

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF ALDERMEN
OF THE CITY OF OSAGE BEACH, MISSOURI

November 2, 2015

The Board of Aldermen of the City of Osage Beach, Missouri, met at 6:00 p.m. on Thursday, November 2, 2015 at City Hall. The following were present: Mayor Penny Lyons, Alderman Phyllis Marose, Alderman John Olivarri, Alderman Kevin Rucker, Alderman Ron Schmitt and Alderman Tom Walker. Alderman Jeff Bethurem was absent. City Administrator Jeana Woods, City Attorney Ed Rucker, Assistant City Administrator Mike Welty, City Treasurer Karri Bell, Ambulance Supervisor Floyd Handy, Police Chief Todd Davis, IT Manager Jim Davis, and City Clerk Diann Warner were also present.

Ambulance.

The Ambulance Fund is unrestricted. After a survey was taken of surrounding areas, ALS (Advanced Life Support) is increasing from \$625 to \$800 per call and the mileage per run is doubling. Transfers are \$300,000 in 2016 down from \$385,000 in 2015.

Significant changes are medical supplies due to price fluctuations, and operating capital will be lower in 2016. Ambulances will be rotated to keep the mileage down.

Full time staff work 24 hour shifts. The amount for part time employees has decreased but there will be an increase in full time employees. Salaries are down but overtime is up. A new ambulance was purchased in 2015 with a five year lease/purchase agreement. Less than 10% of ambulance fees are billed to the patient; 76% is insurance and the remainder is billed to Medicare and Medicaid.

City Treasurer Karri Bell said accounts are monitored very closely and nonpayment accounts are sent to a collection agency. She added that in 2009, a full time position was eliminated by outsourcing ambulance billing. If the company cannot collect the debt, it comes back to the City and sent to a collection agency.

Police Department.

Maintenance and repair was moved to maintenance and support services; the number of vehicles to be purchased in 2016 has been reduced to two cars, and the vehicles will be sold when mileage reaches 80,000 miles up from 65,000 miles. Internal affairs software is budgeted in 2016 which will allow better tracking. Human Resources Generalist Cindy Leigh said a policy will be implemented to make sure no unauthorized changes may be made.

Two automated external defibrillators (AED's) will be purchased to replace existing equipment; in car video cameras will be purchased to replace existing cameras. The life span for cameras is three to five years. It was noted that videos are a very effective prosecutorial tool and it reduces citizen complaints.

911 Center.

The 911 center is currently fully staffed. Training and conference is reduced for 2016. Maintenance and support services will be increased and moved from the IT budget. IT Manager Jim Davis explained that if software is specific to a department, that department pays the maintenance on the

software. Chief Davis said a web based system is being considered which will relieve storage space on current servers. Viper as a Service enhances radio coverage within the City and is only available on police department frequencies.

Emergency Management.

Training and Conference is being increased and within five years, Chief Davis said the 911 Center will be moved to the lower level.

IT.

IT Manager Jim Davis said Adobe is being upgraded; however the City is a year behind on releases. The federal government forced upgrades from XP to Windows 7 and now to Windows 8. Upon a question from Alderman Olivarri about the part time position, Mr. Davis explained that the position is working out very well and the response time is better. He said a full time position should be considered in the next few years. Mr. Davis explained that in 2003, there were two servers and currently there are 15 to 20 servers being maintained with the same number of employees. He said another employee should be included in the five year plan.

City Attorney.

Training and travel shows an increase since the MML Conference is in St. Louis next year. The line item for books and subscriptions is reduced in 2016. City Attorney Ed Rucker said he is currently handling two civil lawsuits.

City Clerk.

A new office chair is being requested under operating capital.

Collector.

Mayor Lyons said voters have been asked on two occasions to eliminate the collection position and it has failed both times. She added that citizens do not want to eliminate the position.

Municipal Court.

City Attorney Ed Rucker said that the court clerk has spent the last few months trying to understand Senate Bill 5. He added that Judge Washburn is extremely valuable and has integrity. Mr. Rucker said SB 5 will not affect the City's municipal court.

A discussion followed on security at city hall. Chief Davis said bullet proof glass would be needed and metal detectors would require an extra officer, plus the lobby would need to be reconfigured. A metal detector alone is about \$7,000.

Overhead.

City Administrator Jeana Woods said all City vehicles are equipped with GPS equipment and funds for GPS maintenance support are included in this budget. An AED (Automated External Defibrillator) is also included to replace the outdated AED in the lobby at city hall.

Upon a question about security, City Administrator Woods explained that bullet proof glass and a metal detector was cut from the budget however, she recommended installing bulletproof glass before the metal detector if the Board desires.

Mayor and Board.

Training and travel is increased for 2016 for every elected official to attend MML in St. Louis next year, and other training that comes up during the year. Per meeting expense for committee members has been added in an amount of \$3,650. It was noted that elected officials are not included in the per diem expense because elected officials may only get a raise in pay after they are reelected. City Attorney Rucker will draft two versions of the per diem ordinance; one including elected officials and one excluding elected officials.

City Administrator.

Three full time positions are included in this budget; training and travel shows an increase to allow the City Administrator to attend the ICMA conference that will be held in Kansas City in 2016.

Alderman Schmitt commented he has noticed an increase in training and travel and memberships overall. City Administrator Woods explained that when the economy took a downturn, former city administrator Nancy Viselli decided to eliminate training unless it was necessary to maintain certification. Mrs. Woods said she trying to incorporate training back into the budget.

Mayor Lyons commented there was a period when travel was cut and there was a six month freeze in wages. She added that she would rather see wages frozen than cut positions. Alderman Marose said that during budget meetings last year there was a lot of discussion about a community developer and she questioned who had assumed those duties. Mrs. Woods responded that Assistant City Administrator Mike Welty is doing a good job and he and the City Planner have been a big help to her. She said no one specific position has the title.

Economic Development.

City Administrator Woods explained that she serves as a member of LOREDC (Lake of the Ozarks Regional Economic Development Committee). She said that the City is being marketed using social media and web presence. The Police Department, the Parks and City all have Facebook pages; the City has a cooperative program with Tri-County Lodging Association, billboards are used to advertise City events such as the Fall Festival, Holiday Lights at the Park, the Easter Egg Hunt and the Welcome to Summer event as well as staff assisting with other community events.

City Administrator Woods explained ways the City is involved in assisting developers. She said a grant was received to create a video which will begin in the spring, the City provides a welcome

packet and a statistical letter, and a business and retail assessment will be done in house in 2016. Community Promotions in the Economic Development budget has a new line item for community event support in the amount of \$10,000. Mrs. Woods asked what criteria will be used when requests for financial assistance and use of the City's billboards and other equipment are received.

The Economic Development budget also includes funds for new banners and replacing some holiday displays.

Mayor Lyons said that \$25,000 had been requested at the last Board meeting. Alderman Olivarri commented that part of the \$25,000 will be spent in 2017. He explained that advertising is difficult to evaluate and the funds are matched with Missouri Division of Tourism dollars. Alderman Olivarri said it is an increase but not much more for the value the City receives. He said he did not see the value of the electronic billboard advertising and said there is more value in radio and advertising in Kansas City. Alderman Rucker said he would rather go back to advertising on the electronic billboards part of the year.

Discussion followed on continuing to advertise on the electronic billboards. Suggestions were made to simplify the message so that it is easier to read while crossing the bridge. Mayor Lyons said the billboards help the community especially the traveling public to let them know the number of exists and where to shop.

Alderman Marose moved to budget \$25,000 in the 2016 budget for Tri-County Lodging Association to promote Osage Beach. Alderman Olivarri seconded the motion which was voted on and unanimously passed.

Alderman Olivarri asked that funds be budgeted to help promote events that are not City sponsored. Mayor Lyons asked how to quantify which events would receive City assistance. Alderman Olivarri stated that the individual holding an event would have to apply for funding. Mayor Lyons said that criteria would have to be established. Alderman Olivarri commented that City Attorney Rucker said that there would be no problem if the City assists those events that are held within the City.

Alderman Rucker moved to reduce the amount for billboard advertising from \$39,000 to \$25,000, further staff was directed to come back to the Board with suggestions for advertising. Alderman Olivarri seconded the motion which was voted on and unanimously passed.

Alderman Olivarri applauded City Administrator Woods and he stated that economic development is a tough issue. He asked if an economic development intern could be hired to help develop an economic development program. Alderman Olivarri said no current staff member has an economic development background to help the City create a vision and establish goals.

Alderman Rucker said that he would like to see body cameras for police, ambulance and public works employees for safety reasons. City Administrator Woods said body cameras will be discussed in the 2017 budget. It was noted that body cameras are not used by employees but GPS were installed in all City vehicles for safety reasons. City Administrator Woods said Public Works Director Nick Edelman has made policy changes including employees riding together to increase safety.


Discussion followed on a priority lighting system which was explained by Alderman Rucker as a device that is installed on vehicles that triggers stop lights to turn green and all others to turn red during emergencies.

Alderman Rucker moved to add funds to the 2016 to install a priority lighting system on two ambulances at a cost of \$1,200 each. Alderman Marose seconded the motion which was voted on and unanimously passed.

There being no further business to come before the Board of Aldermen, the meeting adjourned at 8:55 p.m.

I, Diann Warner, City Clerk, do hereby certify that the above foregoing is a true and complete journal of proceedings of the meeting of the Board of Aldermen of the City of Osage Beach, Missouri, held on November 2, 2015.


Diann Warner, City Clerk


Penny Lyons, Mayor

APPROVED
11/15