



## City Administrator Report

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

May 30, 2014

Letter No. 14-008

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 better inform them of our community activities.

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

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

"Nothing in the world can take the place of persistence. Talent will not. Nothing in the world is more common than unsuccessful men with talent. Genius will not. Unrewarded genius is a proverb. Education will not. The world is full of educated derelicts. Persistence and determination alone are omnipotent."

**Calvin Coolidge**

This quotation centers on the leader's trait of "*Challenge the Process*".

## **JUNE 3, 2014 BOARD OF ALDERMEN MEETING**

The only items that I plan on commenting on at this June 3 meeting from the "CA" report are:

- **Draft Proposed "Attached" Policy for Acceptance of Unfinished Roadways/Infrastructure.**

As you are aware, a committee made up of the Mayor, Sandy Osborn, Bill Jeffries, Phil Morgan, Dennis Croxton and the City Administrator met Tuesday, May 6 at 8:30 a.m. and discussed the development of a policy to address the drainage and developer responsibility failures at Hazelwood, Cottonwood, Shadow Oaks, Popular Street and Shadow Rock Subdivision. Engineer Darren Krehbiel also met that day with the committee and provided preliminary cost estimates. The committee agreed to direct City staff to develop a draft policy for review. The committee also agreed to notify certain banks that own bankrupt properties of the concerns to potential buyers who might purchase these properties that contain no streets and infrastructure.

City Attorney Phil Morgan, with some assistance and review of the City Administrator, has developed an excellent draft policy that is attached for review. *We plan to discuss the attached policy and obtain your comments during the City Administrator report section at this upcoming meeting.*

Please review the attached policy. Following your comments at this meeting, we hope to formally present a "Policy for Acceptance of Unfinished Roadways/Infrastructure" for Board approval at the June 17, 2014 Board meeting.

On another note, we have included within the upcoming 2014-2015 budget the possibility of using Special Road District funds to assist in the funding of a portion of these projects. In addition, please be advised that I plan today to mail out notice letters to bank and other owners of the City's concern over selling lots and properties that have no street and infrastructure.

- **Selection of an Independent Cost Analysis for the Proposed CMT Airport Land Acquisition Services Contract**

As previously communicated in May, we met with our airport consultants, Amy Ludwig, Missouri Administrator of Aviation, and Bryan Gregory, Missouri Aviation Operations Manager on the next steps to proceed on the Airport runway extension project. As communicated, the primary next step was for our airport consultant CMT to prepare a scope of work for needed land acquisition services. While CMT has provided this, and while I had hoped that we would be able to have you approve a contract for this work earlier, one of the State's requirements is that the City completes an independent cost analysis from another firm.

This work will need to be done by someone who normally does land acquisition services. While there are a few firms that do this for airports, the cost analysis should not be done by the 2nd and 3rd place consultant firms from the last selection for the Aeronautical Survey and Master Plan/ALP update.

Therefore, unless further directed, I plan to proceed as soon as possible with a request and agreement from another land acquisition firm for an independent cost analysis for land acquisition services and then compare that cost with CMT's proposal.

Last time Mike Nichols did this the cost for the services of an independent cost analysis was \$3,500. This fee is eligible for grant funding at a rate of 90% federal, 10% local.

It is my hope that this review can be completed in time for the Board to be able to approve a Land Acquisition Services contract at your June 17 Board Meeting.

- **2014-2015 City Budget**  
Please review the 2014-2015 Budget and my budget message for the first reading of the ordinance approving the budget.

### **CAMDENTON MUNICIPAL AIRPORT**

- **Taxi Lane Reconstruction Project**  
A review of the latest May 26, 2014 Weekly #7 CMT Project Status Report for the Taxi Lane Reconstruction Project indicates that there are 4 days remaining on the 50 calendar days awarded to the contractor. The estimated completion date for this project is now June 6, 2014. As noted by our FBO, the contractor has done a superb job of working to keep the hangars open for airplane owners and operators.

If individual Board members would like to review, I plan to have a copy of the May 26, 2014 Weekly Project Status report and perhaps the June 2, 2014 report, (with pictures) available at this upcoming June 3, 2014 Board meeting.

- **Status of Airport Identifier Request**  
As previously noted, we have mailed our request for a new Airport identifier of KOZC for our airport to the State for review. The State indicates that this letter was submitted to Aeronautical Information Management, National Flight Data Center (NFDC), and the State had received a response that they were processing the request.

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

After our last Tuesday evening May 20, 2014 Board meeting, Wednesday morning I participated with the Chamber's radio interview at the 107.9 Coyote Radio morning radio

show. I also attended our bi-monthly Department Director meeting. At noon, our Building Official and I attended a two hour training session on "Location One" at the Osage Beach City Hall. This training was sponsored by the Lake of the Ozarks Regional Economic Development Council (LOREDC). "Location One" is used to market our available industrial and business locations to the State and other private economic site locators. That afternoon the Mayor and I met with Amy Bretall and other representatives of Arbor Grove LLC on Camdenton's economic development possibilities. Thursday afternoon I took a half day of vacation to work on the farm.

The week of May 25 included the Monday Memorial Holiday and a meeting Tuesday morning with a local developer on TIF and ED-8 economic tools. That Tuesday afternoon I also met with the Police Chief and Fire Chief on our storm siren warning policy. Wednesday included work with our City Attorney on the City's new abandoned roadway policy. I also attended an Air Show Committee meeting and then met with our Building Official and local community residents on the Shadow Rock subdivision and the requirements for issuance of a building permit. Thursday included: attendance at the Joint Area Chamber's Eggs and Issues at Old Kinderhook; a tour of the City's Golf disc course and trails; and a Central bank customer luncheon. Friday was a work day.

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

Throughout next week I plan to continue to not only work on some economic development and organizational issues but plan to attend the Council of Government's TAC meeting, the City's Board of Adjustment meeting, and our Board of Aldermen meeting. Wednesday morning will include the Chamber's radio interview at the 107.9 Coyote Radio morning show, our bi-monthly Department Director meeting and a drug user identification training program. Thursday should include attendance at a State Fair Strategic Planning meeting. Friday your City administrative staff plans to spend the day cleaning out the old City Hall Building.

The week of June 8 will include my attendance here at the Lake of the Annual Missouri Economic Development Council's conference Tuesday through Thursday. I plan to take a day of vacation on Friday to travel to Tipton, Kansas to attend a Youth Quail Forever Education conference over the weekend.

### **UPCOMING BOARD OF ALDERMAN MEETING AGENDA ITEMS**

Some Possible and Tentative June 17, 2014 Board of Aldermen Agenda Items:

- Second Reading of the 2014-2015 Budget Ordinance;
- Policy on Acceptance of Unfinished Roadways/Infrastructure;
- CMT airport runway land acquisition services contract;
- City "Adopt a Street" Policy;
- Galva Foam Industrial Building Amendment;
- Possible Land Purchase at Camdenton Business Park.

As always, if there are any questions or a need for additional information on any matter, please contact me anytime.