



City Administrator's Monthly Report

Published May 12, 2021

Current Updates to the Mayor and Board of Aldermen from the Office of the City Administrator

The following report is respectively submitted to the Mayor and Board of Aldermen and highlights a variety of updates and details from the previous month as well as a look ahead into the coming month.

The CA Report is provided and made available to the management team, media, general public, and other interested parties upon request.

Feel free to contact me if you have any questions or concerns.

Jeana L Woods, CPA, ICMA-CM
City Administrator

In case you missed it!!!

Be sure to check out the most recent **Osage Beach Community Connection** for additional information including important dates, notices, and events from the City of Osage Beach published for our citizens and visitors.

Click on picture below to download.

Osage Beach Community Connection
The  of Lake of the Ozarks



Financial Update

Financial Statements/Budget Reconciliation April 30, 2021

Financial Statements are unaudited, but show we expended 22.9% of our

\$29.4 million FY2021 Operating Budget and collected 28.0% of budgeted revenues for all funds.

Financial Reports

- [FY2019 CAFR \(Comprehensive Annual Financial Report\)](#)
- [FY2021 Operating Budget](#)
- [April 2021 Financial Statement](#)

Audit of the FY2020 Financial Statements is nearly complete. Staff anticipates the FY2020 audit/Financial Report to be presented to the Mayor and Board of Aldermen within the month.

Sales Tax Revenue Report:

Sales tax revenue represents a large portion of the City's revenue source, 48% projected in the FY2021 overall budget. Fees & Service Charges represent 30% of projected revenue in the FY2021 overall budget. Although used for only on-time expenditures, Grants & Reimbursements represent 17% of incoming revenues in FY2021; Other Income representing 5%.

The City's local sales tax is received in the second month after purchases are made by consumers. For example, purchases made in January by consumers are reported and to be paid to the State by the businesses in February, and received by the City in March.

May 2021 Sales Tax receipts are \$270,139 (17.2%) more than FY2020 receipts for the same period and \$186,740 (11.3%) more that projected in the FY2021 Budget.

Sales Tax Data Report for May 2021 [HERE](#). The local sales tax receipts received from the State of Missouri for the month we indicate as May 2021 represents sales made by consumers in March 2021. The sales tax receipts listed on the report represent the 1% general fund local sales tax received.

The City imposes a 2% sales tax on goods and services sold within the City limits. 1% is collected in the General Fund, 0.5% is collected in the Capital Improvement Tax (CIT) Fund, and 0.5% is collected in the Transportation Fund.

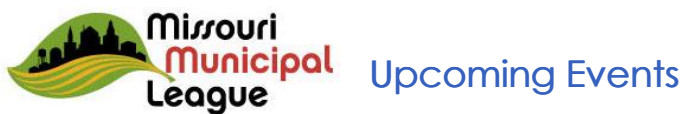
2021 ARPA Update - State and Local Recovery Funds

The US Treasury published guidelines on May 11, 2021 for the The American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Funds. [LINK HERE](#). Fact Sheet Link [HERE](#).

The City of Osage Beach is a non-entitlement unit of local government (NEU), and will receive any applicable funds through the State. Further guidance on issuance of funds for non-entitlement units from the US Treasury is expected soon. At that time we will be in contact with the State, as instructed by the US Treasury.

Upcoming Meeting Agenda Items:

- **Board of Aldermen and Management Staff Planning Session - Thursday, June 10, 3 PM - 7 PM.**
- **Board of Aldermen Strategic Planning Session - Wednesday, July 14, Location and Time TBD**
- Purchasing Policy – Changes to Chapter 135 regarding purchasing authorization levels.
- Osage Beach Design Guidelines – Potential updates needed to reflect changes in sidewalk and street lighting design (additional discussion dates TBD).
- HR Rules and Regulations – Potential updates needed regarding recent changes, including new employee evaluation dates.



The following are upcoming MML (Missouri Municipal League) events that may be of interest:

- **Elected Officials Training Conference - June 10-11** - In person and Virtual options are available; an email has been sent out requesting confirmation of attendance.
- **MML Annual Conference - St Louis - September 26 - 29, 2021** - An email requesting your confirmation on attendance and other details have been sent out; please respond at your convenience.
- **Upcoming Webinars:**
 - May 12 - Comprehensive Planning: Planning as a Process
 - June 17 - 10 Best Practices to Enhance Your Public Meetings

Visit [MML](#) for a complete list of upcoming events (each member has an individual login). All webinars are recorded and available for viewing post event for the same cost as the live webinars. Registration information will be sent out in the upcoming months for the annual legislative event in February. This event historically begins around noon on Tuesday ending with dinner, and begins with breakfast on Wednesday, ending at noon. As always, City staff will handle registration. Event is held in Jefferson City, MO.

Contact [Angel](#) if there you are interested in a webinar or other events as listed on the [MML website](#).

Department Highlights

Department Reports

- [City Treasurer Project Overview Report - As of May 6, 2021](#)
- [Building Official Construction Valuation Report - April 30, 2021](#)
- [Municipal Court Report - April 30, 2021](#)
- [Cochran Engineering May 3, 2021 Monthly Report](#)

PUBLIC WORKS UPDATE

- **Sidewalk Master Plan** - Draft plan to be presented to the Board of Aldermen on May 20. Download draft [HERE](#).
- **Wren Lane** - Second Reading for award to Stockman Construction Corp is upcoming; upon award, completion expected mid-August.
- **Mace Rd Ph 2b** - Bid Opening on May 20. First Reading for contract award planned for the June 3 BOA Meeting.
- **OB Parkway Extension to Executive Drive** - a MoDOT and OBSRD funded partnership project - MoDOT Cost-share documents have been finalized with Board of Aldermen approval; staff is working on final engineering award details for request for Board of Aldermen approval in the upcoming month. First Reading for engineering contract award planned for the June 3 BOA Meeting.

AIRPORT UPDATE

- **LCF Apron Reconstruction** - Project 20-046-B-1 - Staff is working on finalizing the bid award details with MoDOT and CMT (engineering contract) for request for Board of Aldermen approval in the near future.
- **Airport Stats - April:**
 - LCF Take Offs/Landings - 539
 - LCG Tie Downs - 37
 - LCF Jet Fuel Sold (gallons) - 12,770
 - LFC AV Gas Sold (gallons) - 2,112

 - GG Take Offs/Landings - 249
 - GG Tie Downs - 26
 - GG Jet Fuel Sold (gallons) - 1,962
 - GG AV Gas Sold (gallons) - 2,343

BUILDING UPDATE

- **Permitted Construction Valuation** - Year to date:
 - **Valuation of construction permitted and Inspections.** Details are in the report downloadable above.
 - Year to date: \$11.16 million (108 projects permitted)
 - Up \$9.4 million from this time last year (56 projects permitted FY2020 year to date).
 - Total April Building Inspections (residential and commercial) - 123
 - **April Highlights:**
 - Mac-adoodles (New Construction) - Crossing Dr
 - Lake Regional Health System (Remodel) - Hospital Dr

CITY CLERK UPDATE

- **Licenses and Permits Issued:**
 - [Business Licenses](#) expire April 30; over 560 renewals for have been sent out for May 2021 renewal; Renewals are in process.

- **New Business Licenses issued in April:**
 - Malibu Blue Outfitters LLC - New
 - Florida Direct Palm Trees - New
 - Cannabiz Depot LLC - New
 - Growing Up Things LLC - New
 - Sweet Smoke The Third LLC - New
 - Gold Dust Salon - New
- Liquor Licenses expire June 30; 64 renewals have been sent out.

MUNICIPAL COURT UPDATE

- **Court Dates** - Court is typically held twice a month, please visit the calendar [HERE](#) for dates.
- **April**
 - New Cases Filed - 26
 - Cases Dispositions - 80

POLICE DEPARTMENT UPDATE

- **Weekly Statistical Information**
 - [Week Ending 04/04/2021](#)
 - [Week Ending 04/11/2021](#)
 - [Week Ending 04/18/2021](#)
 - [Week Ending 04/25/2021](#)
- **Police Recruit Program** has been initiated. Applications are now open for acceptance.

Employee Service Awards



*We recognize 5, 10, 15, 20, 25,
and 30 year service awards.
Congratulations to all those
committed to serve!*

Service Awards to be recognized in May 2021

- Cindy Leigh, HR Generalist - 20
Years!