



City Administrator Report

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

February 26, 2015

Letter No. 15-005

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 community 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**

"Leaders establish principles concerning the way people (constituents, peers, colleagues, and customers alike) should be treated and the way goals should be pursued. They create standards of excellence and then set an example for others to follow...."

www.leadershipchallenge.com

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

March 3, 2014 BOARD OF ALDERMEN MEETING

Unless there are questions, I do not plan to discuss any of the below items at this meeting.

Comprehensive Plan Process Began Last Week

The meetings with RDG Planning and Design began this week and included separate hour and half meetings with the Planning and Zoning Commission and the Planning Steering Committee Monday evening. Representatives from RDG met again for two hours with the Mayor, Board of Aldermen and the Department Directors on Tuesday, February 24, 2015. In my opinion all of the meetings were excellent and well attended.

The next meetings are scheduled for Monday, March 23 and Tuesday, March 24 and should include separate stakeholder meeting, a steering committee meeting and potentially a Public Open House.

Renee has compiled a list of stakeholders that were provided by the participants at the week's Monday and Tuesday meetings. If you have any additional names to submit please provide them to Renee as soon as possible.

Unfinished Clint Avenue Project and Use of a Neighborhood Improvement District for Curb and Gutter Improvements

We plan to meet with the Special Road District next Tuesday morning to discuss and potentially receive their approval for using their funds on the Clint Avenue, Hazelwood Terrace and Popular Street projects. At the last meeting, the Board approved to continue to work on Clint Avenue through the following:

- Authorization to explore the use of a Neighborhood Improvement District (NID) for the owners to pay for curb and guttering;
- Meet with the Camdenton Special Road District (SRD) and seek approval from them to spend their funds on Clint Avenue;
- Meet with the two principal owners showing interest and request that they circulate a petition to the property owners seeking two thirds approval to continue requesting the NID;
- Expend up to \$ 500 for Bond Council to Develop the NID Petition.

The approval of the Special Road District to use their funds on these projects is a major step in our process of clearing up come subdivision unfinished street projects.

Ultra-Violet Treatment System

Within the last CA Report you were informed that we were having trouble with the installation of our new ultra-violet system at the treatment plant. Ballasts keep going out. Phil developed a letter that went out to the company and we recently met with them. While they appear to be working on the resolution of the problem, we are closely monitoring the situation.

Recent City Administrator Activities, Meetings and Events

Since our last Tuesday February 17 Board meeting, on Wednesday morning I attended a Department Director's meeting and made a trip to Jefferson City to attend the Missouri Rural Services Investment Trust Board meeting. Due to a lack of a quorum, the Thursday February 19 Quarterly Airport Advisory Board Meeting was postponed until March 12. I met with the Lake Area Recreational Facility Funding Committee on Friday to assist them in the development of a Request for Proposal (RFP) for a "Feasibility Study for Recreational Programs and Facilities in the Lake Area.

During the week of February 22 I attended on Monday the RDG Planning and Design meetings with both the Planning Commission at 5:15 p.m. and then the full Comprehensive Plan Steering Committee at 7:00 p.m. On Tuesday I briefly attended the Chamber's LCTC Taste of Camdenton event at 4:00 p.m. and then the RDG meeting with the Mayor, Aldermen, and Department Directors at 5:30 p.m. Wednesday included a morning dentist appointment, a Rotary noon luncheon, and an afternoon meeting with the supplier of our U. V. system at the Waste Water Treatment Plant. Thursday morning included a meeting with a local developer and a LOREDC Board and full membership meeting from 11:00 a.m. through 2:00 p.m. at Osage Beach. Friday I plan to attend the annual Spring Tea luncheon at the Horizons Lakers Educational Center.

Upcoming City Administrator Activities, Meetings, and Events

The week of March 4 may include a trip Monday evening to the Fort Leonard Wood public comment meeting on a proposed troop reduction. It continues on Tuesday with a meeting with the Special Road District and a meeting with Charter on internet service at the Airport Business Park and our community. Our first monthly Board of Aldermen meeting is that evening. Wednesday morning includes an interview by 107.9 Coyote Radio with the Chamber Director and the City Administrator, and a Department Director meeting. It continues with a noon Rotary meeting. Thursday morning I plan to take some time out to work at the farm.

The week of March 9 includes a Planning Commission Meeting and possibly a joint Chamber Social late Tuesday afternoon. Wednesday includes a Rotary luncheon meeting. Early Thursday morning is a Chamber Board meeting and an Airport Advisory Board meeting late Thursday afternoon.

UPCOMING BOARD OF ALDERMAN MEETING AGENDA ITEMS

Some possible Board of Aldermen Agenda items for the March 17 Board Meeting include:

- Vehicle Truck Disposal Award;
- Approval of Bid Specifications and Authorization to Solicit Bids on the Sludge Basin Project;
- Review of a Draft Financial Management Policy;
- 10 Year Anniversary Pin – Dennis Croxton
- AWOS Maintenance Agreement
- Possible Swim Lesson Instructor Agreement.

As always, if there are questions or you need additional information, please make do not hesitate to contact me.