



City Administrator's Monthly Report

Published July 10, 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

The health and safety of our community, visitors, and employees is a priority for the City of Osage Beach and we continue to respond to the rapidly changing COVID-19 pandemic. The City is working through these changes and will be phasing in contact with the public.

****City facilities are open to the public and public meetings have resumed, with restrictions related to social distancing and screening.**

****Park facilities are open and many activities and sports programs have resumed, with restrictions. The 20th Annual Fall Festival and the Citywide Garage Sale are on target for October as originally planned.**

We continue to ask our community, visitors, and employees to be diligent and take precautions as recommended or instructed to do.

We appreciate your patience as we manage this situation. We are dedicated to being good stewards of our community and will continue to operate efficiently to deliver superior municipal services to our citizens and visitors.

Financial Update

Financial Statements/Budget Reconciliation June 30, 2020

Financial Statements are unaudited, but show we expended 40.2% of our \$29.5 million FY2020 Operating Budget and collected 39.3% of budgeted revenues for all funds.

Financial Reports

- [FY2019 CAFR \(Comprehensive Annual Financial Report\)](#)
- [FY2020 Operating Budget](#)
- [June 2020 Financial Statement](#)

The FY2019 Financial Statement audit work was recently completed. The City received a clean or unmodified opinion on the 2019 Financial Statements stating the financial statements for the prior year were presented fairly and in respect to the financial position and are in conformance with GAAP.

COVID-19 Impacts on the FY2020 Budget:

As presented to the Mayor and Board of Aldermen at the May 7 Board of Aldermen meeting, an operational spending plan was outlined based on an estimated 15% decrease for FY2020 revenues, all sources. \$2 million in expenditure cuts were made and \$2.2 million in reserves were targeted to be used to meet the initial revenue decline estimates of \$4.2 million (15% overall estimated decline).

The latest sales tax collection, other market indicators, as well as the overall pandemic situation, are reassuring in meeting our effort to be proactive to our financial environment. These indicators are leading towards less impact as originally planned for and operational and capital spending has been adjusted accordingly to meet an anticipated 8% overall decrease for FY2020 revenues verse the original 15%. This equates to an estimated \$2.4 million in revenue decline city-wide.

Sales Tax Revenue Report:

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%.

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.

JULY 2020 Sales Tax receipts are \$75,430 (3.0%) less than 2019 receipts for the same period and \$144,408 (5.6%) less than projected in the FY2020 Budget.

See *Sales Tax Data Report for July 2020* [HERE](#).

The following are the local sales tax receipts received from the State of Missouri for the month we indicate as July and represents sales made by consumers in May.

- General Fund (1%) - \$459,514
- Capital Improvement Tax (CIT) (0.5%) - \$227,646
- Transportation Sales Tax (0.5%) - \$227,660

Note: CIT and Transportation sales tax activity proportionally mirrors the General Fund sales tax activity, excluding a few nuances in sales tax application.

What's on the horizon...

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, 8 AM - 5 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.

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

- **Amendments to City Code regarding use of Golf Carts - new revisions from July 2 Board meeting,**
- **Amendments to HR Rules and Regulations regarding Employee**

BUDGET PREP FY2021

We are midway through FY2020 and it will soon be time to begin the FY2021 budget process!

Staff will begin our internal process in August to prepare for budget workshops with the Mayor and Board of Aldermen in October. Three budget workshops have been set:

- Thursday, October 22, 2020 - 5 PM
 - Tuesday, October 27, 2020 - 5 PM
 - Thursday, October 29, 2020 - 5 PM
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Citizen's Academy

Due to COVID-19 and the impact it has had on our processes and time resources, this year's Citizen's Academy will be postponed until 2021. More details will be forthcoming. Tentatively the academy will be 5 - 6 sessions held over a five - six week period.

Department Highlights

Department Reports

- [City Treasurer Project Overview Report - As of July 16, 2020](#)
- [Building Official Construction Valuation Report - June 30, 2020](#)
- [Municipal Court Report - May 2020](#)
- [Cochran Engineering July 6, 2020 Monthly Report](#)

PUBLIC WORKS UPDATE

- **Mace Phase 2a Road Reconstruction** - Board approved contract not to exceed \$1,163,184.98 on April 16, 2020. Construction began on June 1. Estimated completion is mid-November. Construction work is on time and under budget to date. Savings to date is approximately \$60,000 due to changes in street lighting. Other savings is expected.
- **Osage Beach Special Road District Partner Projects** - There

PARKS UPDATE

- **Park Activities** have resumed with restrictions. Sports programs are active and playgrounds are open.
- **Fall Festival** - At this time the 20th Annual Fall Festival will be held [Saturday, October 10, 2020](#), at the OB City Park. There will be some modifications to activities and processes due to the COVID-19 pandemic; more details will be provided in the upcoming month.

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 has been submitted.

BUILDING UPDATE

- **Permitted Construction Valuation** - Year to date, valuation of construction permitted is \$2.9 million (90 projects permitted), down \$2.6 million (130 projects permitted) from this time last year. Details are in the report downloadable above.



Left to right, Nathan Earp and Chad Stark - Sewer Department - Social distancing during the photo op! It is important that we recognize our employees' service awards, even in the midst of the pandemic.

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
JULY 2020**



- Dililexie Morley, 911
Communications - 10 Years
- Gina Stegall-King, Police Department
- 15 Years