



ADMINISTRATORS REPORT
January 17, 2023

Administration:

CITY OWNED OAKWOOD Property – See Attachment A -- Several months ago, City Council gave administration the authorization to pursue the potential sale of the property at Oakwood and Farm Road 170. The property was purchased in the past as a future location of City Hall; however, with the growth and development of the City, this location is no longer suited for City Hall. Furthermore, the City has also been working with the Springfield-Greene County Library for a location for a future library in Republic. The idea was to sell the property and use the proceeds as an in-kind contribution towards the future library. This agreement has not officially been established but has been authorized for discussion. We are proceeding with listing the property in the form of sealed bids. There is interest in the properties and by bidding them off in individual lots, there is a greater opportunity for financial recovery for the City. The City has the right to reject bids and we will have those advertised in the next thirty days.

Finance Director & Finance Manager – We advertised for the Finance Director and Finance Manager positions in October or November and began interviews of any qualified candidates. In December, the Deputy City Administrator and City Administrator met to discuss options in the interim and determined that a combination of Larry Brown and Jared Keeling would serve in a quasi-Director/Manager role, and we would proceed with using an outside resource for a nationwide search for these two positions. This comes at an additional cost, but this is a position that has struggled to find momentum in the last several years and while we have been very blessed financially as an organization, it is something that remains a deficit for us. It is important for us to have timely information and up to date resources for staff, for meetings, and presentations. Larry Brown has done a fantastic job in getting everything caught up to date, but it is not a long-term strategy. We anticipate up to six months going the professional recruitment route to get someone on staff, but we believe it is the best approach. The market is hard to find Finance Directors and Finance Managers right now and there are a large number of vacancies throughout the country, but it is important to get the right people in these leadership positions. We do believe that with Larry Brown and Jared Keeling, plus Andrew Nelson's assistance, we have an interim plan that will protect the financial interests of these public funds, help staff, and make important decisions. This will also allow timely information for the auditors and for Council packets.

Interest Rate Improvements – With the work of Larry Brown, Andrew Nelson, and Megan McCullough reviewing the bank contract with Arvest Bank, they identified we are not at a fixed rate. Staff noted this to the bank officials, which resulted in an increase in revenue over the next 6 months from \$300,000 to closer to \$1 Million. Kudos to staff for identifying this discrepancy.

Regional City Administrator and Deputy Administrators Meeting – The Deputy Administrator and I attended a meeting with area administrators on January 13th.

Omnibus Bill – We were notified that the city did receive the \$5M we requested from Congressman Long in the last Federal legislative session. The funds will be used to construct a new water tower near the new Convoy of Hope campus.

Wastewater Permitting – The Department of Natural Resources submitted the draft wastewater treatment permit for 30-day public comment. Staff conducted communications sessions with our outside legal counsel handling environmental affairs and with the design engineers for the wastewater improvements, Burns & McDonnell.



Wastewater Capacity and Compliance Discussion – We met with our consulting engineers, Burns & McDonnell, to discuss the cost increase to the Wastewater Treatment Plant. The option was to continue down the path that would meet the 20-year growth of the City. Our outside legal counsel, Stinson, was also included in the meeting. We discussed the financial impact to the residents that have doubled to accommodate the compliance issues.

CEO Roundtable – On Thursday, February 16th from 11:30-1:00 I will be participating in a CEO Roundtable hosted by Zimmer Communications. The topics will include “2023 industry forecast”, “Is crime/cybercrime affecting your business/industry”, “Will there be a 2023 recession, and will it be a replay of 2008”, “How are the current workforce challenges affecting your business/industry”, and “How the collaborative selling of Southwest Missouri will change our region over the next decade?”

State Funding Meetings – The Deputy City Administrator and I met with members of the House of Representatives and Senate over previous weeks to discuss funding for the Wastewater Treatment Plant and the submittals we will be making for funding at the state level. The meetings have been favorable. We met with Representative Davidson, Representative Riley, Representative Deaton, and will also be meeting with Representative Owen in the coming weeks. We will be visiting Jefferson City on January 22nd and 23rd to work at the Capitol to pursue additional funding.

Bonding Parks Projects – We have conducted several meetings with Stifel, our underwriter for the bond, to advance the Parks projects. There was concern regarding conflicts between additional bonding needs for the Wastewater Plant; however, we have come up with a solution that will limit the bonding exposure to just the Parks projects for 2023 as we have sufficient funding to address the current phases of the Wastewater Treatment Plant project. We are gearing up for an S & P call for February 17th that will set the market for the bonds. We hope to have the bonds and rates in front of the Council for approval and to issue the bonds at the second meeting in March. This would have the funds available for the Republic Aquatic Center and JR Martin Park upgrades to begin on time.

Bonding Wastewater Projects – We conducted a call with our underwriter, Stifel to discuss the bid for the Wastewater Treatment Plant Phase 1 to address compliance projects due to the uncertainty of additional funding from the State. We needed to discuss options for additional debt service should we be unsuccessful in receiving additional funding. We saw the proposed rates that would be required to fund additional debt service, therefore we continue to work with legal counsel and engineers to phase the project to help minimize the impact to the citizens while we wait for legislature to decide on any additional funding for the growth and development of the community. We do believe we have been able to split the projects so Parks can move forward as scheduled and Wastewater can go out for bonding in March of 2024 if needed as determined by any additional funding we receive from the legislature.

Home Builders Association – Met with Mr. Miles Ross, with Springfield Area Homebuilders Association (HBA), which covers the Republic area. We occasionally meet as needed to discuss growth, development, and any challenges either organization could be experiencing. Our recent meeting was to cover concerns from the city perspective related to concerns for new home buyers and finding deficiencies in work, unfinished punch list items, and issues after the C of O has been issued. The HBA expressed concerns from several of their members related to inconsistencies associated with setback requirements and other codes. The meeting was productive and similar to our actions of the past we agreed to convene a meeting between a variety of builders and city staff to address the overall concerns, which will prove beneficial to the ongoing relationship both entities share.

Citizen Concern – Mr. Wyatt Jennings, 410 S. Michelle Ave., requested to meet with the Mayor or City Administrator. The Deputy City Administrator and I met with him to discuss his concerns including connectivity of sidewalks in his neighborhood, no parks on the west side of town, and concerns with utility rates going up. We agree the sidewalk connectivity is a reasonable request that can be addressed, so staff is working on adding an additional 200-300 feet of



sidewalk to connect the sidewalks in the area to avoid people walking through yards. There does need to be an evaluation of a park on the west side of town in the future. The meeting was pleasant, and he came with ideas and solutions.

Contractor Concern – Met with a local contractor in town to discuss concerns with the lack of contractor’s licensing in the community. Essentially, the concern is that anyone with a truck and two employees can claim to be plumbers, electricians, etc. and there is no real accountability. Though all contractors are required to have a business license, it was explained that other communities require a contractor’s license issued by the City. I agreed to review the information and to discuss with the Homebuilders Association, which was completed.

BUILDS Department Discussion – I met with the BUILDS Administrator, Karen Haynes who proposed assuming leadership of the Utility Billing Department, capturing unused spending in previous budgets, and addressing the organizational structure and job vacancies based on the growth and development of the community while keeping up with the volume of development that is taking place in the City. The presentation and information were well thought out and we anticipate a change in the way Utility Billing is done and consolidating those efforts in the BUILDS Department will create cross training and full utilization of the employees. There is an opportunity to reduce the number of employees, that would also allow resources to expand on the development side without necessarily increasing costs. This would be great value added.

Public Information Officer – After an overwhelming response from the surveys from staff and Council, it is apparent that the Public Information Officer position is something that we need to reevaluate. It has been vacant since March of 2022. In the budget process there was a thin margin when it came to resources remaining and we as a staff were concerned there may not be a return on the investment to the organization to justify the position. Considering the overwhelming feedback regarding communication both internal and external, we believe it was worth it to repost the position. We have had 3 very qualified candidates reach out in response to the job posting, which is a better response than the previous two postings, which is encouraging. This was removed from the 2023 Budget, so there will need to be a budget amendment and/or Resolution to go before Council before hiring the position to amend the budget for salary and wages.

Regional Broadband – The contracts have been initiated and they are having the initial kickoff meeting with the Broadband Group to discuss the needs as a 1-day planning session. Due to the Council Meeting, staff was unable to attend; however, I sent comments regarding initial thoughts associated with the effort, but it is really just to glean what the needs of the region are. If you have questions, comments, thoughts, or input from citizens on the needs in the community, please let us know. Most concerns deal with speed, but the biggest concern will be addressing rural areas and having consistency or the ability to provide consistent speeds, which funding wise, will not be realistic. The goal will be to find a happy medium and increase the speeds as much as possible to the rural areas and it will be mostly consolidated to the more densely populated areas. These issues are the primary focus of their planning session.

Ozarks Transportation Organization representation (OTO) - The City of Republic is a member of the OTO, which is where we have been successful in receiving additional transportation funding. I have served the past 6.5 years as the City’s representative, and also serving on the executive board, with Andrew Nelson, Karen Haynes, and Garrett Brickner serving on the Technical Planning Committee. Starting January 2023, Andrew Nelson will replace me in this capacity, serving as City’s voting member on the OTO Board of Directors. I served this board as Treasurer and Secretary and learned a lot, but I recognized it was time for someone else to lead in that capacity, and to use the capacity to focus more on the internal processes of our organization as we usher in a new season of growth and development.

Planning Sessions with Deputy Administrator & Mayor – December we spent most of our time conducting a planning session identifying the immediate needs of the organization going into 2023. We discussed with Mayor Russell to solicit



feedback and additional ideas, which is where the concept that our communications were lacking and the need to reconsider the PIO position. The following are the immediate administrative priorities for 2023:

1. Wastewater Funding – remains \$75M short of addressing all the needs to address compliance, growth, and future sustainability.
 - a. Developed presentation for conversations with state delegation, visits to Jefferson City.
2. Finance Department – lack of qualified candidates, strategy, use of outside agencies, timeline for selection.
3. Staffing needs, retention stipends, etc.
4. Organizational Leadership and Development – focusing inward, identifying our weaknesses, our opportunities, and our threats.
5. Prioritize, delegation, and accountability – Who’s Got the Monkey?

Police Department:

Meetings & Events:

Chief Sells:

Southwest Missouri Police Chiefs meeting

City Council meeting

ELT meetings

Christmas with a Cop

Monthly Meeting with Deputy City Administrator

Police Sergeant’s meeting

City Safety Committee meeting

City-wide Supervisors meeting

Police Department meeting

Republic Community Foundation Board meeting

Police Department Data/Statistics:

2023 Year to Date as of 01/11/2023:

Police Reports – 87

Police CAD Events – 714

2022 Same Time Period:

- Police Reports: 67

- Police CAD Events: 566

Professional Development and Staff Training:

Chief Sells: Officer Safety and Procedure in Domestic Violence Response.

Chief Sells: Duty to Intercede.

Chief Sells: Dealing with Stress.

Officer Powell: Effective Writing for Law Enforcement.

Chief Sells: Anti-Bias for Law Enforcement.

Chief Sells: Arrest, Search, and Seizure (Fourth Amendment).

Sgt. Hart: MULES

Officer Lowry: Drug Investigator

Officers Spaulding, O’Brien, and DeMasi: Drug Identification.

Additional Events/Information:

We tested four police applicants on 12/16/22 for physical agility and written exam. All four passed and moved on to the interview phase on 12/28/22. One applicant did not show up. The other three applicants passed and received background packets. We also have one applicant that has passed background and will move to the psychological evaluation phase.

In 2022, we replaced our Shop with a Hero program with Christmas with a Cop. We wanted to think outside the box and create a more personalized and memorable experience. Police staff went shopping for the kids, wrapped the gifts and delivered them. We partnered with the Republic Pregnancy Resource Center to help 6 families and 17 kids have a brighter Christmas. We attached some photos from the event.



BUILDS Department:

TOTALS FOR 2022:

Animal Control Division:

(105) Dogs were adopted

(157) Cats were adopted

Multiple Adoption Events were held to promote animals finding their “forever” homes

Residential & Minor Building Permitting Update -- 608

New Residential: 212

Single Family Residential: 186

Duplex: 25

Fence/Walls: 165

Solar: 99

MEP Permits: 56

Accessory Structures: 33

Decks/Patios: 17

Remodels: 10

Swimming Pools: 9



Residential Additions: 6

Projected Population Growth (Based Upon New Single-Family Residential Building Permits Issued): 861

Projected Student Growth (Based Upon New Single-Family Residential Building Permits Issued): 103

Commercial Building Permits Issued to date -- 62

Commercial Buildings Permits Issued:

New Commercial: 12

Multi-Family: 2

Temporary Structures: 7

Additions: 5

Remodel: 4

Infill: 2

Signs: 30

Change of Occupancy: 5

Demolition: 6

Floorspace Added:

Commercial: 60,904 SF

Industrial: 331,754 SF

Institutional: 2,956 SF

Pre-Application Meetings: 75

Building Inspections: 2467

Residential Inspections: 2214

Commercial Inspections: 227

Inspection Approval Rating: 75%

Code Compliance -- 185 Cases

Fence/Other: 11

Rank Vegetation: 0

Tall Grass: 100

Trash/Junk: 27

Vehicles: 33

Yard Waste: 16

Licensing: 858 Total Business Licenses

New Business Licenses: 160

Total Business Licenses w/Physical Location: 321

Total Home-Bases Business Licenses: 118

Total Business Licenses At-Large: 361

Total Liquor Licenses: 20

Total Solicitor Licenses: 14

Total Fireworks Licenses: 6

Fire Department

Overview for December 2022 -- Average response time last month was 5:11 for Station One and 6:00 for Station Two.

The average time on scene was 16:00 for all incidents. The average turnout time for all calls was one minute and

twenty-five seconds. The total calls for the month of December were 150. This was up 16 calls from December of 2021.



During the month of December, we gave mutual aid 15 times to neighboring departments and received auto or mutual aid 4 times.

Training -- In December staff trained on RTI and SCBA. We attended live burn training at Logan Rogersville with other departments. We also conducted new driver training on apparatus.

Maintenance Issues -- Normal maintenance for vehicles.

Fleet Update -- The water tender arrived on December 29th. We are working through some issues that are preventing this truck from being placed into service. The seller is covering those expenses. A projected date for in-service is January 15th.



Finance Department:

Check Report		Date Range: 12/01/2022 - 12/31/2022				
Vendor Number	Vendor Name	Payable Description	Payment Date	Payment Type	Payment Amount	Number
10437	Burns & McDonnell Engineering	WWTP Project - 2022 Bond Issuance	12/02/2022	Regular	\$ 750,720.00	128661
07773	CFLR Auto LLC	Purchasing (1) new F-150 truck - Parks Maint and Vehicle	12/02/2022	Regular	\$ 30,119.44	128666
07120	Core & Main LP	Waterline materials for great Escape 12" Waterline, Hankins Waterline Materials, 36x36 Plastic Meter Pits Returned	12/02/2022	Regular	\$ 215,394.81	128670
07980	Molle Chevrolet	2022 Chevy Silverado 1500 4x4 Crew cab	12/02/2022	Regular	\$ 42,520.00	128682
07470	Sentinel Emergency Solutions	Firefighter gear for staff PPE	12/02/2022	Regular	\$ 16,392.54	128691
07982	Ruth F Sawyer Trust DTD 121787	Payment 2 on Ruth Sawyer Land 136.76 Acres	12/02/2022	Regular	\$ 1,000,000.00	128701
07959	Brindlee Mountain Fire Apparatus LLC	Purchase a 2007 Water Tender	12/09/2022	Regular	\$ 151,500.00	128710
06643	Director of Revenue	Overrun of US 60 & 174 upgrades #44600025002	12/09/2022	Regular	\$ 16,848.79	128722
507	Liberty Utilities	Minthly Electric Service-City and Kiwanis-Nov 2022	12/09/2022	Regular	\$ 82,099.55	128748
07473	Ross Construction Group, LLC	Construction of the BUILDS Department Building	12/09/2022	Regular	\$ 424,007.25	128779
3743	US Bank Voyager Fleet Systems	Monthly Fuel Expense Nov 2022	12/09/2022	Regular	\$ 15,628.57	128791
07887	Ace Pipe Cleaning Inc	Sewer Pipe Lining 8"	12/16/2022	Regular	\$ 15,850.00	128820
07724	REDEC LLC	Contract Extension with REDEC, LLC	12/16/2022	Regular	\$ 25,000.00	128879
10437	Burns & McDonnell Engineering	Professional Services for Task Order 13	12/22/2022	Regular	\$ 82,000.00	128904
6885	NRoute Emergency Vehicle Outfitters	Outfitting balance on New Explorers, 2 Stalker Radars for new Explorers-Blueprint Grant	12/22/2022	Regular	\$ 22,861.15	128915
1901	Olsson Associates	Prof Svcs MM Widening JRF to I44 thru 11/5/22	12/22/2022	Regular	\$ 44,773.14	128916
10321	Tyler Technologies, Inc.	2023 Annual SaaS Fees 1/1-12/31/2023	12/22/2022	Regular	\$ 63,562.00	128927
07829	Christina Cokley	Settlement Agreement	12/30/2022	Regular	\$ 15,000.00	128949
6885	NRoute Emergency Vehicle Outfitters	Equipment/Outfitting for New 2022 Ford Explorers	12/30/2022	Regular	\$ 38,726.30	128955
1901	Olsson Associates	Project MM Hwy Expansion Thru 12/21/22	12/30/2022	Regular	\$ 40,315.76	128956
07815	Sapp Design Architects	Architectural Services - Aquatic Center Expansion	12/30/2022	Regular	\$ 212,871.00	128957
4114	Mid-Missouri Bank	Payment for Loan #320250002 December 2022	12/20/2022	Bank Draft	\$ 44,127.78	DFT0005698
1391	UMB Bank, N.A.	Dec 2022 MAMU Loan Pmt 182 & 184	12/20/2022	Bank Draft	\$ 51,361.58	DFT0005699
07937	Arvest Bank	Monthly Purchase Card Purchases	12/27/2022	Bank Draft	\$ 20,654.77	DFT0005707
921	ICMA - RC 457	ICMA	12/01/2022	Bank Draft	\$ 39,206.61	DFT0005681
911	United States Treasury	Federal Taxes	12/01/2022	Bank Draft	\$ 75,444.88	DFT0005683
921	ICMA - RC 457	ICMA	12/15/2022	Bank Draft	\$ 44,200.40	DFT0005689
911	United States Treasury	Federal Taxes	12/15/2022	Bank Draft	\$ 84,669.95	DFT0005691
921	ICMA - RC 457	ICMA	12/29/2022	Bank Draft	\$ 31,901.30	DFT0005703
911	United States Treasury	Federal Taxes	12/29/2022	Bank Draft	\$ 77,240.79	DFT0005705
Grand Totals					\$ 3,774,998.36	