



## City Administrator's Monthly Report

Published February 12, 2019

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

The following City Administrator's Report is respectively submitted to the Mayor and Board of Aldermen as a tool to report highlights from the Office of the City Administrator as well as other department's activities from the month prior as well as looking ahead to the next month. This report is provided and made available to the Management Team, media, general public, and other interested parties to provide information as well.

#### **In case you missed it!!!**

**Be sure to check out the most recent [Osage Beach Community Connection](#) (*formally the titled the Direct Connection Newsletter*) 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 Offices will be Closed for the Holidays...

**President's Day - Monday,  
February 18**

## Financial Update

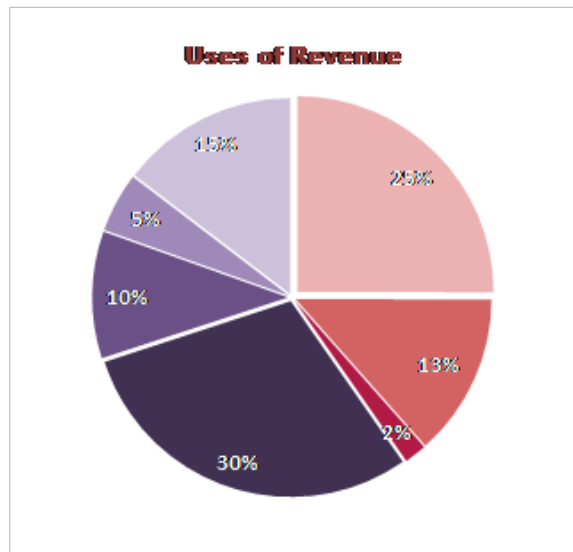
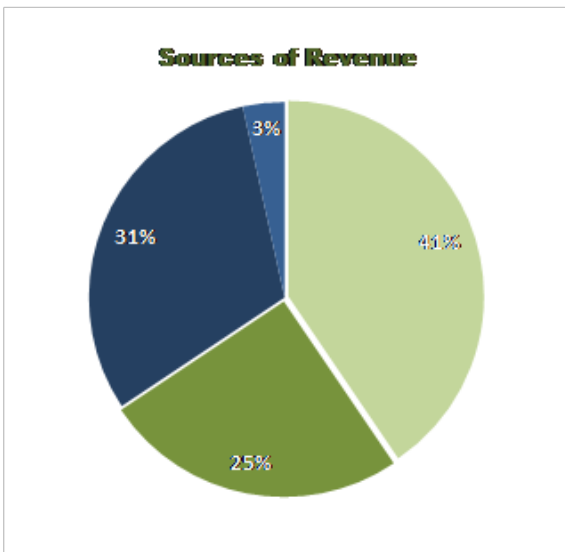
**Financial Statements/Budget Reconciliation** January 31, 2019 Financial Statements are unaudited, but show we expended only 3.35% of our \$35.4 million FY2018 Operating Budget and collected 6.2% of budgeted revenues for all funds. [To view the January Financial Statements click HERE.](#)

**FY2019 BUDGET:** The FY2019 Operating Budget was adopted in December and represents a spending plan for all funds of \$35,409,182.

The FY2019 Operating Budget is divided into numerous departments and fund budgets, allocating resources and depicts the accounting details, the revenue and expenditures, of each department and fund. Another useful way to view the budget is by depicting the specifics not by accounting details but rather by category of sources and uses of revenue, for example, transportation, parks and recreation, or by public safety as a function of service to the community.

The following is an aggregate synopsis by function of the FY2019 Governmental and Enterprise Funds as budgeted to further show where the City's money comes from and where the City spends money. The Component Units (TIF Funds) and transfers between the other funds are excluded to accurately depict total sources and uses of revenue. TIF Fund revenues are flowed through the Governmental Funds to each specific TIF Fund. Transfers between funds represent the movement of money from one fund to another fund for subsidy purposes for specific expenditures, within legal perimeters.

## FY2019 Budgeted Revenue Sources and Uses



<b>TAXES:</b> Sales Tax
<b>FEES &amp; SERVICE CHARGES:</b> Utility Fees, Franchise Fees, Licenses & Permits, Court Fees, Parks Fees, and other User Fees
<b>GRANTS &amp; REIMBURSEMENTS:</b> Money from State, Federal, and other funding organizations
<b>OTHER INCOME:</b> Interest Earned, Sale of Used Equipment, and Rental of Public Property

<b>UTILITIES:</b> Water, Sewer
<b>TRANSPORTATION:</b> Streets, Sidewalks, Stormwater
<b>PARKS &amp; RECREATION:</b> Peanick Park, Osage Beach City Park
<b>AIRPORTS:</b> Lee C Fine, Grand Glaize
<b>PUBLIC SAFETY:</b> Police, Municipal Court, 911 Communications, Ambulance, Emergency Management
<b>GENERAL GOVERNMENT:</b> Board of Aldermen, City Administrator, City Attorney, City Clerk, City Treasurer, City Collector, Human Resources
<b>SUPPORTING ACTIVITIES-Community &amp; Internal:</b> Building Maintenance, Building Inspection, Planning & Zoning, Information Technology, Community & Economic Development, Tax Increment Financing

The full FY2019 Operating Budget can be found at <https://www.osagebeach-mo.gov/150/City-Budget>. Under the Administrative Summary within the document, you will find my full Budget Message outlining this year's operating budget along with other details pertaining to the budget.

**Sales Tax Revenue** represents a large portion of the City's revenue source, 41% projected in the FY2019 overall budget. Fees & Service Charges represent 25% of projected revenue in the FY2019 overall budget. Although used for only on-time expenditures, Grants & Reimbursements represent 31% of incoming revenues in FY2019. This is an increase from only 4% in FY2018.

February 2019 Sales Tax receipts are \$19,988 (3.0%) more than 2018 receipts for the same period and \$18,780 (2.7%) less than projected in the FY2019 Budget. Our fiscal year is a calendar year; January - December. [View the](#)

## What's on the horizon...

### **Tax Options for Revenue Enhancement:**

One of the Board's priorities discussed for 2019 was to discuss taxing options for future revenue enhancement. Ed and I are in the process of putting together documents for the Board to review. I would recommend a possible workshop for discussion, tentatively in late April.

More details to follow.

### **Department Metrics:**

One of the Board's priorities discussed for 2019 was to create department metrics for measuring progress and performance.

In my recent research it has been apparent that goal setting and a focus on metrics in some areas is not necessarily an uncommon focus in public government; however, the type of productivity in many operations of government make it nearly impossible to measure. With that being stated, in an attempt to roll in metrics, as the Board has requested, appropriate for all departments we have started with two departments in our application; 911 Communications and Ambulance. This continues to be a work-in-process with continued research across all the departments. Chief Davis continues to work with his staff regarding the 911 Communication and Ambulance; a report will be completed for the Board within the upcoming month.

We cannot discuss measuring productivity as just a fact gathering action without discussing the importance of and the link to employee engagement. The importance of productivity is significantly linked to employee engagement. When employees are engaged and committed to their work and their organizations they are naturally more productive, operating costs are lower, for example, absenteeism, turnover, accidents, waste, etc.

Many public entities have found it to be successful to enhance the focus on policies and practices that contribute to high engagement in addition to measuring said progress in some form or fashion. It is important to balance the process of your goal setting, metrics, strategic planning, etc., and to be sure not to ignore the workforce in such an attempt to solve performance issues or to measure productivity or performance.

### **Citizen Engagement:**

Citizen engagement was another priority that came out of the Board 2019 Priorities. The city continues to advance our social imprint as well enhance our technology tools to give better citizen access at various levels.

Our Citizen's Academy is one of the most recent programs added and so far it



has been very successful! The class began Tuesday, February 29 and will conclude on February 26. We have 7 participants who will be asked to participate in the March 7 Board of Aldermen meeting; this will serve as their graduation night!

The following topics are included in the program and city departments have been a tremendous asset in making our first class successful.

- January 29th ~ Government Overview; Budget; Finance; City Hall
- February 5th ~ Community Development – Planning Dept, Building Dept, Compliance, Parks & Recreation
- February 12th ~ Police Dept, 911 Center, Court, Ambulance, Emergency Management
- February 19th ~ Public Works & Airports
- February 26th ~ Economic Development & Quality of Life
- March 7th ~ Graduation (at the Board of Aldermen meeting)

## Economic Development

*Our efforts in economic development are diverse. These include assisting developers with project planning, efforts to attract and retain business, incentive program design and maintenance to promote private investment, infrastructure development, community event support, and enhancements to quality of life through investments to our parks, public safety, marketing, and promotion of tourism; along with our activities that embrace a regional approach through our partnerships with our other community groups including the active involvement with LOREDC (Lake of the Ozarks Regional Economic Development Council) and the LOCLG (Lake of the Ozarks Council of Local Governments). The City has many initiatives that make Osage Beach a great place to visit and live.*



Research has begun to address how the City can participate and ultimately submit a Soccer Field Development RFP in collaboration with an interested land owner.

The request for proposals are anticipated

### **Market Assessment:**

Developing and working within an active Market Assessment Program was discussed in 2018 (a Board priority beginning in 2018) and is a budgeted item in 2019. Buxton presented to the Board back in the fall of 2018. Due to other priorities and projects, no movement has been made on this topic.

The intent of a Market Assessment Program/Plan is to use tools to continually assess our current needs, i.e. create a commercial/retail profile in current time, to better attract and retain within our market, to best suit us, to grow our economic base.

to be out soon with an anticipated due date by the end of March.

This topic will be brought back before the Board in the upcoming months.



**Lake of the Ozarks**  
Regional Economic Development Council  
Quality Life. Quality Business.

LOREDC represents a three-county region - Miller, Morgan, and Camden County. Members include many community and business organizations who share the same goal of promoting and participating in our economic growth of our region! The City of Osage Beach is a member organization. I currently serve as President of the LOREDC Board and Mayor Olivari is active on many levels. Feel free to attend as members of the Osage Beach Board of Aldermen!

### ***Don't miss out on the meetings!***

#### February Monthly Meeting:

~Thursday, February 21, 2019, Noon - 1:30 PM

~Location: Golden Corral

~Featured Topic: Committees! We need to fill valuable space on our committees - Membership, Marketing, Housing, Workforce

#### March Monthly Meeting:

~Thursday, March 21, 2019, Time: TBD

~Location: TBD

~Featured Topic: Lake of the Ozarks Site Selection Assessment - Upon the completion of our site selection assessment on Wednesday, March 20, we will hear the results of the assessment from the site selectors and the MO Partnership.

## Department Highlights



## Employee Appreciation Dinner Costume Contest Winners!

Theme - Back to the 80's!

### PUBLIC WORKS UPDATE

- For a summary of Public Works projects -[View the Project Status Report HERE.](#)
- **MACE ROAD** - Work on Mace Road continues for Phase I road construction. This is a FY2018 budgeted project (see page 61 of the [FY2018 Operating Budget](#)) that will be carried over into FY2019.
- **Work On 54 Expressway** - MODOT has begun work on the expressway from KK to Key Largo; Osage Beach to Camdenton safety improvements to begin in the Spring.
- **Snowflake Removal** - To be done in late February; banners to be up in May.
- **Micro-surfacing Bid** for the OB Parkway out soon - To be completed by mid-summer 2019.

### POLICE DEPT UPDATE

### PARKS UPDATE

- For a summary of Parks projects -[View the Project Status Report HERE.](#)
- **Peanick Park Grant Project** is underway. Per grant guidelines, project has a completion date for this fall.
- **Youth League** sign up in full swing! A couple clinics coming up in March.

### BUILDING OFFICIAL REPORT

- **Total value of construction permitted in FY2019** through January 31, 2019 was \$895k. Up from \$80k compared to year-end 2018 total construction valuation.
- [View the Valuation of Construction Permitted Report HERE.](#)

### CITY TREASURER UPDATE

- [View the Project Overview Report HERE.](#) This report shows current financial status of

- **Coffee with Cops** - To be held the third Thursday each month, 8 AM - 9 AM. February will be at McDonald's - 4072 OB Prkwy.
- **Various Plunge Activities** are in February - Details are outlined in the Community Connection Newsletter (link located at top of report).

projects approved by the Board.

### HR UPDATE

- **Employee Appreciation Dinner** - Open enrollment will be scheduled for May so planning is underway.

## Employee Service Awards

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

### **February 2019 Service Awards - *Congratulations to ...***

- - No February Service Awards - **\*\*Stay tuned for March\*\***