



City Administrator's Monthly Report

Published August 14, 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.

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

****Park facilities remain open and many activities and sports programs have resumed, with restrictions.**

****The 20th Annual Fall Festival, the Citywide Garage Sale, and the Citizen's Academy all have been CANCELLED for 2020.**

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 July 31, 2020

Financial Statements are unaudited, but show we expended 47.6% of our \$29.5 million FY2020 Operating Budget and collected 47.1% of budgeted revenues for all funds.

Financial Reports

- [FY2019 CAFR \(Comprehensive Annual Financial Report\)](#)
- [FY2020 Operating Budget](#)
- [July 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, at that time. **As we have moved through the summer month's financial activities, an updated operational spending plan was recently outlined based on an estimated 5.6% decrease for overall FY2020 revenues equating to an approximate \$1.5 million estimated revenue decline. To meet this estimated decline, \$580,000 in expenditures have been/will be cut. The remainder will be realized from city cash reserves.** Latest report can be found [HERE](#).

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.

AUGUST 2020 Sales Tax receipts are \$55,947 (1.9%) less than 2019 receipts for the same period and \$106,331 (3.6%) less that projected in the FY2020 Budget.

See *Sales Tax Data Report for August 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%) - \$395,920
- Capital Improvement Tax (CIT) (0.5%) - \$194,631
- Transportation Sales Tax (0.5%) - \$194,640

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...



Holiday Closures

City Offices will be closed for the Labor Day holiday -

Monday, September 7, 2020

BUDGET PREP FY2021

FY2021 budget preparation has begun internally and the following are scheduled budget workshops. The draft FY2021 budget is scheduled to be available to the Mayor and Board of Aldermen no later than Friday, October 16.

- Thursday, October 22, 2020 - 5 PM
- Tuesday, October 27, 2020 - 5 PM
- Thursday, October 29, 2020 - 5 PM

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

- **Taser purchases for the Police Department**
- **Design Guideline changes regarding wastewater grease testing measures**
- **Preventive Pavement Maintenance Plan (PPMP) Presentation by Cochran Engineering**
- **Amendments to HR Rules and Regulations regarding Employee PTO**

Board Strategic Planning Session

The annual Board Strategic Planning session was held last week, Wednesday, August 5 at City Hall. A summary of that meeting will be completed in the upcoming week.

Topics discussed included the FY2020 Budget update with COVID19 impacts, a five-year cash flow forecast, capital asset planning, transportation's pavement maintenance plan, previous year strategic items and the Board's upcoming year priorities and items to be addressed.

Department Highlights

Department Reports

- [City Treasurer Project Overview Report - As of August 20, 2020](#)
- [Building Official Construction Valuation Report - July 31, 2020](#)
- [Municipal Court Report - July 2020](#)
- [Cochran Engineering August 5, 2020 Monthly Report](#)

PUBLIC WORKS UPDATE

- **Mace Rd Phase 2a Road Reconstruction** - Board approved the contract, not to exceed \$1,163,184.98 on April 16, 2020. Construction began on June 1. Estimated completion is mid-November. Half of the project's base pavement is complete and storm sewer and concrete work are ongoing. Overall construction work is on

PARKS UPDATE

- **Park Activities** have resumed with restrictions. Sports programs are active and playgrounds are open.
- **Events Cancelled** - The 20th Annual Fall Festival and the City Garage Sales events will not take place this year due to the COVID19 pandemic.

BUILDING UPDATE

time and under budget to date. Savings to date is approximately \$60,000 due to changes in street lighting. Other savings is expected.

- **Mace Rd Phase 2b** - Right-of-Way, easements, and utility relocation coordination are in process based on preliminary design. Final design completion is in process.
- **Sewer Lift Station Rehab** - Emergency repairs were completed at LS 59-3.

- **Permitted Construction Valuation** - Year to date, valuation of construction permitted is \$4.1 million (123 projects permitted), down \$1.7 million (152 projects permitted FY2019 year to date) 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!

No Service Awards to be recognized in AUGUST 2020