

MINUTES OF THE REGULAR MEETING OF THE BOARD OF ALDERMEN
OF THE CITY OF OSAGE BEACH, MISSOURI
May 20, 2021

The Board of Aldermen of the City of Osage Beach, Missouri, conduct a Regular Meeting on Thursday, May 20, 2021 at 6:00 p.m. The following were present in person: Mayor John Olivarri, Alderman Tyler Becker, Alderman Bob O'Steen, Alderman Tom Walker, Alderman Phyllis Marose, Alderman Richard Ross, and Alderman Kevin Rucker. Tara Berreth, City Clerk, was present and performed the duties of that office. Appointed and Management staff present were City Administrator Jeana Woods, City Attorney Ed Rucker, Police Chief Todd Davis, Assistant City Administrator Mike Welty, City Planner Cary Patterson, Human Resource Specialist Cindy Leigh, City Treasurer Kerri Bell, Airport Manager Ty Dinsdale, Public Works Operations Manager Kevin Crooks, IT Manager Mikeal Bean and Dave Van Leer/Cochran Engineering.

MAYOR'S COMMUNICATIONS

Welcome to our new Police Officer Justin Hutsler. Beach Drive is almost completed. Some painting and landscaping are still needed. Thank you to Gary Prewitt for allowing the City to use his property to park some vehicles. Don Chisholm a past Committee member has passed away. Welcome Brenda Parry to the meeting. She will be learning some City Clerk duties.

CITIZEN'S COMMUNICATIONS

None

APPROVAL OF CONSENT AGENDA

Alderman Rucker made a motion to approve the Consent Agenda. This motion was seconded by Alderman Marose. Motion passes unanimously with a voice vote.

UNFINISHED BUSINESS

Bill 21-20 - An ordinance of the City of Osage Beach, Missouri, amending the Osage Beach Code of Ordinances by repealing Chapter 500, Article V, Section 500.140: Adoption of International Plumbing Code and replacing it with a new Chapter 500, Article V, Section 500.140: Adoption of 2018 International Plumbing Code. *Second Reading*

Alderman Becker made a motion to approve the second reading of Bill 21-20. This motion was seconded by Alderman Ross. The following roll call was taken to approve the second and final reading of Bill 21-20 and to pass same into ordinance: "Ayes" Alderman Ross, Alderman O'Steen, Alderman Becker, Alderman Walker, Alderman Marose and Alderman Rucker. Bill 21-20 was passed and approved as Ordinance 21.20.

Bill 21-21 - An ordinance of the City of Osage Beach, Missouri, amending the Osage Beach Code of Ordinances by repealing Chapter 500, Article II, Section 500.040 Adoption of National Electrical Code and replacing it with a new Chapter 500, Article II Section 500.040: Adoption of 2017 National Electrical Code. *Second Reading*

Alderman Marose made a motion to approve the second reading of Bill 21-21. This motion was seconded by Alderman Becker. The following roll call was taken to approve the second and final reading of Bill 21-21 and to pass same into ordinance: "Ayes" Alderman Ross, Alderman O'Steen, Alderman Becker, Alderman Walker, Alderman Marose and Alderman Rucker. Bill 21-21 was passed and approved as Ordinance 21.21.

Bill 21-22 - An ordinance of the City of Osage Beach, Missouri, amending the Osage Beach Code of Ordinances by repealing Chapter 500, Article IV, Section 500.110: Adoption of International Mechanical Code and replacing it with a new Chapter 500, Article IV Section 500.110: Adoption of 2018 International Mechanical Code. *Second Reading*

Alderman Rucker made a motion to approve the second reading of Bill 21-22. This motion was seconded by Alderman Walker. The following roll call was taken to approve the second and final reading of Bill 21-22 and to pass same into ordinance: “Ayes” Alderman Ross, Alderman O’Steen, Alderman Becker, Alderman Walker, Alderman Marose and Alderman Rucker. Bill 21-22 was passed and approved as Ordinance 21.22.

Bill 21-23 - An ordinance of the City of Osage Beach, Missouri, amending the Osage Beach Code of Ordinances by repealing Chapter 500, Article I, Section 500.035 Adoption of International Residential Code and replacing it with a new Chapter 500, Article I Section 500.035: Adoption of 2018 International Residential Code. *Second Reading*

Alderman Ross made a motion to approve the second reading of Bill 21-23. This motion was seconded by Alderman Becker. The following roll call was taken to approve the second and final reading of Bill 21-23 and to pass same into ordinance: “Ayes” Alderman Ross, Alderman O’Steen, Alderman Becker, Alderman Walker, Alderman Marose and Alderman Rucker. Bill 21-23 was passed and approved as Ordinance 21.23.

Bill 21-24 - An ordinance of the City of Osage Beach, Missouri, amending the Osage Beach Code of Ordinances by repealing Chapter 500, Article I, Section 500.010: 2012 International Building Code - Adoption and replacing it with a new Chapter 500, Article I, Section 500.010: Adoption of 2018 International Building Code. *Second Reading*

Alderman Rucker made a motion to approve the second reading of Bill 21-24. This motion was seconded by Alderman Marose. The following roll call was taken to approve the second and final reading of Bill 21-24 and to pass same into ordinance: “Ayes” Alderman Ross, Alderman O’Steen, Alderman Becker, Alderman Walker, Alderman Marose and Alderman Rucker. Bill 21-24 was passed and approved as Ordinance 21.24.

Bill 21-25 - An ordinance of the City of Osage Beach, Missouri, amending the Osage Beach Code of Ordinances by repealing Chapter 500, Article VIII, Section 500.240: Adoption of International Fuel Gas Code and replacing it with a new Chapter 500, Article VIII, Section 500.240: Adoption of 2018 International Fuel Gas Code. *Second Reading*

Alderman Ross made a motion to approve the second reading of Bill 21-25. This motion was seconded by Alderman O’Steen. The following roll call was taken to approve the second and final reading of Bill 21-25 and to pass same into ordinance: “Ayes” Alderman Ross, Alderman O’Steen, Alderman Becker, Alderman Walker, Alderman Marose and Alderman Rucker. Bill 21-25 was passed and approved as Ordinance 21.25.

Bill 21-26 - An ordinance of the City of Osage Beach, Missouri, Adopting the International Existing Building Code, 2018 Edition by Creating a New Section 500.025 within Chapter 500 Article 1.

Alderman Walker made a motion to approve the second reading of Bill 21-26 This motion was seconded by Alderman Ross. The following roll call was taken to approve the second and final reading of Bill 21-26 and to pass same into ordinance: “Ayes” Alderman Ross, Alderman O’Steen, Alderman Becker, Alderman Walker, Alderman Marose and Alderman Rucker. Bill 21-26 was passed and approved as Ordinance 21.26.

Bill 21-27 - An ordinance of the City of Osage Beach, Missouri, amending the Osage Beach Code of Ordinances by repealing Chapter 500, Article VII, Section 500.180: Adoption of Fire Prevention Code and replacing it with a new Chapter 500, Article VII, Section 500.180: Adoption of Fire Prevention Code. *Second Reading*

Alderman Marose made a motion to approve the second reading of Bill 21-27 This motion was seconded by Alderman Ross. The following roll call was taken to approve the second and final reading of Bill 21-27 and to pass same into ordinance: "Ayes" Alderman Ross, Alderman O'Steen, Alderman Becker, Alderman Walker, Alderman Marose and Alderman Rucker. Bill 21-27 was passed and approved as Ordinance 21.27.

Bill 21-28 - An ordinance of the City of Osage Beach, Missouri, amending the Osage Beach Code of Ordinances by repealing Chapter 500, Article III, Section 500.080 Adoption of International Property Maintenance Code and replacing it with a new Chapter 500, Article III, Section 500.080: Adoption of 2018 International Property Maintenance Code. *Second Reading*

Alderman Becker made a motion to approve the second reading of Bill 21-28 This motion was seconded by Alderman Walker. The following roll call was taken to approve the second and final reading of Bill 21-28 and to pass same into ordinance: "Ayes" Alderman Ross, Alderman O'Steen, Alderman Becker, Alderman Walker, Alderman Marose and Alderman Rucker. Bill 21-28 was passed and approved as Ordinance 21.28.

Bill 21-29 - An ordinance of the City of Osage Beach, Missouri, authorizing the Mayor to execute a contract with Stockman Construction Corp. for the Wren Lane Improvements Project in an amount not to exceed \$107,465.00. *Second Reading*

Alderman Ross made a motion to approve the second reading of Bill 21-29 This motion was seconded by Alderman Becker. The following roll call was taken to approve the second and final reading of Bill 21-29 and to pass same into ordinance: "Ayes" Alderman Ross, Alderman O'Steen, Alderman Becker, Alderman Walker, Alderman Marose and Alderman Rucker. Bill 21-29 was passed and approved as Ordinance 21.29.

NEW BUSINESS

Bill 21-30 - An ordinance of the City of Osage Beach, Missouri, authorizing the City Administrator to execute a contract with Anderson Engineering Inc. for preliminary and construction engineering services for the Osage Beach Parkway Extension to Executive Drive project in an amount not to exceed \$74,080. *First Reading*

Alderman Rucker made a motion to approve the first reading of Bill 21-30. This motion was seconded by Alderman Becker. Motion passes unanimously.

Bill 21-31 - An ordinance of the City of Osage Beach, Missouri, authorizing the expenditure of funds for LOZ En Plein Air Art Festival Event Support Request, in an amount not to exceed \$2,000.00. *First Reading*

Alderman Marose made a motion to approve the first reading of Bill 21-31. This motion was seconded by Alderman O'Steen. Motion passes unanimously.

Presentation - Conceptual Sidewalk Master Plan

Dave Christensen – Cochran Engineering – Presented a conceptual Sidewalk Master Plan.

After a lengthy discussion, the Board of Alderman decided to take some time to review and make some suggested changes. Then once all the suggestions are given to City Administrator Woods, she will bring it back before the entire Board at a future meeting.

Discussion -FY2021 Budget Update and Debt Reconciliation

See Attached Memo from the City Administrator

COMMUNICATIONS FROM MEMBERS OF THE BOARD OF ALDERMEN

Alderman Ross – Attended the Leadership Training and the interactions were impressive.

Alderman Marose – Congratulations to Cindy Leigh for her 20 years of service to the City. Welcome to Kevin Crooks. When can we expect the round-about to be beautified?

Alderman O'Steen – Happy Memorial Day Weekend

Alderman Rucker – Welcome Kevin Crooks. Congratulations to the Water Department for their quick response to a water leak with his neighbors. Nice to see some work being done at the new Hobby Lobby location.

STAFF COMMUNICATIONS

City Administrator Woods – MML is working with the State to put together some procedures on getting the COVID relief funds handed out to the Municipalities. MML is also working on a statewide campaign regarding the Wayfair Act to help communities.

City Treasurer Bell – Working with the City Clerk's office learning new banking software. The 2020 Audit will be presented to the Board at the second meeting in June.

Cochran Engineering Dave Van Leer – Bringing Mase Road Phase 2B to the Board for the first reading.

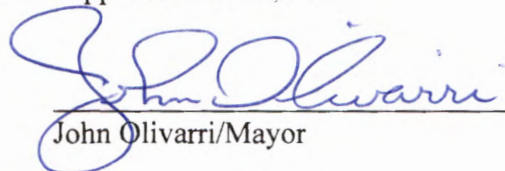
Dave Van Leer and Attorney Ed Rucker will meet to review the legal issues with Autumn Lane.

ADJOURN

There being no further business to come before the Board, the meeting adjourned at 8:16 pm.

I, Tara Berreth, City Clerk of the City of Osage Beach, Missouri, do hereby certify that the above foregoing is a true and complete journal of proceedings of the regular meeting of the Board of Aldermen of the City of Osage Beach, Missouri, on May 20, 2021 and approved June 3, 2021.


Tara Berreth/City Clerk


John Olivarri/Mayor



Memo from the City Administrator

To: Mayor, BOA, and Management Team
From: Jeana Woods, City Administrator
Date: 05/13/2021
Re: FY2021 Budget Reconciliation as of April 30, 2021
Reserve Funds Update
Debt Summary and Forecast

The following is an FY2021 Operating Budget update as of April 30, 2021. The FY2020 Financial Statement audit work has been completed and final document is pending in draft form; however, I have used the draft version, pending any last-minute changes, in my report below.

Please note, during the FY2021 budget process in the fall of 2020, revenue and expenditure estimations for the final months of FY2020 are needed to outline the spending plan for FY2021 as adopted in December. These estimations are based on current spending and unaudited financial data. The following is a summary of the FY2021 beginning cash and investments available, adjusted per the FY2020 audit draft and factors that contributed to the increases/decreases.

General Fund – 10:

- Beginning balances for FY2021 were +15%; adjusted net estimated unrestricted spending available at year-end FY2021 is \$265,000 +/-; an increase of \$265,000+/- from budget.
 - Additional incoming revenues in FY2020 related to COVID contributed to nearly \$100,000 of the increase.
 - FY2020 expenditures came in lower than estimated during the budget process.
- Through April 2021, 31.9% of budgeted revenues and 30.3% of budgeted expenditures have been realized.

Capital Improvement Fund – 19 :

- Beginning balances for FY2021 were <3%>; adjusted net estimated unrestricted spending available year-end FY2021 is \$1.3 million +/-; a decrease of \$6,700+/- from budget.
 - FY2020 expenditures came in higher than estimated due directly to required TIF transfers due to the increase in sales tax revenue within the TIF districts.
- Through April 2021, 30.1% of budgeted revenues and 30.3% of budgeted expenditures have been realized.

Transportation Fund – 20:

- Beginning balances for FY2021 were +6%; adjusted net estimated unrestricted spending available year-end FY2021 is \$478,000+/-; an increase of \$253,000+/- from budget.
 - FY2020 revenues came in higher, and FY2020 expenditures came in lower than estimated during the budget process.
- Through April 2021, 24.2% of budgeted revenues and 12.8% of budgeted expenditures have been realized.

Water Fund – 30:

- Beginning balances for FY2021 were +14%; adjusted net estimated unrestricted spending available year-end FY2021 is \$265,000+/-; an increase of nearly \$265,000+/- from budget.
 - FY2020 revenues came in slightly higher, and FY2020 expenditures came in lower than estimated during the budget process.
- Through April 2021, 32.8% of budgeted revenues and 33.8% of budgeted expenditures have been realized.

Sewer Fund – 35:

- Beginning balances for FY2021 were nearly the same as budgeted; estimated unrestricted spending available year-end FY2021 is \$3,500+/-, only slightly adjusted as budgeted.
 - FY2020 revenues and expenditures came in slightly higher than estimated during the budget process.
- Through April 2021, 30.8% of budgeted revenues and 29.2% of budgeted expenditures have been realized.

Ambulance Fund – 40:

- Beginning balances for FY2021 were +139%; adjusted net estimated unrestricted spending available year-end FY2021 is \$87,800+/-; an increase of nearly \$84,000+/- from budget.
 - FY2020 revenues came in higher, and FY2020 expenditures came in slightly lower than estimated during the budget process.
- Through April 2021, 35.1% of budgeted revenues and 33.7% of budgeted expenditures have been realized.

Lee C Fine Airport Fund – 45:

- Beginning balances for FY2021 were +123%; adjusted net estimated unrestricted spending available year-end FY2021 is \$171,000+/-; an increase of nearly \$167,000+/- from budget.
 - FY2020 revenues came in higher, and FY2020 expenditures came in lower than estimated during the budget process. This is mainly due to the timing of grant projects and direct related grants funding.
- Through April 2021, 4.2% of budgeted revenues and 3.2% of budgeted expenditures have been realized.

Grand Glaize Airport Fund – 47:

- Beginning balances for FY2021 were +31%; adjusted net estimated unrestricted spending available year-end FY2021 is \$21,400+/-; an increase of nearly \$19,000+/- from budget.
 - FY2020 expenditures came in lower than estimated during the budget process.
- Through April 2021, 19.9% of budgeted revenues and 27.0% of budgeted expenditures have been realized.

Component Units – Prewitt’s Point TIF and the Dierbergs TIF Funds: The unrestricted funds net cash and equivalent availability for both TIF Funds were unchanged as funding for both flow through to pay respective debt service. Both funds experienced higher FY2020 revenues directly due to the increase in sales tax collection within the respective districts.

Fund Reserves

In 2017, the Board of Aldermen adopted the City’s first Reserve Policy establishing fund reserves and specific target levels of reserves based on O&M averages and capital expenditures calculations for the General Fund, Transportation Fund, Water Fund, Sewer Fund, Lee C Fine Fund, and the Grand Glaize Fund.

The following are budgeted FY2021 and year-end estimated reserve levels post FY2020 audit draft.

Restricted-Fund Reserves - Post FY2020 Audit Reconciliation			
<u>Governmental Funds</u>	<u>FY2021 Budget</u>	<u>FY2021 Est 12/31/2021</u>	
General Fund*	\$1,403,492	\$1,403,492	0.0%
CIT Fund	\$0	\$0	0.0%
Transportation Fund**^	\$3,859,835	\$3,859,887	0.0%
<u>Enterprise Funds</u>			
Water Fund**^	\$1,689,330	\$1,680,953	-0.5%
Sewer Fund**^	\$921,474	\$926,515	0.5%
Ambulance Fund	\$0	\$0	0.0%
Lee C Fine Fund	\$46,200	\$46,200	0.0%
Grand Glaize Fund	\$21,700	\$21,700	0.0%
<u>Component Units</u>			
Prewitt's Point TIF Fund	\$0	\$0	0.0%
Dierbergs TIF Fund	\$0	\$0	0.0%
Total Budgeted Reserves	\$7,942,031	\$7,938,747	0.0%

*Reserve levels fluctuate based on capital asset replacement.

^Amounts estimated 12/31/21 represent full reserve based on purchasing activity.

General Fund Reserve estimated at 12/31/21 is representative of 83% funded;

Reserve Policy target at 12/31/21 is 85%

Debt Service Reconciliation

The enclosed is an update on the City's Outstanding Debt with future year forecasting based on the current amortization schedules.

Based on past conversations with the Mayor and Board of Aldermen, there was interest in further conversations regarding any opportunities for us to pay debt off early to save on debt service costs.

Addition notes regarding Debt Service:

- 1) Budget reflects debt service per amortization schedules. Actual bond payments occur prior to scheduled due dates. For example, bond due dates of January 1 (beginning of our fiscal year), cash payments will occur in prior fiscal year. All water and sewer bonds have a semi-annual payment schedules, January and July. 2020 TIF has a semi-annual payment schedule of May and November.
- 2) Water and sewer bonds may be called for full redemption and payment prior to maturity without consent of the bondholder on either by June 1 or December 1, plus accrued interest to the redemption date (per bond documents). An estimated minimum Sixty-day (60) notice to MoDNR is needed for such full redemption. For example, if intent is to fully redeem a bond on June 1 (prior to a July scheduled payment), notice to MoDNR would be needed no later than April 1. Further confirmation of timelines will be determined if such decision is made on a specific bond. Partial redemptions require consent of bondholder, additional notice to MoDNR (should said consent be given), and formal recalculations of amortization schedules by bondholder will be required; additional cost associated with partial redemption will apply.
- 3) Water and sewer bonds have a Debt Service Reserve Fund requirement. The final year for payment, any said reserves (if required to be held in the CIT Fund) are utilized for bond redemption. Each bond varies in said requirement.
- 4) Based on current sales tax collection activity and should said activity remain constant, the 2020 TIF Bonds are expected to pay off prior to FY2023.