

**REGULAR SESSION**  
**City Hall – 205 North Main Street**  
**6:00 p.m.**  
**TUESDAY, February 19, 2019**  
**Tentative Agenda**

1. **Pledge of Allegiance**
2. **Roll Call**
3. **Public Participation with Council \*\*\*** (*Individuals addressing the Council are asked to step to the microphone and clearly state their name and address before speaking. Five minute time limit – see back of agenda for rules*) \*\*\*
  - a. *Proclamation of Appreciation– Richard Doornink*
4. **Consent Agenda** (*Any member of the Council, staff or public may ask for an item to be taken from the consent agenda for discussion and separate action on the regular agenda.*)
  - a. Motion to approve the Minutes of the February 4, 2019 Regular Session
5. **City Manager’s Report**
6. **EDOC / Terry Rumery Update**
7. **Unfinished Business**
  - a. ***Second Reading* Bill 2019-2**, AN ORDINANCE FOR THE CITY OF CAMERON, MISSOURI, AUTHORIZING AN AMENDMENT TO THE CAMERON ZONING ORDINANCE, ARTICLE 24, OFF-STREET PARKING AND LOADING REQUIREMENTS (attached)
  - b. ***Second Reading* Bill 2019-3**, AN ORDINANCE FOR THE CITY OF CAMERON, MISSOURI, AUTHORIZING AN AMENDMENT TO SECTION 10-114, DEAD-END STREETS OF DIVISION 2, STREETS, OF ARTICLE IV, DESIGN STANDARDS, OF CHAPTER 10, SUBDIVISIONS, OF THE CITY OF CAMERON CODE (attached)
  - c. ***Second & Final Reading* Bill 2019-4**, AN ORDINANCE AUTHORIZING THE INTERIM CITY MANAGER OF THE CITY OF CAMERON, MISSOURI TO ACCEPT PROPERTY LOCATED ALONG GROAT STREET AS PUBLIC RIGHT-OF-WAY (attached)
  - d. ***Second & Final Reading* Bill 2019-5**, AN ORDINANCE AUTHORIZING THE INTERIM CITY MANAGER OF THE CITY OF CAMERON, MISSOURI TO ACCEPT PROPERTY LOCATED ALONG GROAT STREET AS PERMANENT DRAINAGE EASEMENT (attached)

- e. **Second Reading Bill 2019-6**, AN ORDINANCE REPEALING THE PROPERTY MAINTENANCE CODE OF THE CITY OF CAMERON, MISSOURI AND REPLACING IT WITH AN UPDATED PROPERTY MAINTENANCE CODE (attached)
- f. **Second Reading Bill 2019-7**, AN ORDINANCE FOR THE CITY OF CAMERON, MISSOURI AMENDING SECTION 1-2, DEFINITIONS AND RULES OF CONSTRUCTION OF CHAPTER 1, GENERAL PROVISIONS AND SECTION 2-27, FILING OF CANDIDATES, OF ARTICLE II, CITY COUNCIL, OF CHAPTER 2, ADMINISTRATION, ALL OF THE CITY OF CAMERON CODE (attached)

## 8. **New Business**

- a. **Full Reading Bill 2019-8**, AN ORDINANCE APPOINTING STEPHEN RASMUSSEN AS CITY MANAGER OF THE CITY OF CAMERON, MISSOURI AND APPROVING AND AUTHORIZING THE EXECUTION OF AN EMPLOYMENT AGREEMENT BETWEEN THE CITY OF CAMERON AND STEPHEN RASMUSSEN (attached)
- b. **First Reading Bill 2019-9**, AN ORDINANCE AUTHORIZING THE CITY MANAGER OF THE CITY OF CAMERON, MISSOURI TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH BARTLETT & WEST, INC FOR DESIGN OF THE SOUTH ORANGE STREET FLOOD MITIGATION COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROJECT (attached)
- c. **Resolution 2019-1**, A RESOLUTION AUTHORIZING THE CAMERON MISSOURI POLICE DEPARTMENT TO APPLY FOR A 100% NON-MATCHING GRANT FROM THE MISSOURI DEPARTMENT OF TRANSPORTATION TO PARTICIPATE IN MISSOURI'S HIGHWAY SAFETY PROGRAM FOR 2019 (attached)
- d. **Resolution 2019-2**, A RESOLUTION FOR THE CITY OF CAMERON, MISSOURI AUTHORIZING WITHDRAWAL MEMBERSHIP FROM MIDWEST PUBLIC RISK OF MISSOURI (attached)
- e. **Resolution 2019-3**, A RESOLUTION FOR THE CITY OF CAMERON, MISSOURI APPROVING BUDGET ADJUSTMENT ONE (1) FOR THE BUDGET YEAR OF OCTOBER 1, 2018 TO SEPTEMBER 30, 2019 (attached)

## 9. **Public Participation with Council \*\*\*** (*Individuals addressing the Council are asked to step to the microphone and clearly state their name and address before speaking. Five minute time limit – see back of agenda for rules*) \*\*\*

## 10. **Miscellaneous Comments from Staff**

## 11. **Miscellaneous Comments from Council**

**12. Executive Session: Attorney-Client Communications and Personnel [RSMo 610.021 (1)(3)]**

**13. Adjourn**

Dated: February 14, 2019

Shellie J. Blades, City Clerk

*The meeting will be open to the public. Copies of the Bills referred to above will be available for public inspection prior to the meeting in the office of the City Clerk.*

*In accordance with ADA guidelines, if you need special accommodations to attend any City meeting, please notify the City Clerk's Office at 816-632-2177 at least three working days prior to the scheduled meeting. The City of Cameron does not discriminate against the physically or mentally impaired.*

**PROCLAMATION**  
*OF*  
**APPRECIATION**

**WHEREAS**, Mr. Richard Doornink retired from his full time position as a Paramedic for the Cameron Ambulance District on January 31, 2019 after over 27 years of service. Dick, as he is known to friends, family and co-workers has always been a shining example of dedication and service to his community and the countless numbers of patients he has attended to over the years; and

**WHEREAS**, Dick's career in public safety began in Iowa as a volunteer firefighter/first responder where he earned his EMT-B and became a Paramedic. He then moved to Missouri and worked for a time with the Noel T. Adams Ambulance District in Bethany, Missouri before relocating to Cameron and taking a job with the Cameron Ambulance District; and

**WHEREAS**, Dick has served as Training Officer, Safety Officer, Educator, Assistant Administrator, friend and mentor. His influence is felt throughout the EMS community in NW Missouri; and

**WHEREAS**, Dick has trained dozens of EMTs and Paramedics during his career. He has saved many lives and comforted those whose loved ones slipped away. He has shed tears and wiped tears away from those suffering a loss. He has been a strong example of courage and compassion to all he cared for. He has sacrificed his time with loved ones to help those in need and in doing so gained the respect and admiration of many.

**WHEREAS**, Dick's influence will be felt in this community for many years to come. He currently serves as a Cameron Firefighter, Emergency Coordinator, Scout Leader, Husband, Father and Grandfather. He also remains a part-time member of the Cameron Ambulance District.

**NOW THEREFORE**, I, Darlene Breckenridge, Mayor of the City of Cameron, Missouri take great pride and pleasure in recognizing and paying tribute to Dick Doornink for his dedication to helping others and in furthering the quality of life within the community of Cameron and of his fellow man.

**IN WITNESS WHEREOF**, I caused the Seal of the City of Cameron, Missouri, to be affixed at City Hall this 19<sup>th</sup> day of February, 2019.

\_\_\_\_\_  
Mayor Darlene Breckenridge

ATTEST: \_\_\_\_\_

**CITY OF CAMERON  
MINUTES  
February 4, 2019**

**REGULAR SESSION**

Darlene Breckenridge	P
Dennis M. Clark	P
John R. Feighert	P
L. Corey Sloan	P
Becky Curtis	P

The City Council of the City of Cameron, Missouri met in Regular Session on Monday, the 4<sup>th</sup> day of February 2019, at six o'clock p.m. at City Hall. Mayor Darlene Breckenridge led the Pledge of Allegiance to the flag of the United States of America.

Mayor Darlene Breckenridge presided with the following Councilmembers present: Dennis M. Clark, John R. Feighert, L. Corey Sloan and Becky Curtis. Absent: None.

Present were Interim City Manager Zac Johnson, Attorney for the City Padraic Corcoran and City Clerk Shellie J. Blades.

**PUBLIC PARTICIPATION WITH COUNCIL**

*Boy Scouts of America Proclamation* – Mayor Breckenridge read a proclamation designating February 3<sup>rd</sup> through February 9<sup>th</sup> as Boy Scout Anniversary Week in Cameron, Missouri. Boy Scout Leader Dick Doornink was present to receive the Proclamation.

**CONSENT AGENDA**

Motion was made by Mayor Breckenridge and seconded by Councilmember Curtis to remove the January 15<sup>th</sup> Minutes from the Consent Agenda as they were not present at that meeting and thus unable to approve the Minutes. Motion passed by unanimous voice vote.

Motion was made by Councilmember Sloan and seconded by Councilmember Clark to approve the Consent Agenda. Motion passed by unanimous voice vote.

- a. Motion to approve the Minutes of the January 7, 2019 Regular Session
- b. Motion to approve a Liquor License for the Chamber of Commerce Banquet to be held on March 15, 2019

**CITY MANAGER'S REPORT**

Interim City Manager Johnson updated Council on the activities at the Business Park. Both he and Mr. Rumery continue to have discussions with potential tenants. Bartlett and West will be wrapping up the planning process for the Business Park in the next few months. HDR has finalized design on the water and sewer extension for the Park and construction could begin this spring.

Community Developer Wymes, Fire Chief O'Donnel and Interim City Manager Johnson will be attending Great Northwest Days (GNW) at the Capitol tomorrow and Wednesday. GNW Days is an excellent way to showcase Cameron's successes and present our needs to legislators.

Work is continuing on the new updated website. The launch of the new site should come in the next several weeks.

Interim City Manager Johnson updated Council of the financial impacts of Crossroads Correctional Center merging into Western Missouri Correctional Center. Both the enterprise and general funds will be negatively affected.

Staff has begun planning this year's Fourth of July events. A car show, bar-b-que contest and many other activities are planned for the downtown area.

The next regular Council Meeting is scheduled for President's Day, a City holiday so the date will be changed to Tuesday, February 19<sup>th</sup>. A second meeting in February is necessary due to the current agenda items and some time sensitive issues which will be added to that agenda.

Terry Rumery gave a brief update of some of the economic development projects in process. The US Highway 36-Bob F Griffin Road Community Improvement District and Main Street project are both moving forward. Amy Supple spoke to Council and EDOC about hotel/motel taxes. The next step in this process is to have a conversation with motel owners and explain the process and also to contact legislators to begin the legislative process. Mr. Rumery has arranged some site visits with legislators for those who are attending GNW Days in Jefferson City.

Councilmember Feighert thanked staff for their work on the website update. Advised that Ms. Boyles who represents the prisons stated Crossroads would be open to some degree and inquired about the possibility of using the facility for county jail overflow. Expressed he would like to see the facility occupied by a tenant.

Councilmember Curtis inquired about a drainage issue at Mead and Prospect. Interim City Manager Johnson will follow up.

## **UNFINISHED BUSINESS**

*6:18 p.m. – Councilmember Clark recused himself citing a conflict of interest.*

**Bill 2019-2, AN ORDINANCE FOR THE CITY OF CAMERON, MISSOURI, AUTHORIZING AN AMENDMENT TO THE CAMERON ZONING ORDINANCE, ARTICLE 24, OFF-STREET PARKING AND LOADING REQUIREMENTS** was read by title by City Clerk Blades. Copies of said Bill 2019-2 were available for the public. Motion was made by Councilmember Curtis and seconded by Councilmember Feighert to pass said bill on first reading. Discussion. Community Developer Wymes explained this change will allow commercial properties to have a secondary gravel area to park/store equipment/vehicles. The commercial properties are still required to have a hard surface for their primary parking. Car dealership overflow was discussed. This update had a public hearing and has been approved and recommended by the Planning and Zoning Commission. Bill 2019-2 passed on first reading only by voice vote, four "Aye" votes and one abstention.

6:23 p.m. – Councilmember Clark returned to the Council Chamber.

Bill 2019-3, **AN ORDINANCE FOR THE CITY OF CAMERON, MISSOURI, AUTHORIZING AN AMENDMENT TO SECTION 10-114, DEAD-END STREETS OF DIVISION 2, STREETS, OF ARTICLE IV, DESIGN STANDARDS, OF CHAPTER 10, SUBDIVISIONS, OF THE CITY OF CAMERON CODE** was read by title by City Clerk Blades. Copies of said Bill 2019-3 were available for the public. Motion was made by Councilmember Feighert and seconded by Councilmember Clark to pass said bill on first reading. Discussion. Community Developer Wymes stated this is a housekeeping change. Our code states that cul-de-sac need to be 100' diameter, however the building codes and industry standards are only 78'. The change will bring our Code in line with what it should be. Bill 2019-3 passed on first reading only by unanimous voice vote.

*Discussion – Chapter 353 Blight Study:* Community Developer Wymes stated that conducting a blight assessment is a required step in the process of Chapter 353 projects. Jim Potter with Development Initiatives prepared the blight analysis and was present to answer any questions. Several issues in the downtown area were identified in the study. Councilmember Sloan commended Mr. Potter for the quality of his report. Mr. Potter stated that City Staff were great to work with and feels Cameron's downtown is a good candidate for investment/reinvestment.

Bill 2019-6, **AN ORDINANCE REPEALING THE PROPERTY MAINTENANCE CODE OF THE CITY OF CAMERON, MISSOURI AND REPLACING IT WITH AN UPDATED PROPERTY MAINTENANCE CODE** was read by title by City Clerk Blades. Copies of said Bill 2019-6 were available for the public. Motion was made by Councilmember Sloan and seconded by Councilmember Feighert to pass said bill on first reading. Discussion. Community Developer Wymes explained this issue had a public hearing and was approved/recommended by the Planning and Zoning Commission. The 2015 Property Maintenance Code was adopted in its entirety with Ordinance 5975 in 2016, however this action erased many modifications made by the Council and included chapters and sections that had been intentionally left out of the previous Property Maintenance Code. This Ordinance repeals the section of Ordinance 5975 which adopted the new Property Maintenance Code and then modifies the previous Property Maintenance Code to bring it up to date. Councilmember Feighert stated he is glad that staff listened to builders and made updates. Councilmember Clark stated he has issue with Section 302.3d of the new code dealing with parking on grass and referenced that the old code had an indicator for violation of mud being tracked into the streets. Community Developer Wymes stated this was confusing language in the code because in effect it said that parking in grass was illegal, but then that parking in grass was legal. Councilmember Clark stated he believes this wording will be an issue and cause acrimony. Councilmember Sloan added that Codes are cross-referenced and that no code is perfect. Community Developer Wymes stated he believes the code is worded correctly and added that if this Ordinance is adopted and Council later decides they want to amend it they can certainly do so. Bill 2019-6 passed on first reading only by voice vote, four "Aye" votes and one "Nay" vote.

## **NEW BUSINESS**

On motion made by Councilmember Sloan and seconded by Councilmember Feighert, the Minutes of the January 15, 2019 Special Session were approved by voice vote, three “Ayes,” no “Nays” and two abstentions.

Bill 2019-4, **AN ORDINANCE AUTHORIZING THE CITY MANAGER OF THE CITY OF CAMERON, MISSOURI TO ACCEPT PROPERTY LOCATED ALONG GROAT STREET AND ALONG EIGHTH STREET AS PUBLIC RIGHT-OF-WAY** was read by title by City Clerk Blades. Copies of said Bill 2019-4 were available for the public. Motion was made by Councilmember Clark and seconded by Councilmember Curtis to pass said bill on first reading. Discussion. Public Works Director Bontrager stated he was speaking for both this bill and the following Bill 2019-5. Both this right-of-way and the next drainage easement are for the Groat Street project. Bill 2019-4 passed on first reading only by unanimous voice vote.

Bill 2019-5, **AN ORDINANCE AUTHORIZING THE CITY MANAGER OF THE CITY OF CAMERON, MISSOURI TO ACCEPT PROPERTY LOCATED ALONG GROAT STREET AS PERMANENT DRAINAGE EASEMENT** was read by title by City Clerk Blades. Copies of said Bill 2019-5 were available for the public. Motion was made by Councilmember Sloan and seconded by Councilmember Feighert to pass said bill on first reading. Discussion. None. Bill 2019-5 passed on first reading only by unanimous voice vote.

Bill 2019-7, **AN ORDINANCE FOR THE CITY OF CAMERON, MISSOURI AMENDING SECTION 1-2, DEFINITIONS AND RULES OF CONSTRUCTION OF CHAPTER 1, GENERAL PROVISIONS AND SECTION 2-27, FILING OF CANDIDATES, OF ARTICLE II, CITY COUNCIL, OF CHAPTER 2, ADMINISTRATION, ALL OF THE CITY OF CAMERON CODE** was read by title by City Clerk Blades. Copies of said Bill 2019-7 were available for the public. Motion was made by Councilmember Feighert and seconded by Councilmember Sloan to pass said bill on first reading. Discussion. City Clerk Blades explained that the first change in this Ordinance is adding Caldwell County as one of the counties included in Cameron city limits since a portion of Caldwell County was annexed with the Business Park. The second change indicated with this Ordinance modifies the lottery process on the first day of Council filing. The change will result in a lottery for the order of candidates on the ballot only if multiple candidates file at 8:00 a.m. on the first day of filing. Bill 2019-7 passed on first reading only by unanimous voice vote.

## **PUBLIC PARTICIPATION WITH COUNCIL**

*Warren McAllen, 717 N. Groat* – Mr. McAllen distributed a letter to Council which he had prepared. Mr. McAllen spoke regarding the Groat Street project and stated he received a threatening letter from Mr. Johnson with the City regarding easements. Mr. McAllen stated he feels the project will exacerbate the drainage issues not resolve them and would like to find a solution without litigation.

## **MISCELLANEOUS-STAFF**

City Clerk Blades advised Council that Ms. Jeanne Brown has joined the City Hall staff as the new Customer Service Clerk. Is excited to unveil the new website in the near future. Informed



Council and the public that adult education and literacy classes will be held in the basement of City Hall on Wednesday and Thursday evenings and will begin daytime classes on those same days when an additional teacher is attained.

Police Chief Bashor advised Council that the ACCD 911 District will have an initiative on the April Ballot to add a \$1 service fee for each cell phone in the district. Previous funding for the 911 District came solely from landlines and many people are going to cell phones only. Missouri is the only state in the nation without a set funding program for 911. Updated Council that he is currently short two dispatchers and that vacation accruals for some officers are reaching their maximums. Chief Bashor is going to pull an officer in the detective division to the road patrol to cover while those officers take their vacations.

Public Works Director Bontrager advised Council that he also has open positions in the Public Works Department.

Community Developer Wymes informed Council he is continuing to work with groups to get involved in the community and bring events to Cameron.

### **MISCELLANEOUS-COUNCIL**

Councilmember Clark thanked Mr. Abrutz and Ms. Arthur with Cameron Regional Medical Center for granting easements to the City of Cameron. Recognized Dick Doornink's retirement and thanked him for his years of service with the Ambulance District.

Councilmember Feighert also recognized Mr. Doornink. Regarding the Main Street meeting which was held at 5:00 today before the Councilmember, suggested a little later time for future meetings to better accommodate business owners. Stated he is working with other EDOC members such as Mr. Garges and Mr. Abrutz to form the board of directors for Main Street. Inquired of Interim Manager Johnson if there has been any developments in the Police Department salary issue. Interim Manager Johnson said they are still looking for solutions but have not found any as of yet. Councilmember Sloan stated that the Public Safety Committee is still working on a solution for this but it may take some time. Thanked the Public Works Crew for the snow and ice removal from City streets.

Councilmember Curtis recognized Dick Doornink and congratulated him on his retirement.

Mayor Breckenridge recognized Mr. Doornink and thanked staff for taking care of the roads during snow/ice events. Thanked staff for the employee newsletter. Commented that the MML Review magazine has some great articles in it this month regarding downtown developments.

Motion was made at 7:05 p.m. by Councilmember Clark to adjourn to Executive Session to discuss Attorney-Client Communications and Personnel [RSMo 610.021(1)(3)]. Seconding the motion was Councilmember Feighert. Roll call vote: "Aye": Councilmembers: Breckenridge, Clark, Feighert, Sloan and Curtis. "Nay" none.

\* \* \* \* \*

Council reconvened open session at 7:44 p.m. There being no further business on motion made by Councilmember Clark and seconded by Councilmember Feighert, the meeting was adjourned at 7:44 p.m. on unanimous voice vote.

APPROVED:

\_\_\_\_\_  
Mayor Darlene Breckenridge

ATTEST:

\_\_\_\_\_  
City Clerk

## MEMO

To: Mayor and City Council

From: Zachary Johnson, Interim City Manager

Date: February 19, 2019

Re: Manager's Report

Website – We are anticipating the launch of our new website on Thursday. There will be a short timeframe the site will be down while the transfer takes place. Staff has worked closely with CivicPlus on the redesign. The new site is much easier to navigate and mobile friendly. It is also easier to edit which will assist staff in maintenance.

North Central Missouri Business Facilitation – Director Wymes and I attended the 3<sup>rd</sup> Annual Meeting. The NCMBF continues to provide valuable assistance to small business owners in the six-county region. They currently have 159 clients, 89 from our three counties and have helped retain or create 187 jobs for our area.

Crossroads Correctional Center – Discussions continue with the Department of Corrections regarding the Crossroads facility. Staff has met with representatives from the Department and HDR to discuss water and waste water usage. The current lagoon and prison affluent is being evaluated. The City will work with the Department to help determine future options.

Winter Weather – City Crews continue to battle winter storms. The precipitation over the last two months has taken a toll on our equipment and our salt supply. Director Bontrager will be in attendance to discuss recent activities.

# BILL 2019-2

**\*\*Second Reading\*\***

## Agenda Item

**TO:** Mayor and City Council

**FROM:** Timothy Wymes, Community Development Director

**DATE:** February 19, 2019

**RE:** Amending Article 24 Off-Street Parking and Loading Requirements

### Issues

City Staff along with the Planning & Zoning Commission has worked throughout the 2018 year on addressing the concerns regarding Article 24. The current ordinance requires that all commercial districts and all industrial districts, and the “R-3” Multi-family Zoning District provide a hard surface for parking and unloading purposes. This is an Amendment to Article 24 that would allow all commercial businesses to use gravel materials to be placed and allow storage of additional equipment and vehicles. Included in the amendment are required criteria in order to comply with Article 24 Off-Street Parking and Loading Requirements. City Staff and the Planning & Zoning Commission have reviewed the proposed ordinance and support the changes.

### Recommendation

Staff along with the Planning and Zoning Commission recommends approval to amend Article 24 Off-Street Parking and Loading Requirements.

**AN ORDINANCE FOR THE CITY OF CAMERON, MISSOURI,  
AUTHORIZING AN AMENDMENT TO THE CAMERON ZONING  
ORDINANCE, ARTICLE 24, OFF-STREET PARKING AND LOADING  
REQUIREMENTS**

**WHEREAS**, on December 10, 2018, City Staff presented the proposed amendments contained in this Ordinance to the Planning and Zoning Commission of the City of Cameron; and

**WHEREAS**, the amendment would allow for other approved materials to be used under Article 24 for additional storage areas in addition to the loading and parking requirements; and

**WHEREAS**, the City desires to amend Article 24, Section 1(D), Applicability to be in conformity with and meet the requirements of the City of Cameron Planning and Zoning Commission; and

**WHEREAS**, City Staff and the Planning and Zoning Commission, having reviewed the proposed changes and are in agreement with the proposed changes to Article 24, Off-Street Parking and Loading Requirements.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CAMERON, MISSOURI, AS FOLLOWS:**

Section 1. Article 24, Off-Street Parking and Loading Requirements, Section 1(D), Applicability of the City of Cameron Zoning Ordinance, is hereby amended as follows:

**1. APPLICABILITY**

D. Paved Commercial Parking Required: In addition to the provision of Sec. 7-347.1, Access Management, of the City of Cameron Code which requires that any portion of a driveway constructed within the street right-of-way shall be paved with concrete, that part of any driveway connecting a parking area including the parking area used for customer or employee parking located upon private property shall be paved with concrete or asphaltic concrete in all commercial districts, all industrial districts, and the "R-3", Multi-family zoning districts. Commercial districts excluding "C-1" Central Commercial District may designate an area to be used for storage of equipment, large vehicles, and trailers upon a gravel surface. Equipment stored in this area must be in good working condition and used as part of the daily operations. General requirements for storage areas will include: located in the rear of the business, screening from residential zoning districts, minimum four-inch layer of rock base, with a one-inch or smaller finish surface. Storage areas and parking areas will be required to be properly maintained under the adopted Property Maintenance Codes, ICC Codes, and Zoning Ordinance for the City of Cameron. All parking areas shall meet ADA requirements, and parking space

bumpers are required. This subsection shall not apply to those lawful parking areas established prior to April 18, 2006.

**Exception:** Self service operations that do not require hired staff during a regular business day shall be required to meet other guidelines under Article 24, Off Street Parking and Loading Requirements. Self service operations are defined as: storage units, storage lots, and temporary construction lots that are licensed or permitted with the City of Cameron. There shall be concrete or asphaltic surface from the entrance beginning at the property line a minimum fifty feet or a number determined in the site plan. This area shall remain free of debris, gravel and any other materials not approved by the Planning Commission.

Section 2. The Mayor is authorized to sign this ordinance approving it on behalf of the City.

Section 3. The City Clerk is directed to attest to the Mayor's signature.

Section 4. This ordinance shall be in full force and effect from and after its passage and approval.

Passed and approved on first reading this 4<sup>th</sup> day of February 2019.

Passed and approved on second reading this 19<sup>th</sup> day of February 2019.

Passed and approved on third and final reading this \_\_\_\_\_ day of \_\_\_\_\_ 2019.

\_\_\_\_\_  
Mayor Darlene Breckenridge

ATTEST:

\_\_\_\_\_  
City Clerk

**BILL 2019-3**  
**\*\*SECOND READING\*\***

**Agenda Item**

**TO:** Mayor and City Council  
**FROM:** Timothy Wymes, Community Development Director  
**DATE:** February 19, 2019  
**RE:** Amending Section 10-114 Dead-end-Street

Issues

City Staff along with the Planning & Zoning Commission has reviewed the current cul-de-sac design standards. Upon review of Section 10-114, Dead-end-streets, it has been determined that our current City Code does not match industry practice. The current code requires the outside edge roadway diameter of the cul-de-sac to be 100 feet, therefore city staff recommends that it be reduced to 78 feet. The amendment will allow the City to meet subdivision and street design standards.

Recommendation

Staff along with the Planning and Zoning Commission recommends approval to amend Section 10-114, Dead-end-streets.

**AN ORDINANCE FOR THE CITY OF CAMERON, MISSOURI,  
AUTHORIZING AN AMENDMENT TO SECTION 10-114, DEAD-END  
STREETS OF DIVISION 2, STREETS, OF ARTICLE IV, DESIGN  
STANDARDS, OF CHAPTER 10, SUBDIVISIONS, OF  
THE CITY OF CAMERON CODE**

**WHEREAS**, the current code does not match current cul-de-sac design standards; and

**WHEREAS**, City Staff and the Planning and Zoning Commission, having reviewed the standards and proposed changes, are in agreement to reduce the outside edge roadway diameter of cul-de-sacs from one hundred feet (100') to seventy-eight feet (78'); and

**WHEREAS**, on December 10, 2018, the proposed amendments contained in this Ordinance were approved by the Planning and Zoning Commission of the City of Cameron.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CAMERON, MISSOURI, AS FOLLOWS:**

Section 1. Section 10-114, Dead-end streets, of Division 2, Streets, of Article IV, Design Standards, of Chapter 10, Subdivisions, of the City of Cameron Code is hereby amended as follows:

**Sec. 10-114. Dead-end streets.**

Dead-end streets, designed to be so permanently (i.e. a cul-de-sac), in subdivisions meeting the requirement of this chapter shall not be longer than seven hundred fifty (750) feet and shall be constructed with a traffic circle at the closed end of the street, or other similar means for traffic to turn around having an outside roadway diameter of at least seventy eight (78) feet.

Section 2. The Mayor is authorized to sign this ordinance approving it on behalf of the City of Cameron.

Section 3. The City Clerk is directed to attest to the Mayor's signature.

Section 4. This ordinance shall be in full force and effect from and after its passage and approval.



Passed and approved on first reading this 4<sup>th</sup> day of February 2019.  
Passed and approved on second reading this 19<sup>th</sup> day of February 2019.  
Passed and approved on third and final reading this \_\_\_\_\_ day of \_\_\_\_\_ 2019.

---

Mayor Darlene Breckenridge

ATTEST:

---

City Clerk

SECOND READING

# BILL 2019-4 & 2019-5

***\*\*Second and Final\*\****

## AGENDA ITEM

**TO:** Mayor and City Council  
**FROM:** Drew Bontrager, Public Works Director  
**DATE:** February 19, 2019  
**RE:** **Right of Way & Drainage Easement Dedication for Groat Street Project**

### PURPOSE

The attached bills, Bill 2019-4 and Bill 2019-5, authorize the City Manager to accept sections of property from 723 N Godfrey, known as the R. Maria Pulliam Trust along Groat Street for permanent public right-of-way and for permanent drainage easements.

### BACKGROUND

Groat Street is one of the projects identified for funding through the Transportation Improvement Tax. Eighth Street is one of the Storm Water Improvement projects identified for funding through the Storm Water Tax. Both of these projects have been combined into one project, titled Groat Street. During the design process, it was determined additional right-of-way would be required for the infrastructure improvements; such as curbs, storm sewer, drainage and sidewalks.

We continue to work on obtaining the necessary documents to allow for construction of the project. The additional right-of-way and drainage easements are identified in the attached Exhibits.

### RECOMMENDATION

Recommend the Council adopt the attached bill authorizing the City Manager to accept the property along Groat Street and dedicate as permanent public right-of-way and drainage easements.

**AN ORDINANCE AUTHORIZING THE INTERIM CITY MANAGER OF  
THE CITY OF CAMERON, MISSOURI TO ACCEPT PROPERTY  
LOCATED ALONG GROAT STREET AS PUBLIC RIGHT-OF-WAY**

**WHEREAS**, the City of Cameron recently completed design for the Groat Street reconstruction project requiring additional right-of-ways; and

**WHEREAS**, there is one additional property with signed conveyance of right-of-way deed located along Groat Street, more particularly described in the attached Exhibits and marked as 723 N Godfrey; and

**WHEREAS**, in the City of Cameron desires to accept the property as permanent public right-of-way to enhance public convenience and safety.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CAMERON, MISSOURI AS FOLLOWS:**

Section 1. The Mayor is hereby authorized to sign this Ordinance on behalf of the City of Cameron.

Section 2. The City Clerk is hereby directed to attest to the Mayor's signature.

Section 3. The City Clerk is hereby authorized to record the attached exhibits as permanent right-of-way.

Section 4. This Ordinance shall be in full force and effect from and after its passage and approval.

Passed on first reading this 4<sup>th</sup> day of February, 2019.

Passed on second and final reading this 19<sup>th</sup> day of February, 2019.

\_\_\_\_\_  
Mayor Darlene Breckenridge

ATTEST:

\_\_\_\_\_  
City Clerk

# BILL 2019-4 & 2019-5

***\*\*Second and Final\*\****

## AGENDA ITEM

**TO:** Mayor and City Council  
**FROM:** Drew Bontrager, Public Works Director  
**DATE:** February 19, 2019  
**RE:** **Right of Way & Drainage Easement Dedication for Groat Street Project**

### PURPOSE

The attached bills, Bill 2019-4 and Bill 2019-5, authorize the City Manager to accept sections of property from 723 N Godfrey, known as the R. Maria Pulliam Trust along Groat Street for permanent public right-of-way and for permanent drainage easements.

### BACKGROUND

Groat Street is one of the projects identified for funding through the Transportation Improvement Tax. Eighth Street is one of the Storm Water Improvement projects identified for funding through the Storm Water Tax. Both of these projects have been combined into one project, titled Groat Street. During the design process, it was determined additional right-of-way would be required for the infrastructure improvements; such as curbs, storm sewer, drainage and sidewalks.

We continue to work on obtaining the necessary documents to allow for construction of the project. The additional right-of-way and drainage easements are identified in the attached Exhibits.

### RECOMMENDATION

Recommend the Council adopt the attached bill authorizing the City Manager to accept the property along Groat Street and dedicate as permanent public right-of-way and drainage easements.

**AN ORDINANCE AUTHORIZING THE INTERIM CITY MANAGER OF  
THE CITY OF CAMERON, MISSOURI TO ACCEPT PROPERTY  
LOCATED ALONG GROAT STREET AS PERMANENT DRAINAGE  
EASEMENT**

**WHEREAS**, the City of Cameron has completed the design for the Groat Street reconstruction project requiring permanent drainage easements; and

**WHEREAS**, there is one additional property with a signed permanent drainage easement deed located along Groat Street, more particularly described in the attached Exhibits, and marked as 723 N Godfrey; and

**WHEREAS**, in the City of Cameron desires to accept the property as permanent public drainage easements to enhance public convenience and safety.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CAMERON, MISSOURI AS FOLLOWS:**

Section 1. The Mayor is hereby authorized to sign this Ordinance on behalf of the City of Cameron.

Section 2. The City Clerk is hereby directed to attest to the Mayor's signature.

Section 3. The City Clerk is hereby authorized to record the attached exhibits as permanent drainage easement.

Section 4. This Ordinance shall be in full force and effect from and after its passage and approval.

Passed on first reading this 4<sup>th</sup> day of February, 2019.

Passed on second and final reading this 19<sup>th</sup> day of February 2019.

---

Mayor Darlene Breckenridge

ATTEST:

---

City Clerk

**BILL 2019-6**  
**\*\*Second Reading\*\***  
**Agenda Item**

**TO:** Mayor and City Council

**FROM:** Timothy Wymes, Community Development Director

**DATE:** February 19, 2019

**RE:** Repealing 2015 Property Maintenance Code and Replacing with a Custom Updated Property Maintenance Code

Issues

City Staff is requesting that the current 2015 Property Maintenance Code be repealed due to a majority of the code requirements not pertaining to the needs of the City of Cameron. When the International Codes were adopted by the City, the 2015 Property Maintenance Code was adopted in its entirety. Prior to adopting the codes, City staff had created a customized property maintenance document to meet the needs of the city. When the 2015 International Codes were adopted, it superseded the customized property maintenance codes. City staff along with the Planning and Zoning Commission, through public hearings, has reviewed the proposed document and agree on the updates. By adopting the updated codes, it will serve the purpose of the original intent for creating the customized document to meet the needs for the City.

Recommendation

Staff along with the Planning and Zoning Commission recommends approval of the updated property maintenance codes.



Bill 2019-6

**AN ORDINANCE REPEALING THE PROPERTY MAINTENANCE CODE OF THE CITY OF CAMERON, MISSOURI AND REPLACING IT WITH AN UPDATED PROPERTY MAINTENANCE CODE**

**WHEREAS**, the City of Cameron, Missouri wishes to establish a Property Maintenance Code to assure the safety and welfare of the public; and

**WHEREAS**, an amalgam of the previous Property Maintenance Code and current updates has been created for this purpose.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CAMERON, MISSOURI AS FOLLOWS:**

Section 1. Section 10 of Ordinance 5975 which adopted the 2015 Property Maintenance Code is hereby repealed.

Section 2. A new and updated Property Maintenance Code attached herein as *Exhibit A* is hereby adopted.

Section 3. The Mayor is authorized to sign this Ordinance on behalf of the City of Cameron.

Section 4. The City Clerk is directed to attest to the Mayor's signature.

Section 5. This Ordinance shall be in full force and effect from and after its passage and approval.

Passed and approved on first reading this 4<sup>th</sup> day of February 2019.

Passed and approved on second reading this 19<sup>th</sup> day of February 2019.

Passed and approved on third and final reading this \_\_\_\_\_ day of \_\_\_\_\_ 2019.

\_\_\_\_\_  
Mayor Darlene Breckenridge

ATTEST:

\_\_\_\_\_  
City Clerk



**BILL 2019-7**  
**\*\*Second Reading\*\***

**AGENDA ITEM**

To: Mayor and City Council  
From: Shellie J. Blades, City Clerk  
Date: February 19, 2019  
RE: Code Updates

**ISSUE:**

A recent review of the Code Manual found several Sections that need to be updated. Bill Number 2019-7 is a remedy for two of these Sections. Section 1-2 of Chapter 1 is being updated to reflect that a portion of the City of Cameron now resides in Caldwell County. Section 2-27 of Chapter 2 is an update to the procedures for candidate filings on the opening day of filing so that a lottery is only conducted when there are multiple candidates present at 8:00 am on opening day.

Additional Code updates are currently being considered and reviewed by Counselor Corcoran and may be coming to Council for consideration in the near future.

**RECOMMENDATION:**

Staff recommends approval.

**AN ORDINANCE FOR THE CITY OF CAMERON, MISSOURI  
AMENDING SECTION 1-2, DEFINITIONS AND RULES OF  
CONSTRUCTION OF CHAPTER 1, GENERAL PROVISIONS AND  
SECTION 2-27, FILING OF CANDIDATES, OF ARTICLE II, CITY  
COUNCIL, OF CHAPTER 2, ADMINISTRATION, ALL OF THE CITY OF  
CAMERON CODE**

**WHEREAS**, from time to time the City of Cameron Code is reviewed for accuracy and relevance; and

**WHEREAS**, a review of Chapter 1, General Provisions and Chapter 2, Administration revealed sections which require updating.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CAMERON, MISSOURI, AS FOLLOWS:**

Section 1. The definition for ‘County’ in Section 1-2, Definitions and rules of construction, of Chapter 1, General Provisions of the City of Cameron Code is hereby amended as follows:

**Sec. 1-2. Definitions and rules of construction.**

*County.* The words ‘the county’ shall mean the County of Clinton or the County of DeKalb or the County of Caldwell, as the case may be, in the State of Missouri.

Section 2. Section 2-27, Filing of Candidates, of Article II, City Council, of Chapter 2, Administration of the City of Cameron Code is amended as follows:

**Sec. 2-27. Filing of Candidates**

Any person desiring to seek elective city municipal office may do so by filing his/her name and the office for which he/she seeks election with the city clerk during normal working hours at the city clerk’s office at 8:00 a.m. on the fifteenth Tuesday prior to the election, and the closing date shall be 5:00 pm. on the eleventh Tuesday prior to the election. For the purpose of determining the order in which declarations of candidacy are filed, the city clerk or his/her designee shall hold a lottery on the first day of filing at 8:00 a.m. if more than one candidate is present at 8:00 a.m. to file their candidacy. The lottery held amongst the candidates present at 8:00 a.m. on filing day will determine the order upon which candidate’s names shall appear on the ballot. This lottery shall be open to the public and shall be held in city hall. Declarations of candidacy received thereafter shall be placed on the ballot in the order they are received. The clerk or his/her designee shall continue to accept filings until filing has closed. A legal notice shall be published in at least one (1) newspaper of the general circulation prior to the opening of the filing.

Section 3. The Mayor is authorized to sign this Ordinance approving it for the City of Cameron, Missouri.

Section 4. The City Clerk is directed to attest to the Mayor's signature.

Section 5. This Ordinance shall be in full force and effect from and after its passage.

Passed and approved on first reading this 4<sup>th</sup> day of February, 2019.

Passed and approved on second reading this 19<sup>th</sup> day of February 2019.

Passed and approved on third reading this \_\_\_\_\_ day of \_\_\_\_\_ 2019.

\_\_\_\_\_  
Mayor Darlene Breckenridge

ATTEST:

\_\_\_\_\_  
City Clerk/Finance Clerk

SECOND READING

# BILL 2019-8

*Full Reading*

## Agenda Item

**TO:** Mayor and City Council  
**FROM:** Zachary Johnson, Utility Director  
**DATE:** February 19, 2019  
**RE:** City Manager

### Background

After an extensive search conducted by Strategic Government Resources for the City of Cameron's next City Manager, the Council has agreed Steve Rasmussen is a qualified and capable candidate. General Council was able to reach an employment agreement with Mr. Rasmussen. Council has agreed to the terms of the agreement.

### Recommendation

City Staff recommends passage and approval of this Ordinance appointing Steve Rasmussen City Manager and authorizing the execution of his employment agreement.

**AN ORDINANCE APPOINTING STEPHEN RASMUSSEN AS CITY  
MANAGER OF THE CITY OF CAMERON, MISSOURI AND  
APPROVING AND AUTHORIZING THE EXECUTION OF AN  
EMPLOYMENT AGREEMENT BETWEEN THE CITY OF CAMERON  
AND STEPHEN RASMUSSEN**

**WHEREAS**, the City Council of the City of Cameron, Missouri is authorized to appoint a City Manager under Section 78.600 of the Revised Statutes of Missouri; and

**WHEREAS**, after an extensive search and interview process, the City Council of the City of Cameron desires to appoint and employ Stephen Rasmussen as the City Manager of the City of Cameron, Missouri.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CAMERON, MISSOURI AS FOLLOWS:**

Section 1. Stephen Rasmussen is hereby appointed as City Manager of the City of Cameron effective March 4, 2019, in accordance with the terms of his employment as detailed in the Employment Agreement attached hereto and incorporated herein by reference as **Exhibit A**.

Section 2. The Mayor is hereby authorized to execute said Employment Agreement on behalf of the City Council and the City of Cameron.

Section 3. Mr. Rasmussen shall receive compensation and benefits in accordance with the terms of his employment as detailed in said Employment Agreement.

Section 4. This ordinance is effective upon execution of said Employment Agreement by both parties.

Read two times, passed and approved by the City Council of the City of Cameron on the 19<sup>th</sup> day of February 2019.

---

Mayor Darlene Breckenridge

ATTEST:

---

Shellie Blades, City Clerk

# BILL 2019-9

*First Reading*

## AGENDA ITEM

**TO:** Mayor and City Council

**FROM:** Drew Bontrager, Public Works Director

**DATE:** February 19, 2019

**RE:** Engineering Services Agreement with Bartlett & West for S Orange Street Flood Mitigation Project

### PURPOSE

The attached bill would authorize the City Manager to execute an agreement with Bartlett & West for design services associated with the infrastructure improvements for the South Orange Street Flood Mitigation Project.

### DISCUSSION & FINANCING

This project design includes the installation of two concrete box culverts in the 400 block of S. Orange. It also includes the realignment of the street to the east with curb, gutter and sidewalk. Design will also ensure future connection to the north, or with the E. Prospect Street improvements, with storm sewer and roadway alignment.

The completion of preliminary design is anticipated mid-summer, with final design completion by the end of the year. We hope to bid this project early next year with construction during the 2021 season. This agreement does include the construction observation services portion for a sixty calendar day construction period. The fee for services is a not to exceed amount of \$104,320.00.

The engineering services portion is part of our local cash match and not included in our current budget.

### RECOMMENDATION

We are recommending the Council adopt the attached bill authorizing the City Manager to sign the Agreement with the Bartlett & West for engineering services for infrastructure improvements on Orange Street.

**AN ORDINANCE AUTHORIZING THE CITY MANAGER OF THE CITY OF CAMERON, MISSOURI TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH BARTLETT & WEST, INC FOR DESIGN OF THE SOUTH ORANGE STREET FLOOD MITIGATION COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROJECT**

**WHEREAS**, the City of Cameron recognizes the need for flood mitigation and safety improvements on S. Orange and applied for and was successful in obtaining a Community Development Block Grant (CDBG) in order to complete the improvements; and

**WHEREAS**, the City worked with Bartlett & West, Inc on the preliminary engineering design making them the best firm for this project; and

**WHEREAS**, the City needs to enter into an agreement for the design and construction services associated with the proposed improvements.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CAMERON, MISSOURI AS FOLLOWS:**

Section 1. The City Manager is hereby authorized to enter into an agreement with Bartlett and West to furnish design services for the improvements needed for the South Orange Street Project all as per the agreement attached hereto and made apart hereof.

Section 2. The City Manager is authorized to execute ancillary documents and change orders necessary to effect this transaction.

Section 3. The Mayor is authorized to sign this ordinance on behalf of the City of Cameron.

Section 4. The City Clerk is hereby directed to attest to the Mayor's signature.

Section 5. This Ordinance shall be in full force and effect from and after its passage.

Passed and approved on first reading this 19<sup>th</sup> day of February 2019.

Passed and approved on second and final reading this \_\_\_\_\_ day of March 2019.

---

Mayor Darlene Breckenridge

ATTEST:

---

City Clerk

# RESOLUTION 2019-1

## AGENDA ITEM

To: Mayor & City Council  
From: Rick Bashor, Chief of Police  
Date: February 19, 2019  
Re: Authorize a grant application for Missouri's Highway Safety Program

### **Issue:**

The Missouri Department of Transportation's (MoDOT) Highway Safety Program has 100% non-matching grant funds available to support their initiative to reduce traffic accidents from hazardous driving.

Prior to any grants being awarded, the City Council must authorize the Police Department's participation in the program and affirm that enforcement of traffic safety will continue when funding from the Highway Safety Division is no longer available.

The Council has passed Resolutions for this Grant the last four (4) years. MoDOT has requested that this grant application for 2019 be completed by March 1, 2019.

### **Recommendation:**

Authorize the Police Department to participate in MoDOT's Highway Safety Program and apply for grant funding to support traffic safety enforcement.



**A RESOLUTION AUTHORIZING THE CAMERON MISSOURI  
POLICE DEPARTMENT TO APPLY FOR A 100% NON-  
MATCHING GRANT FROM THE MISSOURI DEPARTMENT OF  
TRANSPORTATION TO PARTICIPATE IN MISSOURI'S  
HIGHWAY SAFETY PROGRAM FOR 2019**

**WHEREAS**, the Missouri Department of Transportation (MoDOT) has a Highway Safety Program dedicated to reducing traffic accidents caused by hazardous driving; and

**WHEREAS**, this program allows for entities to apply for 100% non-matching grant funds to support traffic enforcement efforts at high volume intersections within the City of Cameron's jurisdiction; and

**WHEREAS**, a condition of the grant application requires the City Council to agree to participate in Missouri's Highway Safety Program and also to continue traffic enforcement efforts when MoDOT funding is no longer available.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Cameron, Missouri that the City Council fully supports, approves and authorizes the Cameron Police Department to participate in Missouri's Highway Safety Program and to apply for available grant funds to support this effort.

Passed and approved this 19<sup>th</sup> day of February 2019.

---

Mayor Darlene Breckenridge

ATTEST:

---

City Clerk

# RESOLUTION 2019-2

## Agenda Item

**TO:** Mayor and City Council  
**FROM:** Zachary Johnson, Director of Utilities  
**DATE:** February 19, 2019  
**RE:** Midwest Public Risk Withdrawal

### **Purpose**

City Staff continues to work on ways to reduce operation costs while maintaining our current levels of service. Last year we identified changing our Property, Liability, and Workers' Compensation provider as a potential savings. The City is currently a member of Midwest Public Risk of Missouri (MPR), a risk management pool. A self-insured risk management pool is a very economical way to provide a comprehensive single plan for property and casualty coverage for municipalities. We compared to other pools and determined there is considerable cost savings in switching pools. MIRMA is able to provide us with the same coverage, better service, and can save the City approximately \$150,000 annually. Membership in MIRMA is also more in-line with the City of Cameron and our needs.

To withdraw from MPR, we have to give them a 90-day notice prior to their year end of June 30<sup>th</sup>. This Resolution would provide them with our intent and also start the process of switching to MIRMA.

### **Recommendation**

Staff recommends the Council pass the Resolution stating our intent to withdraw its membership from Midwest Public Risk of Missouri.

**A RESOLUTION FOR THE CITY OF CAMERON, MISSOURI  
AUTHORIZING WITHDRAWAL MEMBERSHIP FROM MIDWEST  
PUBLIC RISK OF MISSOURI**

**WHEREAS**, it is the intent of the City of Cameron, Missouri to withdraw its membership from Midwest Public Risk of Missouri (MPR Missouri) effective June 30, 2019; and

**WHEREAS**, the MPR of Missouri Bylaws state that “[a] member may withdraw from membership in MPR Missouri as of the end of MPR Missouri’s fiscal year provided that such Member has given at least ninety (90) days prior written notice” and that said notice must be accompanied by a resolution adopted by the governing body of the member authorizing the withdrawal.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council for the City of Cameron, Missouri, as follows:

Section 1: The City Council authorizes the City to withdrawal from membership of MPR and formally places MPR of Missouri on notice of its intent to withdraw from membership from in MPR Missouri effective June 30, 2019.

Section 2: The City Manager, City Clerk, and any other appropriate officials of the City is hereby authorized to execute any and all documents necessary to carry out the intent of this Resolution and the withdrawal of the City of Cameron from membership in MPR.

Section 3: This Resolution shall become effective upon the date of its adoption.

Section 4: The Mayor is hereby authorized to sign this Resolution on behalf of the City of Cameron.

Section 5: The City Clerk is hereby authorized to attest to the Mayor’s signature for all documents evidenced in the Resolution.

**PASSED AND APPROVED** this 19<sup>th</sup> day of February 2019.

---

Mayor Darlene Breckenridge

ATTEST:

---

City Clerk/Finance Clerk

# **RESOLUTION 2019-3**

## **Agenda Item**

**TO:** Mayor and City Council

**FROM:** Zachary Johnson, Utility Director

**DATE:** February 19, 2019

**RE:** Budget Adjustment #1

### **Issues**

Throughout the fiscal year, we compare revenues and expenses in order to see where an amendment is necessary to provide a balance of funds. Sometimes expenditures are of an emergency nature and a reserve transfer is necessary within the fund to show the accounting of funds. Budget amendments are necessary to remove any budgeted items that we know will not be spent. This helps to identify actual expenditures and is preferable to “clean up” the budget. Additional adjustments will be necessary throughout the year.

Budget Adjustment #1 for FY 2019 will increase expenditures by \$46,968 and increase revenues by \$149,030. Detailed explanations of the adjustments for each fund are attached.

### **Recommendation**

Staff recommends the Council approve the Resolution to amend the FY 2019 Budget.

**A RESOLUTION FOR THE CITY OF CAMERON, MISSOURI  
APPROVING BUDGET ADJUSTMENT ONE (1) FOR THE BUDGET  
YEAR OF OCTOBER 1, 2018 TO SEPTEMBER 30, 2019**

**WHEREAS**, RSMo 67.030 authorizes the governing body to revise budget limits as the need arises; and

**WHEREAS**, the intent of the budget adjustment is to maintain sound fiscal control over expenditures and transfers; and

**WHEREAS**, budget amendments provide greater transparency of fund expenditures.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CAMERON, MISSOURI**, the Mayor and City Council for the City of Cameron hereby adopt Budget Adjustment One (1) for the 2018-2019 budget year providing the limits for revenues and expenses of various City funds as per appropriation schedules, which are attached hereto and incorporated herein by this reference.

Passed and approved this 19<sup>th</sup> day of February 2019.

---

Mayor Darlene Breckenridge

ATTEST:

---

City Clerk



## Budget Summary

	ORIGINAL BUDGET		Adjustment #1	ADJUSTED BALANCE		DIFFERENCE	CAPITAL PROJECTS
	2018 - 2019			2018 - 2019			
<b>SOLID WASTE</b>							
Revenue	\$ 360,800	\$ -	\$ -	\$ 360,800			
Expense	\$ 390,327	\$ -	\$ -	\$ 390,327	\$ (29,527)	\$ 12,000	
<b>AIRPORT</b>							
Revenue	\$ 545,750	\$ -	\$ -	\$ 545,750			
Expense	\$ 545,750	\$ -	\$ -	\$ 545,750	\$ -	\$ 380,000	
<b>ELECTRIC</b>							
Revenue	\$ 7,984,973	\$ 10,000	\$ 10,000	\$ 7,994,973			
Expense	\$ 496,501	\$ 7,319	\$ 7,319	\$ 503,820			
ADMINISTRATION	\$ 108,943	\$ -	\$ -	\$ 108,943			
DEBT SERVICE	\$ 5,676,866	\$ -	\$ -	\$ 5,676,866			
PRODUCTION	\$ 1,694,945	\$ -	\$ -	\$ 1,694,945			
DISTRIBUTION	\$ 7,977,255			\$ 7,984,574	\$ 10,399	\$ 250,000	
<b>WATER</b>							
Revenue	\$ 2,588,219	\$ 50,000	\$ 50,000	\$ 2,638,219			
Expense	\$ 296,126	\$ 7,319	\$ 7,319	\$ 303,445			
ADMINISTRATION	\$ 1,213,932	\$ -	\$ -	\$ 1,213,932			
PRODUCTION	\$ 665,461	\$ -	\$ -	\$ 665,461			
DISTRIBUTION	\$ 530,130	\$ -	\$ -	\$ 530,130			
DEBT SERVICE	\$ 2,705,649			\$ 2,712,968	\$ (74,749)	\$ 410,000	
<b>SEWER</b>							
Revenue	\$ 2,182,150	\$ 7,700	\$ 7,700	\$ 2,189,850			
Expense	\$ 451,842	\$ 7,140	\$ 7,140	\$ 458,982			
ADMINISTRATION	\$ 750,766	\$ -	\$ -	\$ 750,766			
TREATMENT	\$ 978,369	\$ -	\$ -	\$ 978,369			
COLLECTION	\$ 390,017	\$ -	\$ -	\$ 390,017			
DEBT SERVICE	\$ 2,570,994			\$ 2,578,134	\$ (388,284)	\$ 550,000	
<b>GENERAL FUND</b>							
TAX REVENUE	\$ 663,143	\$ 23,000	\$ 23,000	\$ 686,143			
REVENUE	\$ 4,063,331	\$ 32,500	\$ 32,500	\$ 4,095,831			
CEMETERY	\$ 7,520	\$ -	\$ -	\$ 7,520			
Expense	\$ 4,733,994			\$ 4,789,494			
ADMINISTRATION	\$ 999,355			\$ 999,355			
POLICE	\$ 1,794,522	\$ 7,860	\$ 7,860	\$ 1,802,382			
FIRE	\$ 289,316	\$ 900	\$ 900	\$ 290,216			
PUBLIC WORKS	\$ 968,750	\$ -	\$ -	\$ 968,750			
COMM DEVELOPMENT	\$ 180,995	\$ -	\$ -	\$ 180,995			
MUNI BLDG	\$ 115,500	\$ 2,000	\$ 2,000	\$ 117,500			
CEMETERY	\$ 32,600	\$ 100	\$ 100	\$ 32,700			
MUNI COURT	\$ 70,050	\$ -	\$ -	\$ 70,050			
CODE ENFORCEMENT	\$ 366,700	\$ -	\$ -	\$ 366,700			
	\$ 4,817,788			\$ 4,828,648	\$ (39,154)	\$ 150,000	
<b>PARK</b>							
Revenue	\$ 296,800	\$ 14,500	\$ 14,500	\$ 311,300			
Expense	\$ 60,200	\$ -	\$ -	\$ 60,200			
POOL	\$ 176,190	\$ 6,000	\$ 6,000	\$ 182,190			
PARK	\$ 236,390			\$ 242,390	\$ 68,910	\$ 6,000	
<b>BAND</b>							
Revenue	\$ 112,250	\$ 3,000	\$ 3,000	\$ 115,250			
Expense	\$ 112,250	\$ -	\$ -	\$ 112,250	\$ 3,000		
<b>LIBRARY</b>							
Revenue	\$ 183,050	\$ 8,330	\$ 8,330	\$ 191,380			
Expense	\$ 183,050	\$ 8,330	\$ 8,330	\$ 191,380	\$ -		
<b>MUNICIPAL FIRE IMPROVEMENT</b>							
Revenue	\$ 352,750	\$ -	\$ -	\$ 352,750			
Expense	\$ 351,926	\$ -	\$ -	\$ 351,926	\$ 824	\$ 200,000	
<b>STORM WATER</b>							
Revenue	\$ 496,200	\$ -	\$ -	\$ 496,200			
Expense	\$ 496,200	\$ -	\$ -	\$ 496,200	\$ -	\$ 300,000	
<b>TRANSPORTATION IMPROVEMENTS</b>							
Revenue	\$ 958,200	\$ -	\$ -	\$ 958,200			
Expense	\$ 958,200	\$ -	\$ -	\$ 958,200	\$ -	\$ 900,000	
<b>TIF/Special</b>							
Revenue	\$ 54,425	\$ -	\$ -	\$ 54,425			
Expense	\$ 54,425	\$ -	\$ -	\$ 54,425	\$ -		
<b>TOTAL</b>							
	Revenue Total						
	\$20,849,561	\$149,030		\$20,998,591	-\$448,581		
	Expense Total						
	\$21,400,204	\$46,968		\$21,447,172			

City of Cameron  
Fiscal Year 2018 - 2019  
Budget Adjustment #1

FUND	CODE	ACCOUNT TITLE	2018-2019 BUDGET	PROPOSED CHANGES	INCREASE/ DECREASE	EXPENSE SUMMARY	REVENUE SUMMARY
<b>SOLID WASTE FUND</b>							
<u>REVENUE</u>							
		TOTAL SOLID WASTE REVENUE ADJ	<u>0</u>	<u>0</u>	<u>0</u>		
<u>EXPENSE</u>							
		TOTAL SOLID WASTE EXPENSE ADJ	<u>0</u>	<u>0</u>	<u>0</u>		
		<b>SOLID WASTE FUND ADJUSTMENT</b>				<b>0</b>	<b>0</b>
<b>AIRPORT FUND (GENERAL)</b>							
<u>REVENUE</u>							
		TOTAL AIRPORT REVENUE ADJ	<u>0</u>	<u>0</u>	<u>0</u>		
<u>EXPENSE</u>							
		TOTAL AIRPORT EXPENSE ADJ	<u>0</u>	<u>0</u>	<u>0</u>		
		<b>AIRPORT FUND ADJUSTMENT</b>				<b>0</b>	<b>0</b>
<b>ELECTRIC FUND</b>							
<u>REVENUE</u>							
	07-61-488-00	Miscellaneous Revenue	<u>5,000</u>	<u>15,000</u>	<u>10,000</u>		
		TOTAL ELECTRIC REVENUE ADJ	<u>5,000</u>	<u>15,000</u>	<u>10,000</u>		
<u>EXPENSE</u>							
	07-10-289-00	Overhead Allocation	<u>252,651</u>	<u>259,970</u>	<u>7,319</u>		
		TOTAL ELECTRIC EXPENSE ADJ	<u>252,651</u>	<u>259,970</u>	<u>7,319</u>		
		<b>ELECTRIC FUND ADJUSTMENT</b>				<b>7,319</b>	<b>10,000</b>
<b>WATER FUND</b>							
<u>REVENUE</u>							
	08-61-518-00	MO DNR Emergency Water Funds	<u>0</u>	<u>50,000</u>	<u>50,000</u>		
		TOTAL WATER REVENUE ADJ	<u>0</u>	<u>50,000</u>	<u>50,000</u>		
<u>EXPENSE</u>							
	08-10-289-00	Overhead Allocation	<u>195,747</u>	<u>203,066</u>	<u>7,319</u>		
		TOTAL WATER EXPENSE ADJ	<u>195,747</u>	<u>203,066</u>	<u>7,319</u>		
		<b>WATER FUND ADJUSTMENT</b>				<b>7,319</b>	<b>50,000</b>
<b>SEWER FUND</b>							
<u>REVENUE</u>							
	09-61-316-01	Interest Income 2016 COP Escrow	<u>1,000</u>	<u>7,500</u>	<u>6,500</u>		
	09-62-700-00	Taxable Sales	<u>300</u>	<u>1,500</u>	<u>1,200</u>		
		TOTAL SEWER REVENUE ADJ	<u>1,300</u>	<u>9,000</u>	<u>7,700</u>		
<u>EXPENSE</u>							
	09-10-289-00	Overhead Allocation	<u>195,202</u>	<u>202,342</u>	<u>7,140</u>		
		TOTAL SEWER EXPENSE ADJ	<u>195,202</u>	<u>202,342</u>	<u>7,140</u>		
		<b>SEWER FUND ADJUSTMENT</b>				<b>7,140</b>	<b>7,700</b>
<b>GENERAL FUND</b>							
<u>REVENUE</u>							
	10-60-300-00	Real Estate Taxes	<u>360,000</u>	<u>371,000</u>	<u>11,000</u>		
	10-60-301-00	Personal Property Taxes	<u>90,000</u>	<u>102,000</u>	<u>12,000</u>		
	10-61-337-00	Sale of Equipment	<u>500</u>	<u>3,000</u>	<u>2,500</u>		
	10-61-388-00	Miscellaneous Revenue	<u>35,000</u>	<u>65,000</u>	<u>30,000</u>		
		TOTAL GENERAL REVENUE ADJ	<u>485,500</u>	<u>541,000</u>	<u>55,500</u>		
<u>EXPENSE</u>							
POLICE	10-11-212-00	Contract Janitorial Service	<u>4,140</u>	<u>12,000</u>	<u>7,860</u>		
FIRE	10-12-212-00	Contract Janitorial Service	<u>600</u>	<u>1,500</u>	<u>900</u>		
MUNICIPAL BLDGS	10-16-212-00	Contract Janitorial Service	<u>20,000</u>	<u>22,000</u>	<u>2,000</u>		
CEMETERY	10-17-109-00	Vision Insurance	<u>0</u>	<u>100</u>	<u>100</u>		
		TOTAL GENERAL EXPENSE ADJ	<u>24,740</u>	<u>35,600</u>	<u>10,860</u>		
		<b>GENERAL FUND ADJUSTMENT</b>				<b>10,860</b>	<b>55,500</b>

City of Cameron  
Fiscal Year 2018 - 2019  
Budget Adjustment #1

FUND	CODE	ACCOUNT TITLE	2018-2019 BUDGET	PROPOSED CHANGES	INCREASE/ DECREASE	EXPENSE SUMMARY	REVENUE SUMMARY
<b>PARK FUND</b>							
<u>REVENUE</u>							
	12-60-300-00	Real Estate Taxes	88,000	92,000	4,000		
	12-60-301-00	Personal Property Taxes	23,000	25,000	2,000		
	12-60-302-00	Surtax & IRU Tax	18,500	27,000	8,500		
		TOTAL PARK REVENUE ADJ	129,500	144,000	14,500		
<u>EXPENSE</u>							
	12-41-275-00	Capital Projects	0	6,000	6,000		
		TOTAL PARK EXPENSE ADJ	0	6,000	6,000		
		PARK FUND ADJUSTMENT				6,000	14,500
<b>BAND FUND</b>							
<u>REVENUE</u>							
	13-60-300-00	Real Estate Taxes	50,000	53,000	3,000		
		TOTAL BAND REVENUE ADJ	50,000	53,000	3,000		
<u>EXPENSE</u>							
		TOTAL BAND EXPENSE ADJ	0	0	0		
		BAND FUND ADJUSTMENT				0	3,000
<b>LIBRARY FUND</b>							
<u>REVENUE</u>							
	14-60-308-00	Surtax & IRU Tax	21,000	35,556	14,556		
	14-61-319-00	State Aid	2,100	3,774	1,674		
	14-61-320-00	State Grant Funds	23,000	6,100	-16,900		
	14-61-380-00	Transfer From Reserve	0	8,000	8,000		
	14-61-388-00	Miscellaneous Revenue	8,000	9,000	1,000		
		TOTAL LIBRARY REVENUE ADJ	54,100	62,430	8,330		
<u>EXPENSE</u>							
	14-00-101-00	Salaries	86,000	98,000	12,000		
	14-00-105-00	Group Medical	3,000	9,000	6,000		
	14-00-208-00	Professional/Contract Services	4,700	5,000	300		
	14-00-214-00	Insurance	6,745	10,500	3,755		
	14-00-240-00	Audiovisuals	3,000	3,875	875		
	14-00-275-00	Capital Projects	0	8,000	8,000		
	14-00-280-00	Grant Fund Expenses	30,000	4,500	-25,500		
	14-00-290-12	FIMP COP Debt Service	4,800	7,700	2,900		
		TOTAL LIBRARY EXPENSE ADJ	138,245	146,575	8,330		
		LIBRARY FUND ADJUSTMENT				8,330	8,330
<b>MUNICIPAL FIRE IMPROVEMENT FUND</b>							
<u>REVENUE</u>							
		TOTAL MUNICIPAL FIRE IMPROVE. REVENUE ADJ	0	0	0		
<u>EXPENSE</u>							
		TOTAL MUNICIPAL FIRE IMPROVE. EXPENSE ADJ	0	0	0		
		MUNICIPAL FIRE IMPROVEMENT FUND ADJUSTMENT				0	0
<b>STORM WATER IMPROVEMENT FUND</b>							
<u>REVENUE</u>							
		TOTAL STORM WATER IMPROVE. REVENUE ADJ	0	0	0		
<u>EXPENSE</u>							
		TOTAL STORM WATER IMPROVE. EXPENSE ADJ	0	0	0		
		STORM WATER IMPROVEMENT FUND ADJUSTMENT				0	0
<b>TRANSPORTATION IMPROVEMENT FUND</b>							
<u>REVENUE</u>							
		TOTAL STREET IMPROVEMENT REVENUE ADJ	0	0	0		
<u>EXPENSE</u>							
		TOTAL STREET IMPROVEMENT EXPENSE ADJ	0	0	0		
		TRANSPORTATION IMPROVEMENT FUND ADJUSTMENT				0	0
		<b>BUDGET ADJUSTMENT #1</b>				<b>46,968</b>	<b>149,030</b>



City of Cameron  
 Fiscal Year 2018 - 2019  
 Budget Adjustment #1

FUND	CODE	ACCOUNT TITLE	2018-2019 BUDGET	PROPOSED CHANGES	INCREASE/ DECREASE	EXPENSE SUMMARY	REVENUE SUMMARY
<b>Notes/Comments:</b>							
<hr/>							
<b>Solid Waste:</b>		No Adjustment					
<hr/>							
<b>Airport:</b>		No Adjustment					
<hr/>							
<b>Electric:</b>							
	07-61-488-00	Miscellaneous Revenue to record industrial park land rental for growing season 2019					
	07-10-289-00	Overhead Allocation to adjust for actual estimates to annual allocation					
<hr/>							
<b>Water:</b>							
	08-61-518-00	MO DNR Emergency Water Funds approved during drought of 2018					
	08-10-289-00	Overhead Allocation to adjust for actual estimates to annual of allocation					
<hr/>							
<b>Sewer:</b>							
	09-61-316-01	Interest Income 2016 COP Escrow to record expected interest to be received on escrow funds					
	09-62-700-00	Taxable Sales adjust for miscellaneous supplies sold					
	09-10-289-00	Overhead Allocation to adjust for actual estimates to annual allocation					
<hr/>							
<b>General</b>							
	10-60-300-00	Real Estate Taxes adjust for calculated property taxes from actual valuations billed					
	10-60-301-00	Personal Property Taxes adjust for calculated property taxes from actual valuations billed					
	10-61-337-00	Sale of Equipment record sale of 1996 Dodge mini-van					
	10-61-388-00	Miscellaneous Revenue received user fee from Mediacom for their annual activities in city limits					
	10-11-212-00	Contract Janitorial Service annual contract amount unknown at budget preparation time					
	10-12-212-00	Contract Janitorial Service annual contract amount unknown at budget preparation time					
	10-16-212-00	Contract Janitorial Service annual contract amount unknown at budget preparation time					
	10-17-109-00	Vision Insurance amount low but is benefit offered by City adjust for calculated property taxes from actual valuations billed					
<hr/>							
<b>Park:</b>							
	12-60-300-00	Real Estate Taxes adjust for calculated property taxes from actual valuations billed					
	12-60-301-00	Personal Property Taxes adjust for calculated property taxes from actual valuations billed					
	12-60-302-00	Surtax & IRU Tax adjust original budget to actual received from counties					
	12-41-275-00	Capital Projects record expenses for completion of ongoing projects					
<hr/>							
<b>Band:</b>							
	13-60-300-00	Real Estate Taxes adjust for calculated property taxes from actual valuations billed					
<hr/>							
<b>Library:</b>		Adjustment of Library Budget to agree with Library Board approval annual budget					
<hr/>							
<b>Municipal Fire Improve:</b>		No Adjustment					
<hr/>							
<b>Storm Water Improve:</b>		No Adjustment					
<hr/>							
<b>Transportation Improve:</b>		No Adjustment					