



## City Administrator Report

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

July 28, 2016

Letter No. 16-016

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 the following five trainable traits of a great leader:

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

**"A** life spent making mistakes is not only more honorable,  
but more useful than a life doing nothing."

— **George Bernard Shaw**

The above information centers on the leader's trait of "Challenge the Process".

### **August 2, 2016 BOARD OF ALDERMEN MEETING**

Other than some additional information and a brief discussion on the upcoming budget, I do anticipate discussing any of the other items contained within this Report at this meeting.

### **Upgrade of the City's Zoning Ordinance**

RDG Planning and Design will be meeting with the community's major stakeholders on Tuesday, August 23. They will meet later that evening at 6:00 p.m. with the Planning and Zoning Commission.

## **2016-2017 Budget Process Schedule**

The present schedule for the 2016-2017 Budget includes:

- |   |           |    |
|---|-----------|----|
| • Board Approval of Pay and Compensation Recommendation | August    | 2  |
| • Draft Budget to the Board                             | August    | 16 |
| • Setting of Property Tax Levy                          | August    | 16 |
| • Approval First Reading of Budget Ordinance            | September | 6  |
| • Approval Second Reading of Budget Ordinance           | September | 20 |

## **2016 Capital Improvement Project Update**

With the exception of 2 projects, all of this year's Capital Improvement Projects are either rounding up toward completion or have been completed. They are as follows:

### Veterans Memorial Monument

While the contract with Clark's Concrete for the construction of the Veteran's Memorial Project was approved at your last meeting, construction had not begun. We anticipate construction during the third week in August and dedication of the monument at the Camdenton Air Show September 10, 2016.

### East Highway 54 Sidewalk Projects

A notice for bids were to be received on Tuesday, July 26, 2016. Unfortunately we the City did not receive any bids. After discussions with area contractors, the engineer and approval from MoDOT Representative Kelly Wilson the City will rebid the project in a December or January. This should give the contractors plenty of time and will establish the project as a first project for the 2017 construction season. In the meantime, we will receive from MoDOT a supplemental agreement extending the deadlines.

On a good note, Capitol Materials completed the milling and overlay of Wilkerson Avenue, 1st Street, Grant Avenue, Newton Street, Nichols Lane, & Hemlock Streets on Tuesday, July 26.

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

The week of July 18 started with a Monday morning meeting with the LOCOLG Board meeting. The week continued on Tuesday with a meeting with the Fire Chief that morning and then our second monthly Board of Aldermen meeting at 7:00 p.m. Wednesday I attended Rotary at noon and then met with our Department Directors. Thursday I attended a LOREDC Board luncheon meeting and then had a doctor's appointment. My wife and I attended the City's Annual Employee Pool Party Thursday evening and on Friday I took a vacation day to celebrate my daughter's birthday.

The week of July 24 included preparation and work on our proposed 2016-2017 City budget. It also included an East Highway 54 Sidewalk Project Bid Opening on Tuesday with no submitted bids. That afternoon I attended the Lake Regional Housing Steering Committee in Osage Beach. Wednesday morning Renee and I met with our Insurance broker Naught and Naught and discussed our recent 2016-2017 employee group hospitalization and benefit bids. Also on Wednesday morning I attended Rotary and a doctor appointment. Thursday we had a conference call with our engineer and MoDOT on the recent sidewalk project bids. I also had lunch with our airport renter Kevin Hawthorn of Fiberglass Tank Solutions.

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

The week of August 1 is scheduled to begin with a Monday morning meeting with the Parks Director. The week continues with our first monthly Board of Aldermen meeting at 7:00 p.m. Wednesday morning I am scheduled to meet with Kevin Burns for a radio interview at KRMS. I have doctor appointments immediately following. Sometime on Thursday or Friday we plan on having a Department Director's Meeting.

The week of August 8 includes a meeting Tuesday morning with a land owner out at the airport and continues that afternoon with a Lake Economic Development Corporation meeting in Versailles. That evening at 6:00 p.m. we have a Planning and Zoning Commission meeting. Early Thursday calls for an economic development report to the Chamber Board early Thursday morning. I have another doctor's appointment Thursday afternoon.

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.