



City Administrator's Monthly Report

Published July 11, 2018

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.

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 FOR DOWNLOAD -->> **OSAGE BEACH
COMMUNITY CONNECTION Newsletter**



Financial Update

Financial Statements/Budget Reconciliation June 30, 2018 Financial Statements show we have expended \$9.6 million of our \$28.5 million budget, or 42.3%, of the FY2018 Operating Budget and collected 45.9% of budgeted revenues. This represents all funds through June 30, 2018. **View the June Financial Statements [HERE](#).** For additional budget information, **view 2nd Quarter Budget Reconciliation Report [HERE](#).** The report has been reconciled with the FY2017 audit.

FY2017 CAFR Williams Keepers LLC, certified Public Accountants & Consultants, have recently completed the City's annual audit and the FY2017 CAFR (Comprehensive Annual Financial Report) has been completed. The City has received a clean opinion on the FY2017 Financial Statements. A presentation to the Mayor and Board of Aldermen was presented at the June 21, 2018 Board of Aldermen meeting. The following are items for viewing:

[FY2017 CAFR](#)

[FY2017 Summary Report](#)

[FY2017 Management Letter](#)

Sales Tax Revenue represents a majority of the City's revenue source, 57% projected in the FY2018 overall budget, with Fees & Service Charges coming in second, 35% projected in the FY2018 overall budget.

The year-to-date Sales Tax receipts for **JULY 2018** were \$60,089 (2.3%) less than 2017 receipts for the same period and \$60,876 (2.4%) less than projected in the FY2018 Budget. Please note, our fiscal year is a calendar year; January - December. [View the latest Sales Tax Report **HERE**.](#)

To show a comparison based on current State's activity, the State of Missouri has reported a growth in sales tax of 2.9% (YTD Net %) for their fiscal period July 2017-June 2018. Our growth for that same period was 3.6%. *(State data source: June 2018 General Revenue Update by James R Moody)*

Strategic Planning

The Advanced Session held June 20 and included a review of [Results of Advanced Session from August 2017 \(Click to view\)](#), Recap on Form of Government and Roles & Responsibilities also discussed August 2017, Strategic Planning and the Budget Process, Goal Setting/Strategic Planning and the Issues to be resolved by June 2019. In addition to continuing items that still remain in motion from the previous session, the following is the summary of topics and priorities put forward by the Board.

Goal-setting Topics*:

Economic Development & a Market Assessment

Taxing Options

Reporting out on the session & the monthly CA report

Metrics

Annexation

Citizen's Input

*Also Continuation of previous year's Advanced Session Items

Priorities: Near term; short term; long term

Near term:

- Taxing Options-USE Tax Research & Information
- Metrics – Department Performance Measurements – Pilot two departments (45 days); development plan

Short term:

- Market Assessment – Presentation by September

Long term (end of 2nd Quarter):

- Annexation for Dollars
- Citizen's Input Strategies

WASTE COLLECTION SERVICES

March 22, 2018, the Board approved Resolution 2018-03 to issue notice pursuant to RSMo 260.247 to all entities providing commercial and residential waste collection service within the City of the City's intent to provide contracted waste collection service on behalf of the community within the City limits. In addition, the resolution directed staff to investigate options available to the City for efficient trash collection services. Per Resolution 2018-0, my first report to the Board was requested by June 7, 2018; report can be found [HERE](#). Notices were sent out March 31, 2018. This notice puts the City on a two-year timeline before contracting can take place.

The following is a list of the main tasks and estimated timeline of the project. The Task Force is currently active in the research phase. Updates will be given to the Mayor and Board of Aldermen quarterly.

- **Notices Sent per RSMo 260.247 (March 2018)*Two-year timeline begins before contracting with third party can take place.**
- **Create internal Task Force for research (April 2018)**
- **Research (April 2018 - TBD 2019)** -Objectives of research - create profile of customer base; determine service needs; research other cities and best practices; evaluate our uniqueness and consider viable solutions, i.e. seasonality, private roads, recycling, density, etc.
 - Meet with current providers within City limits
 - Gather & Assess Data/Findings
- **Public Forum to gather community input (estimated time - Early/mid-2019)**
- **Draft proposal of recommendation(s)/potential RFQ draft (estimated time - mid/late 2019)**

What's on the horizon...

FY2019 Operating Budget

The following is a timeline of our process in preparing the FY2019 Operating

Budget. Highlighted are tentative workshop dates that I will need the Mayor and Board of Aldermen's input on as soon as possible to secure the calendar.

August:

- Internal pre-budget planning
- Pre-Budget Workshop (BOA Special Meeting):
 - Thursday, August 23, 2018, 6 PM

September:

- Internal Budget Draft Preparation

October:

- Internal Budget Draft Completion
- Budget Workshops (BOA Special Meetings):
 - Thursday, October 25, 2018, 6 PM
 - Tuesday, October 30, 2018, 6 PM

November:

- Budget Workshops (BOA Special Meetings):
 - Tuesday, November 6, 2018, 6 PM
 - Thursday, November 8, 2018, 6 PM
- Final Budget Draft Preparation

December:

- Public Hearing & 1st Reading - Thursday, December 6, 2018 (regularly scheduled BOA Meeting)
- 2nd & Final Reading - Thursday, December 20, 2018 (regularly scheduled BOA Meeting)

UPCOMING Conference and Training...



84th MML Annual Conference

September 16-19, 2018
Branson, Missouri

Register Today!

MML
Annual
Conference
Mark your
calendars!

...contact me or
Cynthia with questions.

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.



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

www.LOREDC.com

NEXT LOREDC
Monthly Meeting
THURSDAY, July 19,
2018
Noon - 1:30 PM
Golden Corral

Bringing value to its members...

At June's meeting, Dr. Laura Nelson and Amanda Wersching with School of the Osage presented to our group about the SOTO Next Generation Mentoring Program that began last year and will be expanded in the upcoming school year.

July's speaker will be Trish Creach, Camdenton Chamber of Commerce Executive Director. Trish will give an update on the status of THE HUB-Lake of the Ozarks Region Business Incubator Initiative, the virtual incubator project.

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!

Workforce and Housing Development for the region...

LOREDC's Workforce Committee will be meeting on July 19, 11 AM, prior to the regular meeting, to outline priorities of focus for the upcoming months. These priorities will include efforts to connect workforce resources to our businesses.

LOREDC's Housing Committee continues to push the goals of the Housing Study forward. The committee is also working on workforce as it pertains to our housing needs. These efforts include working with local contractors to build up trade skills in our area. That committee met at Osage Beach City Hall on Wednesday, July 11, 10:30 AM. Representatives from USDA were present and discussed program opportunities for our area. The next meeting is scheduled for October 10, 2018, 10:30 AM, at Osage Beach City Hall.

If you are interested in learning more, please do not hesitate to contact me.

Department Highlights



Ron White and Jeana Woods onsite at Arrowhead during construction.

PUBLIC WORKS UPDATE

- For a summary of Public Works [View the Project Status Report HERE.](#)
- **MACE ROAD** - Work on Mace Road has begun. Both the water and sewer lines have been relocated; road construction for Ph 1 will begin this week. This is a FY2018 budgeted project (see page 61 of the [FY2018 Operating Budget](#)).
- **Columbia College Water Tower** - The Columbia College Water Tower will be out to service for painting starting June 18 through late August.
- **West side OB Parkway Micro-surfacing** - a couple of areas are showing possible issues; contractor representative has been contacted and will be on site soon.

POLICE DEPARTMENT UPDATE

- **National Night Out** - Tuesday, Aug 7, 6-9pm at the Osage Beach City Park. This is a co-sponsored event with Target. Event will showcase games, activities, and a movie-in-the-park, CoCo.

BUILDING OFFICIAL REPORT

- **Total value of construction permitted in FY2018** to date is \$9.6m. This is down from \$16.2m from this time last year; however, this is due to one FY2017 development that represented a large valuation. That project was one phase of Arrowhead.
- [View the Valuation of Construction Permitted Report HERE.](#)

CITY TREASURER UPDATE

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

HR UPDATE

- **New Payroll Management System** will be a focus to get implemented over the next few months.
- **NeoGOV** - A paperless, online Application/Onboarding/Evaluation/Learning Management System. Module 1 of 4 has been implemented; Module 2 begins next week. This system will be vital in providing

- **AquaPalooza** this Saturday, July 21 @ Dog Days. This is an event the City has sponsored through the Event Support Program.
- **2018 CanAm Games** are completed. Event wasn't as highly attended as anticipated, but all went well. Final numbers will be out soon.
- **Paramedic Joann Blackburn** has announced her retirement from the City after 23 years effective July 31. Reception details TBD.

AIRPORT UPDATE

- **Grand Glaize Runway Rehab** - Airport will be closed Tuesday, July 17 for one day to finish project.
- **EAA Young Eagles Flying Program Event** - August 11, at Grand Glaize. This is an annual event to introduce youth ages 8 - 17 to the world of aviation.
- **Fuel Sales** are at a record high at both airports!

efficient and time saving processes in the areas of HR and Management.

IT UPDATE

- **NEW IT SPECIALIST** has been hired and will begin within the next 2 weeks. Nate Davis comes highly qualified and we look forward to bringing him on-board.

PARKS UPDATE

- **Bleacher replacement** at Peanick Park is in the works!

CITY CLERK UPDATE

- **Sunshine Requests** are recently coming in at a high rate! Staff is reminded to alert Cynthia immediately if received directly and to remember the required deadlines - 3 days to respond!
- **Business License renewals** are in process. A few outstanding are having MoDOR issues.

Employee Service Awards

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

There are no July Service Awards...