



City Administrator Report

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

October 29, 2015

Letter No. 15-022

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**

"How would your life be different if... You walked away from gossip and verbal defamation? Let today be the day... You speak only the good you know of other people and encourage others to do the same."

— **Steve Maraboli**, *Life, the Truth, and Being Free*

The above information centers on the leader's trait of "Encourage the Heart."

November 3, 2015 BOARD OF ALDERMEN MEETING

Unless there are questions, I do not plan to discuss the CA Report items at this meeting.

Special Events on the Square

We are still working on a new ordinance and policy that would allow special events in the Downtown Square. Hopefully we will have information available for your review at the next November 17 Board meeting.

Capital Improvement Projects

As previously communicated we plan to seek authorization from the Board of Aldermen in November (next Board of Aldermen Meeting) for the Board to authorize the bidding at a minimum the Clint Avenue, Tennis Court, and City Overlay projects. We anticipate that bids would be received in January. We may also request authorization to bid out the East Highway 54 Sidewalk projects.

Concerning this year's Capital Improvement Projects (CIP), the following is a report from Krehbiel Consulting on the status of the CIP projects they have worked on:

Clint and Hazelwood Road and Drainage Improvement Project

Final plans and specifications have been delivered to the City for review and approval. Bidding and the start of construction is anticipated after the first of the year. At the time of bidding, the project schedule will have to be perfected and dates inserted in the bid documents.

During construction, Krehbiel will review submittals and pay requests prior to action by the City. Inspection is anticipated to be completed primarily by City staff.

Popular Road and Drainage Improvement Project

Final plans and specifications have been delivered to the City for review and approval. Depending on budget considerations, bidding for this work is not anticipated until 2016 or 2017. The completed design included project estimates, a complete hydraulic model analysis, project survey, and assistance in negotiating property acquisition. At the time of bidding, the project schedule will have to be perfected and dates inserted in the bid documents. Given the length of time to construction, a review of the project estimate at the time of bidding is also recommended.

On a side note, the City is now grading to keep the road accessible and will provide snow removal services this winter.

Sludge Basin Construction

Construction is proceeding and material and equipment submittals have been reviewed by the engineer and approved. These submittals include the concrete mix design, piping, blowers, control panels, and miscellaneous items such as ladders and hatches. Excavation is complete and a leveling course of rock has been placed to stabilize with work surface. Depending on weather, steel has been delivered to the site

and installation of the steel is anticipated the week of October 26. Steel will be inspected by Krehbiel prior to concrete placement.

A design meeting, between Huey and Krehbiel to finalize minor construction procedures, is anticipated in the next two weeks. Once operational decisions have been made to determine actual concrete placement procedures, these decisions will be detailed to City personnel for approval, prior to placement.

Work to date includes communication and coordination with Laclede Electric, monitoring excavation progress, and submittals review. Approved submittals are placed in a cloud account for the City.

Tennis Court Construction

Final plans and specifications have been delivered to the City for review and approval. These are to be submitted to, and coordinated with, Frazier Davis, who will complete the final portion of the work under separate contract. Bidding and the start of construction is anticipated after the first of the year to coincide with Clint Avenue and other projects. At the time of bidding, the project schedule will have to be perfected and dates inserted in the bid documents.

Lake Road Sewer Improvements

Krehbiel is currently preparing a "phased" estimate for the City's consideration in an effort to determine how to proceed with the work. Areas of consideration include along Lake Road, across Highway 54, and from Highway 54 to an existing sewer line that continues on to the City wastewater treatment plant.

Survey work is 75% complete. Additional survey work is anticipated as the design progresses. A complete hydraulic model of the existing system has been completed and indicates the areas of concern to be addressed. This hydraulic computer model will be revised to reflect the proposed design. To date much of the research, survey work, and preliminary design have been completed. Project estimates have been completed and delivered to the City, with additional estimating to be delivered in the coming weeks.

City Zoning Map

Five copies of the updated zoning map were delivered to the City October 15.

Comprehensive Plan "Destination Camdenton" Continues

As previously noted the proposed preliminary downtown plan is now on the Destination Camdenton web site at: <http://rdgusa.com/sites/camdentonplan> There are other interesting items on the web page as well.

There is one more Steering Committee meeting scheduled at 5:30 p.m. on Monday, November 16, 2015. At this time the schedule calls for the proposed plan to go to the City's Planning Commission and then to the City's Board of Aldermen in January,

2016. After City approval of the new City Comprehensive Plan the next step will be to start implementation. Implementation will at a minimum include taking a look at codes, ordinances, financing, transportation studies, etc.

Recent City Administrator Activities, Meetings and Events

The week of October 18 included attendance on Monday at the Lake of the Ozarks Council of Local Government's annual business meeting and a District T Solid Waste Board Meeting to authorize recycling grants within the four Counties of Camden, Laclede, Morgan, and Miller. I took some vacation time and was out of the office Tuesday and Thursday to attend a cattle grazing school near Springfield. I did come back in time on Tuesday to attend our second monthly Board of Aldermen meeting that evening. On Wednesday October 21 I attended and made a presentation at a 2016 Missouri Housing Development Commission's Public Hearing in Columbia to support an application by Revelation Construction for a 40 2 bedroom Senior Housing project in Camdenton. Thursday evening I helped with the annual Lake of the Ozarks Ducks Unlimited Banquet at the Exchange in Camdenton. Friday, I participated in the City's Employee Flu Shot Clinic.

The week of October 25 included a Monday preparation meeting on a dangerous dog situation and a formal hearing on Tuesday on the same situation. Wednesday I met with a local advertiser, attended the noon Rotary Club meeting and then met with a sports tourism consultant hired by the Convention Visitors Bureau to do a Lake Area Sports Tourism Study. Thursday afternoon the Mayor, Larry and I met with the actual consultant on Camdenton local sport facilities and potential sports tourism.

Upcoming City Administrator Activities, Meetings, and Events

The week of November 2 will include an Employee Safety Committee Meeting on Monday and on Tuesday a Lake of the Ozarks Council of Local Government Transportation Advisory Council. Tuesday evening at 7:00 p.m. is our first monthly Board of Aldermen meeting. Wednesday will include radio interviews at both the local Coyote radio station and at KRMS. That same Wednesday I plan to attend Rotary and then later attend our bi-monthly Department Director meeting. Thursday I am scheduled to speak at the Camden County Leadership followed by a LOREDC Housing Study Funding meeting in Camdenton.

The week of November 9 should include our Veterans Monument dedication at the Airport at 10:00 a.m. at the airport. Wednesday November 11 is Veterans Day and City Offices will be closed. Thursday evening at 5:30 p.m. is the annual Camdenton Chamber Social at Old Kinderhook. Friday, we have scheduled a noon Thanksgiving employee meal at City Hall.

Some Board of Aldermen Agenda items anticipated for the November 17, 2015 Board of Aldermen meeting should include:

- Authorization to Proceed to Proceed and Bid Out Certain Capital Improvement Projects
- Review of Downtown Special Events Ordinance and Policy
- Potential Executive Real Estate and Legal Item

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