



**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

TENTATIVE AGENDA

REGULAR MEETING
August 4, 2016 – 6:30 P.M.
CITY HALL

******* Note: Make sure 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. Agendas and packets are available on the back table and on the City's website at www.osagebeach.org.**

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 07/21/16
- Bills List

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UNFINISHED BUSINESS

None

NEW BUSINESS

- A. Bill No. 16-65. Authorize Mayor to Execute a Contract for Janitorial Services
First and Second Readings (Page 20)
- B. Bill No. 16-66. Amendment to the Primary Seatbelt Ordinance. First and Second Readings
(Page 33)
- C. Bill No. 16-67. Authorizing Mayor to Execute Task Force Number 2 Amending the Master Agreement
with HDR, Engineering, Inc. to Provide Services Associated with the Osage Beach Parkway West
Study, Phase 1. First and Second Readings (Page 37)
- D. Bill No. 16-68. 2016 Budget Amendment. (Page 50)
- E. Member Selection and Procedures for a City Clerk Search Committee (Page 53)

COMMUNICATIONS FROM MEMBERS OF THE BOARD OF ALDERMEN

STAFF COMMUNICATIONS

ADJOURN

Representatives of the news media may obtain copies of this notice by contacting the following:

Diann Warner, City Clerk,
1000 City Parkway
Osage Beach, MO 65065
573-302-2000 ex 230

If any member of the public requires a specific accommodation as addressed by the Americans with Disabilities Act, please contact the City Clerk's office forty-eight hours in advance of the meeting at the above telephone number.

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

July 21, 2016

The Board of Aldermen of the City of Osage Beach, Missouri, met to conduct a regular meeting on Thursday, July 21, 2016 at 6:30 p.m. at City Hall. The following were present: Mayor John Olivarri, Alderman Jeff Bethurem, Alderman Phyllis Marose, Alderman Ron Schmitt, Alderman Lee Schuman, Alderman Kevin Rucker and Alderman Tom Walker. Diann Warner, City Clerk was present and performed duties of that office.

Citizens Communications.

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

Consent Agenda.

Alderman Marose moved to approve the consent agenda which includes minutes of the special meeting held on June 30, 2016 the minutes of the regular meeting held on July 7, 2016, and the bills list as submitted. Alderman Bethurem seconded the motion which was voted on and unanimously passed.

Unfinished Business.

None

New Business.

Bill No. 16-63. AN ORDINANCE OF THE CITY OF OSAGE BEACH, MISSOURI, AMENDING THE OSAGE BEACH DESIGN GUIDELINES SECTION 5, TABLE 1, STREET AND ROADWAY DESIGN CRITERION

Public Works Director Nick Edelman explained that during the Special Board of Aldermen meeting on June 30, the Osage Beach Design Guidelines were discussed. Table 1 – Street and Roadway Design Criterion currently has Maximum Grade on Local Streets as 15 %. The table as approved has a sentence that says grades greater than 15% are allowed with approval of the City Engineer. The proposed change is to make the note that steeper grades are permitted with approval of the Board of Aldermen.

The Public Works Director recommended approval. Alderman Rucker commented that when this matter was discussed at the Special Board of Aldermen meeting on June 30, it was noted that grades greater than 17% could be approved by the Public Works Director, however that should have been grades greater than 15%. Public Works Director Edelman responded in the affirmative.

Mayor Olivarri presented the first reading of Bill No. 16-63 by title only. It was noted that Bill No. 16-63 has been available for public review. Alderman Bethurem moved to approve the first reading of Bill No. 16-63 as presented by title only. Alderman Marose seconded the motion which was voted on and unanimously passed.

Mayor Olivarri presented the second and final reading of Bill No. 16-63 by title only. It was noted that Bill No. 16-63 has been available for public review.

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Alderman Bethurem moved to approve the second and final reading of Bill No. 16-63 as presented by title only. Alderman Rucker seconded the motion. The following roll call vote was taken to approve the second and final reading of Bill No. 16-63 and to pass same into Ordinance: "Ayes": Alderman Schuman, Alderman Walker, Alderman Schmitt, Alderman Rucker, Alderman Marose, Alderman Bethurem. "Nays": None. Bill No. 16-63 was passed and approved as Ordinance No. 16.63.

Bill No. 16-64. AN ORDINANCE OF THE CITY OF OSAGE BEACH, MISSOURI, AUTHORIZING THE MAYOR TO EXECUTE A COMMUNICATIONS SYSTEMS AGREEMENT WITH THE CITY OF LINN CREEK

Police Chief Todd Davis explained the City of Linn Creek has requested the City of Osage Beach Communications Center provide dispatching services for their police department. Research has been completed and Chief Davis said the dispatch center is suited to provide these services without adding additional resources or personnel for an annual fee of \$10,000.00. City Administrator Woods explained that the amount of the contract is a flat fee based on call volume. Chief Davis commented that it is Linn Creek's responsibility to make any necessary upgrades to their radios.

Chief Davis recommended proceeding with the contract with an effective date of September 1, 2016 to allow the City of Linn Creek time to notify their current provider.

Mayor Olivarri presented the first reading of Bill No. 16-64 by title only. It was noted that Bill No. 16-64 has been available for public review. Alderman Bethurem moved to approve the first reading of Bill No. 16-64 as presented. Alderman Walker seconded the motion which was voted on and unanimously passed.

Mayor Olivarri presented the second and final reading of Bill No. 16-64 by title only. It was noted that Bill No. 16-64 has been available for public review.

Alderman Marose moved to approve the second and final reading of Bill No. 16-64 as presented. Alderman Bethurem seconded the motion. The following roll call vote was taken to approve the second and final reading of Bill No. 16-64 and to pass same into Ordinance: "Ayes": Alderman Walker, Alderman Schmitt, Alderman Rucker, Alderman Marose, Alderman Bethurem, Alderman Schuman. "Nays": None. Bill No. 16-64 was passed and approved as Ordinance No. 16.64.

Ratify City's Mission Statement.

City Administrator Jeana Woods explained that each year the Board re-adopts the mission statement for placement in the upcoming budget. She said a change is needed to add Mayor Olivarri and Alderman Schuman. The mission statement is included in the adopted budget and is distributed to staff.

Alderman Marose moved to ratify the City's Mission Statement. Alderman Schuman seconded the motion which was voted on and unanimously passed.

Authorization to Apply for Funds from Missouri on the Move Cost Share Program.

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Public Works Director Nick Edelman said the Missouri General Assembly has funded the Missouri Moves Cost Share Program. This program provides up to 50 % of the total project costs of a qualifying project. He added that several projects were analyzed however the best opportunity for approval is to apply for funding of fuel trucks for both the Lee C. Fine and Grand Glaize Airports.

- 1) Fuel Trucks – This project is to provide two replacement fuel trucks. The proposal is to replace the Jet A – fuel Truck at Lee C. Fine and the Avgas Fuel Truck at Grand Glaize. The Jet A Truck is a 1989 year model and the Avgas Fuel Truck is a 1985 year model.
 - a. One of the issues to think about when applying for these funds is that 1/3 of the money is to be spent on multi- modal projects (projects that are not road and bridge projects)
 - b. This project should score relatively well because it is ready to go out for bids. It is about a safety and/or a taking care of the system issue.

This project is to purchase a Jet A Fuel Truck with an estimated cost of \$190,000 and an Avgas Truck with an estimated cost of \$110,000. The City would be responsible for approximately \$150,000. These trucks are scheduled to be requested in the 2017 Budget Year.

Both the Public Works and Airport Departments recommended approval.

Alderman Rucker moved to authorize an application for funding from Missouri on the Move Cost Share Program to assist in purchasing fuel trucks for both the Lee C. Fine Memorial Airport and the Grand Glaize Airport and as recommended. Aldermen Marose seconded the motion which was voted on and unanimously passed.

Authorize Purchase of an Open DNS Content Filter from AOS, LLC via State Procurement.

10-19-733610 – Maintenance/Support Services

Budgeted	\$131,300
Less: Expenditures as of 6/30	<u>(\$ 94,055)</u>
Available*	\$ 37,245
Requested	\$ 3,737.50

**Budgeted expenditures may be pending.*

Assistant City Administrator explained that internet use is a huge security concern but is a necessity. The content filter would allow staff to better manage access to the internet from City owned computers and devices. The service provides automated control over websites employees can access when using the internet and it would alleviate the burden of tracking internet use manually and dealing with the problems that arise. The content filter would allow IT staff to focus more on the projects that help employees use technology to improve their daily performance.

The content filter is an unbudgeted item; however savings within the department are expected. A budget amendment will be completed if needed at year end.

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Staff recommended proceeding to have the filter in place by September 1, 2016. It was noted that this is an annual cost. Mayor Olivarri commented that this is an attempt to provide additional security for the City.

Alderman Bethurem moved to approve the purchase of the content filter from AOS with an annual cost of \$3,737.50. Aldermen Schmitt seconded the motion which was voted on and unanimously passed.

Communications from Members of the Board of Aldermen.

Alderman Marose. Phyllis Marose congratulated City Clerk Diann Warner on her retirement in September. Board members echoed her comments.

Staff Communications.

City Administrator. Jeana Woods reported no changes to the Sewer Development Charges; however she said that rates might be adjusted after certain projects are completed. She submitted a mid-quarter budget report which indicates a 2017 opening balance higher than anticipated, and that all unrestricted funds in the Transportation Fund have been spent.

City Administrator Woods reported that both the Lee C. Fine Airport and the Grand Glaize Airport began with large beginning balances however both had projects that were not completed and funds were carried over to 2016.

She asked that elected officials contact her if there are questions.

City Administrator Woods also reported that the steering committee for the housing study being conducted by LOREDC will meet here at city hall next week. She anticipates the study will be completed in September.

Police Department. Todd Davis expressed his appreciation to the community for their support recently. He said that some have provided lunch and groups of kids have brought thank you notes to the police department. He reported that Kali Salazar, an EMT, gave birth to a baby boy today.

Chief Davis reported that he attended the opening of the Can Am games in Ontario and they are well ahead of schedule for the 2018 games to be held here in Osage Beach.

City Engineer. Director of Public Works Nick Edelman reported that a preconstruction meeting will take place tomorrow on the Nichols Road project.

Park Department. Matt Vandervoort reported that a group of volunteers from School of the Osage helped paint today at Peanick Park. He reported that interest has been shown in a kick ball league.

Airport Manager. Ty Dinsdale reported that the Young Eagles Event is August 6 from 10:00 a.m. to 1:00 p.m. at the Grand Glaize Airport.

Executive Session. Alderman Bethurem moved to close the meeting pursuant to RSMo. Section 60.021(1), Legal actions, causes of action or litigation involving a public governmental body and

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any confidential or privileged communications between a public governmental body or its representatives and its attorneys, and 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.

Alderman Marose seconded the motion. The following roll call was taken to close the meeting: "Ayes": Alderman Schmitt, Alderman Rucker, Alderman Marose, Alderman Bethurem, Alderman Schuman, Alderman Walker. "Nays": None. The meeting was therefore closed.

CLOSED SESSION

Alderman Bethurem 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 Marose, Alderman Bethurem, Alderman Schuman, Alderman Walker, Alderman Schmitt. "Nays": None. The meeting was therefore opened.

No announcements were made following the closed session.

There being no further business to come before the Board, the meeting adjourned at 7:50 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 July 21, 2016.

Diann Warner, City Clerk

John Olivarri, Mayor

**CITY OF OSAGE BEACH
BILLS LIST
August 4, 2016**

Bills Paid Prior to Board Meeting	447,307.38
Payroll Paid Prior to Board Meeting	132,239.50
SRF Transfer Prior to Board Meeting	236,864.83
TIF Transfer Dierbergs	66,065.33
TIF Transfer Prewitt's Pt	163,272.20
Bills Pending Board Approval	325,303.93
Total Expenses	<u>1,371,053.17</u>

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT		
NON-DEPARTMENTAL	General Fund	MO DEPT OF REVENUE FAMILY SUPPORT PAYMENT CENTER	JUNE CVC COLLECTIONS	682.13		
			Case #81106219	150.00		
			Case #31550944	138.46		
		MO DEPT OF REVENUE	PARK, BOOKS, MISC SALES TA	741.16		
			State Withholding	3,828.81		
			JUNE PEACE OFCRS STD & TRN	193.00		
		MO TREASURER BUDGET DIRECTOR INTERNAL REVENUE SERVICE	INTERNAL REVENUE SERVICE	Fed WH	12,196.59	
				FICA	7,334.42	
				Medicare	1,715.29	
				ICMA	Loan Repayment	186.42
				Loan Repayment	170.36	
				Retirement 457 &	959.19	
				Retirement 457	975.00	
				Loan Repayments	750.03	
				Loan Repayments	602.29	
				Loan Repayments	481.74	
				Loan Repayments	347.37	
				Loan Repayments	162.85	
				Loan Repayments	109.74	
				Loan Repayments	155.86	
				Loan Repayments	526.14	
		Loan Repayments	326.32			
		CAMDEN COUNTY ASSOC COURT	CAMDEN COUNTY ASSOC COURT	Retirement Roth IRA %	155.88	
				Retirement Roth IRA	340.00	
				CASH APPEARANCE BOND	500.00	
				CASH APPEARANCE BOND	500.00	
				CASH APPEARANCE BOND	500.00	
				CASH APPEARANCE BOND	550.00	
				JUNE CADV COLLECTIONS	181.87	
				Case No. 12DA-CC00055	118.98	
				VERSAILLES MUNICIPAL COURT	CASH APPEARANCE BOND	200.00
				HEIGHTS FINANCE CORPORATION	15CM-AC00617	88.97
				HSA BANK	HSA Contribution	183.33
					HSA Family/Dep. Contributi	1,472.83
				ONE TIME VENDOR	Bond Refund:131877798-01	200.00
					TOTAL:	37,725.03
				Mayor & Board	General Fund	INTERNAL REVENUE SERVICE
		Medicare	55.34			
		ICMA	Retirement 401			229.00
			TOTAL:			520.97
		Collector	General Fund	INTERNAL REVENUE SERVICE	FICA	6.20
					Medicare	1.45
					TOTAL:	7.65
		City Administrator	General Fund	INTERNAL REVENUE SERVICE	FICA	458.10
					Medicare	107.14
BANKCARD SERVICES 7564	2016 FLSA WEBINAR - WOODS			10.00		
	DELL MAINT KIT FOR PRINTER			149.45		
ICMA	Retirement 401			456.66		
	HSA BANK			HSA Family/Dep. Contributi	225.00	
	TOTAL:			1,406.35		
City Clerk	General Fund	INTERNAL REVENUE SERVICE	FICA	360.11		
			Medicare	84.22		

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		ICMA	Retirement 401	319.32
		HSA BANK	HSA Family/Dep. Contributi	150.00
			TOTAL:	913.65
City Treasurer	General Fund	BANKCARD CENTER 0857	MAPERS CONF - K BELL	75.00
		INTERNAL REVENUE SERVICE	FICA	490.33
			Medicare	114.67
		ICMA	Retirement 401	479.29
		HSA BANK	HSA Contribution	37.50
			HSA Family/Dep. Contributi	75.00
			TOTAL:	1,271.79
Municipal Court	General Fund	INTERNAL REVENUE SERVICE	FICA	72.74
			Medicare	17.01
		ICMA	Retirement 401	75.07
		HSA BANK	HSA Family/Dep. Contributi	75.00
			TOTAL:	239.82
City Attorney	General Fund	INTERNAL REVENUE SERVICE	FICA	315.45
			Medicare	73.77
		ICMA	Retirement 401	308.46
		HSA BANK	HSA Family/Dep. Contributi	75.00
			TOTAL:	772.68
Building Inspection	General Fund	INTERNAL REVENUE SERVICE	FICA	346.04
			Medicare	80.93
		ICMA	Retirement 401	349.63
		BANKCARD SERVICES 7663	DONUTS-CODE OFFICIALS MEET	9.65
			BUSINESS WRITING SEM-LYNXW	199.00
			OVER SEAT HARD HAT HOOK RA	25.82
			OVER SEAT HARD HAT HOOK RA	12.91
		HSA BANK	HSA Family/Dep. Contributi	225.00
			TOTAL:	1,248.98
Building Maintenance	General Fund	AMEREN MISSOURI	CITY HALL SERV 06/14-07/14	6,290.22
		INTERNAL REVENUE SERVICE	FICA	53.94
			Medicare	12.62
		BANKCARD SERVICES 7663	URINAL SCREEN DEODORANT	18.99
			TOTAL:	6,375.77
Parks	General Fund	INTERNAL REVENUE SERVICE	FICA	384.23
			Medicare	89.86
		ICMA	Retirement 401	239.49
		LOWE'S	WIRE, WALL OUTLET & COVER,	73.68
			CONCRETE MIX	8.70
			SCREWS & BOLTS	10.70
			FLOWERS	39.66
			FLOWERS, CLAW TILLER, BULB	165.91
			VALVE, BUSHING, TAPE	22.46
			SOCKET, PVC	26.42
			ADAPTER	7.96
			BUSHING, NIPPLE, ADAPTER	15.05
			RETURN ADAPTERS	6.97
			SHOWER WAND, CONNECTORS	15.16
			BACKPACK SPRAYER	75.97
			PROPANE TANK	42.72

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			ELBOW, ADAPTER, COUPLING	4.55
			ELBOW, ADAPTER, COUPLING	4.55
			S HOOK	4.34
			PLIERS	27.53
			DOOR KNOBS, KEYS	56.86
			TAPE	2.84
			BUNGEE, WIRE	16.85
		BANKCARD CENTER 5352	TIRE NO FLAT,WIRE WINDAWAY	91.45
			WATER TANK FOR INS CLAIM	205.95
			24 X 36 PRINT	3.59
		BANKCARD SERVICES 7663	POLY ROPE, 12" SQUARE STAK	160.20
		WCA WASTE CORPORATION	JUN TRASH SERVICE	110.00
		HSA BANK	HSA Contribution	75.00
			HSA Family/Dep. Contributi	75.00
			TOTAL:	2,049.71
Human Resources	General Fund	HALFSAUCED BARBEQUE	SAFETY BBQ	602.70
		MO PRIMA	MO PRIMA ANNUAL MEMBERSHIP	35.00
		INTERNAL REVENUE SERVICE	FICA	132.42
			Medicare	30.97
		BANKCARD SERVICES 7564	IPMA-HR CONFERENCE-LEIGH	899.00
		ICMA	Retirement 401	133.89
		BANKCARD CENTER 5106	FW STRETCH TRAINING	128.87
		HSA BANK	HSA Family/Dep. Contributi	75.00
			TOTAL:	2,037.85
Overhead	General Fund	AT & T/CITY HALL	JUL SERVICE	2,622.54
		PURCHASE POWER	CITY HALL POSTAGE	265.18
		MIDWEST PUBLIC RISK OF MISSOURI	FY16-17 PROP & LIAB- GENER	101,043.23
			CLERICAL/PD WC 7/1/16-6/30	67,078.00
			TOTAL:	171,008.95
Police	General Fund	MO POLICE CHIEFS ASSC	LETSAC CONF, GRUENBURG	175.00
			LETSAC CONF, MORLEY	175.00
		INTERNAL REVENUE SERVICE	FICA	3,203.02
			Medicare	749.09
		PURCHASE POWER	POLICE DEPT POSTAGE	68.29
		ICMA	Retirement 401	3,135.87
		BANKCARD CENTER 0833	TITLE FEE FOR PD-31	12.25
			CAR WASHES	24.00
		HSA BANK	HSA Contribution	262.50
			HSA Family/Dep. Contributi	1,350.00
			TOTAL:	9,155.02
911 Center	General Fund	AT & T/CITY HALL	SERV06/23-07/22	1,412.11
		INTERNAL REVENUE SERVICE	FICA	767.00
			Medicare	179.37
		ICMA	Retirement 401	699.01
		BANKCARD CENTER 0833	UNIFORMS	18.00
			UNIFORMS	29.98
		HSA BANK	HSA Contribution	75.00
			HSA Family/Dep. Contributi	225.00
			TOTAL:	3,405.47
Planning	General Fund	INTERNAL REVENUE SERVICE	FICA	155.19
			Medicare	36.29

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		PURCHASE POWER	PLANNING DEPT POSTAGE	28.63
		ICMA	Retirement 401	152.77
		HSA BANK	HSA Family/Dep. Contributi	75.00
			TOTAL:	447.88
Information Technology	General Fund	INTERNAL REVENUE SERVICE	FICA	353.02
			Medicare	82.56
		ICMA	Retirement 401	311.13
		AT & T /EMSGTWY_SBC	JUN SERVICE	141.24
		HSA BANK	HSA Contribution	37.50
			HSA Family/Dep. Contributi	75.00
			TOTAL:	1,000.45
Economic Development	General Fund	BANKCARD CENTER 0857	MUSIC LICENSING - WELC TO	336.00
			BBQ BASKET - WELC TO SMR	23.65
			BBQ BASKET - WELC TO SMR	74.95
		BANKCARD SERVICES 7564	2016 MEDC CONF - OLIVARRI	225.00
			LUNCH LOREDC MEETING	11.80
			MISTING HOSE WTS	88.12
			TICKETS-WELCOME TO SUMMER	11.29
		LOWE'S	MISTING HOSE	47.44
			AMERICAN FLAG	151.84
		BANKCARD CENTER 5352	JULY 4TH FLAGS	327.22
		BANKCARD SERVICES 7663	FISHING BASKET WTS	76.79
			FISHING BASKET WTS	12.99
			FISHING BASKET WTS	10.78
		WCA WASTE CORPORATION	PORTABLE TOILETS - WEL TO	715.00
			TOTAL:	2,112.87
NON-DEPARTMENTAL	Transportation	MO DEPT OF REVENUE	State Withholding	357.68
			State Withholding	8.16
		INTERNAL REVENUE SERVICE	Fed WH	964.85
			Fed WH	51.29
			FICA	842.54
			FICA	21.49
			Medicare	197.09
			Medicare	5.02
		ICMA	Retirment 457 &	337.75
			Retirement 457	142.91
			Retirement 457	8.50
			Retirement Roth IRA	42.25
			Retirement Roth IRA	8.50
		HSA BANK	HSA Contribution	8.50
			HSA Family/Dep. Contributi	291.16
			HSA Family/Dep. Contributi	17.00
			TOTAL:	3,304.69
Transportation	Transportation	WATERMAN, RANDY	SAFETY BOOTS	182.59
		INTERNAL REVENUE SERVICE	FICA	842.55
			FICA	21.49
			Medicare	197.06
			Medicare	5.03
		PURCHASE POWER	TRANS DEPT POSTAGE	32.84
		ICMA	Retirement 401	801.25
			Retirement 401	21.88
		MIDWEST PUBLIC RISK OF MISSOURI	FY16-17 PROP & LIAB - STRE	14,315.45

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			STREET WC 7/1/16-6/30/17	19,576.01
		AMEREN MISSOURI	5757 CHAPEL DR PUBLIC WKS	203.90
		AMEREN MISSOURI	792 PASSEOVER RD STREET LIG	31.03
			872 PASSEOVER RD STREET LIG	63.88
			KK DR LTG PALLISADES COMMO	114.95
			680 PASSEOVER RD LIGHTING C	48.69
			MAINT SALT BUILDING	10.24
			STREET LIGHTING	3,872.38
			STREET LIGHTING	1,390.44
		HSA BANK	HSA Contribution	62.62
			HSA Family/Dep. Contributi	349.50
			HSA Family/Dep. Contributi	25.50
			TOTAL:	42,169.28
NON-DEPARTMENTAL	Water Fund	MO DEPT OF REVENUE	WATER SALES TAX	3,348.23
			State Withholding	343.15
			State Withholding	7.92
		INTERNAL REVENUE SERVICE	Fed WH	972.03
			Fed WH	49.78
			FICA	816.51
			FICA	20.86
			Medicare	190.94
			Medicare	4.88
		ICMA	Retirement 457	111.61
			Retirement 457	8.25
			Loan Repayments	14.07
			Loan Repayments	16.08
			Loan Repayments	42.21
			Loan Repayments	50.96
			Retirement Roth IRA	41.25
			Retirement Roth IRA	8.25
		HSA BANK	HSA Contribution	8.25
			HSA Family/Dep. Contributi	33.66
			HSA Family/Dep. Contributi	16.50
			TOTAL:	6,105.39
Water	Water Fund	INTERNAL REVENUE SERVICE	FICA	816.52
			FICA	20.86
			Medicare	190.96
			Medicare	4.88
		PURCHASE POWER	WATER DEPT POSTAGE	73.49
		ICMA	Retirement 401	708.49
			Retirement 401	21.24
		LOWE'S	PVC, CEMENT & PRIMER	30.29
		MIDWEST PUBLIC RISK OF MISSOURI	FY16-17 PROP & LIAB - WATE	14,089.81
			WATER WC 7/1/16-6/30/17	10,599.00
		EARP, NATHAN	MILEAGE REIMB 07/13-07/19/	49.68
		AMEREN MISSOURI	5757 CHAPEL DR PUBLIC WKS	203.90
		AMEREN MISSOURI	PARKVIEW WELL	1,094.15
			BLUFF RD WATER TOWER	3,421.99
			COLLEGE WELL BEHIND CHURCH	3,127.67
			COLUMBIA COLLEGE WELL	259.42
			COLUMBIA COLLEGE TOWER	96.69
		MANKEY, KYLE	MILEAGE REIMB 07/06-07/12/	81.00
		HSA BANK	HSA Contribution	24.75
			HSA Family/Dep. Contributi	312.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			HSA Family/Dep. Contributi	24.75
			TOTAL:	35,251.54
NON-DEPARTMENTAL	Sewer Fund	MO DEPT OF REVENUE	State Withholding	549.17
			State Withholding	7.92
		INTERNAL REVENUE SERVICE	Fed WH	1,666.12
			Fed WH	49.78
			FICA	959.17
			FICA	20.86
			Medicare	224.30
			Medicare	4.88
		ICMA	Retirment 457 &	55.87
			Retirement 457	113.67
			Retirement 457	8.25
			Loan Repayments	21.11
			Loan Repayments	63.45
			Loan Repayments	50.96
			Retirement Roth IRA	41.50
			Retirement Roth IRA	8.25
		HSA BANK	HSA Contribution	8.25
			HSA Family/Dep. Contributi	109.68
			HSA Family/Dep. Contributi	16.50
			TOTAL:	3,979.69
Sewer	Sewer Fund	INTERNAL REVENUE SERVICE	FICA	959.15
			FICA	20.86
			Medicare	224.31
			Medicare	4.87
		PURCHASE POWER	SEWER DEPT POSTAGE	56.32
		ICMA	Retirement 401	898.25
			Retirement 401	21.23
		LOWE'S	PIPE	138.31
			BOOSTER PUMP FOR PUMP TRK	188.09
			FEED FOR BIO FILTER	15.17
			PVC - 628 HWY D	10.35
			ELBOW, TEE - 628 HWY D	21.70
			PVC, CONCRETE - 628 HWY D	81.46
			TENT FOR TRUCK 71	75.05
		BANKCARD CENTER 5106	HANDHELD POWER DRIVE	1,334.31
		PEDROLA, TOM	MILEAGE REIMB 07/13-07/19/	146.77
		MIDWEST PUBLIC RISK OF MISSOURI	FY16-17 PROP & LIAB - SEWE	41,303.76
			SEWER WC 7/1/16-6/30/17	9,252.18
		EARP, NATHAN	MILEAGE REIMB 7/06-7/12/16	24.84
		DUNCAN, CHRIS	MILEAGE REIMB 7/6-7/12-16	238.14
		AMEREN MISSOURI	CLEARWOOD LN LOT 9/10 SEWE	11.35
			4631 WINDSOR DR GRINDER	13.00
			5757 CHAPEL DR LIFT STATIO	15.56
			5757 CHAPEL DR PUBLIC WKS	203.89
			701 PA HE TSI	12.24
			1089 OSAGE BEACH RD LIFT S	11.01
			5707 OSAGE BEACH PKWY	11.79
		HSA BANK	HSA Contribution	62.63
			HSA Family/Dep. Contributi	313.50
			HSA Family/Dep. Contributi	24.75
			TOTAL:	55,694.84

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	Ambulance Fund	MO DEPT OF REVENUE INTERNAL REVENUE SERVICE	State Withholding Fed WH FICA Medicare Loan Repayments Case No. #11LA-AC00632 HSA Family/Dep. Contributi	382.00 1,154.16 760.29 177.80 62.70 140.38 65.00
		ICMA LACLEDE COUNTY CIRCUIT CLERK HSA BANK		
			TOTAL:	2,742.33
Ambulance	Ambulance Fund	INTERNAL REVENUE SERVICE	FICA Medicare	760.29 177.80
		PURCHASE POWER ICMA MIDWEST PUBLIC RISK OF MISSOURI	AMBULANCE DEPT POSTAGE Retirement 401 FY16-17 PROP & LIAB - AMBU	8.52 583.32 3,234.77
		AMBULANCE REIMBURSEMENT SYSTEMS INC HSA BANK	AMBULANCE WC 7/1/16-6/30/1 JUNE AMBULANCE BILLING HSA Contribution HSA Family/Dep. Contributi	18,828.36 775.92 37.50 225.00
			TOTAL:	24,631.48
NON-DEPARTMENTAL	Lee C. Fine Airpor	MO DEPT OF REVENUE INTERNAL REVENUE SERVICE	LCF SALES TAX State Withholding Fed WH FICA Medicare Retirement 457	2,995.15 98.58 259.55 301.01 70.39 74.00
		ICMA		
			TOTAL:	3,798.68
Lee C. Fine Airport	Lee C. Fine Airpor	AMEREN MISSOURI	1111 LEE C FINE RD WELL KAISER TERMINAL BLDG 1000 LEE C FINE RD HANGAR 1000 LEE C FINE RD NEW HAN	10.24 656.59 55.39 76.00
		INTERNAL REVENUE SERVICE	FICA Medicare	301.01 70.39
		PURCHASE POWER ICMA LOWE'S	LCF AIRPORT POSTAGE Retirement 401 BOLTS, NUTS, WASHERS	24.89 260.93 2.82
		MIDWEST PUBLIC RISK OF MISSOURI	KEY TAGS, LYSOL, POWERFOAM FY16-17 PROP & LIAB - LCF	11.82 7,541.78
		HSA BANK	LCF AIRPORT WC 7/1/16-6/30 HSA Contribution HSA Family/Dep. Contributi	7,064.52 37.50 120.00
			TOTAL:	16,233.88
NON-DEPARTMENTAL	Grand Glaize Airpo	MO DEPT OF REVENUE INTERNAL REVENUE SERVICE	GG SALES TAX State Withholding Fed WH FICA Medicare Retirement 457	1.88 69.42 232.41 200.36 46.86 20.00
		ICMA		
			TOTAL:	570.93
Grand Glaize Airport	Grand Glaize Airpo	INTERNAL REVENUE SERVICE	FICA Medicare	200.36 46.86
		PURCHASE POWER ICMA	GG AIRPORT POSTAGE Retirement 401	9.98 173.97

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		LOWE'S	TERMINAL KIT, PLIERS SET	44.29
		BANKCARD CENTER 5352	REPAIR TO WEATHER STAT GG	134.24
		MIDWEST PUBLIC RISK OF MISSOURI	FY16-17 PROP & LIAB - GG A	3,307.04
			GG AIRPORT WC 7/1/16-6/30/	7,064.52
		HSA BANK	HSA Contribution	37.50
			HSA Family/Dep. Contributi	105.00
			TOTAL:	11,123.76

----- FUND TOTALS -----

10	General Fund	241,700.89
20	Transportation	45,473.97
30	Water Fund	41,356.93
35	Sewer Fund	59,674.53
40	Ambulance Fund	27,373.81
45	Lee C. Fine Airport Fund	20,032.56
47	Grand Glaize Airport Fund	11,694.69
GRAND TOTAL:		447,307.38

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	General Fund	KNAPHEIDE TRUCK INC	STRIP PLOW AND REINSTALL	1,205.00
			TOTAL:	1,205.00
City Clerk	General Fund	INTERNATIONAL INSTITUTE OF MUNICIPAL CL MO DEPT OF REVENUE	D URLICKS MEMBERSHIP	95.00
			JUN MONTHLY SALES TAX	35.00
			TOTAL:	130.00
Building Inspection	General Fund	CONSOLIDATED ELECTRICAL DISTR, INC STAPLES BUSINESS ADVANTAGE	VOLTAGE TESTER	21.09
			HNG TAB CLR	2.80
			TOTAL:	23.89
Building Maintenance	General Fund	EZARD'S	DUSTPAN&DUSTR, HANGR, FSTN	18.66
			SHOVL, SPADE, HAND TOOL	52.47
			SPRINKLER	15.18
		QUILL	BATH TISSUE	61.99
		BATTERIES PLUS BULBS	BULB RECYCLING	158.43
		ELECTRONICS UNLIMITED	ADD EXT 404 TO SYSTEM	65.00
		AMERICAN STAMP & MARKING PROD INC	SLIMLINE INSERT NAME PLATE	80.66
		CONSOLIDATED ELECTRICAL DISTR, INC	FLUOR LMPS	81.00
			OCTRON FLUOR LAMPS	159.00
			BULBS	93.55
			FLUOR LMPS, OCTRON FLUOR L	240.00
			FLUORESCENT BULBS	140.40
			4 - 2LAMP BLSTS	133.56
			FLUOR LAMPS, LAMPS, BALLAS	841.81
			FLUORESCENT LAMPS	61.20
			RETURN BALLASTS	589.50
			2LAMP BLSTS	105.39
		PRAIRIEFIRE COFFEE & ROASTERS	COFFEE	89.80
		GEO-ENTERPRISES, INC	REPLACE 911 UNIT	4,355.00
		STAPLES BUSINESS ADVANTAGE	PPR TWLS, PLATES	115.78
		CONSTRUCTION CONCEPTS1, LLC	CITY HALL SIDEWALK/CURB RE	8,139.13
			TOTAL:	14,418.51
Parks	General Fund	WALMART COMMUNITY/GECRB	WATER	19.90
			PAPER CLIPS, 54 BANDS	2.68
			GATOR PWDR, TAKEALONGS	45.79
			BF PATTIE4S	39.68
		RIBACK SUPPLY COMPANY	GAL STEEL COUPLGS, NIPPLES	9.73
		MODERN SANITATION TRANSFER STATION	MSW	86.27
		HY-VEE FOOD & DRUG STORES INC	BIG LEAGUE GRP CHEW, SNFLW	170.82
			POPCORN	7.56
			WATER	7.52
			WATER	54.32
			BLW POPS, SNFLWR SDS, GATO	155.39
		KNAPHEIDE TRUCK INC	REPLACE LIGHTS - INSTALL H	1,297.00
		O'REILLY AUTOMOTIVE STORES INC	MOTOR OIL, GREASE	53.91
		KANSAS GOLF AND TURF INC	HYD FILTERS	81.37
		SHERWIN-WILLIAMS	PAINT, PAIL, ROLLERS, FRAM	292.37
		HD SUPPLY WATERWORKS LTD	BALL VALVE, CHECK VALVE	108.97
		BSN SPORTS	SOFTBALLS	209.10
		STAPLES BUSINESS ADVANTAGE	3PK COUNTERFEIT PENS	9.32
		MVP APPAREL	LADIES POLOS	60.00
			TOTAL:	2,711.70
Human Resources	General Fund	WALMART COMMUNITY/GECRB	GATORADE, WATER	23.42

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			ICE CREAM	12.00
			ICE CREAM	12.00
		WOODS SUPER MARKETS INC 2068	ICE CREAM	24.27
			ICE CREAM	32.70
			ICE CREAM	41.96
		LAKE REGIONAL HEALTH SYSTEM	POST ACCIDENT TESTING	93.00
		STAPLES BUSINESS ADVANTAGE	STAPLES	2.31
			TOTAL:	241.66
Overhead	General Fund	ELECTRONICS UNLIMITED	PD & SCADA PHONE LINES	711.25
		LAKE SUN LEADER 81525 & 1586450	RFQ-GROUND SOURCE GEO THER	45.00
		MIDWEST PUBLIC RISK	EMP LAWSUIT DEDUCTIBLE	1,000.00
			TOTAL:	1,756.25
Police	General Fund	McCLAIN RADAR SERVICE LLC	RADAR & LASER CERTIFICATIO	880.00
		APPLIED CONCEPTS INC	REMOTES PD 15 & 32	235.00
			ANTENNA CABLE PD 20 & 21	163.00
		GULF STATE DISTRIBUTING INC	AMMO	1,650.00
		LEON UNIFORM CO INC	HAYCOOK NAMEPLATE #69	17.50
			UNIFORMS	453.40
		IMAGE QUEST	OVERAGE SVC BILLING	9.68
		PSE INSTALLATION	REPLACE RADAR CABLES PD 20	50.00
		HEDRICK MOTIV WERKS LLC	BRAKE PADS, TURN ROTORS PD	102.62
			OIL CHG PD25	65.00
			OIL CHG LIC: FM3J8N	65.00
			OIL CHG PD30	120.00
		XEROX CORPORATION DBA XEROX FINANCIAL	JUL LEASE PAYMENT	146.00
			TOTAL:	3,957.20
911 Center	General Fund	WIRELESS USA INC	AUG SERVICE	225.00
		WEST SAFETY SOLUTIONS CORP	JUL V-VAAS SYS FEE	3,525.00
			TOTAL:	3,750.00
Information Technology	General Fund	TYLER TECHNOLOGIES INC	HR BASE PACKAGE 9/1/16-8/3	4,848.87
		STAPLES BUSINESS ADVANTAGE	TONER	54.62
			TOTAL:	4,903.49
Economic Development	General Fund	BROADCAST MUSIC INC	CITY EVENTS MUSIC LICENSE	336.00
			TOTAL:	336.00
NON-DEPARTMENTAL	Transportation	MIDWEST PUBLIC RISK	Dental Insurance Premiums	4.31
			Health Insurance Contribut	11.91
			Vision Insurance Contribut	1.82
			TOTAL:	18.04
Transportation	Transportation	MIDWEST PUBLIC RISK	Dental Insurance Premiums	10.12
			Health Insurance Contribut	173.00
			Vision Insurance Contribut	1.83
		EZARD'S	SAW	519.00
			4 TINE MANURE FORK	67.98
		VULCAN INC	SIGNS	909.20
		PURCELL TIRE & RUBBER CO	SKID STEER TIRE	160.54
		ARAMARK UNIFORM & CAREER APPAREL GROUP	TRANS DEPT UNIFORMS	38.06
			TRANS DEPT FLOOR MATS	4.78
			TRANS DEPT UNIFORMS	38.06
			TRANS DEPT FLOOR MATS	4.78

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		ECONO SIGNS & BARRICADE LLC	13" x 11" CONE SIGNS	91.25
		O'REILLY AUTOMOTIVE STORES INC	HEX BIT SET	14.99
			WIRE TIES	5.49
		PRAIRIEFIRE COFFEE & ROASTERS	COFFEE, HOT CHOC, SUGAR	23.27
		R MILLER COMPANIES LLC	BLUFF DR WATERFRONT EASEME	525.00
		PRECISION AUTO & TIRE SERVICE LLC	REPLACED J MCARTY TIRES	197.00
			OIL CHG #53	87.90
			OIL CHG #55	43.95
		STOCKMAN CONSTRUCTION	PREWITT INTRRCTN, SIDEWLK	112,804.59
		CARGILL INC	ROAD SALT	27,173.98
			ROAD SALT	11,419.95
			ROAD SALT	4,539.14
		LINCOLN NATIONAL LIFE INSURANCE COMPAN	Group Life Ins and Buy Up	2.14
			Short Term Disability Ins	3.07
		STAPLES BUSINESS ADVANTAGE	CPY PPR, MARKRS, DUSTOFF,	34.77
			TOTAL:	158,893.84
NON-DEPARTMENTAL	Water Fund	MIDWEST PUBLIC RISK	Dental Insurance Premiums	4.18
			Health Insurance Contribut	11.56
			Vision Insurance Contribut	1.78
			TOTAL:	17.52
Water	Water Fund	MIDWEST PUBLIC RISK	Dental Insurance Premiums	9.82
			Health Insurance Contribut	167.91
			Vision Insurance Contribut	1.78
		EZARD'S	BRS & GALV CPL, ADPTR, BUS	12.86
			PVC BUSHING, CAP & PIPE	11.28
		WALMART COMMUNITY/GEGRB	40Q EZ CARRY, LATCH TOTES	33.60
		WATER & SEWER SUPPLY INC	PRV, POLY, VALVE, COUP, SA	2,433.52
			PRV, POLY, VALVE, COUP, SA	3,889.16
			METER PITS	400.50
			METER BOXES	2,311.02
		MEEKS BUILDING CENTER	PVC COUPLING	1.79
		ARAMARK UNIFORM & CAREER APPAREL GROUP	WATER DEPT UNIFORMS	23.48
			WATER DEPT FLOOR MATS	4.78
			WATER DEPT UNIFORMS	23.48
			WATER DEPT FLOOR MATS	4.78
		GOEHRI, GEORGE	AUG INS PREMIUM	85.00
		HACH CO	FLUORIDE REAGENT	201.24
		O'REILLY AUTOMOTIVE STORES INC	PENETRNT	9.98
			2 - 12 OZ LEAK SEAL #56	29.98
		LAKE SUN LEADER 81525 & 1586450	WATER MASTER PLAN UPDATE	76.50
		PRAIRIEFIRE COFFEE & ROASTERS	COFFEE, HOT CHOC, SUGAR	23.26
		HD SUPPLY WATERWORKS LTD	8 MJ L/P SLEEVE	92.51
			METER TILE, ADPTR RING	232.22
		MAGRUDER LIMESTONE CO INC	1" DIRTY BASE	519.71
		LINCOLN NATIONAL LIFE INSURANCE COMPAN	Group Life Ins and Buy Up	2.07
			Short Term Disability Ins	2.98
		STAPLES BUSINESS ADVANTAGE	CPY PPR, MARKRS, DUSTOFF,	34.77
			TOTAL:	10,639.98
NON-DEPARTMENTAL	Sewer Fund	MIDWEST PUBLIC RISK	Dental Insurance Premiums	4.18
			Health Insurance Contribut	11.56
			Vision Insurance Contribut	1.78
			TOTAL:	17.52

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT		
Sewer	Sewer Fund	MIDWEST PUBLIC RISK	Dental Insurance Premiums	9.83		
			Health Insurance Contribut	167.92		
		EZARD'S	Vision Insurance Contribut	1.78		
			AAA BATTERIES	14.99		
		PURCELL TIRE & RUBBER CO	PW TRAILER TIRE REPAIR	21.40		
		EZARD'S	UNION SCH80 2" SXS PVC	11.99		
			FASTENAL CO	HOSE CLAMPS	70.22	
		ARAMARK UNIFORM & CAREER APPAREL GROUP	THIN CUT WHEELS	25.00		
			SEWER DEPT UNIFORMS	46.48		
		EVOQUA WATER TECHNOLOGIES LLC	SEWER DEPT FLOOR MATS	4.79		
			SEWER DEPT UNIFORMS	46.48		
		NORTHERN SAFETY CO INC	SEWER DEPT FLOOR MATS	4.79		
			BIOXIDE	10,046.40		
		O'REILLY AUTOMOTIVE STORES INC	ODOPHOS PLUS	9,354.80		
			GLOVES	55.68		
		CONSOLIDATED ELECTRICAL DISTR, INC	SIDE MARKER LIGHT #71	6.39		
			CIRCUIT BREAKERS	3,550.00		
		PRAIRIEFIRE COFFEE & ROASTERS	COOLER RENTAL	35.00		
			COFFEE, HOT CHOC, SUGAR	23.27		
		LAKE OZARK-OSAGE BEACH JOINT SEWER PLA	JUNE FLOWS	39,967.95		
			HD SUPPLY WATERWORKS LTD	GREEN MARKING PAINT	48.96	
		GILMORE & BELL PC	GREEN MARKING PAINT	0.00		
			KEY EQUIPMENT & SUPPLY CO	PVC CPLGS	31.86	
		MAGRUDER LIMESTONE CO INC	REBATE CALC 2001	646.00		
			LINCOLN NATIONAL LIFE INSURANCE COMPAN	WARTHOG NOZZLE 3/4" KIT	1,410.60	
		STAPLES BUSINESS ADVANTAGE	1" DIRTY BASE	388.45		
			Group Life Ins and Buy Up	2.07		
			Short Term Disability Ins	2.97		
			CPY PPR, MARKRS, DUSTOFF,	34.76		
			TOTAL:	66,030.83		
		Ambulance	Ambulance Fund	WALMART COMMUNITY/GECRB	LIQ DET	23.94
					COMMERCIAL LOAN 0462606857	27,720.50
				CENTRAL BANK LAKE OF THE OZARKS	COMMERCIAL LOAN 0462606857	2,520.02
					TOTAL:	30,264.46
		Lee C. Fine Airport	Lee C. Fine Airpor	WALMART COMMUNITY/GECRB	EQ IBU, BANDAGES	17.87
					COFFEEMATE, ICE	37.76
				MID STATE PETROLEUM EQUIPMENT INC	BROOM, NOTES, TABS, GERM-X	21.22
					ICE	31.40
				NAEGLER OIL CO	CALIBRATED FUEL TRK MTR &	450.00
					JET A FUEL	13,933.19
CROWN POWER & EQUIPMENT	AV GAS			9,443.93		
	GLASS			179.00		
O'REILLY AUTOMOTIVE STORES INC	WIRE, IGN SW, STOVE BLT, R			34.26		
	CONDUIT, WIRE, NUTS			15.47		
	96 OZ PART CLNR			27.99		
	TOTAL:			24,192.09		
Grand Glaize Airport	Grand Glaize Airpo			EZARD'S	PAINTBRUSH	8.49
					BOLT, WASP FOAM, GLOVES	14.71
		WIRE BRSH, SCRUB BRSH, AAA	11.97			
		ROPE, SNAP BOLTS	30.38			
		BOLTS, WASHERS, PAINT TRAY	7.90			
		TOTAL:	73.45			

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
Non-Departmental	TIF - Prewitt's Po	UMB BANK NA		1,722.50
			TOTAL:	1,722.50

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

10	General Fund	33,433.70
20	Transportation	158,911.88
30	Water Fund	10,657.50
35	Sewer Fund	66,048.35
40	Ambulance Fund	30,264.46
45	Lee C. Fine Airport Fund	24,192.09
47	Grand Glaize Airport Fund	73.45
60	TIF - Prewitt's Point	1,722.50

	GRAND TOTAL:	325,303.93

Submission Date: July 26, 2016
Submitted By: Mike Welty, Assistant City Administrator
Board Meeting Date: August 4, 2016

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

Description of Item:

Bill 16-65 – An ordinance of the City of Osage Beach, Missouri, authorizing the Mayor to execute a contract with Keeping Condos Clean to provide Janitorial Services.

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

Staff, citizens and visitors to Osage Beach City Hall and Public Works.

Why is Board Action Required?

Board approval is required for purchases and payments over \$15,000 per Chapter 135. Article II. Purchasing, Procurement, Transfers, and Sales.

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

Requesting first and second readings of Bill 16-65.

Are there any deadlines associated with this action?

Yes. Current contract expires August 10, 2016

Budget Line / Source of Funds

10-09-742000 Janitorial Services
 20-00-742000 Janitorial Services
 30-00-742000 Janitorial Services
 35-00-742000 Janitorial Services

Comments and Recommendation of Department:

Bids were solicited to acquire Janitorial services for Osage Beach City Hall and Osage Beach Public Works buildings. Bids were opened at 11:00 a.m. Tuesday July 26, 2016 with one bid received. Keeping Condos Clean submitted the only bid, in the amount of \$26,300.00 per year with a charge of \$30.00 per hour for additional services. This bid does include an option to renew. Budgeted for FY2016 for all departments is \$29,800.

Keeping Condos Clean is our current janitorial services provider with great results. Thus, City staff recommends approval for the Mayor to enter into contract for janitorial services between City of Osage Beach and Keeping Condos Clean, in the amount of \$26,300.00 per year.

If approved, contract services shall begin: August 11, 2016

City Administrator Comments and Recommendation:

Concur with the Assistant City Administrators recommendation.

BILL NO. 16-65

ORDINANCE NO. 16.65

AN ORDINANCE OF THE CITY OF OSAGE BEACH, MISSOURI, AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH KEEPING CONDOS CLEAN TO PROVIDE JANITORIAL SERVICES AS INDICATED HEREIN

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 Keeping Condos Clean substantially under the terms set forth in Exhibit A.

Section 2. Total expenditures or liability authorized under this Ordinance shall not exceed twenty six thousand three hundred dollars (\$26,300.00).

Section 3. 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 4. 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. 16.65 was duly passed on _____ by the Board of Aldermen of the City of Osage Beach. The votes thereon were as follows:

Ayes: _____ Nays: _____
Abstain: _____ Absent: _____

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

Date

Diann Warner, City Clerk

Approved as to form:

Edward B. Rucker, City Attorney

I hereby approve Ordinance No. 16.65.

Date

John Olivarri, Mayor

ATTEST:

Diann Warner, City Clerk

EXHIBIT A

JANITORIAL SERVICES CONTRACT
OSAGE BEACH, MISSOURI

This Agreement is made and entered into this _____ day of _____, 2016, by and between the City of Osage Beach, Missouri, hereinafter referred to as "City" and Keeping Condos Clean, hereinafter referred to as "Company".

WITNESSETH:

WHEREAS, City heretofore submitted a request for bids for janitorial services for the City Hall facility; and;

WHEREAS, specifications for the janitorial services were prepared by the City and became a part of the bid request package, and;

WHEREAS, Company was selected as the lowest and best bid and awarded the bid for janitorial services for City, and;

WHEREAS, the parties desire to enter into an agreement setting forth their respective rights, responsibilities and obligations.

NOW THEREFORE, in consideration of the mutual covenants and agreements contained herein, it is agreed by and between the parties as follows:

1. Maintenance Service. Company agrees to perform janitorial services for City during the term of this agreement as may be directed by the Assistant City Administrator or Building Official including all specifications incorporated in, Exhibit A, attached hereto.
2. Failure to Fulfill Requirements. This Agreement may be discontinued by either party upon giving a thirty (30) day written notice.
3. Period of Contract. This Agreement shall run from August 11, 2016 to August 31, 2017. Company will provide janitorial maintenance service for \$26,300.00 per year, payable on a monthly basis. The City Administrator may renew the Agreement for up to an additional two years upon the same prices, terms and conditions set forth in the attached Exhibit A. Please note the length of the first contract is twenty one (21) days longer than a year.
4. Binding Effect. This Agreement shall be binding upon the parties hereto, their respective heirs, successors and assigns. This Agreement may not be assigned by Company without the express written consent of City. The City reserves the right to accept or reject any personnel assigned by the company to perform the services under this contract. Either party may terminate this agreement upon a thirty day written notice.
5. Included Documents. This Agreement consists of the request for proposal for Osage Beach Janitorial Services, Keeping Condos Clean proposal form, Exhibit A- Specifications for Janitorial services, and this contract.

Janitorial Services Contract
Page 2

IN WITNESS WHEREOF, the parties hereto have set their hands the day and year first
above written.

City of Osage Beach, Missouri

By: _____
John Olivarri, Mayor

Attest:

Diann Warner, City Clerk

Keeping Condos Clean

By: _____
Tracie Oliver

SPECIFICATIONS
FOR JANITORIAL SERVICE
CITY OF OSAGE BEACH, MISSOURI

General Requirements

The Janitorial Services Company (hereafter referred to as Company) desired is one which is highly professional, has broad experience with servicing commercial property and expertise with commercial grade cleaning agents, chemicals, and related equipment.

Company must have a formal training plan in place for employee safety relative to proper handling, labeling and use of janitorial supplies, chemicals and MSDS requirements.

Company must have a formal safety-training program in place, which addresses issues associated with hazardous situations, proper lifting, operation of equipment, and use of personal protection equipment, and all OSHA Safety Requirements.

Company must provide a list of three references with facilities and work tasks similar to that addressed herein. Company must provide proper identification and a background check for any person who enters City Hall under the authority granted to the selected bidder. The contract may be immediately terminated by the City for failure to pass a background check.

Successful bidder must obtain a merchant license and be bonded. Company must provide a certificate of liability insurance and certificate of insurance for workers compensation. Company shall protect, indemnify and hold harmless the City of Osage Beach from any and all claims, for any loss, damage or injuries sustained by any person who may arise out of any work performed or actions taken pursuant to this contract. Services must be provided after 5:00 p.m. on the days specified.

Enrollment in Federal Work Authorization program

Bidders are informed that pursuant to Section 285.530, RSMo, as a condition of the award of any contract in excess of five thousand dollars (\$5,000.00), the successful bidder shall, by sworn affidavit and provision of documentation, affirm its enrollment and participation in a federal work authorization program with respect to the employees working in connection to the contracted services. Successful bidders shall also sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection to the contracted services.

Authorized employees

Contractor acknowledges that Section 285.530 RSMo, prohibits any business entity or employer from knowingly employing, hiring for employment, or continuing to employ an unauthorized alien to perform work within the state of Missouri. Contractor therefore covenants that it is not knowingly in violation of subsection 1 of Section 285.530 RSMo, and that it will not knowingly employ, hire for employment, or continue to employ any unauthorized aliens to perform work on the Project, and that its employees are lawfully eligible to work in the United States.

Pursuant to Missouri Statute RSMo. 285.530(1), no business entity or employer shall knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the State of Missouri. As a condition for the award of any contract or grant in excess of five-thousand dollars (\$5,000.00) by the City of Osage Beach, Missouri to a business entity, the business entity shall by sworn affidavit and provision of documentation, affirm its enrollment and participation in a federal work authorization program with respect to employees working in connection with the contracted

services; and sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services.

The City reserves the right to reject any and all bids, to waive informalities or irregularities, and to determine the lowest responsive and responsible bidder, and to award the contract on that basis. All Bidders must agree that such rejection shall be without liability on the part of the OWNER for any damage or claim brought by any Bidder because of such rejections, nor shall the Bidder seek any recourse of any kind against OWNER because of such rejections. The filing of any Bid in response to this invitation shall constitute an agreement of the Bidder to these conditions.

Terms for Successful Bidder

A single Company will be selected to service City Hall and the Police Department, located at 1000 City Parkway Osage Beach Mo 65065, as well as Public Works, located at 5757 Chapel Dr. Osage Beach Mo 65065. The company will be required to invoice on a monthly basis only. Additional areas may be requested for services based on a per square foot or per hour basis, as agreed upon by both parties prior to additional service performed. Separate monthly invoicing will be required for such additional services

Company shall have access to janitorial closet at each location indicated above. Company shall keep all labeled cleaning agents, chemicals, supplies and equipment in good order in such closet.

The City will furnish all paper products, disposable items and trash can liners. The Company will notify the City when the supply stock is nearing completion.

City Hall

The following services are to be provided on Monday, Wednesday and Friday. Services are to be provided after 5:00pm on the days specified, unless other arrangements are made with the Assistant City Administrator and/or the Building Official.

Restrooms

- a. Clean and disinfect toilets, urinals, sinks, stalls, partitions, towel dispensers, grab bars and door handles.
- b. Replenish all soap, paper and disposable products.
- c. Clean and shine mirrors, towel dispensers, grab bars and door handles.
- d. Wash or dust all stalls, walls, baseboards, vents and lockers as necessary.
- e. Sweep and mop all tile floors using disinfectant on floors.
- f. Turn off any lights that you turned on.
- g. Empty trash receptacles.

Kitchens, Kitchenettes, Elevators, Courtroom, Conference Rooms, Fitness Rooms, Jail Cells, Hallways and Patrol Officers Area Room 209, Police Records/Front Desk area

- a. Clean and disinfect sinks, counters and tables.
- b. Wipe all vending machines. Wipe inside and outside of refrigerators, microwaves and stoves. Notify City of excessive abuse.
- c. Clean and align chairs in applicable rooms.
- d. Clean and dust horizontal and vertical surfaces including baseboards and blinds as necessary.
- e. Clean toilets and sinks in jail cells. Notify City of any excessive abuse.
- f. Sweep and mop all tile floors using disinfectant on floors.

- g. Vacuum all carpeted areas, including area rugs.
- h. Turn off any lights that you turned on. Lock any doors that you unlocked.
- i. Disinfect all door handles, knobs and push bars.
- j. Empty trash receptacles including all individual work areas.

Lobby Areas, Stairwells/Vestibules

- a. Empty all trash receptacles inside and outside, including ashtrays.
- b. Clean doors and door glass inside and outside
- c. Clean windows inside and outside (grade level only).
- d. Clean and shine drinking fountains.
- e. Sweep and mop all tile floors, including stairwells.
- f. Vacuum all carpeted areas, including area rugs.
- g. Turn off any lights that you turned on. Lock any doors that you unlocked.
- h. Disinfect all door handles, knobs and push bars.
- i. Dust and disinfect all handrails and guardrails.
- j. Clean and dust horizontal and vertical surfaces including baseboards and blinds as necessary

Floors

- a. Tile floors will be maintained by sweeping and mopping using disinfectant, and buffing twice a month.
- b. Ceramic tile will be maintained by sweeping and mopping using disinfectant.

The following services are to be provided daily. Services are to be provided after 5:00pm on the days specified, unless other arrangements are made with, the Assistant City Administrator and/or the Building Official.

Front Lobby Area and Front Men's and Women's Restrooms

- a. Clean as described in Lobby Areas and Restroom Sections listed above.
- b. Empty trash receptacles, inside and out.
- c. Clean restroom facilities on the Police Department side of the building as described above for restrooms.

The following services are to be provided on a monthly basis. Services are to be provided after 5:00pm on the days specified, unless other arrangements are made with, the Assistant City Administrator and/or the Building Official.

- a. Unfinished area on the lower level shall be swept once per month.

Public Works

The following services are to be provided on Tuesdays and Thursdays. Services are to be provided after 4:00pm on the days specified, unless other arrangements are made with the Public Works Director and/or the Assistant City Administrator.

Restrooms

- a. Clean and disinfect toilets, urinals, sinks, stalls, partitions, towel dispensers, grab bars and door handles.
- b. Replenish all soap, paper and disposable products.
- c. Clean and shine mirrors, towel dispensers, grab bars and door handles.

- d. Wash or dust all stalls, walls, baseboards, vents and lockers as necessary.
- e. Sweep and mop all tile floors using disinfectant on floors.
- f. Turn off any lights that you turned on.
- g. Empty trash receptacles.

Main office area downstairs, Forman's office, map room, hallways, and stairs

- a. Clean and disinfect counters and tables
- b. Clean interior glass surfaces not including outside windows
- c. Sweep and mop all tile and vinyl floors
- d. Vacuum, sweep, or shake rugs (vacuum provided by Public Works)

Breakroom

- a. Clean and disinfect sinks, counters and tables
- b. Wipe down vending machines
- c. Sweep and mop all tile floors using disinfectant
- d. Vacuum, sweep, or shake rugs (vacuum provided by Public Works)

Lobby areas

- a. Replace trash liners inside and outside, including ashtrays
- b. Clean doors and door glass
- c. Sweep and mop vinyl floors using disinfectant
- d. Vacuum, sweep, or shake rugs (vacuum provided by Public Works)

Outside trash can

- a. Replace trash liners

Bay area

- a. Replace trash liners

City of Osage Beach
RFP FORM

Proposal for **Osage Beach Janitorial Service**

Diann Warner
City Clerk
City of Osage Beach
1000 City Parkway
Osage Beach, MO 65065

SUBMITTED BY: Keeping Condos Clean
Company Name
DATE SUBMITTED: 7/18/2016

Your Bid

\$ 26,300⁰⁰ price for all Above Mentioned Services (Please note that the price for the first year includes an additional 21 days; August 11, 2016 – August 31, 2017)

\$ 30.⁰⁰ per hour cleaning for any additional services not listed. (Used for emergency service requests and special projects)

Response time is very important to the City; please provide us with the address from which your personnel will be responding to emergency service requests.

2484 St Hwy 73, Tunas MO (Tracie Oliver)
Osage Beach (Employee)

Additional Pricing

Option to renew for years 2017/18 and 2018/19;

\$ 26,300⁰⁰ Sept 1, 2017 – August 31, 2018

\$ 26,300⁰⁰ Sept 1, 2018 – August 31, 2019

LICENSE or CERTIFICATE NUMBER, if applicable 02776

Description of proposer's recent experience/references – attach additional sheet(s) if necessary:

- * City of Osage Beach 2016 - 2012
- Mike Welty 573-302-2000
- * Jim + Becky Reynolds 2016 - 2009 2008-2003
- 417-993-0104
- Susie Hutchins Ledges Condo 913-221-4458

Pursuant to and in accordance with the above stated RFP, the undersigned hereby declares that they have examined the **Osage Beach Janitorial Service** RFP documents and Exhibit A-specifications for the Janitorial Service. The undersigned proposes and agrees, if their proposal is accepted, to furnish the materials and services described in the RFP documents.

Company Keeping Condos Clean By Tracie Oliver
 (Authorized Representative)
 Address 2484 St Hwy 73 Tracie Oliver-owner
Tunas, MO 65764 (Print or type name and title)

Phone 417-733-4572 Email tracieoliver1987@gmail.com
 FAX 417-993-5801 Date 07/18/2016

Submission Date: July 25, 2016

Submitted By: City Attorney

Board Meeting Date: August 4, 2016

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

Description of Item:

Bill 16-66 – An ordinance of the City of Osage Beach, Missouri, repealing Section 370.170 in lieu of new Section 360.160 parts E and F created as a new section of the traffic code to establish a primary seatbelt law to enhance public safety which inadvertently did not repeal Section 370.170 as is should to avoid a conflict in sections.

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

Drivers, passengers, citizens, police officers, court and city staff

Why is Board Action Required?

Board of Aldermen approval is required per Section 110.240. Adoption of Ordinances.

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

Requesting first and second reading of Bill 16.66.

Are there any deadlines associated with this action?

No.

Budget Line / Source of Funds

Not applicable.

Comments and Recommendation of Department:

Recommend adoption to clear up any confusion about seat belt enforcement in our municipal ordinances.

This is an ordinance to an ordinance to repeal Section 370.170 of the Osage Beach Municipal Code in lieu of new Section 360.160 parts E and F created as a new section of the traffic code by Bill 15.90 to establish a primary seatbelt law to enhance public safety which inadvertently did not repeal Section 370.170 as is should to avoid a conflict in sections

City Administrator Comments and Recommendation:

Concur with the City Attorney's recommendation.

BILL NO. 16-66

ORDINANCE NO.16.66

AN ORDINANCE OF THE CITY OF OSAGE BEACH, MISSOURI, REPEALING SECTION 370.170 IN LIEU OF NEW SECTION 360.160 PARTS E AND F CREATED AS A NEW SECTION OF THE TRAFFIC CODE TO ESTABLISH A PRIMARY SEATBELT LAW TO ENHANCE PUBLIC SAFETY WHICH INADVERTENTLY DID NOT REPEAL SECTION 370.170 AS IS SHOULD TO AVOID A CONFLICT IN SECTIONS

WHEREAS, Ordinance 15.90 was adopted December 3, 2015 to promote seatbelt usage as an effective and proven method to reduce injuries and deaths in motor vehicle accidents; and,

WHEREAS, Ordinance 15.90 creating new sections 360.160 E and F was drafted to replace section 370.160 but did not say so in the body thereof in plain language; and

WHEREAS, the Board of Aldermen desires to remove any confusion about the state of the law and make it clear the intention of Ordinance 15.90

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

Section 1. That existing Section 370.170 of the Osage Beach Code of Ordinances be and is hereby repealed.

Section 2. 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 3. 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 4. 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. 16.66 was duly passed on _____ by the Board of Aldermen of the City of Osage Beach. The votes thereon were as follows:

Ayes:

Nays:

Abstain:

Absent:

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

Date

Diann Warner, City Clerk

Approved as to form:

Edward B. Rucker, City Attorney

I hereby approve Ordinance No.16.66.

John Olivarri, Mayor

ATTEST:

Date

Diann Warner, City Clerk

Submission Date: July 27, 2016

Submitted By: City Planner

Board Meeting Date: August 4, 2016

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

Description of Item:

Bill 16-67 – An ordinance of the City of Osage Beach, Missouri, authorizing the Mayor to execute Task Force Number 2 Amending the Master Agreement with HDR Engineering, Inc. to provide tasks and services associated with the Osage Beach Parkway West Study, Phase I.

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

The City of Osage Beach, its citizens, business owners, and guests

Why is Board Action Required?

Board approval required for purchases and payments over \$15,000 per Chapter 135. Article II. Purchasing, Procurement, Transfers, and Sales.

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

Requesting first and second reading of Bill 16.67.

Are there any deadlines associated with this action?

No, but the City and the consultant would like to get started with the process as quickly as possible.

Budget Line / Source of Funds

10-21-773100 Engineering (NEW ACCOUNT FOR GENERAL FUND)

Budgeted	\$ 0
Less: Expenditures as of 6/30	(\$ 0)
Available*	\$ 0
Requested	\$ 73,470

City Planner Comments and Recommendation:

The appropriate staff members have reviewed the “Task Order”, “Project Description”, and “Scope of Services” and found them to be consistent with what the City has defined as the desired product and services for the Osage Beach Parkway West Study, Phase 1. Staff also believes the, not to exceed, amount of \$73,470 to be a reasonable cost to the City for the services described in the “Task Order”.

Staff recommends that the Mayor be authorized to sign and execute the subject contract with HDR for the performance of tasks and services associated with the Osage Beach Parkway West Study, Phase 1.

City Administrator Comments and Recommendation:

The FY2016 Budget, engineering services for this phase of the Osage Beach Parkway West Study was budgeted in the Transportation Fund in the amount of \$70,000. This was a preliminary estimated made prior to any beginning work on the project. Phase I has been developed and should be appropriately budgeted and expended from the General Fund, under Economic Development, instead of the transportation fund. This is due to the project’s core as stated to develop a planning document defining the overall vision for the Osage Beach Parkway west of the Grand Glaize Bridge to Lazy Days Road to enhance and expand the City’s economic vitality, culture, and quality of life. As future phases are planned, appropriate budgeting will analyzed to ensure funds are properly expended.

Per RSMo 94.700-94.755, transportation sales tax purposes include public mass transportation systems, the construction, repair and maintenance of streets, bridges, and airports, and the acquisition of land and right-of-ways for these purposes.

A budget amendment will follow.

Concur with the City Planner’s recommendation.

BILL NO. 16-67

ORDINANCE NO.16.67

AN ORDINANCE OF THE CITY OF OSAGE BEACH, MISSOURI, AUTHORIZING THE MAYOR TO EXECUTE TASK ORDER NUMBER 2 AMENDING THE MASTER AGREEMENT WITH HDR ENGINEERING, INC. TO PROVIDE TASKS AND SERVICES ASSOCIATED WITH THE OSAGE BEACH PARKWAY WEST STUDY, PHASE I

WHEREAS, the City of Osage Beach entered into a Master Agreement with HDR Engineering, Inc. on June 26, 2015; and

WHEREAS, the City desires to amend the Master Agreement to include Task Order Number 2.

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

Section 1. That the Mayor is hereby authorized and directed to execute Task Order Number 2 amending the Master Agreement with HDR Engineers, Inc. to provide tasks and services associated with the Osage Beach Parkway West Study, Phase I, substantially under the terms set forth in Exhibit A, Task Order.

Section 2. Total expenditures or liability authorized under this Ordinance shall not exceed seventy three thousand four hundred seventy and no/100 dollars (\$73,470).

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

READ FIRST TIME: _____ READ SECOND TIME: _____

I hereby certify that the above Ordinance No. 16.67 was duly passed on _____, by the Board of Aldermen of the City of Osage Beach. The votes thereon were as follows:

Ayes:	Nays:
Abstain:	Absent: 0

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

Date

Diann Warner, City Clerk

Approved as to form:

Edward B. Rucker, City Attorney

I hereby approve Ordinance No. 16.67.

Date

John Olivarri, Mayor

ATTEST:

Diann Warner, City Clerk

EXHIBIT A

TASK ORDER

This Task Order pertains to an Agreement by and between City of Osage Beach, Missouri, (“OWNER”), and HDR Engineering, Inc. (“ENGINEER”), dated June 26, 2015, (“the Agreement”). Engineer shall perform services on the project described below as provided herein and in the Agreement. This Task Order shall not be binding until it has been properly signed by both parties. Upon execution, this Task Order shall supplement the Agreement as it pertains to the project described below.

TASK ORDER NUMBER: 02

PROJECT NAME: Osage Beach Parkway West Study, Phase 1

PART 1.0 PROJECT DESCRIPTION:

The purpose of Phase 1 of this project is to understand and describe baseline conditions on, near, and affecting Osage Beach West Parkway; to understand the public’s vision for what might be needed to transform the corridor; and to develop a scope for a Phase 2 analysis to evaluate alternatives.

PART 2.0 SCOPE OF SERVICES TO BE PERFORMED BY ENGINEER ON THE PROJECT:

Specifically, the scope of services for this phase of work includes hours for the following tasks:

Task 1: Project Administration

- 1.1 *Project Management.* HDR will conduct project management activities, including invoicing, scheduling, and cost control.
- 1.2 *Meetings.* This scope also includes up to 10 telephone meetings with the study committee to present findings, prepare for public workshops, and obtain project direction. One of these meetings will include finalization of a public outreach plan.

Task 2: Public Outreach

HDR will develop a Public Coordination Plan to define how input from the public will be solicited and considered. This Coordination Plan will establish the timing and form for public opportunities to be involved, provide input on issues, and comment on findings and recommendations. The Public Coordination Plan will also include the methods for distributing information to keep the public aware, informed, and involved. HDR activities include:

- *Social media:* Social media sites already owned and managed by the City of Osage Beach will be used as a mechanism for dispensing key study updates,

and garnering feedback from the public. HDR will provide the content for social media posts, and the City will be responsible for posting. Social media activity will scale up or down according to the type of activities occurring throughout the project.

- *Print and Television Media:* HDR will develop up to four press releases to be distributed to local print and television media. Press releases will primarily be used to announce community meetings. The media plan will be included in the Public Coordination Plan and will identify contacts, the project spokesperson, and contact protocol. HDR will monitor news coverage.
- *Comment Management:* HDR will develop responses to public comments received via comment forms and via online social media, where warranted. Responses will be reviewed by the City.

HDR's efforts related to these outreach activities will be limited to 30 hours, not including the Public Workshops listed in subsequent tasks. Hours beyond this level of effort will be agreed to by the City and will require a supplement. Materials presented in the Public Workshops listed in subsequent tasks will be formatted for inclusion on the City's website in order to host online meetings for those members of the public who may not reside in Osage Beach year-round. Deliverables for community meetings include:

- Project handouts
- Information boards
- Comment forms
- Sign-in sheets
- Coordination of meeting logistics (if needed)

These meeting costs are included in their respective tasks below.

Task 3: Data Collection / Workshop #1

- 3.1 *Data Collection.* The intent of this task is to harvest available data from existing sources, supplemented by additional field data collection if necessary. For historical data, HDR will attempt to obtain at least 15 years worth of data, in order to have a sense of before/after the implementation of the Expressway and also the economic recession.

Because the full extent, nature, and quality of available data is unknown at this time, there may be a discrepancy between the amount of data collected and the amount of effort that can be expended analyzing that data in Phase 1. The Phase 1 analysis will focus on data that can be used to craft clear, communicable indicators for the public. Some data may be reserved for analysis (or more detailed analysis) in Phase 2. HDR will develop a data log and will track how each data source is used during the project.

This scope of services includes up to 242 hours for data collection and processing. Hours beyond this level of effort will be agreed to by the City and will require a supplement.

HDR will collect and process the following types of data:

- *Mapping:* HDR will obtain a parcel-based GIS layer from Camden County for use in mapping and geospatial analysis.
- *Transportation:* HDR will obtain existing and historical intersection and roadway segment traffic counts from City staff, MoDOT, Lake of the Ozarks Council of Local Governments (LOCLG), and Camden County. HDR also has some existing count data available from our recent studies for Arrowhead Centre. This scope anticipates that additional traffic data collection will be needed, to fill geographical gaps in the data and to aid in understanding seasonal traffic variations.

HDR will conduct seven-day bi-directional segment counts (broken into 15-minute intervals) on two locations along Osage Beach Parkway West during the peak season (summer), and will repeat those counts during the off-peak season (fall), to gauge seasonal fluctuations along the corridor.

HDR will collect monthly aviation data from the City, focusing on historical aircraft operations counts at the Grand Glaize – Osage Beach Airport and Lee C. Fine Memorial Airport.

- *Population and employment.* HDR will use sources such as the U.S. Census, ACS, LEHD, and county unemployment statistics to identify general population and employment trends by census geography for the entire city of Osage Beach (in order to allow comparisons of the east and west sides). It is recognized that both population and employment fluctuate dramatically based on seasonality, and thus other data-collection elements will also be used to explore seasonality.
- *Available developable acreage.* It is HDR's understanding that the City does not have trend data, but HDR will obtain and analyze the City's recent summary of available commercial developable acreage.
- *Tourism data.* HDR will obtain available historical information on tourist volume and economic activity from sources such as the Lake of the Ozarks Convention and Visitors Bureau and the Tri-County Lodging Association.

- *Economic data.* HDR will obtain historical building permit data from the City. HDR will also contact Camden and Miller Counties to obtain available historical information on assessments and tax receipts. Finally, HDR will also contact representatives of the Lake Area Chamber of Commerce and the Lake of the Ozarks EDC to obtain other relevant information on economic development and activity.
- *Benchmark data.* HDR will obtain population, employment, and economic data available for Camden County as a whole to serve as a benchmark against which to compare trends in Osage Beach.
- *Other data.* Other items that may provide useful trends, such as school enrollment, will be obtained from the LOCLG and other relevant institutions.
- *Field observations.* HDR will visit the City during its busy season (summer) to observe activity levels, interact with individuals along the corridor, and meet with key stakeholders. This scope assumes a two-day trip by two team members. The primary intent is to allow HDR to more fully understand the community dynamics during the busy season.

- 3.2 *Baseline Conditions Memo.* HDR will prepare a memo summarizing existing conditions and trends identified in Task 3.1. The memo will include sufficient narrative, graphics and tables to illustrate the initial findings and will be up to 15 pages in length. HDR will submit a draft version of the memo to City staff for review, and will incorporate mutually agreeable revisions into a finalized memo.

The memo will also include a “how we got here” narrative component that will lay out a relevant economic, political, infrastructure and community timeline that traces the elements that have arisen to cause community concern about the corridor as well as how the study itself came about.

- 3.3 *“Seed” List of Goals.* Based on information collected up to and during Task 3, HDR will develop a “seed” list of potential goals for Osage Beach Parkway West. This list is intended for presentation at Workshop #1 and will likely include at least some goals that are mutually exclusive, in order to convey some of the potential tradeoffs and/or alternate perspectives involved.
- 3.4 *Public Workshop #1.* HDR will develop materials for, and facilitate, a public workshop with the primary focus of gauging community values as they relate to corridor and community needs. The workshop will include

presentation of (and reaction to) the baseline conditions analysis, and guided brainstorming of a set of goals for the corridor (and the larger community, as relevant). HDR will facilitate solicitation of comments and questions from the public both during and surrounding the workshop.

HDR will produce a written summary of the workshop (and public comments received from other sources during Task 3) for review by City staff.

Task 3 Deliverables:

- *Baseline Conditions Memo (up to 15 pages)*
- *“Seed” List of Goals*
- *Materials and summary notes for Workshop #1*

Task 4: Goal Refinement / Workshop #2

- 4.1 *Refined Goals List & Criteria.* Based on the outcome of Workshop #1, HDR will create a refined list of recommended project goals for presentation at Workshop #2. The list will include potential repercussions or additional considerations associated with each goal. It will also include a potential set of criteria by which these goals can be evaluated. HDR will submit the list to City staff for review.
- 4.2 *Initial Phase 2 Scope Outline.* Based on the information and feedback gathered in Task 3, HDR will prepare a draft outline for a scope of services for Phase 2 that details the next steps in the process including alternative evaluations and final recommendations.
- 4.3 *Public Workshop #2.* HDR will develop materials for, and facilitate, a public workshop with the primary focus of refining/finalizing the project goals and obtaining preliminary reaction on the direction for Phase 2. The workshop will include presentation of (and reaction to) the refined goals developed in Task 4.1 and the Phase 2 scope outline developed in Task 4.2. HDR will facilitate solicitation of comments and questions from the public both during and surrounding the workshop.

HDR will produce a written summary of the workshop (and public comments received from other sources during Task 4) for review by City staff.

Task 4 Deliverables:

- *Refined Goals List and Criteria*
- *Initial Phase 2 Scope Outline*
- *Materials and summary notes for Workshop #2*

Task 5: Phase 2 Scoping / Workshop #3

- 5.1 *Focused Scope.* Based on the outcome of Workshop #2, HDR will develop a detailed scope of services and fee for Phase 2. The scope will identify additional data collection tasks, alternatives evaluation approach and methodology, and the process to be used to develop a set of recommendations and a plan.
- 5.2 *Public Workshop #3:* HDR will develop materials for, and facilitate, a public workshop with the primary focus of refining/finalizing the Phase 2 scope. The workshop will include presentation of (and reaction to) focused scope developed in Task 5.1. HDR will facilitate solicitation of comments and questions from the public both during and surrounding the workshop.

HDR will produce a written summary of the workshop (and public comments received from other sources during Task 5) for review by City staff.

Task 5 Deliverables:

- *Detailed Proposed Phase 2 Scope*
- *Materials and summary notes for Workshop #3*

Task 6: Documentation

HDR will develop a Phase 1 Report incorporating the deliverables from Tasks 3, 4, and 5. The report will describe baseline conditions, summarize the public process and direction received, and include the recommended scope for Phase 2. The report will include sufficient narrative, graphics and tables to illustrate the Phase 1 findings and will be up to 30 pages in length. HDR will submit a draft report to City staff for review, and will incorporate mutually agreeable revisions into a final report.

Task 6 Deliverables:

- *Draft Phase 1 Report*
- *Final Phase 1 Report*

PART 3.0 OWNER'S RESPONSIBILITIES:

OWNER shall do the following in a timely manner so as not to delay the services of ENGINEER:

- A. Designate in writing a person to act as OWNER's representative with respect to the services to be rendered under this agreement.
- B. Make available any and all existing data concerning the project that may be available.
- C. Arrange for access for ENGINEER to enter upon public and private property as required for ENGINEER to perform services under this Agreement.
- D. Perform reviews at appropriate stages in the project.

PART 4.0 PERIODS OF SERVICE:

The ENGINEER will complete all services associated with this task order as follows.

Workshop #1: Within 60 days from notice to proceed.

Workshop #2: Within 90 days from notice to proceed.

Workshop #3: Within 120 days from notice to proceed.

Draft Report: Within 150 days from notice to proceed.

PART 5.0 PAYMENTS TO ENGINEER:

Compensation for ENGINEER'S services under this Agreement shall be on the basis of hourly rates with a not-to-exceed total of \$73,470.

Bills will be submitted to OWNER by ENGINEER monthly for services provided. Bills will be due and payable by the OWNER in accordance with their monthly appropriations cycle.

PART 6.0 OTHER:

None.

This Task Order is executed this _____ day of _____, 20__.

CITY OF OSAGE BEACH
"OWNER"

HDR ENGINEERING, INC.
"ENGINEER"

BY: _____

BY: _____

NAME: John Olivarri

NAME: Joseph E. Drimmel, P.E.

TITLE: Mayor

TITLE: Vice President

ADDRESS: 1000 City Parkway
Osage Beach, MO 65065

ADDRESS: 4435 Main St., Suite 1000
Kansas City, MO 64111

Submission Date: July 27, 2016
Submitted By: City Administrator
Board Meeting Date: August 4, 2016

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

Description of Item:

Bill 16-68 – An ordinance of the City of Osage Beach, Missouri, amending Ordinance No. 15.97 adopting the 2016 annual budget, transfer of funds for necessary expenses.

	<u>Current Budget</u>	<u>Amended Budget</u>
10-21-773100 – Engineering	\$ 0	\$ 73,470

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

City Staff and citizens

Why is Board Action Required?

Board approval is required for budget amendments over \$5,000 per Chapter 135. Article II. Purchasing, Procurement, Transfers, and Sales.

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

Requesting first and second readings of Bill 16-68.

Are there any deadlines associated with this action?

No.

Budget Line / Source of Funds

N/A

City Administrator Comments and Recommendation

This is an amendment needed upon the approval of Ordinance 16.67, an ordinance executing the Osage Beach Parkway West Study. General Fund Unrestricted Funds will be used for this expenditure.

The FY2016 Budget, engineering services for this phase of the Osage Beach Parkway West Study was budgeted in the Transportation Fund in the amount of \$70,000. This was a preliminary estimated made prior to any beginning work on the project. Phase I has

been developed and should be appropriately budgeted and expended from the General Fund, under Economic Development, instead of the transportation fund. This is due to the project's core as stated to develop a planning document defining the overall vision for the Osage Beach Parkway west of the Grand Glaize Bridge to Lazy Days Road to enhance and expand the City's economic vitality, culture, and quality of life. As future phases are planned, appropriate budgeting will analyzed to ensure funds are properly expended.

Per RSMo 94.700-94.755, transportation sales tax purposes include public mass transportation systems, the construction, repair and maintenance of streets, bridges, and airports, and the acquisition of land and right-of-ways for these purposes.

BILL NO. 16-68

ORDINANCE NO.16.68

AN ORDINANCE OF THE CITY OF OSAGE BEACH, MISSOURI, AMENDING ORDINANCE NO. 15.97 ADOPTING THE 2016 ANNUAL BUDGET, TRANSFER OF FUNDS FOR NECESSARY EXPENSES.

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

Section 1. That the 2016 Annual Budget adopted as Ordinance No. 15.97 is hereby amended by appropriating additional funds as follows:

	Original Item	Amended Item
10-21-773100	\$0	\$73,470

Section 2. In all other respects the 2016 Annual Budget adopted in Ordinance No. 15.97 remains in full force and effect.

Section 3. That this Ordinance shall be in full force and effect upon date of passage and approval by the Mayor.

READ FIRST TIME: _____ READ SECOND TIME: _____

I hereby certify that the above Ordinance No. 16.68 was duly passed on _____ by the Board of Aldermen of the City of Osage Beach. The votes thereon were as follows:

Ayes:	Nays:
Abstain:	Absent:

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

Date

Diann Warner, City Clerk

Approved as to form:

Edward B. Rucker, City Attorney

I hereby approve Ordinance No. 16.68.

John Olivarri, Mayor

Date

ATTEST:

Diann Warner, City Clerk

Submission Date: July 25, 2016

Submitted By: City Attorney

Board Meeting Date: August 4, 2016

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

Description of Item:

Member selection and procedures for a City Clerk Search Committee

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

Board members, staff, and applicants for the position.

Why is Board Action Required?

Per Section 111.060. Additional Committees, the Board of Aldermen shall form committees as they deem necessary.

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

Motion to approve member selection.

Are there any deadlines associated with this action?

Yes. The candidate search to fill the vacancy has begun.

Budget Line / Source of Funds

Not applicable.

Comments and Recommendation of Department:

Discussion of procedure to search for candidates for City Clerk through a subcommittee of the Board of Aldermen. Recommend adoption if the board is ready to proceed with the creation of the subcommittee.

City Administrator Comments and Recommendation:

At the Board of Aldermen meeting on July 21, the decision was made by the Board to move forward with posting the City Clerk vacancy and staff was instructed to proceed as soon as possible.

At the Board of Aldermen Special Meeting on Wednesday, July 27, the Board discussed three of the six Aldermen represent a selection committee in the search for a City Clerk. The selection committee would work with staff and ultimately recommend the top candidate(s) to the entire Board for final appointment.

Alderman Rucker, Alderman Schuman, and Alderman Marose volunteered for the committee. Aldermen Rucker presented a detailed timeline of the process based on preliminary dates I had sent to the Board on Friday, July 22.

The City Clerk vacancy was posted publically on Thursday, July 28, and closes on August 22, 5:00 PM.