



## City Administrator Report

The Honorable Mayor and  
Members of the Board of Aldermen  
City of Camdenton, Missouri

April 14, 2016

Letter No. 16-007

SUBJECT: City Administrator Report

Dear Mayor and Board Members:

The following City Administrator Report, while respectfully submitted to the Camdenton Mayor and Board of Aldermen, is provided and available to the general public, media, friends, and fellow co-workers to inform them of some City projects and activities.

I am a believer in the "Leadership Challenge" program. It notes that everyone in our organization is a leader and that everyone can improve their leadership skills. It also notes that research indicates the following are five trainable traits of a great leader:

**Inspire a Shared Vision  
Challenge the Process  
Enable Others to Act  
Encourage the Heart  
Model the Way**

"Be the change that you wish to see in the world."

**—Mahatma Gandhi**

The above information centers on the leader's trait of "Model the Way".

### **April 19, 2016 BOARD OF ALDERMEN MEETING**

Other than discussion about when to have a strategic plan meeting with the Board of Aldermen and the Department Directors, I do not plan on discussing other items within this CA Report.

### **Implementation of Camdenton City Comprehensive Plan**

In the past two CA reports, I have requested that you begin thinking about how you individually would prioritize the on-going, short, mid and long range projects mentioned in Chapter 9 and the

Implementation of the new City Comprehensive Plan. I plan to request that we have a short Mayor, Board of Aldermen and Department Director Strategic Planning Session at 5:30 p.m. before the May 3 Board of Aldermen Meeting to further define the City's overall priorities. Please review your calendars and see if May 3 at 5:30 p.m. would work for you or if another time would be better. Preliminary I am thinking that this meeting may be able to eliminate and/or reduce our time for the annual budget retreat.

## **2016 Capital Improvement Project Update**

The status for most of the capital improvement projects is the same as was communicated in the April 5 City Administrator Report. This includes:

Road and Drainage Improvements on Clint & Hazelwood  
Project to be completed by June, 2016.

Construction of New Wastewater Sludge Basin  
Other than some clean-up, the project is completed.

Tennis Re-Construction Project  
Contract approved by the Board of Aldermen at the April 5 Board Meeting. A Pre-construction meeting with the contractor has been scheduled for Tuesday, April 19.

Street Overlay and Business 5 Paint Striping Projects  
Contract approved by the Board of Aldermen at the April 5 Board Meeting.

Lake Road Sewer Improvements  
Contract approved by the Board of Aldermen at the April 5 Board Meeting. Notice to Proceed will be given on May 2, 2016 to Ken Kaufman and Sons of Jefferson City. We received one construction easement and have made contact with another owner on the remaining construction easement.

East Highway 54 Sidewalk Projects  
We have started on the acquisition of two needed permanent sidewalk easements. We believe that the original plat for Wal-Mart grants us the authority for a sidewalk but are waiting on Wal-Mart's confirmation. We have made contact with the Hopkins Trust on the other needed easement and are waiting signatures. To be safe, MoDOT has requested that we change the date for contract award from June 1 to August 1. We will have a MoDOT grant amendment for your review and approval at the May 3, 2016 Board Meeting.

Community Center  
We communicated to you in the last report that Don Barrett has received a demo permit for the bowling alley. We also communicated that the asbestos inspector found approximately 120 square feet of floor tile that contained asbestos but that the DNR threshold for professional abatement is 160 square feet. Therefore no abatement is necessary. Because of a delay to obtain an additional asbestos report, the seller has recently requested that the contract be amended to change the date of closing from May 13, 2016 to June, 23, 2016. Unless further directed, the Mayor plans on signing this amendment.

Veterans Memorial Monument Project  
This project should be bid out in April and, unless there are complications, our plans still call for a dedication ceremony during the time of the September 9-10, 2016 Air Show celebration.

### Communications Tower Project

Police Chief Wright has developed a team of Alderman Eden, the City Clerk, Fire Chief and herself to develop bid specifications for this project. Their first meeting is scheduled for Wednesday, April 20.

### **Recent City Administrator Activities, Meetings, and Events**

The week of April 4 included first a meeting Monday morning with the Parks Director and then a meeting that afternoon with owners and representatives of the Ozark Amphitheater. On Tuesday morning I met with the Fire Chief. Tuesday afternoon I attended a Lake of the Ozarks Council of Local Government's (LOCOLG) "Local Economic Development Council Meeting in Lebanon. I returned from that meeting in time for the RDG Public Lake Housing Forum at 5:30 p.m. and our first monthly Board of Aldermen meeting at 7:00 p.m. On Wednesday morning I met with Kevin Burns for a radio interview at KRMS, then attended a Rotary luncheon meeting, and then attended our Department Director Meeting. That afternoon I attended a Missouri State Aviation Conference in Osage Beach and had dinner that evening with CMT our Airport Engineers. I attended the Missouri Airport Managers all day on Thursday. I worked in the office Friday morning and then took off that afternoon to work at our farm.

The week of April 11 included the use of sick days on Monday and Friday. Tuesday and Wednesday included meetings with two separate real estate agents on potential projects in Camdenton. Early Thursday morning I briefed the Camdenton Chamber Board on City economic development data and activities. Thursday, April 14 through Saturday April 16 was the 66<sup>th</sup> annual Dogwood Festival.

### **Upcoming City Administrator Activities, Meetings, and Events**

The week of April 18 includes a Monday LOCLOG Board meeting in Osage Beach. The week continues with a possible drop in on Tuesday at the Joint Community Job Fair at Tan-Tara. Our second monthly Board of Aldermen meeting is that same Tuesday at 7:00 p.m. On Wednesday morning I plan to attend Rotary at noon and then meet with our Department Directors that afternoon. Thursday I plan to attend the LOREDC monthly Board meeting in Osage Beach.

The week of April 25 will include attendance Monday morning at our Safety Committee Meeting whereupon Russ Van Ness from the Missouri Rural Services Workers Compensation Trust (City worker's comp carrier) will give a presentation to both our Safety Committee and the Department Directors. Wednesday afternoon I am scheduled for a doctor's appointment in Jefferson City. On Thursday I plan to attend the annual Missouri Rural Services Workers Compensation Trust (MRSWCT) at Old Kinderhook. I pushed to get them to move from another previous conference location to Camdenton and Old Kinderhook.

As always if you have any questions or if you need additional information for this upcoming Board of Aldermen meeting, please do not hesitate to contact me at any time.