

# Scott Moore

## Education:

**Southwest Texas State University, Bachelor of Business Administration, May 1994**  
**Wichita State University, Masters of Public Administration, May 1999**

## Honors/Achievements/Associations:

- 2007 Bus. Journal Top 40 and Under 40 Nominee
- Member -Kansas Association of City/County Management
- YMCA Community Development Board Member
- American Red Cross Board Member
- Boys and Girls Club Board Member
- 2003 Chamber of Commerce Citizen of the Year
- Appointed to Governor's Rural Life Task Force
- Kiwanis International of Ellsworth, Past President
- Certificate of Recognition by Governor Bill Graves
- 2001 Leadership Kansas Class Member
- International City/County Management Association
- Regional Enterprise Facilitation Project Treasurer
- Asst. Middle School Basketball Coach – 2003-2005

## Experience:

### City of Wichita

*Assistant City Manager – Operations*

**Wichita, KS**

August 2005 - present

Direct the City's Operations Portfolio that includes the following departments: Airports, Central Inspection, Environmental Services, Parks & Recreation, Planning & Development, Public Works, Transit and Water and Sewer. Participate in the coordination and preparation of the City Council Agenda. Draft policy and regulations for review by City Manager. Responds to inquiries from the public, civic, and professional groups, and the news media in person, by telephone and written correspondence. Confers with the City Manager on policy matters and proceeds as appropriate to ensure implementation and compliance. Communicates with Department Directors to convey and gather information requested by City Manager. Provide professional staff assistance to the City Manager, Mayor and City Council and consultants. Conducts and participates in special projects. Coordinate interdepartmental activities.

- Assist with the preparation of the annual operating budget. Involve Department Directors in developing the annual Capital Improvement program including; budgeting, evaluation of financing alternatives, project prioritization and project implementation.
- Serve as the primary advisor to Department Directors in evaluating departmental policies/procedures and goal setting.
- Collaborate with appointed boards/officials on developing long-range plans and budgetary issues.

### **Current Assignments as Assistant City Manager for the City of Wichita are as follows:**

- Working with the Airport Director, Airport Advisory Board, and Program Managers modify the engineering consultant agreements to design and construct a \$150 million new terminal facility and construct a \$30 million parking garage at our Mid Continent International Airport
- Working with Public Works and Parks & Recreation departments help identify ongoing operating and maintenance cost for the newly constructed \$20.6 million River Corridor project
- Working with Public Works Department administering a \$105 million Elevated Central Rail Corridor project with Burlington Northern Rail and Union Pacific
- Co-Project Manager for Water Walk \$36.8 million public/private redevelopment project
- Assisting the Environmental Services Director and Kansas Humane Society Executive Director with overseeing the construction of a \$15 million animal shelter campus facility
- Working with the Water Utilities Director and staff to review proposals to construct Phase II of Aquifer Storage Recharge project prioritized in the City's 2050 Water Allocation Plan estimated at \$160 million
- Working with the Water Utilities Director and Airport Director to construct a Sewer Treatment Plant Pump Station facility at the airport estimated at \$20 million
- Working with the Planning Director and Downtown Arena Neighborhood Redevelopment consultant in assisting county officials with their planning efforts to construct a \$201 million downtown arena

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## Experience - Continued:

**City of Ellsworth**  
*City Administrator*

**Ellsworth, KS**  
June 1997 – August 2005

Directed the City's daily operations and processes to build upon existing relationships as well as proactively pursued organizational cost savings measures. Provided professional staff assistance to the Mayor, City Council and City consultants. Conducted broad organizational analysis and prepares reports. Served as a liaison between the City Council and staff, effectively facilitated major administrative changes. Drafted resolutions, ordinances, press releases and public information newsletter for City Council.

- Prepared the annual operating budget. Involved department heads in developing the annual capital improvement program including; budgeting, evaluation of financing alternatives, project prioritization and project implementation.
- Initiated and coordinated intergovernmental efforts to achieve cost efficiencies across several local and state agencies.
- Served as the primary advisor to department heads in evaluating departmental policies/procedures and goal setting.
- Collaborated with appointed boards/officials on developing long-range plans and budgetary issues.
- Managed economic development activities to include business recruitment and retention incentives.

**Achievements as the City Administrator for the City of Ellsworth are as follows:**

- Negotiated a \$800,000 city/state agreement with the Kansas Department of Transportation (KDOT) to construct \$1.5 million in new street improvements completed in 2004
- Worked with the Kansas Department of Correction Secretary and local ministerial alliance secure financial resources to assist with the city owned visitor center operating expenses - 2004
- Worked with rural water district General Manager in developing a plan to extend existing infrastructure by 2 miles that will improve the quality of water service and serve as a secondary source to the city by the spring of 2005
- Worked with Fire Chief to obtain 95/5 FEMA grant to purchase new turn out gear \$104,000 – 2005
- Worked with Fire Chief to obtain 100% Department of Justice grant to purchase new emergency rescue equipment \$9,000 - 2005
- Obtained \$500,000 in additional financing to construct a new Fire Station addition, Golf Pro Shop, City Shop building that were completed in 2004
- Served as project manager/inspector in keeping 2004 projects on schedule and under budget authorization
- Received a \$68,000 commitment from KDOT to install Automated Weather Observation System for the city's airport in 2003
- Worked with business owner and developer in finalizing plans to construct new retail business - 2004
- Worked on finalizing plans with a developer to construct \$2.5 million retail shopping center in 2005
- Worked with County Commissioners and hospital officials to construct a \$1.2 million medical clinic completed in 2004
- Received \$75,000 commitment from the Kansas Housing Resources Corporation to administer Tenant Based Rental Assistance program for low to moderate income eligible citizens
- Administered project financing to renovate the City's 1949 Water Treat Plant at \$2.2 million with \$400,000 provided through a Community Development Block Grant (CDBG) proceeds – completed in 2003
- Worked with Economic Development organization in supporting their "Free Land" initiative - 2003

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## **Achievements as the City Administrator for the City of Ellsworth - Continued:**

- Developed a 15 year budget model analysis to help forecast future revenue and expenditures - 2001
- Worked with an existing business owner to expand his current plant operation by \$4.0 million utilizing Industrial Revenue Bonds in 2001
- Developed a financial analysis model that assisted the City Council in receiving a 10 year voter approved additional ¼ cent sales tax increase to reduce the reliance of property taxes for Bond & Interest payments through 2015
- Obtained a ¼ mill levy commitment from Ellsworth County Commissioners for ongoing airport maintenance and upkeep in 2000
- Worked with Water Superintendent in developing a 20 year water and sewer rate schedule to pay for infrastructure improvements – 1999
- Received a \$250,000 grant from KDOT to resurface the city's airport runway in 1999
- Received International City/County Management Association (ICMA) recognition in 1998
- Discovered misuse of city funds (\$252,425) in 1998
- Initiated a program to purchase Fire Department and Golf Course equipment in 1998
- Administered financing and conducted onsite inspections during the construction of city's new \$600,000 aquatic facility in 1998

## **City of Austin Financial & Administrative Services**

*Budget Analyst*

**Austin, TX**

May 1994 - June 1997

- Executed benchmarks for Solid Waste Services (SWS) through a comprehensive program review analysis as requested by the City Manager.
- Prepared cost-benefit analysis, narrative summaries, financial performance reports, and operating/CIP budgets.
- Completed Request for Council Action, researched case studies, and checked authorization to collect funds/fees.
- Analyzed service fees and charges for SWS and the Water & Wastewater Utility (W&WW) on a monthly basis.
- Developed several spreadsheets to monitor, analyze performance measurements, and forecast program budgets for SWS and the W & WW Utility.
- Monitored the Operating and Capital Budget for SWS (\$29.3 million) and the W & WW Utility (\$225.6 million). Reviewed various contractual agreements and investments portfolios.

## **City of Austin Electric Utility Department**

*Financial Analyst*

**Austin, TX**

May 1993 – May 1994

- Created a spreadsheet analysis to determine the cost for line distribution.
- Developed a Trend Analysis Report to help forecast budget proposals for the Transmission & Distribution Division (T & D Division).
- Reviewed division's financial policies and procedures with Finance Managers
- Developed several spreadsheets to help monitor the division's \$187.3 million expenditures and revenue budget.

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## City of Wichita - Assistant City Manager - Operations Portfolio

Departments	2008	
	Budget	FTEs
<b>General Fund</b>		
Central Inspection	\$6,293,330	81.00
Parks & Recreation	\$17,974,640	223.00
Environmental Services	\$4,043,760	64.00
Planning & Development	\$1,899,890	31.00
Public Works	\$78,068,950	376.00
<b>General Fund Total</b>	<b>\$108,280,570</b>	<b>775.00</b>

Enterprise Funds	2008	
	Budget	FTEs
Airports (2)	\$17,605,610	114.00
Golf Course Operations (5) 60-PTEs	\$5,121,770	38.00
Fleet Maintenance	\$12,852,120	61.00
Stormwater Management	\$11,304,920	33.00
Transit	\$5,694,120	125.00
Water	\$52,971,590	192.00
Sewer	\$40,329,920	162.00
<b>Enterprise Fund(s) Total</b>	<b>\$145,880,050</b>	<b>725.00</b>

<b>Total Operations Budget</b>	<b>\$254,160,620</b>	<b>1,500.00</b>
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Current Operation - Portfolio CIP	2005-2016
Proposed Airport Terminal Building Project	\$150,000,000.00
Water/Sewer Airport Sewer Treatment Plant	\$20,000,000.00
Elevated Central Rail Corridor Project	\$105,000,000.00
Water Walk Public Infrastructure Improvements	
Public/Private Redevelopment Project	\$36,800,000.00
Proposed Animal Shelter Campus	\$15,000,000.00
ASR Project the City's 2050 Water Allocation Plan Phase II	\$160,000,000.00
Downtown Arena Neighborhood	
Redevelopment public infrastructure cost	N/A
<b>Total CIP Budgets</b>	<b>\$486,800,000.00</b>

**Additional Information and/or References Available Upon Request**