



## City Administrator's Monthly Report

Published January 22, 2019

### 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



### City Facility Closings For President's Day

City Offices will be closed...

- Monday, February 17, 2020 - President's Day



## Financial Update

### Financial Reports

- [FY2020 Operating Budget](#)
- [FY2018 CAFR \(Comprehensive Annual Financial Report\)](#)
- [December 2019 Financial Statements](#)
- [January Sales Tax Report](#)

### Financial Statements/Budget

**Reconciliation** December 31, 2019  
Financial Statements are unaudited, but show we expended 71.94% of our \$35.9 million FY2019 Operating Budget and collected 78.7% 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 will begin soon with an estimated completion to be 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%.

**JANUARY 2020 Sales Tax receipts** are \$9,628 (2.4%) less than 2019 receipts for the same period and \$19,428 (4.7%) less than projected in the FY2020 Budget. This is the first collection month for the new budget year as our fiscal year is a calendar year; January - December.

**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 November 2019, the State was up 5.8% over their previous year. *\*Source: The Moody Report LLC, November 2019*

*General Revenue Update.*

## Buxton Update - Still On Target!

The City contracted with Buxton Company to provide the City with a set of objectives to assist us with tools and data in growing our economic development as well as our attraction and retention efforts.

Staff has participated in the on-boarding sessions to assist us in learning the platform and the tools as outlined in the proposal. The following are the specific tasks that are in process:

- Scout training / set up (the platform),
- Building our Marketing packages and online presence (foundation needed prior to organizing and initiating recruitment efforts),
- Develop site inventory,
- Recruitment Plan / Process

The nine profiles as outlined in the proposal are still being developed specific to us in addition to retail matches based on our profiles that are currently being developed.

## What's on the horizon...



### MML Legislative Conference

The MML Legislative Conference is Tuesday, February 12 and Wednesday, February 13 at the Capital Plaza Hotel in Jefferson City.

Please contact [Angel](#) as soon as possible if you plan to attend; registration is going on now.

## Department Highlights

### Department Reports

- [City Treasurer Project Overview Report - As of Jan 16, 2020](#)
- [Building Official Construction Valuation Report - December 2019](#)

## **PUBLIC WORKS UPDATE**

- **LOR Engineering (dba Cochran)** has began their work as our Engineering Service. This has been a tremendous benefit for both the operations divisions as well as the engineering team over the last few weeks. They are currently focused understanding our process and pending projects, addressing several claims of damage, and handling the private development review for permitting in conjunction with the City Planner and Building Official, just to name a few.
- **Beach Drive** entrance improvement project - rejection of bids were necessary; once easements/land issues are resolved the project is expected to continue.
- **Mace Rd Phase 2** - Engineering is ongoing. Phase 2 will be split into two additional phases to accommodate completion in best time of year. FY2020 budget supports the project and bids are estimated to go our in Spring 2020.
- **Water Well Construction** - The Swiss Village Well is under construction and estimated to be complete within the next couple of months. A few set backs have delayed work, including electric utility move, drilling depths, and water testing needed as determined by MODNR. The well is expected to be online by Spring/early Summer.

## **PARKS UPDATE**

- **Holiday Light Park** - Light park is open and going great. It runs November 30 - December 31, 5 PM - 9 PM daily.

## **BLDG DEPT UPDATE**

- **2020 Capital Items** - The Bullet Proof Glass Project and the City Hall Electronic Sign Replacement Project will both be done the first quarter of the year. The Parking Lot will be done later in the year.

## **HR UPDATE**

- **Employee Appreciation Dinner** - The Employee Appreciation Dinner will be held at Redhead Performance Boat Center, Friday, January 31, 2020, 5:30 PM.



## 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 January -**

Angel Quade - City Admin, 10 Years  
Blair Mullett - PD, 5 Years