Adjustments.* Individual pay adjustments may be made in any of the following ways:

6. *Uniform/dress.* Refer to policy dates ~~01/01/13~~. **08/21/14**

Policy Changes:

C. *Public Works, Inspection, Parks, Airports, Maintenance, Warehouse and Other Employees* – Employees working in areas other than the office area may wear appropriate clothing for their designated job. Personal safety shall be a priority. For example, loose clothing, dangling jewelry, and/or long hair that pose a safety hazard are prohibited.

- The City shall provide ~~steel toed or composite safety~~ **toed** boots, on an as needed basis, for all employees determined to necessitate such safety due to specific job duties.
- The City shall provide specific outdoor wear, on an as needed basis, for all employees determined to necessitate such outdoor wear due to specific job duties.
- Pre-determined selection of the City supplied outdoor wear (~~Carhart equivalent coat and bib overalls~~) shall be available through a pre-established City account. No reimbursement of these items will be made directly to employees.
- ~~A boot allowance for steel toed or composite boots is provided in the amount of \$100.00.~~ **The purchase of safety toed boots will be pre-approved by the employee's immediate supervisor.**
- New and replacement boots and outdoor wear shall be determined on an as needed basis and authorized by the employee's immediate supervisor.

Section 125.110.E.1 Probationary Period

E. *Full-Time Employees:*

1. If a full-time employee is placed on 3-month or 6-month probation due to the result of a merit evaluation **or a disciplinary action**, bi-weekly meetings will be scheduled with the employee and the Department Manager/ Supervisor to review the employee's progress. The City Administrator will be notified and given regular updates as to the progress being made. **If the probation was a result of a merit evaluation, Aat** the end of the probation, if the employee has brought their performance up to 'Meets Expectations', they will receive a merit increase for the remaining months of the annual evaluation. The employee will be re-evaluated again on their regular annual evaluation date, but will not be reimbursed for the months spent on probation.

Section 125.120.C.7 Attendance and Leaves

7. Employees that leave the service of the City **in good standing** after 10 years of employment and have accrued more than six (6) weeks of personal leave may convert their personal hours to 401A retirement dollars based on the following vesting schedule with a maximum payout of \$10,000. Amount not to exceed maximum contribution in the 401A for the calendar year.

Employed with the City for Ten (10) years through Fourteen (14) years – Twenty-Five percent (25%)

Employed with the City for Fifteen (15) years through Nineteen (19) years – Fifty percent (50%)

Employed with the City for Twenty (20) years or more - Seventy-Five percent (75%)

Section 125.140.A. Transfer, Promotion, Demotion, Suspension, and Reinstatement

- A. *Transfer*. No employee shall be transferred to a position for which he/she does not possess the minimum qualifications unless the City Administrator authorizes an on-the-job training appointment. **If an employee who transfers from one position to another position within the same pay range, shall retain his/her salary the employee's salary shall be within the salary range of the new position.**

Section 125.150.B.6 Discipline

- B. The continuing employment of every employee in the City service shall be contingent upon acceptable conduct, needs of the City, and satisfactory performance of duties. Failure to meet such standards of conduct and work performance for any of the following listed reasons, such reasons not to be considered all-inclusive, are sufficient grounds for disciplinary action, up to and including termination.

A felony conviction. A misdemeanor and/or felony charge and/or conviction. If in the opinion of the City Administrator the crime charged or a conviction reflects on the performance of the employee's job duties, or the City as a whole, the City Administrator may alter the employees' work duties, grant a leave of absence without pay, and/or terminate. In no event shall any altered work duties and/or leave of absence without pay be in excess of six (6) months. In the event that the City Administrator considers that an employee's leave of absence without pay should be extended longer than six (6) months, the City Administrator shall refer the matter to the Board of Aldermen for their consideration in a closed session of the Board held after proper notice pursuant Section 610.021.3 of the Revised Statutes of Missouri.

Section 125.200.D.3 Employee Health and Safety

D. Safety.

3. To accomplish our goal of individual health and safety and protection of the environment, individual attitudes, practices and continued cooperation are key to sustain and support our safety program. City employees should follow all reasonable safe practices and the City will provide the necessary tools, guidance and assistance for accomplishment. Refer to Safety Policy dated 01/01/13. 08/21/14

Policy Changes:

Post-Accident Testing – Post accident testing shall be required to test employees after **all accidents where injury to a person(s) requires medical treatment or a fatality has occurred**, ~~a vehicular accident has occurred in which a fatality has occurred~~, **damage to any City or private property has occurred**, when a traffic citation is issued after an accident, ~~where injury to a person(s) requires medical treatment, any damage to one or more vehicles~~, or evidence that the employee has previously tampered with a previous drug test. Testing shall include both breath alcohol and urine drug testing of the employee(s). (Refer to Safety Policy-Investigating Accidents Involving City-owned Vehicles.)

Section 125.220.D Alcohol, Drug, and Controlled Substance Abuse

- D. It is the City's policy to give in detail the prohibitions against the use of alcohol and controlled substances in the workplace; however, the City will make every effort to encourage employees to seek professional assistance when personal problems, including alcohol and controlled substance dependency, adversely affect their ability to perform assigned duties. Refer to the Drug Free Workplace Policy dated 03/15/2012. 08/21/2014

Policy Changes:

Post-Accident Testing – Post accident testing shall be required to test employees after **all accidents where injury to a person(s) requires medical treatment or a fatality has occurred**, ~~a vehicular accident has occurred in which a fatality has occurred~~, **damage to any City or private property has occurred**, when a traffic citation is issued after an accident, ~~where injury to a person(s) requires medical treatment, any damage to one or more vehicles~~, or evidence that the employee has previously tampered with a previous drug test. Testing shall include both breath alcohol and urine drug testing of the employee(s). (Refer to Safety Policy-Investigating Accidents Involving City-owned Vehicles.)

Section 125.230.A.6 Supplemental Policies

- A. Supplemental Employee-Related Policies.

6. Cell Phone Policy dated 03/15/14. **08/21/14.**
Policy Changes:

5. Employee Options

Each employee required to have a cell phone as part of their employment shall have the following options:

- a. City's Cell Phone. An employee is issued a City cell phone. Personal use is to be limited **and shall not contribute to any overage charges, including but not limited to, overage in data use, picture/video/text/instant messaging use, and/or overages in plan minutes as provided in the City's wireless plan.** ~~Text features are not available on City cell phones.~~
- b. Personal Cell Phone. An employee may be reimbursed for the business use of his/her personal phone or other device **via a stipend paid bi-monthly through the payroll system.** ~~A reimbursement will be given to an employee, The stipend shall be based on the City's current cell phone plan costs of similar devices as provided by the employee.~~ This reimbursement will be reviewed annually and adjusted if necessary. For reimbursement, the employee's personal plan must provide for free phone to phone communication with other City cell phones. The employee shall purchase sufficient time on their personal plan for such City needs. The City may choose to port a City phone number to a personal phone to maintain the highest level of customer service.

BILL NO. 14-42

ORDINANCE NO. 14.42

AN ORDINANCE OF THE CITY OF OSAGE BEACH, MISSOURI, AMENDING CHAPTER 125: HUMAN RESOURCES SYSTEM RULES AND REGULATIONS, SECTIONS 125.020, 125.030, 125.050, 125.110, 125.120, 125.140, 125.150, 125.200, 125.220, AND 125.230, AND CREATING A NEW SECTION 125.035 REPORTING AND DISPOSITION OF CRIMINAL CHARGES

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF OSAGE BEACH, MISSOURI AS FOLLOWS:

Section 1. That Section 125.020 of the City of Osage Beach Code of Ordinances is hereby amended to include the following:

MANAGEMENT TEAM

The following positions shall be deemed the Management Team: The Appointed Officials, as defined within chapter 125, Assistant City Administrator, Human Resources Generalist, Airport Manager, IS Operations Manager, and the Parks & Recreation Manager.

Section 2. That Section 125.030.A.2. of the City of Osage Beach Code of Ordinances is hereby amended so that such section shall read as follows:

A. *Non-Covered Parties.*

2. Appointed officials are not covered by these rules except as they are covered under Sections 125.020, 125.030, 125.035, 125.050, 125.200, 125.210 through 125.240. The Board may provide additional benefits to appointed officials upon approval.

Section 3. That Section 125.030.K. of the City of Osage Beach Code of Ordinances is hereby amended so that such section shall read as follows:

K. *Nepotism.* In addition to any restrictions or prohibitions placed upon the employment of relatives by the Missouri Constitution, the following guidelines are set in place:

1. Persons related to an elected official of the City shall not be employed by the City during the tenure of said elected official unless the employment precedes the election.
2. Persons related to an appointed official or any member of the management team, as defined within chapter 125, shall not be employed by the City in any department during the tenure of said appointed official or management team member. This section shall not apply to persons employed by the City in their positions as of August 15, 2014.
3. Persons related to each other shall not be employed by the City in the same department. This shall apply to all City employees. For purposes of this Section, employees working within the departments of Law Enforcement, 911 Center, and Ambulance shall be considered as working within one (1) department and employees working within the Public Works Department, all employees under the direction of the Public Works Director, shall be considered as working within one (1) department.

4. For purposes of determining the applicability of this Section to candidates for employment by the City, the term "*related*" shall be defined to include any relationship by blood or marriage within the fourth degree.
5. Every employee shall promptly disclose to the City Administrator any relationship covered under this section. The failure of any employee to make this disclosure in a prompt and timely manner shall be a violation of Sections 125.150.B.1 and .16 of this Code and will be subject to discipline under this Code.
6. In the event that the City Administrator considers a waiver of any of these rules under Section 125.030.K concerning nepotism to be in the best interest of the City, the City Administrator shall refer the matter to the Board of Aldermen for their consideration in a closed session of the Board after proper notice pursuant Section 610.021.3 of the Revised Statutes of Missouri.

Section 4. That a new Section 125.035 of the Osage Beach Code of Ordinances be and is hereby enacted to read as follows:

Section 125.035 Reporting and Disposition of Criminal Charges.

In the event that any city employee is charged with any crime, felony or misdemeanor under state or federal law the following procedure shall apply:

1. The employee shall immediately report to his or her supervisor the charge, date, court, and any involvement with city personnel or property and the terms of the bond or other release as those terms affect the employee's duties with the city or interaction with city personnel.
2. Every 6 months the employee shall report the status of the case and the anticipated date of resolution of the matter.
3. If the crime involves city property, other persons who are employees of the city, a city contractor or their employees or in any other way impacts on the business of the city the supervisor and employee shall report the matter to the city administrator.
4. For matters reported under paragraph 3 above, the City Administrator shall take all necessary action to safeguard the city's interest, property and personnel.
5. If in the opinion of the City Administrator the crime charged or a conviction reflects on the performance of the employee's job duties, or the City as a whole, the City Administrator may alter the employees' work duties, grant a leave of absence without pay, and/or terminate. In no event shall any altered work duties and/or leave of absence without pay be in excess of six (6) months. In the event that the City Administrator considers that an employee's leave of absence without pay should be extended longer than six (6) months, the City Administrator shall refer the matter to the Board of

Aldermen for their consideration in a closed session of the Board held after proper notice pursuant Section 610.021.3 of the Revised Statutes of Missouri.

6. This section shall apply to all state and federal felony and misdemeanor charges, charges under the general ordinances of any city and to those traffic charges, including city ordinance violations, which involves alcohol and the operation of a motor vehicle, driving on a suspended or revoked license, or leaving the scene of an accident.
7. The failure of any employee to properly report a charge covered by this section or to abide by any of the provisions of this section shall subject the employee to discipline at the discretion of the City Administrator including termination.

Section 5. That Section 125.050.G.6. of the City of Osage Beach Code of Ordinances is hereby amended so that such section shall read as follows:

G. *Individual Employee Pay Adjustments.* Individual pay adjustments may be made in any of the following ways:

6. *Uniform/dress.* Refer to policy dates 08/21/14.

Section 6. That Section 125.110.E.1. of the City of Osage Beach Code of Ordinances is hereby amended so that such section shall read as follows:

E. *Full-Time Employees:*

1. If a full-time employee is placed on 3-month or 6-month probation due to the result of a merit evaluation or a disciplinary action, bi-weekly meetings will be scheduled with the employee and the Department Manager/ Supervisor to review the employee's progress. The City Administrator will be notified and given regular updates as to the progress being made. If the probation was a result of a merit evaluation, at the end of the probation, if the employee has brought their performance up to 'Meets Expectations', they will receive a merit increase for the remaining months of the annual evaluation. The employee will be re-evaluated again on their regular annual evaluation date, but will not be reimbursed for the months spent on probation.

Section 7. That Section 125.120.C.7. of the City of Osage Beach Code of Ordinances is hereby amended so that such section shall read as follows:

7. Employees that leave the service of the City in good standing after 10 years of employment and have accrued more than six (6) weeks of personal leave may convert their personal hours to 401A retirement dollars based on the following vesting schedule with a maximum payout of \$10,000. Amount not to exceed maximum contribution in the 401A for the calendar year.

Employed with the City for Ten (10) years through Fourteen (14) years – Twenty-Five percent (25%)

Employed with the City for Fifteen (15) years through Nineteen (19) years – Fifty percent (50%)

Employed with the City for Twenty (20) years or more - Seventy-Five percent (75%)

Section 8. That Section 125.140.A. of the City of Osage Beach Code of Ordinances is hereby amended so that such section shall read as follows:

- A. Transfer: No employee shall be transferred to a position for which he/she does not possess the minimum qualifications unless the City Administrator authorizes an on-the-job training appointment. If an employee transfers from one position to another position within the same pay range, the employee's salary shall be within the salary range of the new position.

Section 9. That 125.150.B.6. of the City of Osage Beach Code of Ordinances is hereby amended so that such section shall include the following replacement item:

- B. The continuing employment of every employee in the City service shall be contingent upon acceptable conduct, needs of the City, and satisfactory performance of duties. Failure to meet such standards of conduct and work performance for any of the following listed reasons, such reasons not to be considered all-inclusive, are sufficient grounds for disciplinary action, up to and including termination.

A misdemeanor and/or felony charge and/or conviction. If in the opinion of the City Administrator the crime charged or a conviction reflects on the performance of the employee's job duties, or the City as a whole, the City Administrator may alter the employees' work duties, grant a leave of absence without pay, and/or terminate. In no event shall any altered work duties and/or leave of absence without pay be in excess of six (6) months. In the event that the City Administrator considers that an employee's leave of absence without pay should be extended longer than six (6) months, the City Administrator shall refer the matter to the Board of Aldermen for their consideration in a closed session of the Board held after proper notice pursuant Section 610.021.3 of the Revised Statutes of Missouri.

Section 10. That 125.200.D.3. of the City of Osage Beach Code of Ordinances is hereby amended so that such section shall read as follows:

D. *Safety.*

3. To accomplish our goal of individual health and safety and protection of the environment, individual attitudes, practices and continued cooperation are key to sustain and support our safety program. City employees should follow all reasonable safe practices and the City will provide the necessary tools, guidance and assistance for accomplishment. Refer to Safety Policy dated 08/21/14.

Section 11. That 125.220.D. of the City of Osage Beach Code of Ordinances is hereby amended so that such section shall read as follows:

- D. It is the City's policy to give in detail the prohibitions against the use of alcohol and controlled substances in the workplace; however, the City will make every effort to encourage employees to seek professional assistance when personal problems, including alcohol and controlled substance dependency, adversely affect their ability

to perform assigned duties. Refer to the Drug Free Workplace Policy dated 08/21/2014.

Section 12. That 125.230.A.6. of the City of Osage Beach Code of Ordinances is hereby amended so that such section shall read as follows:

A. Supplemental Employee-Related Policies.

6. Cell Phone Policy dated 08/21/14.

Section 13. Severability

The chapters, sections, paragraphs, sentences, clauses and phrases of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional or otherwise invalid by the valid judgment or degree of any Court of any competent jurisdiction, such unconstitutionality or invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this ordinance since the same would have been enacted by the Board of Aldermen without the incorporation in this ordinance of any such unconstitutional or invalid phrase, clause, sentence, paragraph or section.

Section 14. Repeal of Ordinances not to affect liabilities, etc.

Whenever any part of this ordinance shall be repealed or modified, either expressly or by implication, by a subsequent ordinance, that part of the ordinance thus repealed or modified shall continue in force until the subsequent ordinance repealing or modifying the ordinance shall go into effect unless therein otherwise expressly provided; but no suit, prosecution, proceeding, right, fine or penalty instituted, created, given, secured or accrued under this ordinance previous to its repeal shall not be affected, released or discharged but may be prosecuted, enjoined and recovered as fully as if this ordinance or provisions had continued in force, unless it shall be therein otherwise expressly provided.

Section 15. That this Ordinance shall be in full force and effect from and after the date of passage and approval of the Mayor.

READ FIRST TIME: _____ READ SECOND TIME: _____

I hereby certify that Ordinance No.14.42 was duly passed on _____ by the Board of Aldermen of the City of Osage Beach. The votes thereon were as follows:

Ayes:

Nays:

Abstentions:

Absent:

This Ordinance is hereby transmitted to the Mayor for her signature.

Date

Diann Warner, City Clerk

Approved as to form:

Edward B. Rucker, City Attorney

I hereby approve Ordinance No. 14.42.

Penny Lyons, Mayor

ATTEST:

Date

Diann Warner, City Clerk

BILL NO. 14-44

ORDINANCE NO. 14.44

AN ORDINANCE OF THE CITY OF OSAGE BEACH, MISSOURI, REPEALING AND REENACTING THE SECTIONS OF THE CODE OF ORDINANCES ESTABLISHING A PROCEDURE FOR EVENT PERMITS AND SETTING OUT THE DUTY OF THE CHIEF OF POLICE IN ISSUING SUCH PERMITS

WHEREAS, The Board of Aldermen hereby finds and concludes that the sections of the code of ordinances governing event permits should be updated and that the Chief of Police is the appropriate city official to administer such permits.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF OSAGE BEACH, MISSOURI AS FOLLOWS:

Section 1. That sections 605.110, 605.120, 605.130, 605.140, 605.150, 605.160, 605.170, 605.180 and 605.190 of the Osage Beach Code of Ordinances be and are hereby repealed.

Section 2. That new sections numbered as 605.110, 605.120, 605.130, 605.140, 605.150, 605.160, 605.170, 605.180 and 605.190 be and are hereby enacted as follows:

Section 605.110 Definition of Event.

In this Article, "event" means any festival, concert, exhibition, or show the attendance of which may be expected to exceed one hundred (100) persons and which is scheduled to be staged, operated and run continuously for any period exceeding three (3) hours.

Section 605.120 Enforcement.

Except as otherwise provided in this Article, the Chief of Police shall enforce this Article.

Section 605.130 Permit Required.

A. It shall be unlawful for any person, firm, corporation or the agents thereof, to conduct, stage, organize and operate any event to be held in any street, house or place in the City without a permit from the Chief of Police.

B. It shall be unlawful for any promoter to allow, permit, encourage, promote, organize or advertise any event unless a valid City permit is obtained therefore. A separate permit shall be required for each event, concert, exhibition or show.

Section 605.140 Permit — Application.

A. A written application for a permit for an event shall be made by an individual or by an officer of any firm or corporation. The application shall be submitted at least thirty (30) days prior to the date upon which the event is to be held.

B. The application shall contain the following:

1. The name of the individual or firm or corporation which is sponsoring the event.
2. If the sponsor of the event is a corporation, a complete list of its officers and directors together with a copy of its articles of incorporation and certificate of incorporation.

3. The duration of the event.
4. The location of the event.
5. The expected number of individuals attending the gathering together with a list of the performers at the gathering.
6. A complete list of the facilities to be provided at the gathering including toilet facilities, trash disposal facilities, medical facilities, water facilities, camping facilities, eating facilities, etc.
7. What, if any, means the promoters will have to maintain order and discipline during the gathering.

Section 605.150 Issuance of Permit.

A. An application for a permit for an event shall be conditionally approved or denied within twenty (20) days after the application has been filed. If the application for the permit is not approved and the permit is denied, the denial shall be in writing and shall specify the reasons for the denial. If in the opinion of the Chief of Police public safety requires additional measures, facilities or personnel including but not limited to additional officers, stationing an ambulance and crew or a fire truck and crew at the event the Chief may condition the approval of the permit on the provision of those requirements at the expense of the sponsor of the event.

B. The permit shall be denied if the Chief of Police determines that the event:

1. Will endanger the public health and safety;
2. Cause unreasonable traffic congestion;
3. Will not have adequate sanitation; or
4. Will not have adequate security.

The decision of the Chief of Police shall be final.

Section 605.160 Insurance.

Applicant shall file with the City at the time of application proof of general liability insurance insuring the event. The City shall be listed as a co-insured on such policy. The policy shall be in an amount determined by the Chief of Police as sufficient to protect the City's assets and liability, but in no event less than three hundred thousand dollars (\$300,000.00) or greater than two million dollars (\$2,000,000.00). If the Chief of Police determines that Two Million Dollars (\$2,000,000.00) is insufficient to protect the City's assets and liability the matter shall be referred to the Board of Aldermen at their next meeting.

Section 605.170 Transfer.

An event permit shall not be sold, assigned, transferred or disposed of in any manner.

Section 605.180 Liability for Unlawful Acts.

A permit holder under this Article shall be liable for any unlawful acts committed at the event, whether or not they are performed by the permit holder.

I hereby approve Ordinance No.14.44.

Penny Lyons, Mayor

ATTEST:

Date

Diann Warner, City Clerk

Submission Date: August 25, 2014
Submitted By: Building Official
Board Meeting Date: September 4, 2014

**City of Osage Beach
 BOARD OF ALDERMEN
 AGENDA ITEM SUMMARY SHEET**

Description of Item:

Bill 14-46 – To authorize the Mayor to execute a contract with Nancy’s Carpet One for Carpet Replacement, City Hall Board Room

Names of Persons, Businesses, Organizations affected by this action:

Staff and Citizens

Why is Board Action Required?

Amount exceeds \$5,000.00

Type of Action Requested (Ordinance, Resolution, Motion):

Request first and second readings of Bill 14-46.

Are there any deadlines associated with this action?

There is no deadline; however, as per the Project Manual, bid(s) may be withdrawn after 60 days of bid opening. (Bid Opening – August 22, 2014)

Budget Line / Source of Funds

1019-774256 (allocated \$9,500.00 as per 2013 estimate)

Comments and Recommendation of Department:

This carpet replacement was budgeted for 2014, with an estimated cost of \$9,500.00. Specifications were provided for bidder review and bid submittal. One bid was received from Nancy’s Carpet One in the amount of \$6,733.83.

The City of Osage Beach has entered into contract with Nancy's Carpet One in the past and found them to be responsive and responsible, providing great service and follow-up. I recommend awarding the contract for Board Room Carpet Replacement to Nancy's Carpet One, in the amount of \$6,733.83.

City Administrator Comments and Recommendation:

Concur with the recommendation of the Building Official.

BILL NO. 14-46

ORDINANCE NO. 14.46

AN ORDINANCE OF THE CITY OF OSAGE BEACH, MISSOURI, AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH NANCY'S CARPET ONE FOR CARPET REPLACEMENT AT CITY HALL

WHEREAS, the City of Osage Beach solicited bids for the Carpet Replacement; and

WHEREAS, Nancy's Carpet One was the only bidder; and

WHEREAS, the City of Osage Beach seeks to execute a contract for Carpet Replacement; and

WHEREAS, the City has determined that Nancy's Carpet One is able to provide such services as described in the specifications for the Carpet Replacement.

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF OSAGE BEACH, MISSOURI, AS FOLLOWS, WIT:

Section 1. The Board of Aldermen hereby authorizes the Mayor to execute on behalf of the City a contract with Nancy's Carpet One in an amount not to exceed six thousand, seven hundred thirty three dollars and 83 cents (\$6,733.83).

Section 2. The City Administrator is hereby authorized to take such further actions as are necessary to carry out the intent of this Ordinance and Contract.

Section 3. This Ordinance shall be in full force and effect from date of passage and approval by the Mayor.

READ FIRST TIME: _____ READ SECOND TIME: _____

I hereby certify that the above Ordinance No. 14.46 was duly passed on _____ by the Board of Aldermen of the City of Osage Beach. The votes thereon were as follows:

Ayes:

Nays:

Abstentions:

Absent:

This Ordinance is hereby transmitted to the Mayor for her signature.

Date

Diann Warner, City Clerk

Approved as to form:

Edward B. Rucker, City Attorney

I hereby approve Ordinance No. 14.46.

Date

Penny Lyons, Mayor

ATTEST:

Diann Warner, City Clerk

Submission Date: 8/29/14
Submitted By: Public Works Director
Board Meeting Date: 9/4/14

**City of Osage Beach
 BOARD OF ALDERMEN
 AGENDA ITEM SUMMARY SHEET**

Description of Item:

Plumbing parts for Sewer and Water Department

Names of Persons, Businesses, Organizations affected by this action:

Citizens, visitors, staff

Why is Board Action Required?

Capital Purchase over \$5,000

Type of Action Requested (Ordinance, Resolution, Motion):

Motion to award bid to HD Supply.

Are there any deadlines associated with this action?

As soon as possible.

Budget Line / Source of Funds

30-00-743300
 35-00-743300

Comments and Recommendation of Department:

Bids were advertised for miscellaneous sewer and water plumbing parts. These parts will replenish our inventory of small diameter sewer and water parts. Five bids were received. The low bidder was HD Supply in the amount \$12,370.43. It is recommended to award the bid to HD Supply in the amount of \$12,370.43.

The account breakdown is as follows:

30-00-743300 \$8,371.50

35-00-743300 \$3,998.93

City Administrator Comments and Recommendation:

Concur with the Public Works Director's recommendation.

City of Osage Beach Public Works Department Plumbing Parts Bid 2 Bid Tabulation 8/29/14

Description	Quantity	IID Supply		Winwater		Schulte Supply		Water and Sewer Supply		Harry Cooper	
		Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
Sewer											
1 1/4" Sch 80 Female Thread to Glue	80	\$ 3.72	\$ 297.60	\$ 3.10	\$ 248.00	\$ 3.34	\$ 266.88	\$ 3.22	\$ 257.60	\$ 2.80	\$ 224.00
1 1/4" Sch 80 Male Thread to Glue	80	\$ 2.93	\$ 234.40	\$ 2.42	\$ 193.60	\$ 2.63	\$ 210.24	\$ 2.53	\$ 202.40	\$ 2.20	\$ 176.00
1 1/4" Sch 80 Coupler	10	\$ 2.38	\$ 23.80	\$ 1.97	\$ 19.70	\$ 2.12	\$ 21.21	\$ 2.06	\$ 20.60	\$ 1.79	\$ 17.90
1 1/4" Sch 80 Tee	36	\$ 6.29	\$ 226.44	\$ 4.77	\$ 171.72	\$ 5.64	\$ 203.00	\$ 5.43	\$ 195.48	\$ 4.74	\$ 170.64
1 1/4" Sch 80 90	30	\$ 1.71	\$ 51.30	\$ 1.42	\$ 42.60	\$ 1.53	\$ 45.90	\$ 1.48	\$ 44.40	\$ 1.29	\$ 38.70
1 1/4" Sch 80 Street 90	80	\$ 2.05	\$ 164.00	\$ 3.00	\$ 240.00	\$ 3.88	\$ 310.24	\$ 1.85	\$ 148.00	\$ 3.69	\$ 295.20
1 1/2" Sch 80 Thread to Glue	25	\$ 4.56	\$ 114.00	\$ 3.83	\$ 95.75	\$ 3.76	\$ 94.10	\$ 3.94	\$ 98.50		\$ -
1 1/2" Sch 80 Tee	12	\$ 6.29	\$ 75.48	\$ 5.22	\$ 62.64	\$ 5.64	\$ 67.67	\$ 5.43	\$ 65.16	\$ 4.74	\$ 56.88
1 1/2" Sch 80 90	18	\$ 1.83	\$ 32.94	\$ 1.52	\$ 27.36	\$ 1.64	\$ 29.50	\$ 1.59	\$ 28.62	\$ 1.38	\$ 24.84
1 1/2" Sch 80 22.5	3	\$ 4.74	\$ 14.22	\$ 6.64	\$ 19.92	\$ 9.60	\$ 28.79	\$ 4.09	\$ 12.27	\$ 8.19	\$ 24.57
2" Sch 80 Thread to Glue	7	\$ 7.97	\$ 55.79	\$ 6.61	\$ 46.27	\$ 5.44	\$ 38.11	\$ 6.87	\$ 48.09		\$ -
2" Sch 80 Coupler	10	\$ 2.75	\$ 27.50	\$ 2.28	\$ 22.80	\$ 2.46	\$ 24.64	\$ 2.38	\$ 23.80	\$ 2.07	\$ 20.70
2" Sch 80 Tee	6	\$ 7.86	\$ 47.16	\$ 6.53	\$ 39.18	\$ 7.05	\$ 42.31	\$ 6.80	\$ 40.80	\$ 5.92	\$ 35.52
2" Sch 80 90	5	\$ 2.21	\$ 11.05	\$ 1.82	\$ 9.10	\$ 1.98	\$ 9.91	\$ 1.92	\$ 9.60	\$ 1.66	\$ 8.30
2" Sch 80 45	4	\$ 5.22	\$ 20.88	\$ 4.33	\$ 17.32	\$ 4.68	\$ 18.70	\$ 4.51	\$ 18.04	\$ 3.93	\$ 15.72
2" Sch 80 22.5	10	\$ 6.14	\$ 61.40	\$ 8.61	\$ 86.10	\$ 11.13	\$ 111.27	\$ 5.30	\$ 53.00	\$ 10.60	\$ 106.00
2 1/2" Sch 80 Coupler	9	\$ 6.77	\$ 60.93	\$ 5.62	\$ 50.58	\$ 6.06	\$ 54.52	\$ 5.85	\$ 52.65	\$ 5.10	\$ 45.90
2 1/2" Sch 80 90	2	\$ 5.18	\$ 10.36	\$ 4.29	\$ 8.58	\$ 4.64	\$ 9.27	\$ 4.47	\$ 8.94	\$ 3.90	\$ 7.80
3" Sch 80 Coupler	6	\$ 7.77	\$ 46.62	\$ 6.44	\$ 38.64	\$ 6.97	\$ 41.80	\$ 6.71	\$ 40.26	\$ 4.38	\$ 26.28
3" Sch 80 Tee	2	\$ 10.70	\$ 21.40	\$ 8.88	\$ 17.76	\$ 9.58	\$ 19.16	\$ 9.23	\$ 18.46	\$ 8.05	\$ 16.10
3" Sch 80 45	10	\$ 13.33	\$ 133.30	\$ 10.11	\$ 101.10	\$ 11.94	\$ 119.40	\$ 11.51	\$ 115.10	\$ 10.04	\$ 100.40
1 1/4" to 1 1/4" Flow Through Coupler	4	\$ 4.99	\$ 19.96	\$ 4.34	\$ 17.36	\$ 4.12	\$ 16.49	\$ 5.14	\$ 20.56	\$ 4.58	\$ 18.32
1 1/2" to 1 1/2" Flow Through Coupler	3	\$ 5.15	\$ 15.45	\$ 4.48	\$ 13.44	\$ 4.361	\$ 13.08	\$ 5.14	\$ 15.42	\$ 4.28	\$ 12.84
2" to 2" Flow Through Coupler	10	\$ 6.33	\$ 63.30	\$ 5.89	\$ 58.90	\$ 6.17	\$ 61.71	\$ 6.33	\$ 63.30	\$ 5.98	\$ 59.80
2 1/2" to 2 1/2" Flow Through Coupler	5	\$ 12.33	\$ 61.65	\$ 11.00	\$ 55.00	\$ 12.34	\$ 61.69	\$ 11.80	\$ 59.00	\$ 12.50	\$ 62.50
3" to 3" Flow Through Coupler	4	\$ 16.15	\$ 64.60	\$ 14.36	\$ 57.44	\$ 15.48	\$ 61.93	\$ 15.41	\$ 61.64	\$ 15.16	\$ 60.64
4" to 4" Flow Through Coupler	6	\$ 26.55	\$ 159.30	\$ 23.64	\$ 141.84	\$ 22.18	\$ 133.06	\$ 25.38	\$ 152.28	\$ 24.96	\$ 149.76
1 1/2"x1 1/4" Sch 80 Reducer	32	\$ 2.21	\$ 70.72	\$ 1.83	\$ 58.56	\$ 4.71	\$ 150.62	\$ 1.92	\$ 61.44	\$ 1.66	\$ 53.12
1 1/4" Sch 80 Pipe	100	\$ 0.80	\$ 80.00	\$ 0.73	\$ 73.00	\$ 0.79	\$ 79.30	\$ 1.10	\$ 110.00	\$ 0.73	\$ 72.68
1 1/2" Sch 80 Pipe	100	\$ 0.88	\$ 88.00	\$ 1.25	\$ 125.00	\$ 0.79	\$ 79.20	\$ 1.19	\$ 119.00	\$ 0.85	\$ 85.27
2" Sch 80 Pipe	100	\$ 1.08	\$ 108.00	\$ 1.60	\$ 160.00	\$ 1.10	\$ 110.30	\$ 1.69	\$ 169.00	\$ 1.21	\$ 120.91
2 1/2" Sch 80 Pipe	60	\$ 1.76	\$ 105.60	\$ 2.85	\$ 171.00	\$ 1.98	\$ 119.04	\$ 2.69	\$ 161.40	\$ 1.84	\$ 110.26
1 1/4" x 2" Nipple	79	\$ 3.78	\$ 298.62	\$ 3.82	\$ 301.78	\$ 3.63	\$ 287.01	\$ 5.00	\$ 395.00	\$ 4.92	\$ 388.68
1 1/2" x 2" Nipple	30	\$ 4.84	\$ 145.20	\$ 4.65	\$ 139.50	\$ 4.45	\$ 133.47	\$ 6.13	\$ 183.90	\$ 6.04	\$ 181.20
2 1/2" x 2" Nipple	1	\$ 46.10	\$ 46.10	\$ 17.71	\$ 17.71	\$ 16.62	\$ 16.62	\$ 22.85	\$ 22.85	\$ 22.54	\$ 22.54
2 1/2" x 3" Nipple	1	\$ 18.89	\$ 18.89	\$ 18.51	\$ 18.51	\$ 17.38	\$ 17.38	\$ 23.90	\$ 23.90	\$ 23.57	\$ 23.57
1 1/4" Check Valve 200 WOG	32	\$ 14.10	\$ 451.20	\$ 16.08	\$ 514.56	\$ 14.63	\$ 468.03	\$ 14.95	\$ 478.40	\$ 17.26	\$ 552.32
1 1/2" Check Valve 200 WOG	11	\$ 21.63	\$ 237.93	\$ 22.17	\$ 243.87	\$ 22.95	\$ 252.40	\$ 18.96	\$ 208.56	\$ 22.69	\$ 249.59
2" Check Valve 200 WOG	8	\$ 29.23	\$ 233.84	\$ 34.45	\$ 275.60	\$ 30.16	\$ 241.28	\$ 30.00	\$ 240.00	\$ 35.94	\$ 287.52
Sewer Total		\$ 3,998.93		\$ 4,001.79		\$ 4,069.24		\$ 4,047.42		\$ 3,922.97	

City of Osage Beach Public Works Department Plumbing Parts Bid 2 Bid Tabulation 8/29/14

Description	Quantity	IID Supply		Winwater		Schulte Supply		Water and Sewer Supply		Harry Cooper	
		Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
Water (1) (2) (3) (4)											
1" Corp Valve	2	\$ 38.25	\$ 76.50	\$ 34.25	\$ 68.50	\$ 37.47	\$ 74.94	\$ 38.18	\$ 76.36	\$ 37.10	\$ 74.20
2" Corp Valve	4	\$ 182.37	\$ 729.48	\$ 163.29	\$ 653.16	\$ 178.66	\$ 714.65	\$ 182.03	\$ 728.12	\$ 176.90	\$ 707.60
2" Coupler	6	\$ 76.92	\$ 461.52	\$ 65.33	\$ 391.98	\$ 71.47	\$ 428.83	\$ 72.82	\$ 436.92	\$ 70.77	\$ 424.62
2" CTS Nut Assembly w/ Gaskets	5	\$ 16.35	\$ 81.75	\$ 19.10	\$ 95.50	\$ 15.19	\$ 75.95	\$ 15.48	\$ 77.40	\$ 15.04	\$ 75.20
2" x 3" Brass Nipples	6	\$ 9.24	\$ 55.44	\$ 8.18	\$ 49.08	\$ 7.85	\$ 47.08	\$ 10.80	\$ 64.80	\$ 9.56	\$ 57.36
2" x 4" Brass Nipples	6	\$ 13.30	\$ 79.80	\$ 10.72	\$ 64.32	\$ 10.27	\$ 61.61	\$ 14.12	\$ 84.72	\$ 18.45	\$ 110.70
3/4" PRV	18	\$ 98.20	\$ 1,767.60	\$ 80.00	\$ 1,440.00	\$ 100.94	\$ 1,816.92	\$ 101.85	\$ 1,833.30	\$ 168.72	\$ 3,036.96
1 1/2" Brass Meter Flange Kit	4	\$ 33.86	\$ 135.44	\$ 65.72	\$ 262.88	\$ 32.84	\$ 131.34	\$ 39.50	\$ 158.00	\$ 32.51	\$ 130.04
2" Brass Meter Flange Kit	6	\$ 44.22	\$ 265.32	\$ 90.22	\$ 541.32	\$ 42.87	\$ 257.24	\$ 49.50	\$ 297.00	\$ 42.45	\$ 254.70
1" Stiffeners	5	\$ 1.23	\$ 6.15	\$ 0.90	\$ 4.50	\$ 1.14	\$ 5.71	\$ 1.17	\$ 5.85	\$ 1.13	\$ 5.65
5/8" x 3/4" Setter	6	\$ 183.11	\$ 1,098.66	\$ 141.94	\$ 851.64	\$ 151.53	\$ 909.18	\$ 154.39	\$ 926.34	\$ 150.03	\$ 900.18
1" Setter	4	\$ 320.24	\$ 1,280.96	\$ 283.76	\$ 1,135.04	\$ 310.50	\$ 1,242.00	\$ 316.35	\$ 1,265.40	\$ 307.43	\$ 1,229.72
24" x 36" Meter Pit	15	\$ 58.17	\$ 872.55	\$ 39.95	\$ 599.25	\$ 47.58	\$ 713.66	\$ 72.35	\$ 1,085.25	\$ 74.34	\$ 1,115.10
Meter Lid and Riser	25	\$ 23.91	\$ 597.75	\$ 63.35	\$ 1,583.75	\$ 131.59	\$ 3,289.75	\$ 133.64	\$ 3,341.00	\$ 129.87	\$ 3,246.75
Meter Pit Extension Ring	25	\$ 25.02	\$ 625.50	\$ 64.55	\$ 1,613.75	\$ 67.71	\$ 1,692.63	\$ 68.98	\$ 1,724.50	\$ 67.03	\$ 1,675.75
Meter Pit Lid Plug	5	\$ 16.46	\$ 82.30	\$ 20.25	\$ 101.25	\$ 15.62	\$ 78.10	\$ 7.15	\$ 35.75	\$ 6.95	\$ 34.75
8" x 2" Saddle for C900	2	\$ 77.39	\$ 154.78	\$ 68.55	\$ 137.10	\$ 75.03	\$ 150.05	\$ 76.44	\$ 152.88	\$ 74.29	\$ 148.58
Water Total			\$ 8,371.50		\$ 9,593.02		\$ 11,689.63		\$ 12,293.59		\$ 13,227.86
Total			\$ 12,370.43		\$ 13,594.81		\$ 15,758.86		\$ 16,341.01		\$ 17,150.83

