



City Administrator Report

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

December 30, 2015

Letter No. 15-026

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 shows that 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**

"When you delegate work to the member of the team, your job is to clearly frame success and describe the objectives."

--- **Steven Sinofsky**, Microsoft

The above information centers on the leader's trait of "Enable Others to Act".

January 5, 2015 BOARD OF ALDERMEN MEETING

Unless there are questions, I do not plan on discussing the other items within this written CA Report at this meeting.

Comprehensive Plan Update "Destination Camdenton" Will Soon Conclude

The final stages of the update of the City's Comprehensive Plan will soon conclude. The following are the final steps for completion and adoption:

- RDG Planning and Design will provide the final draft content of the Comp Plan for City staff to review during the first week in January.
- The Parks Board will meet on Thursday January 7 and review at a minimum Chapter 4 “Healthy Community” Chapter that contains the Parks and Community Center sections.
- The Planning and Zoning Commission will meet at 6:00 p.m. on January 12 and get an update on the last phase of the process and a briefing from the City Administrator on their responsibilities for adoption.
- The final meeting of the Steering Committee will take place on Monday, January 25 at 5:30 p.m. at City Hall.
- The final Public Forum on the new Comprehensive Plan will take place on Tuesday, January, 26, 2016 at the Mid County Fire District Building in Camdenton, MO.
- The Planning Commission will meet at 6:00 p.m. on March 8, 2016 and hold a public hearing and hopefully adopt the new Comprehensive Plan by resolution.
- The Board of Alderman could include a supporting approval resolution at their March 15, 2016 Board meeting.

Capital Improvement Projects

Notice to bidders should go out this week on several capital projects. This should include the Tennis Courts, Clint Avenue and the street overlay projects. Bids should be coming in at the first of February and contracts should hopefully be submitted to you for approval at the second Board meeting in February. The Lake Drive Sewer Improvements will need DNR approval before it can go out to bid.

Concerning the East Highway 54 Sidewalk Projects all of the engineering and paperwork has been completed and sent to MODOT and the Federal Government. MoDOT indicates that we are ahead of all of the other their State projects in our submittals. The holdup may be how long it takes for the Federal Government to approve the documents. We hope that the U.S. Highway 54 sidewalk grant project will be bid out in February and that bids would be received in March.

The following is a report from Krehbiel Consultants, LLC on the status of the projects that they are working on for the City:

Wednesday, December 23, 2015
 City of Camdenton Project Summary
 Darren Krehbiel Consultants, LLC

Engr. Project No. 1189

Road and Drainage Improvements on Clint & Hazelwood

This project has been approved for bidding and is ready to bid out on January 5. Prior to bidding, Krehbiel will review one or two specifics with Mr. Bill Jeffries.

Engr. Project No. 1194

Road and Drainage Improvements on Poplar

No change since last report.

Engr. Project No. 1196
Construction of a New Sludge
Basin

Construction is proceeding. The basin walls have been placed. Concrete test results and waterproofing are pending. Little progress is anticipated until after the first of the year.



“On another note, Tom Emery and his crew did an excellent job of getting through the recent rains. While we will have to wait for the water to dry out, the Sludge Basin project is on track for completion.” Jeff Hancock

Engr. Project No. 1211
Tennis Court Construction

This project has been approved for bidding and is nearly ready to bid. Krehbiel will perfect the bid form with City staff.

Engr. Project No. 1219
Lake Road Sewer Improvements

Design on the Phase I and Phase II improvements, including hydraulic calculations and preparation of plans and specifications continues.

Economic Development Activities

A Joint Lake Area Chamber State Legislative Reception will be held at Tan Tar A on January 7, 2016 at 6:00 p.m. At this reception presentations will be made by not only the area State Legislators but also Camden County and the municipalities on what has happened in 2015 and what is expected to happen in 2016. The Mayor plans on giving our presentation.

The Annual LOREDC Membership Meeting which will be held from 8:00 a.m. to 11:30 a.m., Thursday, January 21 at the Seven Springs Winery Rehearsal Hall off Y Road in Linn Creek. Let me know if any of you wish to attend. A free breakfast is included.

A presentation on the market analysis portion of the Lake of the Ozarks Recreational Facilities Feasibility Study will be presented by Bill Krueger from CSL International on Friday, January 22 from 9:00 am – 12:00 pm at the Quail’s Nest Hotel in Osage Beach. The next step will be to begin the site analysis portion of the study.

Recent City Administrator Activities, Meetings and Events

The week of December 14 included a conference call with our engineers to review the final plans on two East U.S. 54 sidewalk improvement and grant projects. Tuesday I met with the Fire Chief for our every other week meeting. That evening was our second bi-monthly Board of Aldermen meeting. Wednesday I traveled to Jefferson City and participated in the Missouri Rural Services Investment Trust’s (our workers comp insurance) Board of Directors meeting. After the meeting I met with a representative from the Missouri Rural Services on our Workers Compensation policy. Friday I attended Corey’s airport employee luncheon.

On Monday December 21 I met with the Parks Director for our every other week meeting. From Tuesday, December 21 through Wednesday December 31 I was out of the office using up vacation time and enjoying Holiday time. I did however come into the office on the morning of December 30 to help put together the Board of Aldermen's Tuesday, January 5, 2016 Agenda Packet.

Upcoming City Administrator Activities, Meetings, and Events

The week of January 4 includes an every other week meeting with the Parks Director on Monday. On Tuesday January 5 I plan to meet with the Fire Chief for our every other week meeting and then attend a Council of Local Governments TAC meeting. That evening is our first twice a month Board of Aldermen meeting. Wednesday morning I am scheduled to attend separate radio interviews with Coyote Radio 107.4 and KRMS 97.5 Talk Radio. Wednesday is also a Rotary meeting and our bi-weekly Department Director's meeting. Thursday January 7 I plan to attend a Parks Board meeting and brief them on the update of the City's Comprehensive Plan. I may take off on Friday afternoon to attend the Missouri Cattlemen's Association Annual Conference at Tan Tara A.

On Monday January 11 I plan to go to Jefferson City for a Doctor's appointment. The week of January 11 continues with a Planning and Zoning Commission meeting late Tuesday afternoon. Wednesday the Mayor and I plan to meet with our airport engineer Brian Garkie and present some offers to airport owners whose properties are needed for the runway extension. Brian and I also plan to meet with Krehbiel Consultants to discuss the Airport runway extension plan as it relates to our Airport Business Park. We may also review the home that we purchased out at the airport. Early Thursday morning I plan to present my monthly economic development presentation to the Chamber of Commerce Board of Directors. That same Thursday I am also scheduled to attend Heart Saver Training.

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

HAPPY, HAPPY, HAPPY NEW YEAR!!