AGENDA ITEM

TO: Mayor and City Council

FROM: Drew Bontrager

DATE: April 2, 2012

RE: Arbor Day Proclamation

Arbor Day is a nationally celebrated observance that encourages tree planting and care. Founded by J. Sterling Morton in 1872, it's celebrated on the last Friday in April, but many states and cities observe Arbor Day on different dates according to their best tree-planting times. Missouri observes Arbor Day on the first Friday of April. However, to coincide with the schedule of Parkview Elementary, we would like to observe Arbor Day on the second Friday of April this year.

To celebrate Arbor Day on Friday April 13, in cooperation with Parkview Elementary, and the Missouri Department of Conservation, we will plant a tree with the Kindergarten class in Kelsey Park. Once the tree is planted, we will install a plaque, to display their class year of 2024 along with the type of tree. Bob Dorton Tree Services, of Cameron, has offered to donate a White Oak tree to the Class of 2024.

Each year we will take the classes back to their tree to discuss Arbor Day and proper tree care. We will also take a picture with the class in front of their tree each year, so the kids can look back at how they and their tree have both grown. This is now our fifth year of celebrating Arbor Day by planting a tree with the Kindergarten class.

ARBOR DAY PROCLAMATION

Whereas, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

Whereas, Arbor Day is now observed throughout the nation and the world; and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife; and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal.

Now, Therefore, I, Mayor of the City of Cameron, Clinton and DeKalb Counties, Missouri, do hereby proclaim April 13, 2012 as

ARBOR DAY

in the City of Cameron, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands; and

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this 2nd day of April 2012.

_____
Mayor Frank A. Buck

Attest:

_____
City Clerk

BILL 2012-17

****** Second Reading ******

AGENDA ITEM

TO: Mayor and Council

FROM: Clyde Han, Building Inspector

DATE: Tuesday, March 13, 2012

RE: Planning and Zoning, Article 21 Supplementary District Regulations

The Planning and Zoning Commission's main objective is to review proper land use for new commercial projects and additions and to ensure the projects are in compliance with the appropriate zoning regulations.

It is neither the intent nor the responsibility of the Commission to review the structural drawing and check compliance of current Building Code as implied in section 9 of the existing Code.

The Code also states that "the fee must be included at the time of application". When Planning and Zoning review a commercial "site plan", in many cases the structural drawings are not completed. The permit fee(s) are not determined until later in the permitting process after sewer / water tap sizes are determined, and if any engineering fees for structural or storm water review are incurred by the City as part of the review.

Staff is asking that the language in Article 21 of the Zoning Code be changed to clarify intent and allow for proper review of the entire scope of the project before determining and collection of fees.

Planning and Zoning held a "Public Hearing" on February 13, 2012 and also March 12, 2012 regarding the language change and recommends approval.

Bill 2012-17

AN ORDINANCE AMENDING ARTICLE 21. SUPPLEMENTARY DISTRICT REGULATIONS, PARAGRAPH 9, COMMERCIAL PERMIT APPROVAL AND 9 E (1) APPLICATION, OF THE ZONING CODE OF THE CITY OF CAMERON, CLINTON AND DeKALB COUNTIES, MISSOURI CODE AND ENACTING NEW REVISIONS TO REQUIREMENTS

WHEREAS, The Planning and Zoning Commission's objective is to review proper land use and not the City "Building Codes" for commercial projects site plan review; and

WHEREAS, permit applications shall be required for review but payment for permits will be paid upon submission of completed structural drawings; and

WHEREAS, the Planning and Zoning Commission, after publishing notice thereof in the *Cameron Citizen-Observer*, a newspaper of general circulation, on November 24, 2011 and on January 19, 2012, conducted a public hearing on the matter on February 13, 2012 and recommends that the City make certain amendments to the City's supplementary district regulations.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CAMERON, CLINTON AND DeKALB COUNTIES, MISSOURI, AS FOLLOWS:

Section 1. Repeal Paragraph 9 and 9 E (1) of Article 21. Supplementary District and enact new paragraph as follows:

9. Commercial Permit Approval: Prior to the issuance of a building permit for the construction of any building or structure in any commercial district, except CM-P, or prior to same in any industrial/manufacturing district, or in the R-3 Multi-family residential district, or any addition to any existing building or structure therein consisting of more than ten percent (10%) of the floor area of the existing building or structure, the Planning and Zoning Commission shall first consider the application and project plan for compliance with appropriate zoning regulations.

9 E (1). The Planning and Zoning Commission shall consider the following criteria, in addition to other City codes and regulations, in its plan review:

1) Application: The application must be complete showing owner and applicant.

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 19th day of March 2012.
Passed and approved on second reading this _____ day of _____ 2012.

Second reading

Passed and approved on third and final reading this _____ day of _____ 2012.

_____
Mayor Frank A. Buck

ATTEST:

_____
City Clerk/Finance Clerk

Second reading

BILL 2012-19

****** First Reading ******

AGENDA ITEM

TO: Mayor and City Council

FROM: Drew Bontrager, Public Works Director

DATE: April 2, 2012

RE: **YMCA Lease Agreement for Swimming Pool**

PURPOSE

The attached bill would authorize the City Manager to enter into an agreement with the Cameron Regional YMCA to operate and manage all aspects of the Swimming Pool for the 2012 season.

BACKGROUND

This is the eighth season the Cameron YMCA has operated and managed all aspects of the Swimming Pool, including concessions for the Park Board. This has proved to be a successful partnership, by allowing the Park Board to concentrate on facilities and the YMCA providing the management expertise they have for running the program.

The Park Board shall pay the YMCA a management fee of $10,500. In addition, the contract states the Park Board shall cover any losses associated with operation, and shall split any revenue from the YMCA operation of the facility.

The table below outlines the amounts paid to the YMCA over the previous seven seasons.

2005	2006	2007	2008	2009	2010	2011
$13,439	$17,063	$24,087	$15,956	$14,099	$9,153	$10,004

RECOMMENDATION

On March 22, 2012, the Park Board reviewed and unanimously approved the attached Lease Agreement with the Cameron Regional YMCA for the operation of the Swimming Pool for the 2012 season.

Bill 2012-19

AN ORDINANCE AUTHORIZING A LEASE AGREEMENT FOR THE SWIMMING POOL AND APPURTENANCES BY AND BETWEEN THE CITY OF CAMERON, CLINTON AND DeKALB COUNTIES, MISSOURI; THE CAMERON PARK BOARD; AND CAMERON REGIONAL YMCA

WHEREAS, the Cameron Park Board has found it to be in the best interest of the City to lease the swimming pool and appurtenant structures located on Seminary Street to the Cameron Regional YMCA; and

WHEREAS, all entities involved have met and reviewed the lease agreement and find it to be in the best interest of the general public; and

WHEREAS, the City of Cameron, the Cameron Park Board and the Cameron Regional YMCA have found the arrangements made were satisfactory and all entities are in agreement to continue said lease agreement.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CAMERON, CLINTON AND DeKALB COUNTIES, MISSOURI, AS FOLLOWS:

Section 1. The Mayor is hereby authorized to sign the attached Lease Agreement by and between the City of Cameron, the Cameron Park Board and the Cameron Regional YMCA, a copy of which is attached hereto and made a part hereof, for the swimming pool and appurtenances at the Cameron Municipal Swimming Pool.

Section 2. 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. This Ordinance shall be in full force and effect from and after its passage.

Passed and approved on first reading this 2nd day of April 2012.
Passed and approved on second reading this _____ day of _____ 2012.
Passed and approved on third and final reading this _____ day of _____ 2012.

_____
Mayor Frank A. Buck

ATTEST:

_____
City Clerk/Finance Clerk

LEASE AGREEMENT FOR

SWIMMING POOL AND APPURTENANCES

THIS AGREEMENT made and entered into this _____day of **April, 2012** by and between the **Cameron Park Board** ("Park Board"), an independent Board operating in the City of Cameron, Missouri, the **City of Cameron, Missouri** ("City"), and the **Cameron Regional YMCA** ("Cameron YMCA").

WITNESSETH:

The Park Board, finding it to be in the best interests of the City to do so, does hereby lease and let the Cameron YMCA, for a term beginning on the 15th day of May, 2012, and ending on the 1st day of September, 2012, its swimming pool and appurtenant structures located at 221 Seminary Street in the City of Cameron, Clinton County, Missouri (hereinafter collectively referred to as "swimming pool") upon the following terms and conditions:

1. The parties acknowledge that the Cameron YMCA, is an independent contractor and is not an agent, servant or alter ego of the Park Board or City in its performance of duties which it hereby assumes. The Park Board agrees that all revenue generated and received during the term of this Lease Agreement shall be payable to and the sole property of the Cameron YMCA.

2. Access and entry into the swimming pool shall be open to the general public upon the conditions and terms to be mutually agreed upon by the Park Board and the Cameron YMCA and shall be available to any person whomsoever; however the Cameron YMCA may deny admittance to any person for disciplinary reasons.

3. The Cameron YMCA shall have the following duties, which shall be done and accomplished at its cost during the term of this Lease Agreement:

    a. To pay all staffing costs, i.e. salaries, withholding and employment taxes and worker's compensation insurance costs.

    b. To hire and supervise all staff in accordance with applicable state and federal employment laws. Appropriate staff will be properly certified and trained prior to beginning their duties, and the Cameron YMCA will provide to the Park Board and the City evidence of such training and certification prior to beginning of said duties.

    c. To test the water in the pool no less than four (4) times daily when the pool is open: in the morning, near noon, in the mid-afternoon and at the end of the daily swimming. The Park Board and City shall have access to said testing results at all times.

    d. To maintain the swimming pool, deck, bathhouse and office in a clean and hygienic manner and in keeping with standards established by the City and licensing agencies of the State or Federal Government.

4. During the term of this agreement, the following insurance provisions will be met.

a. The Cameron YMCA agrees to assume any financial obligation resulting from
any claim settlement and related fees which originated due to the negligence of the Cameron YMCA's staff originating from the operation of the city's swimming pool. The Cameron YMCA agrees to provide and keep in full force and effect the following insurance coverages in the following minimum amounts:

Comprehensive General Liability: Minimum limit $2,000,000 combined single limit for bodily injury and property damage per occurrence.

Workers' Compensation: Statutory requirements.

Employers' Liability: $1,000,000 each employee, $1,000,000 each accident and $1,000,000 policy limit.

a. The City of Cameron agrees to assume any financial obligation resulting from
any claim settlement and related fees which originated due to the negligence of the City of Cameron 's staff originating from to the operation of the city's swimming pool. The city of Cameron agrees to provide and keep in full force and effect the following insurance coverages in the following minimum amounts:

Comprehensive General Liability: Minimum limit $2,000,000 combined single limit for bodily injury and property damage per occurrence.

Workers' Compensation: Statutory requirements.

Employers' Liability: $1,000,000 each employee, $1,000,000 each accident and $1,000,000 policy limit.

5. The Park Board and City shall have the following duties and responsibilities, which shall be done and accomplished at its cost during the term of this Lease Agreement:

a. To pay all costs associated with the operation of all activities that it conducts or allows at the pool.

6. The Cameron YMCA shall furnish to the Park Board, on or before the beginning of the term hereof, the following information that shall be approved by the City:

a. The variety and types of programs that it shall provide during the term hereof together with the length of said programs and the fees to be charged therefore.

b. A written emergency action plan.

c. A written lifeguard plan, which will set out the number of lifeguards it will have on duty per number of patrons, and the Pool Rules and Conduct.

7. After the commencement of this Lease Agreement, the Cameron YMCA will furnish to the Park Board, by the fifth day of each month, during the lease term a summary of completed pool programming for the preceding month, together with attendance figures for those programs. Daily attendance figures shall include the number of cash patrons and pre-paid family and individual pass patrons.

8. The Park Board and the City reserve the right to enter the premises at any time to inspect repair and maintain, as necessary, the premises.

9. The City of Cameron shall have access, at all times, to all records related to any pool operations, including but not limited to pool testing results, life guard certifications, in-service training records, or any other documents related to the swimming pool operations.

10. The Park Board shall provide water and electricity for the operation of the swimming pool as well as the necessary pool chemicals.

11. The Park Board shall repair the pumps, filters, gauges, and plumbing associated with the operation of the pool and shall maintain, by painting necessary fixtures and mowing the pool grounds.

12. The Park Board will provide to the Cameron YMCA for its use on the premises:

Cash Register	Baskets
Pool maintenance equipment	Ropes
Concession equipment	Rescue Tubes
Backboards/straps and head immobilizer	Deck chairs
AED and Oxygen devices	Umbrellas

Said items will be inspected by representatives of the parties before the beginning of the lease term and note of their condition, and at the end of the lease term, the items will be re-inspected and any item that is missing, damaged or deteriorated more than would be expected by the season's use will be repaired or replaced at the expense of the Cameron YMCA.

13. No more than sixty (60) days after the end of the Cameron YMCA's operation hereunder, the Cameron YMCA shall supply to the Park Board and City an end-

of-season report detailing all programs offered at the pool, the participation in those programs and a statement of revenues and expenses for the pool during the term hereof.

14. Based upon the end-of-season report, the Park Board will pay a Management Fee of $10,500 to the Cameron Regional YMCA. If the Cameron YMCA realizes a profit (income minus direct and indirect expenses), the sum will be divided between Cameron YMCA and the Park Board in proportion of expenses paid out. If the Cameron YMCA realizes a deficit, the Park Board agrees to pay the deficit to the Cameron YMCA.

15. If the Cameron YMCA is interested in managing the swimming pool in years subsequent to the year 2012, it shall notify the Park Board, in writing, no later than November 1st of said interest and said statement of interest shall be considered by the Park Board.

16. This Lease Agreement is binding on the parties hereto, their heirs, executors, administrators, or assigns.

17. All signatories to this Lease Agreement warrant that the execution of this Agreement on behalf of the Cameron YMCA, Park Board and City of Cameron has been duly authorized and approved by the appropriate governing bodies of each entity.

18. The parties to this Agreement do not condone discrimination with regard to race, color, national origin, religion, sex, age, disability or veteran status in the programs or activities in which they operate.

IN WITNESS WHEREOF, the parties have hereunto set their hands the day and first above written.

CAMERON PARK BOARD
MISSOURI

By: _____
President

Dated: _____

CAMERON REGIONAL YMCA

By: _____
Executive Director/CEO

CITY OF CAMERON,

By: _____
Mayor

Dated: _____

Attest:

By: _____
City Clerk

Dated: _____ Dated: _____

CAMERON REGIONAL YMCA

By: _____
President

Dated: _____

BILL 2012-20

****** Full Reading ******

AGENDA ITEM

To: Mayor and Council
From: Clyde Han, City Inspector
Ref: Minor Plat, re-plat /amended plat
Date: Wednesday, March 21, 2012

The LDS church has purchased the property at 224 N. East St.

The property abuts property already owned by the church at 1100 E. 4th. and wishes to join the properties into one lot.

The three tracts of ground would combine to form one lot of 3.18 Acers more or less.

All the properties are zoned R-2 and would remain R-2.

No "Substandard" lots or tracts are created.

There is no existing subdivision for the property; East Grand Estates is to the south, all other surrounding properties are unplatted "Tracts" of land.

For the purposes of identification and recording, the "Minor Plat" would be named "Grand Avenue Church, Lot 1".

Subdivisions and Minor Subdivisions create smaller lots and require storm water, street and right-of-way improvements (sidewalk, curb and gutter).

A "Minor Plat", "Re-Plat" and "Amended Plats" are not subdivisions of property, they are moving or removing property lines and require no storm water, street or right-of-way improvements.

Planning and Zoning has review the re-plat, the church, Planning and Zoning Chairman & Secretary have all signed the plat and recommend approval.

Bill 2012-20

AN ORDINANCE APPROVING THE RE-PLAT OF THREE TRACTS OF UN-PLATTED LAND TOTALING 3.18 ACRES, MORE OR LESS, CREATING A PLAT KNOWN AS "GRAND AVENUE CHURCH, LOT 1" IN CAMERON, CLINTON COUNTY, MISSOURI AND THE FILING OF THE PLAT THEREOF

WHEREAS, a request for approval of the final plat Re-plat of three tracts of un-platted land combined to create a plat known as "Grand Avenue Church, Lot 1", in Cameron, Clinton County, Missouri has been submitted to the Planning and Zoning Commission; and

WHEREAS, the Cameron Planning and Zoning Commission, having duly considered same, recommends approval by the City Council.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CAMERON, CLINTON AND DeKALB COUNTIES, MISSOURI, AS FOLLOWS:

Section 2. The Mayor is hereby authorized to sign the final plat Re-plat of three tracts of unplatted land combined to create a plat known as "Grand Avenue Church, Lot 1", in Cameron, Clinton County, Missouri, approving said document on behalf of the City.

Section 3. The City Clerk is hereby directed to attest to the Mayor's signature and to cause said plat to be duly filed in the office of the Clinton County Recorder of Deeds.

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

Read two times, passed and approved this 2nd day of April 2012.

_____
Mayor Frank A. Buck

ATTEST:

_____
City Clerk

Full reading

CITY OF CAMERON
MINUTES
MARCH 19, 2012

REGULAR SESSION

Frank A. Buck	P
Mark L. Carr	P
Dennis M. Clark	P
Jerri Ann Eddins	P
David Fry	P

The City Council of the City of Cameron, Missouri met in Regular Session on Monday, the 19th day of March 2012, at six o'clock p.m. at City Hall. Mayor Frank A. Buck led the Pledge of Allegiance to the flag of the United States of America.

Mayor Frank A. Buck presided with the following Councilmembers present: Mark L. Carr, Dennis M. Clark, Jerri Ann Eddins and David Fry. Absent: none.

Present were City Manager Mark Gaugh, Attorney for the City Troy Dietrich and City Clerk/Finance Clerk Barbara J. O'Connor.

Minutes of the March 5, 2012, meeting were approved as submitted with a unanimous voice vote on motion made by Councilmember Carr and seconded by Councilmember Clark.

PUBLIC PARTICIPATION

None.

CITY MANAGER'S REPORT

1. The Finance Committee met March 12, 2012 to discuss financing for Walnut Street improvements and funding options for a downtown chime system. The Committee recommended a resolution for funding be presented for Council consideration. The resolution is on the agenda. The Committee recommended seeking donations from local businesses and individuals for the chime system which is estimated to cost $17,000.
2. Water Plant Improvements. The 500,000 gallon finished water/ground tank was cleaned by a diving company. The company diver entered the tank and vacuum cleaned it. A video report of the work will be provided to the City.

UNFINISHED BUSINESS

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Bill 2012-6, **AN ORDINANCE STATING EXCEPTIONS TO SECTION 6-115. DRINKING IN PUBLIC ALLOWED, OF DIVISION 1. GENERALLY, OF ARTICLE V. ALCOHOLIC BEVERAGES OF CHAPTER 6, LICENSES AND BUSINESS REGULATIONS WITH RESPECT TO PUBLIC SALE AND CONSUMPTION OF MALT LIQUOR AND WINE WITHIN THE CITY OF CAMERON, MISSOURI AND ENACTING A NEW SECTION 6-115 THEREIN (Independence Day)** was read on third reading by title by City Clerk O'Connor. Copies of said Bill 2012-6 were available for the public. Motion was made by Councilmember Clark and seconded by Councilmember Eddins to pass said bill on third reading. Discussion. No additional information was presented. Bill 2012-6 passed by the following roll call vote: "Aye": Councilmembers: Buck, Clark and Eddins. "Nay": Councilmembers: Carr and Fry. The Mayor thereupon declared said bill duly adopted and said bill was numbered **ORDINANCE 5709**, was thereupon signed by the Mayor and attested by the City Clerk.

Waste Water Treatment Plant Improvements – Mark French, Honeywell Corporation. Mr. French said his company is seeking a letter of intent to perform the task of reviewing energy efficient solutions for improvements that would bypass the lagoons at the correctional facilities and reduce problems at the City's Waste Water Treatment Plant. The letter will need to be approved by ordinance and will be on the April 2, 2012 agenda. Honeywell Corporation has contracted with HDR Engineers to review the plans for the improvements. The work to be done will be budget neutral.

Bill 2012-9, **AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF CAMERON, MISSOURI TO ENTER INTO AN AGREEMENT WITH CAMERON R-1 SCHOOL DISTRICT TO PROVIDE THE DISTRICT WITH A SCHOOL RESOURCE OFFICER (SRO)**, was read by title on second reading by City Clerk O'Connor. Copies of said Bill 2012-9 were available for the public. Motion was made by Councilmember Clark and seconded by Councilmember Carr to pass said bill on second reading. Discussion. No additional information was presented. Bill 2012-9 passed on second reading with a unanimous voice vote.

Bill 2012-9 was read on third reading by title by City Clerk O'Connor. Motion was made by Councilmember Fry and seconded by Councilmember Clark to pass said bill on third reading. Discussion. Bill 2012-9 passed by the following roll call vote: "Aye": Councilmembers: Buck, Carr, Clark, Eddins and Fry. "Nay" none. The Mayor thereupon declared said bill duly adopted and said bill was numbered **ORDINANCE 5710**, was thereupon signed by the Mayor and attested by the City Clerk.

6:00 p.m. Councilmember Clark recused himself from the Council Chamber citing a potential conflict of interest, noting his wife is a member of the Cameron Municipal Band.

Bill 2012-10, **AN ORDINANCE AUTHORIZING THE CITY OF CAMERON, CLINTON AND DeKALB COUNTIES, MISSOURI TO ENTER INTO A CONTRACT WITH THE CAMERON MUNICIPAL BAND FOR THE SUMMER OF 2012,** was read by title on second reading by City Clerk O'Connor. Copies of said Bill 2012-10 were available for the public. Motion was made by Councilmember Eddins and seconded by Councilmember Fry

draft

to pass said bill on second reading. Discussion. No additional information was presented. Bill 2012-10 passed on second reading with a unanimous voice vote. Absent: Councilmember Clark.

Bill 2012-10 was read on third reading by title by City Clerk O'Connor. Motion was made by Councilmember Carr and seconded by Councilmember Eddins to pass said bill on third reading. Discussion. Bill 2012-10 passed by the following roll call vote: "Aye": Councilmembers: Buck, Carr, Eddins and Fry. "Nay" none. Absent: Councilmember Clark. The Mayor thereupon declared said bill duly adopted and said bill was numbered **ORDINANCE 5711**, was thereupon signed by the Mayor and attested by the City Clerk.

6:05 p.m. Councilmember Clark returned to the Chamber.

Bill 2012-11, **AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF CAMERON, CLINTON AND DeKALB COUNTIES, MISSOURI TO ENTER INTO A CONTRACT WITH THE CAMERON AMBULANCE DISTRICT TO PROVIDE DISPATCH SERVICES BY THE PUBLIC SAFETY DISPATCH CENTER OF THE CITY OF CAMERON, CLINTON AND DeKALB COUNTIES, MISSOURI,** was read by title on second reading by City Clerk O'Connor. Copies of said Bill 2012-11 were available for the public. Motion was made by Councilmember Carr and seconded by Councilmember Eddins to pass said bill on second reading. Discussion. No additional information was presented. Bill 2012-11 passed on second reading with a unanimous voice vote.

Bill 2012-11 was read on third reading by title by City Clerk O'Connor. Motion was made by Councilmember Fry and seconded by Councilmember Eddins to pass said bill on third reading. Discussion. Bill 2012-11 passed by the following roll call vote: "Aye": Councilmembers: Buck, Carr, Clark, Eddins and Fry. "Nay" none. The Mayor thereupon declared said bill duly adopted and said bill was numbered **ORDINANCE 5712**, was thereupon signed by the Mayor and attested by the City Clerk.

Bill 2012-12, **AN ORDINANCE AUTHORIZING THE CITY MANAGER OF THE CITY OF CAMERON, CLINTON AND DeKALB COUNTIES, MISSOURI TO ENTER INTO A LEASE WITH GARY O'GRADY FOR THE USE OF AGRICULTURAL PROPERTY LOCATED AT 521 S ELM**, was read by title on second reading by City Clerk O'Connor. Copies of said Bill 2012-12 were available for the public. Motion was made by Councilmember Carr and seconded by Councilmember Eddins to pass said bill on second reading. Discussion. No additional information was presented. Bill 2012-12 passed on second reading with a unanimous voice vote.

Motion was made by Councilmember Carr and seconded by Councilmember Clark to pass said bill on third reading. Discussion. Bill 2012-12 passed by the following roll call vote: "Aye": Councilmembers: Buck, Carr, Clark, Eddins and Fry. "Nay" none. The Mayor thereupon declared said bill duly adopted and said bill was numbered **ORDINANCE 5713**, was thereupon signed by the Mayor and attested by the City Clerk.

draft

Bill 2012-13, **AN ORDINANCE AUTHORIZING THE CITY MANAGER OF THE CITY OF CAMERON, CLINTON AND DeKALB COUNTIES, MISSOURI TO ENTER INTO A LEASE WITH JERALD UTT FOR THE USE OF AGRICULTURAL PROPERTY LOCATED AT 6700 SE GRIDLEY,** was read by title on second reading by City Clerk O'Connor. Copies of said Bill 2012-13 were available for the public. Motion was made by Councilmember Carr and seconded by Councilmember Clark to pass said bill on second reading. Discussion. No additional information was presented. Bill 2012-13 passed on second reading with a unanimous voice vote.

Motion was made by Councilmember Carr and seconded by Councilmember Fry to pass said bill on third reading. Discussion. Bill 2012-13 passed by the following roll call vote: "Aye": Councilmembers: Buck, Carr, Clark, Eddins and Fry. "Nay" none. The Mayor thereupon declared said bill duly adopted and said bill was numbered **ORDINANCE 5714**, was thereupon signed by the Mayor and attested by the City Clerk.

Bill 2012-14, **ORDINANCE AUTHORIZING THE CITY MANAGER OF THE CITY OF CAMERON, CLINTON AND DeKALB COUNTIES, MISSOURI TO ENTER INTO A LEASE WITH DOUBLE S FARMS, JESSE SAUNDERS FOR THE USE OF AGRICULTURAL PROPERTY LOCATED AT THE CAMERON MEMORIAL AIRPORT,** was read by title on second reading by City Clerk O'Connor. Copies of said Bill 2012-14 were available for the public. Motion was made by Councilmember Clark and seconded by Councilmember Eddins to pass said bill on second reading. Discussion. No additional information was presented. Bill 2012-14 passed on second reading with a unanimous voice vote.

Motion was made by Councilmember Carr and seconded by Councilmember Eddins to pass said bill on third reading. Discussion. Bill 2012-14 passed by the following roll call vote: "Aye": Councilmembers: Buck, Carr, Clark, Eddins and Fry. "Nay" none. The Mayor thereupon declared said bill duly adopted and said bill was numbered **ORDINANCE 5715**, was thereupon signed by the Mayor and attested by the City Clerk.

Bill 2012-15, **AN ORDINANCE AUTHORIZING THE CITY MANAGER OF THE CITY OF CAMERON, CLINTON AND DeKALB COUNTIES, MISSOURI TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH OLSSON & ASSOCIATES FOR DESIGN OF THE WALNUT STREET STORM WATER IMPROVEMENTS PROJECT,** was read by title on second reading by City Clerk O'Connor. Copies of said Bill 2012-15 were available for the public. Motion was made by Councilmember Eddins and seconded by Councilmember Clark to pass said bill on second reading. Discussion. No additional information was presented. Bill 2012-15 passed on second reading with a unanimous voice vote.

Motion was made by Councilmember Carr and seconded by Councilmember Clark to pass said bill on third reading. Discussion. Bill 2012-15 passed by the following roll call vote: "Aye": Councilmembers: Buck, Carr, Clark, Eddins and Fry. "Nay" none. The Mayor thereupon declared said bill duly adopted and said bill was numbered **ORDINANCE 5716**, was thereupon signed by the Mayor and attested by the City Clerk.

draft

Bill 2012-16, **AN ORDINANCE AUTHORIZING THE CITY MANAGER OF THE CITY OF CAMERON, CLINTON AND DeKALB COUNTIES, MISSOURI TO AMEND THE PROFESSIONAL SERVICES AGREEMENT WITH OSMOSE UTILITY SERVICES, INC. TO FURNISH POWER POLE INSPECTION AND TREATMENT SERVICES,** was read by title by City Clerk O'Connor. Copies of said Bill 2012-16 were available for the public. Motion was made by Councilmember Clark and seconded by Councilmember Fry to pass said bill on first reading. Discussion. City Manager Gaugh informed Council this is the third phase of a three (3) phase agreement to perform a physical inspection of the power poles encompassing the entire electrical system. The inspections should not have to be repeated for another seven (7) to ten (10) years. Motion carried unanimously.

Motion was made by Councilmember Carr and seconded by Councilmember Clark to suspend the rules and place said bill on second reading. Discussion. None. Motion carried unanimously.

On motion made by Councilmember Clark and seconded by Councilmember Fry said bill was placed on second reading, was read by title and passed by the following roll call vote: "Aye": Councilmembers: Buck, Carr, Clark, Eddins and Fry. "Nay" none. The Mayor thereupon declared said bill duly adopted and said bill was numbered **ORDINANCE 5717**, was thereupon signed by the Mayor and attested by the City Clerk.

Bill 2012-17, **AN ORDINANCE AMENDING ARTICLE 21. SUPPLEMENTARY DISTRICT REGULATIONS, PARAGRAPH 9, COMMERCIAL PERMIT APPROVAL AND 9 E (1) APPLICATION, OF THE ZONING CODE OF THE CITY OF CAMERON, CLINTON AND DeKALB COUNTIES, MISSOURI CODE AND ENACTING NEW REVISIONS TO REQUIREMENTS,** was read by title by City Clerk O'Connor. Copies of said Bill 2012-17 were available for the public. Motion was made by Councilmember Fry and seconded by Councilmember Eddins to pass said bill on first reading. Discussion. Inspector Clyde Han said the Planning and Zoning Commission has responsibility to ensure projects are in compliance with the appropriate zoning regulations. Currently, the Code states that the fee must be included at the time of the application. However all fees cannot be determined that early in the permit process. Staff is asking the language be changed to clarify the Code's intent for review. Then allow for proper review time to determine the appropriate fees. Bill 2012-17 passed on first reading only with a unanimous voice vote.

Bill 2012-18, **AN ORDINANCE AUTHORIZING THE CITY OF CAMERON ACCOUNTING STAFF TO WRITE-OFF UNCOLLECTIBLE UTILITY ACCOUNTS FOR THE CITY OF CAMERON, CLINTON AND DEKALB COUNTIES, MISSOURI,** was read by title by City Clerk O'Connor. Copies of said Bill 2012-18 were available for the public. Motion was made by Councilmember Clark and seconded by Councilmember Eddins to pass said bill on first reading. Discussion. Staff explained that all efforts to collect these accounts have been exhausted and this process will help to clean up the utility accounts. It was also noted that after the accounts are delinquent for three months, they are sent to a collection agency as another avenue utilized to collect these accounts. Every effort is made to collect delinquent fees if a customer re-applies for utilities at a later date. Motion carried unanimously.

draft

Motion was made by Councilmember Clark and seconded by Councilmember Eddins to suspend the rules and place said bill on second reading. Discussion. None. Motion carried unanimously.

On motion made by Councilmember Clark and seconded by Councilmember Fry said bill was placed on second reading, was read by title and passed by the following roll call vote: "Aye": Councilmembers: Buck, Carr, Clark, Eddins and Fry. "Nay" none. The Mayor thereupon declared said bill duly adopted and said bill was numbered **ORDINANCE 5718**, was thereupon signed by the Mayor and attested by the City Clerk.

Resolution 2012-2, **A RESOLUTION AUTHORIZING THE OFFERING FOR SALE OF APPROXIMATELY $3,280,000 PRINCIPAL AMOUNT OF CERTIFICATES OF PARTICIPATION TO PROVIDE FUNDS TO PAY COSTS OF STORM WATER CONTROL MEASURES AND TRANSPORTATION IMPROVEMENTS IN THE CITY OF CAMERON, CLINTON AND DEKALB COUNTIES, MISSOURI,** was read by title by City Clerk O'Connor. Copies of said Resolution 2012-2 were available for the public. Motion was made by Councilmember Clark and seconded by Councilmember Eddins to pass said resolution. Discussion. Jack Dillingham, Piper Jaffray, said he had met with the Finance Committee and discussed the Certificates of Participation (COP) totaling $3,280,000. The storm drainage project portion is $2,765,000 and the street improvement project portion is $515,000. The Finance Committee recommends approval of the COP. Mr. Dillingham discussed the interest rate, stating rates are attractive at this time and action should be taken to secure the current rates. Resolution 2012-2 passed with a unanimous voice vote.

PUBLIC PARTICIPATION

Bob Hart, 1004 Second Street Terrace, complemented Staff for their efforts in collecting utility accounts. Mr. Hart referenced Resolution 2012-2 and asked where the money will be spent. City Manager Gaugh explained the break down and said the City plans to have $100,000 as a buffer so that not all the sales tax money collected will be tied up.

MISCELLANEOUS

City Clerk O'Connor:

- Asked Chris Johnson, *Cameron Citizen-Observer* to remind all of the upcoming Council Candidate Forum. Mr. Johnson said the event will be held in the Council Chamber, March 20, 2012 beginning at 6:00 p.m. The Forum is sponsored by the *Cameron Citizen-Observer* and KMRN/KKWK Regional Radio. Each candidate will have the opportunity to tell something about themselves and to answer questions from the public presented by moderators.

Councilmember Fry:

- Thanked the Cameron High School for a play recently presented. Money raised from the event will go the assist victims of the Joplin tornado.

draft

Councilmember Carr:

- Asked that returning veterans be recognized in some manner. Councilmember Carr suggested including the veterans and their families in the 4th of July parade.

Mayor Buck:

- Commended the Cameron Police Department for all the work they do.

There being no further business on motion made by Councilmember Carr and seconded by Councilmember Clark, the meeting was adjourned at 6:55 p.m. on a unanimous voice vote.

APPROVED:

_____

Mayor Frank A. Buck

ATTEST:

_____

City Clerk/Finance Clerk

draft

CITY OF CAMERON
AGENDA

REGULAR SESSION
City Hall – 205 North Main Street
6:00 p.m.
April 2, 2012
Tentative

1. Pledge of Allegiance

2. Roll Call

3. Minutes of the March 19, 2012 Meeting

4. Public Participation *(Five minute time limit)*

   a. Arbor Day Proclamation (attached)

5. City Manager's Report

6. Unfinished Business

   a. ***Second Reading*** Bill 2012-17, AN ORDINANCE AMENDING ARTICLE 21. SUPPLEMENTARY DISTRICT REGULATIONS, PARAGRAPH 9, COMMERCIAL PERMIT APPROVAL AND 9 E (1) APPLICATION, OF THE ZONING CODE OF THE CITY OF CAMERON, CLINTON AND DeKALB COUNTIES, MISSOURI CODE AND ENACTING NEW REVISIONS TO REQUIREMENTS (attached)

7. New Business

   a. ***First Reading*** Bill 2012-19, AN ORDINANCE AUTHORIZING A LEASE AGREEMENT FOR THE SWIMMING POOL AND APPURTENANCES BY AND BETWEEN THE CITY OF CAMERON, CLINTON AND DeKALB COUNTIES, MISSOURI; THE CAMERON PARK BOARD; AND CAMERON REGIONAL YMCA (attached)

   b. ***Full Reading*** Bill 2012-20, AN ORDINANCE APPROVING THE RE-PLAT OF THREE TRACTS OF UN-PLATTED LAND TOTALING 3.18 ACRES, MORE OR LESS, CREATING A PLAT KNOWN AS "GRAND AVENUE CHURCH, LOT 1" IN CAMERON, CLINTON COUNTY, MISSOURI AND THE FILING OF THE PLAT THEREOF (attached)

   c. Resolution 2012-3, A RESOLUTION AUTHORIZING THE CITY CLERK OF THE CITY OF CAMERON, CLINTON AND DeKALB COUNTIES, MISSOURI TO DESTROY CERTAIN RECORDS IN ACCORDANCE WITH APPLICABLE RETENTION SCHEDULES (attached)

   d. Liquor License Application – Ma and Pa's Restaurant (attached)

8. Public Participation *(Five minute time limit)*

9. Miscellaneous

10. Executive Session: Litigation [RSMo 610.021(1)]

11. Adjourn

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.

The City of Cameron does not discriminate against
the physically or mentally impaired.

Dated: March 29, 2012

Barbara J. O'Connor, CMC
City Clerk/Finance Clerk

AGENDA ITEM

TO: Mayor and City Council

FROM: Drew Bontrager

DATE: April 2, 2012

RE: Arbor Day Proclamation

Arbor Day is a nationally celebrated observance that encourages tree planting and care. Founded by J. Sterling Morton in 1872, it's celebrated on the last Friday in April, but many states and cities observe Arbor Day on different dates according to their best tree-planting times. Missouri observes Arbor Day on the first Friday of April. However, to coincide with the schedule of Parkview Elementary, we would like to observe Arbor Day on the second Friday of April this year.

To celebrate Arbor Day on Friday April 13, in cooperation with Parkview Elementary, and the Missouri Department of Conservation, we will plant a tree with the Kindergarten class in Kelsey Park. Once the tree is planted, we will install a plaque, to display their class year of 2024 along with the type of tree. Bob Dorton Tree Services, of Cameron, has offered to donate a White Oak tree to the Class of 2024.

Each year we will take the classes back to their tree to discuss Arbor Day and proper tree care. We will also take a picture with the class in front of their tree each year, so the kids can look back at how they and their tree have both grown. This is now our fifth year of celebrating Arbor Day by planting a tree with the Kindergarten class.

ARBOR DAY PROCLAMATION

Whereas, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

Whereas, Arbor Day is now observed throughout the nation and the world; and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife; and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal.

Now, Therefore, I, Mayor of the City of Cameron, Clinton and DeKalb Counties, Missouri, do hereby proclaim April 13, 2012 as

ARBOR DAY

in the City of Cameron, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands; and

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this 2nd day of April 2012.

_____
Mayor Frank A. Buck

Attest:

_____
City Clerk

MEMO

To: Mayor and City Council

From: Mark Gaugh, City Manager

Date: April 2, 2012

Re: Manager's Report

Parks & Recreation- I attended the Park Board meeting on Thursday, March 22. I advised them of our continuing efforts and work to develop a hiking/biking trail at the reservoir and that the City would like to work with them in partnership toward the project. They agreed to help fund the materials, as long as expenses were not too great. The City will provide necessary equipment and labor. We will look into locating an area for a shelter and see if the Boy Scouts might help with the construction of a shelter-type structure. We are limited on space, however, at the most desired location. We will need to do more detailed measurements to make sure there is enough room for a structure off McElwain Drive. There are also portions of the project that will have a large capital need, such as a spillway crossing at Reservoir #2. We are still planning to secure a grant, however, since these expenses will exceed available resources.

In addition to the trails project, I mentioned that the City could help install better lighting at Recreation Park and recover the expense to the Electric Department through a monthly usage fee, similar to what we do with home security lights. This way, the Parks Department would not have a huge budget impact and over time (5 years, approx.), the Electric Division would be re-paid for the lights. This should satisfy our accounting process where each department accounts for their own expenses and revenues. The Board seemed very interested in this, and will prepare a rough lighting plan showing proposed locations and which lights might need higher wattages. The lights could be installed with our in-house crew, since the project is within our equipment capability. It would be less costly for the City crew to do it than hiring the work out.

RESOLUTION 2012-3

AGENDA ITEM

TO: Mayor and City Council

FROM: Barbara J. O'Connor, CMC, City Clerk/Finance Clerk

DATE: March 29, 2012

RE: Records Destruction

Issue: Each year records become available for destruction according to the Missouri Municipal Records Retention Manual. This Manual is made available to us by the Missouri Secretary of State's Office and is updated on an annual basis by the Missouri Local Records Board. This year, as in previous years, staff has located records that no longer possess administrative, legal, fiscal or historical significance and therefore are eligible for destruction. The process frees up space for current and future records as well as un-cluttering file cabinets, which will benefit in researching existing records. Once the destruction has taken place, you will receive a "Certifications of Records Destroyed" from me, thereby establishing a permanent list of the destroyed records. The Police Department and Municipal Court has asked that their eligible records be destroyed according to the Records Retention Manual also.

Recommendation:
Staff recommends approval of this resolution for records destruction.

RESOLUTION 2012-3

A RESOLUTION AUTHORIZING THE CITY CLERK OF THE CITY OF CAMERON, CLINTON AND DeKALB COUNTIES, MISSOURI TO DESTROY CERTAIN RECORDS IN ACCORDANCE WITH APPLICABLE RETENTION SCHEDULES

WHEREAS, the 73rd General Assembly passed the law establishing Records Management and Archives Services as a division of the Office of Secretary of State; and

WHEREAS, Senate Bill No. 376 passed by the 76th General Assembly extended the Records Management Law to local governments of Missouri, which law gave the Secretary of State responsibility for implementation of the program; and

WHEREAS, the Missouri Local Records Board approved the first Municipal Records Manual in 1973, and which Manual has been amended from time to time as needed.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CAMERON, CLINTON AND DeKALB COUNTIES, MISSOURI, AS FOLLOWS:

Section 1. The City of Cameron adopts the Missouri Municipal Records Manual as set forth by the Secretary of State.

Section 2. The City Clerk, on recommendation of the appropriate Department Heads, is hereby authorized and directed to destroy the records listed on Exhibit "A" and Exhibit "B" attached hereto.

Section 3. On completion, the City Clerk is requested to provide the City Council certificates, attesting to the execution of this directive.

Passed and approved this 2nd day of April 2012.

_____
Mayor Frank A. Buck

ATTEST:

_____
City Clerk

EXHIBIT A
Records Destruction List

File Name	Creation	Retention	Discard	Retention Schedule
Lower Level Vault				
Business Licenses	2009+	2	2012	**GS 055**
Accounts Payable Posting Journals	2006	5	2012	**GS 007**
Accounts Payable	2006	5	2012	**GS 007**
Payroll check stubs	2003-06	5	2012	**0725**
Dog Tag receipts	2003-04-05	5	2012	**0105**
Payroll Check Stubs	2003-2006	5	2012	**0711**
Cigarette Tax	2001-2006	5	2012	
Utility bill Stubs	2006	5	2012	**GS 011**
Visa Reports	2006	5	2012	**GS 007**
Paid Taxes	2005	6	2012	**0753**
Month End Reports	2006	5	2012	**GS 006**
Bad Debt write-off	2006	5	2012	**GS 007**
Utility bill registers	2006	5	2012	**GS 007**
County Tax Registers	2005	6	2012	**0753**
Payroll Reports	2006	5	2012	**GS 068**
Police Department Duty Rosters/Schedules	2003, 2005, 2006	5	2012	**GS072**
Pool Schedules	2003	5	2009	**GS072**
Personal and Real Estate Tax reports	2005	5	2012	**GS 007**
General Ledger Posting Reports	2004-2005	5	2012	**0703**
Cash Control Reports	2006	5	2012	**0703**
Quarterly 941 Reconciliation	2005-2006	5	2012	**0703**
Insurance Schedules	2006	5	2012	
Nitro Overtime Reimbursement Forms	2004-2006	5	2012	**GS072**
Court Records (see attached documentation)				
Disposed Municipal Court Records	1982-2005	3	2012	
Closed Municipal Court Records	1982-2005	3	2012	

Exhibit B

LOCAL RECORDS PROGRAM

DISPOSITION LIST

OFFICE: Cameron Police Records
DATE: **01-25-2010**

The following records have met their retention schedule and are recommended for disposal under RSMO 109.230 subsection 4. These records are to be destroyed. The Cameron Police Records Department requests that this action be recorded in the City Council minutes with the record series and inclusive dates.

RECORD SERIES TITLE	INCLUSIVE DATE
CUBIC FEET	
Misdemeanor/Ordinance Violations (3-5 year retention) met or exceeded 36 cubic feet or 24 boxes	1974 thru 1980
Misdemeanor/Ordinance Violations (3-5 year retention) met or exceeded 6 cubic feet or 4 boxes	2004

___Illona Jones (signature on file_ __LCS (signature on File) __
Illona Jones, Administrative Assistant L. Corey Sloan, Chief of Police

Records Destroyed by: _____
Name

_____
Destruction Method Date

Juvenile Records Turned over to: ___Keith Mathews (signature on file) ____01-25-2010 _____
Name Date

_____2004_____
YEAR OF RECORDS

Shellie Blades
Cameron Police Department Records