



## City Administrator's Monthly Report

Published April 9 2020

### 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



Find all City information regarding COVID-19 on the website [HERE!](#)

City facilities remain closed to the public and many employees are working modified schedules which includes working remotely. We continue to screen employees as they arrive for work. In regards to financial impact, many capital projects/purchases are being put on hold and department managers have been asked to review O&M expenditures in a effort to put on hold expenditures to manage the financial impact the pandemic will have on the FY2020 Budget.

I will make available more detailed information along with forecasted numbers in the upcoming week.

## Financial Update

### Financial Reports

- [FY2020 Operating Budget](#)
- [FY2018 CAFR \(Comprehensive Annual Financial Report\)](#)
- [March 2020 Financial Statement](#)
- [April 2020 Sales Tax Report](#)

### Financial Statements/Budget

#### Reconciliation March , 2020

Financial Statements are unaudited, but show we expended 17.3% of our \$29.5 million FY2020 Operating Budget and collected 21.2% of budgeted revenues for all funds. The FY2018 Financial Statement audit work was completed in June 2019. The City received a clean or unmodified opinion on the 2018 Financial Statements; the financial statements for the prior year are presented fairly and in respect to the financial position and are in conformance with GAAP.

FY2019 audit is in process with an estimated completion to be early June 2020.

**Sales Tax Revenue** represents a large portion of the City's revenue source, 47% projected in the FY2020 overall budget. Fees & Service Charges represent 30% of projected revenue in the FY2020 overall budget. Although used for only on-time expenditures, Grants & Reimbursements represent 17% of incoming revenues in FY2020; Other Income representing 6%.

**APRIL 2020 Sales Tax receipts** are \$13,545 (1.0%) less than 2019 receipts for the same period and \$54,159 (3.9%) less that projected in the FY2020 Budget.

**Comparison to Missouri State Sales Tax:** The State of Missouri is on a July - June fiscal year where as the City is a calendar year fiscal year. For comparison purposes, the City's sales tax collection for the same period as the State's fiscal year, was <0.8%> less from the previous period. As of January, State Sales Tax collection was up 2.1%. *\*Source: The Moody Report LLC, November 2019 General Revenue Update.*

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## What's on the horizon...

### Special Board Meeting - Health Insurance Workshop - Thursday, April 23, 2020.

This meeting, as with the April 16, 2020 Board of Aldermen, will be held remotely via video. Details will be provided to you via email at a later date.

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### **Mayor and Board of Aldermen Strategic Planning - SAVE THE DATE - Wednesday, August 5th.**

This year's Mayor and Board of Aldermen Strategic Planning Session will be held Wednesday, August 5th, tentative time: 9 AM - 4:30 PM. Location will be determined in the upcoming month; lunch will be provided.

FY2020 will be the fourth year the Mayor and Board of Aldermen will participate in Strategic Planning.

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### Items to look for on upcoming Board of Aldermen Meeting Agendas...

Please note: At this time I have directed staff to only move items through to the Board of Aldermen of emergency or time-sensitive nature until we move pass the COVID-19 pandemic.

- **Amendments to the Occupational License (carried over from February)**
  - **Amendments to the Wastewater Regulations regarding Prohibited Discharge (i.e. Grease)**
  - **Health Benefits Bid Outcome, Discussion, and Contract for upcoming plan year**
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### ***Citizen's Academy***

This year's Citizen's Academy will be held in the fall. More details will be forthcoming. Tentatively the academy will be 5 session held between September 30 - October 21, 2020.

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## Department Highlights

### Department Reports

- **[City Treasurer Project Overview Report - As of April 2, 2020](#)**

- [Building Official Construction Valuation Report - March 31, 2020](#)
- [Municipal Court Report - February 2020](#)
- [Cochran Engineering April 1, 2020 Monthly Report](#)

### **PUBLIC WORKS UPDATE**

- Cochran Engineering Monthly Report can be downloaded from above. The following provides additional information.
- **Osage Beach Special Road District Partner Projects** - There are a few road projects in the FY2020 Budget that the City is partnering with financially to complete, includes Ledges, Wren, Autumn, Cove, and Executive Dr. The Executive Dr. MODOT Cost Share Application will be submitted soon.
- **Beach Drive** entrance improvement project - pursuing the necessary easement with landowner.

### **PARKS UPDATE**

- **Lake Access Closed** - Access to the Lake side at the OB City Park is temporarily closed due to road failure/erosion at the large culvert. Cochran Eng. is working on the issue with staff.
- **CANCELED** - Due to the COVID-19 Pandemic, Park events and programs are postponed until further notice. Use of the Playgrounds are also closed until further notice.

### **BUILDING UPDATE**

- **Bullet Resistant Glass Installation** - The project was awarded to Bales Construction. Materials are on order and contract states completion to be done in June, 2020.
- **Permitted Construction Valuation** - Year to date, valuation of construction permitted is \$1.8 million (46 projects permitted), down \$1.8 million (52 projects permitted) from this time last year. Details are in the report downloadable above.

## **Employee Service Awards**

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

**Service Awards recognized in  
APRIL**

- Kyle Mankey, Public Works - 5 Years

