

# CITY COUNCIL STUDY SESSION

**TO:** Mayor and City Council  
**FROM:** Mari E. Macomber, City Manager <sup>MEM</sup>  
**SESSION DATE:** April 19, 2010  
**TIME:** 5:00 p.m.  
**PLACE:** Second Floor Conference Room – City Hall

We will need to adjourn to allow the City Council to make the City Council meeting at 6:00 pm.

## **AGENDA:**

- DISCUSS ROTARY SIGN REQUEST
- STORM WARNING SIREN
- STUDY SESSION TOPICS
- REVIEW NEWSLETTER

## **DISCUSS ROTARY SIGN REQUEST**

The Rotary Clubs of Kirksville in honor of Kirksville resident Ray Klingensmith's election as Rotary International President formed a committee called "Celebrate Ray". This committee has been working on ways to recognize this major accomplishment. One way that they wish to recognize the work of President Elect Klingensmith is through the placement of an accomplishment sign at the entryways into the community.

These accomplishment signs are made possible through a program offered by the Missouri Highway and Transportation Commission (MHTC). Signs can be used to honor a sports accomplishment (state titles) or individual accomplishments. For example, in Brunswick Missouri, they have a sign that honors an admiral.

The Celebrate Ray Committee wishes to place signs at four locations – the north and south entryways into the community on Highway 63 and the east and west entryways on Highway 6. The process would require support from the City Council through the approval of a TR-15 Agreement between the City and MHTC. The agreement spells out the cost of the signs and their locations. The Celebrate Ray Committee has researched this, and if the City Council is in agreement with the placement of the signs, the Celebrate Ray Committee would provide the cost of the signs, \$3,700. These funds need to accompany the agreement. These funds cover the cost of fabrication of the 4 signs and the repair and maintenance of them over a 10-year period. At the end of that 10-year agreement, the signs could be removed by MoDOT, unless there is a new agreement executed.

The sign on US 63 at the south city limit will be relocated to the ramp for Business 63 once the Alternate 63 project is completed. The other signs should be in the same approximate locations. The signs at the east city limit and the north city limit may move slightly to accommodate other highway signs once the project is completed, but they will be in the same general location.

Matt Eichor and Elsie Gaber, members of the Celebrate Ray Committee will be in attendance at the Study Session on Monday to answer any questions the Council may have.

Recommended Action: The Celebrate Ray Committee has been working hard to recognize the achievements of one individual, who is bringing world-wide attention to the City of Kirksville, and is willing to pay the costs. The Council should be reminded that the School District was asked about signs, but did not express interest in pursuing any accomplishment signs. If the Council wishes to move forward with this, the item could be placed on the April 19 or May 3 agenda.

## **STORM WARNING SIREN**

The City of Kirksville is dedicated to protecting the citizens and visitors before, during and after a disaster. This dedication was tested last year during the tornado. Disasters can come in many different forms and can include: earthquakes, chemical spills, fires, floods, tornados, winter storms, heat waves and even terrorist situations. Since 2001, we have been working to maintain a level of preparedness to address disasters as they occur, and since that time we have had winter storms, flooding and a tornado.

Last year, the Council agreed to an approach to replace one siren a year, and expand the coverage area by acquiring three used sirens from Shawnee County Emergency Management for \$200 a piece. Truman State University added two sirens to the system.

The outdoor warning system is just one of several ways to communicate a disaster or emergency to the community. The City utilizes an array of tools to alert the community to emergency conditions of all types. All of the tools listed below comprise the City's Early Warning System. Regardless of the various methods of notification, it is still the responsibility of everyone to prepare for disasters and respond accordingly.

### **Outdoor Warning System**

Kirksville's Warning System is a 30 year old system designed to notify residents and visitors of potential hazards, weather and other emergencies. The system is operated by the E911 Center and currently uses 4 sirens to sound alerts. There was a fifth siren located in Rotary Park, which was removed several years ago.

### **Emergency Alert System**

The Cable Interrupt System pre-empts local programming for cable subscribers in Kirksville. Regardless of which cable channel is being watched, the screen will fade to black. After a short tone, a voice will explain why the sirens are sounding and give instructions about what actions to take.

## **ATNS**

The Automated Telephone Notification System (ATNS) was purchased by the City in 2006. This is a notification system that allows the City to communicate critical emergency information to residents. The system can quickly deliver a voice message to telephones throughout the City and County. The system is intended to be used to make calls to affected community during emergencies in which there is a threat to life or property. Examples of such emergencies include critical missing person reports, natural disasters, hazardous materials or wildfire evacuation orders, and alerts of other eminent dangers.

Using a database that contains all of the telephone numbers in Kirksville and an integrated mapping program, the ATNS is able to isolate any specific geographic area and display the exact list of residential and business telephone numbers within it. For example, authorized personnel could identify all numbers within a specific area of the community. The City's Police, Fire, Public Works, Adair County Sheriff, Adair County Ambulance District and rural fire district personnel are then able to create and send information or instructive messages to those telephones through the E911 Center.

## **NOAA All Hazard Weather Radio**

NOAA All Hazard Weather Radios serve as a personal warning siren for the individual residence. Working with the Federal Communication Commission's (FCC) Emergency Alert System, National Weather Radio (NWR) is an "All Hazards" radio network, making it the single source for comprehensive weather and emergency information. In conjunction with Federal, State, and Local Emergency Managers and other public officials, NWR also broadcasts warning and post-event information for all types of hazards including natural environmental (such as chemical releases or oil spills), and public safety (such as AMBER alerts or 911 Telephone outages).

## **Non-Emergency Systems**

The City has also implemented several non-emergency communication tools. The City's website is available for citizens 24 hours a day. To enhance our emergency notification system, the website could be expanded to include the information contained in this report along with information on frequently asked questions like "When will the outdoor warning system be activated?" or "How am I supposed to be warned of potential threats if I am inside?" or "What radio stations participate in the emergency alert system?"

The recent addition of TextCaster and Nixle will give us the ability to provide instant information to residents on the go. TextCaster is a permission-based wireless text message and email service developed, owned and provided by Mobile Media Technologies, and is available for the purpose of enhancing communication with patrons who choose to opt-in and participate in the text message and email service. It allows the Department to send an unlimited number of text messages and emails to patrons who sign-up for the service.

Included with this cover Memorandum is a report from Randy Behrens, Fire Chief and Emergency Management Director. We want to provide an update to the Council on the

status of the acquisition of the used sirens and the status of the future purchase of a new siren.

Recommended Action:

No action necessary

**STUDY SESSION TOPICS**

Included with this packet is a list of Study Session topics that could be discussed over the course of this year. With the change in the City Council, it is always a good opportunity to review the current goals of the City and make sure that we are on track to meet City Council expectations.

Included with this Study Session Packet is a list of potential study session items. Several weeks ago, I outlined a few that had been mentioned by individual Council members, this would be a good opportunity to determine if you wish to pursue those items further.

The 2010 City Goals are also included.

Recommended Action:

Review the list of Study Session topics and be prepared to add to, eliminate and prioritize the list of topics.

**REVIEW NEWSLETTER**

Attachments

- TR-15 Agreement
- Staff Report – Sirens
- 1960s Siren Coverage
- Current Siren Coverage
- TSU Sirens
- Proposed Siren Coverage
- Study Session Topics
- 2010 City Goals

CCO Form: TR15  
Approved: 02/95 (MLH)  
Revised: 05/09 (ASB)  
Modified:

Date of Installation: _____
Type of Installation: <input checked="" type="checkbox"/> New <input type="checkbox"/> Revised
MoDOT District Number: <u>Two</u>
MoDOT Contract Administrator: <u>Steve Barteau</u>

**MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION  
AGREEMENT FOR SIGNING PAID BY APPLICANT**

THIS AGREEMENT is entered into by the Missouri Highways and Transportation Commission (hereinafter, "Commission"), whose address is P.O. Box 270, 105 W. Capitol, Jefferson City, Missouri 65102, and the City of Kirksville (hereinafter, "Applicant"), whose address is 201 South Franklin Street, Kirksville, Missouri 63501.

WITNESSETH:

WHEREAS, Applicant requests that the Commission install and maintain certain signs further described below in Adair County, Missouri for Ray Klinginsmith Accomplishment Signs in the general vicinity of US 63 and Eagle Lane, US 63 and Benton Road, MO 6 and Radical Ridge, and MO 6 and Industrial Road; and

WHEREAS, the Commission is willing to approve the Applicant's request subject to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants, promises and representations contained herein, the parties agree as follows:

(1) LOCATION AND DISPLAY: The Applicant hereby requests that the Commission construct, install and maintain sign(s) which will:

- guide motorists to a Qualified Post Secondary Educational Facility
- guide motorists to a Qualified Major/Minor Traffic Generator
- guide motorists to a State/Federal Public Use Area
- guide motorists to a Hospital with 24 Hour Emergency Care
- guide motorists to a Welcome Center Affiliate
- guide motorists to a Missouri Correctional Facility
- guide motorists on a designated route/trail
- display Custom City/County Limits Sign with Logo
- display City/County Accomplishment Plaque
- Other: \_\_\_\_\_

which is located primarily in Adair County(ies).

The sign(s) will read as displayed in Exhibit A and the sign(s) will be erected as illustrated in Exhibit B.

Said signs will be displayed:  Year round  
 Seasonally  
from \_\_\_\_\_ to \_\_\_\_\_

If the sign(s) is/are to be displayed seasonally, the Commission will cover the sign(s) or will show the facility is closed on the sign during periods of non-use.

(2) COSTS: If this request is approved, the Applicant agrees to pay a **total sum of \$3,700.00** prior to the installation of such signs. If the Applicant fails to make the payment prior

to installation, the Commission may cancel this Agreement. The payment is nonrefundable. The payment amount constitutes the entire cost of construction, installation, maintenance, and, if the sign is damaged beyond repair or stolen, replacement of the sign(s) for a period of ten (10) years from the date of installation of the signs indicated above. The Agreement will not be extended by the number of days that a sign is not erect and the Applicant will not be reimbursed for any time that the sign is not standing regardless of the reason. Payment for subsequent ten (10) year periods will be determined and made payable at the beginning of such periods. Payment not received within the time specified on the invoice will be reason for the Commission to remove the sign.

(3) COMMISSION'S RESPONSIBILITIES: The Commission may modify said sign(s) when necessary to comply with changed standards that might be promulgated or adopted. It is further understood that the Commission may permanently remove the sign(s) at any time, in its sole discretion, for any reason whatsoever, including for the convenience of the Commission or if the Commission determines removal is required for a highway or transportation project. In the event the Commission removes the sign pursuant to the terms of this Agreement, the Commission will not refund any portion of the original payment from the Applicant.

(4) APPLICANT'S REPRESENTATIVE: The Applicant's **mayor** is designated as the Applicant's representative for the purpose of administering the provisions of this Agreement. The Applicant's representative may designate by written notice other persons having the authority to act on behalf of the Applicant in furtherance of the performance of this Agreement. All Notices or other communication required or permitted to be given hereunder shall be in writing and shall be deemed given three (3) days after delivery by United States mail, regular mail postage prepaid, or upon receipt by personal or facsimile delivery, addressed as follows:

**Todd Kuhns  
Mayor  
City of Kirksville  
201 South Franklin Street  
Kirksville, Missouri 63501  
Telefax No.: 660-665-0940**

(5) VENUE: It is agreed by the parties that any action at law, suit in equity, or other judicial proceeding to enforce or construe this Agreement, or regarding its alleged breach, shall be instituted only in the Circuit Court of Cole County, Missouri.

(6) NO INTEREST: Upon erection, the signs shall be the property of the Commission. By paying for the cost of these signs and their placement on Commission right of way, the Applicant gains no property interest in the signs or in the Commission's right of way. The Commission shall not be obligated to keep the sign(s) in place if the Commission, in its sole discretion, determines removal or modification of the sign(s) is in the best interests of the state highway system or the Commission.

(7) SOLE BENEFICIARY: This Agreement is made for the sole benefit of the parties hereto and nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the Commission and the Applicant.

(8) AUTHORITY TO EXECUTE: The signers of this Agreement warrant that they are acting officially and properly on behalf of their respective institutions and have been duly authorized, directed and empowered to execute this Agreement.

(9) ENTIRE AGREEMENT: This Agreement represents the entire understanding between the parties regarding this subject and supersedes all prior written or oral communications between the parties regarding this subject.

(10) ATTACHMENTS: The following Exhibits and other documents are attached to and made a part of this Agreement:

(A) Exhibit A: Sign Display Detail.

(B) Exhibit B: Sign Location Layout

IN WITNESS WHEREOF, the parties have entered into this Agreement on the date last written below:

Executed by the Applicant the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_



Executed by the Commission the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

MISSOURI HIGHWAYS AND  
TRANSPORTATION COMMISSION

APPLICANT

By \_\_\_\_\_

By \_\_\_\_\_



Title \_\_\_\_\_

Title \_\_\_\_\_

ATTEST:

ATTEST:

\_\_\_\_\_  
Secretary to the Commission

By \_\_\_\_\_



Title \_\_\_\_\_

Approved as to Form:

\_\_\_\_\_  
Commission Counsel

Copies:     Applicant  
              District Engineer  
              Traffic Division  
              Controller's Division

EXHIBIT A  
 Sign Display Detail  
*Attach and Number Additional Sheets if Necessary*

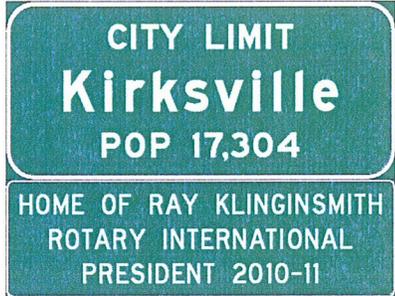
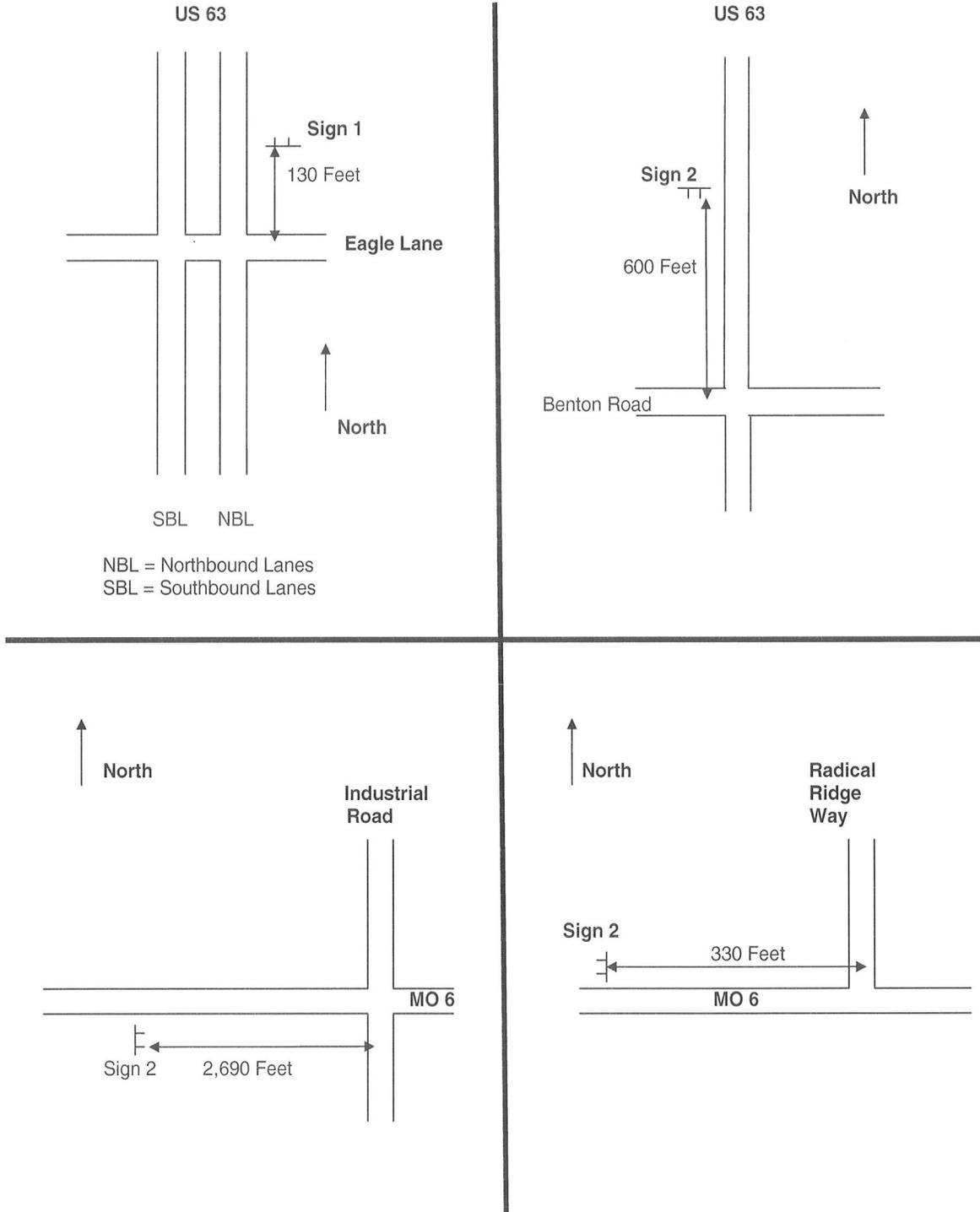
Sign No:	1	Size:	84" x 24"	Quantity:	1	Sign No:	2	Size:	60" x 12"	Quantity:	3
 <p style="text-align: center;"><b>\$2,800.00 per Plaque</b></p>						 <p style="text-align: center;"><b>\$300.00 per Plaque</b></p>					
Sign No:	3	Size:		Quantity:		Sign No:	4	Size:		Quantity:	
Sign No:	5	Size:		Quantity:		Sign No:	6	Size:		Quantity:	

EXHIBIT B  
Sign Location Layout



## **KIRKSVILLE CITY COUNCIL STUDY SESSION ATTACHMENT**

**SUBJECT:** Warning Sirens

**STUDY SESSION MEETING DATE:** April 19, 2009

**CITY DEPARTMENT:** Kirksville Fire Department

**PREPARED BY:** Randy Behrens, Fire Chief

### **Warning Sirens; Adding and Moving, and Maintenance Agreement**

In doing research on the current warning sirens in Kirksville and there locations I believe that by purchasing three additional warning sirens and moving three of the current locations; the City would have better overall coverage.

The city is purchasing three sirens from Shawnee County Emergency Management in Topeka Kansas for \$200 a piece. Blue Valley Public Safety is installing the sirens in Topeka and has finished the installation of the new sirens with the power company still installing electricity to the sirens. Shawnee County is keeping the old system in place for a month before allowing Blue Valley to remove the sirens. Blue Valley is removing the old sirens and located the three best sirens for installation in Kirksville. The siren poles have been purchased from Ameren UE and are coordinating with Blue Valley to place them. In talking with Blue Valley they estimate a time frame of moving and installing the sirens in late June, early July.

The total estimated cost to install 3 sirens and move 3 sirens is; \$20,700 this does not include the cost for cement bases for the units to sit on. The cement bases can probably be done in house.

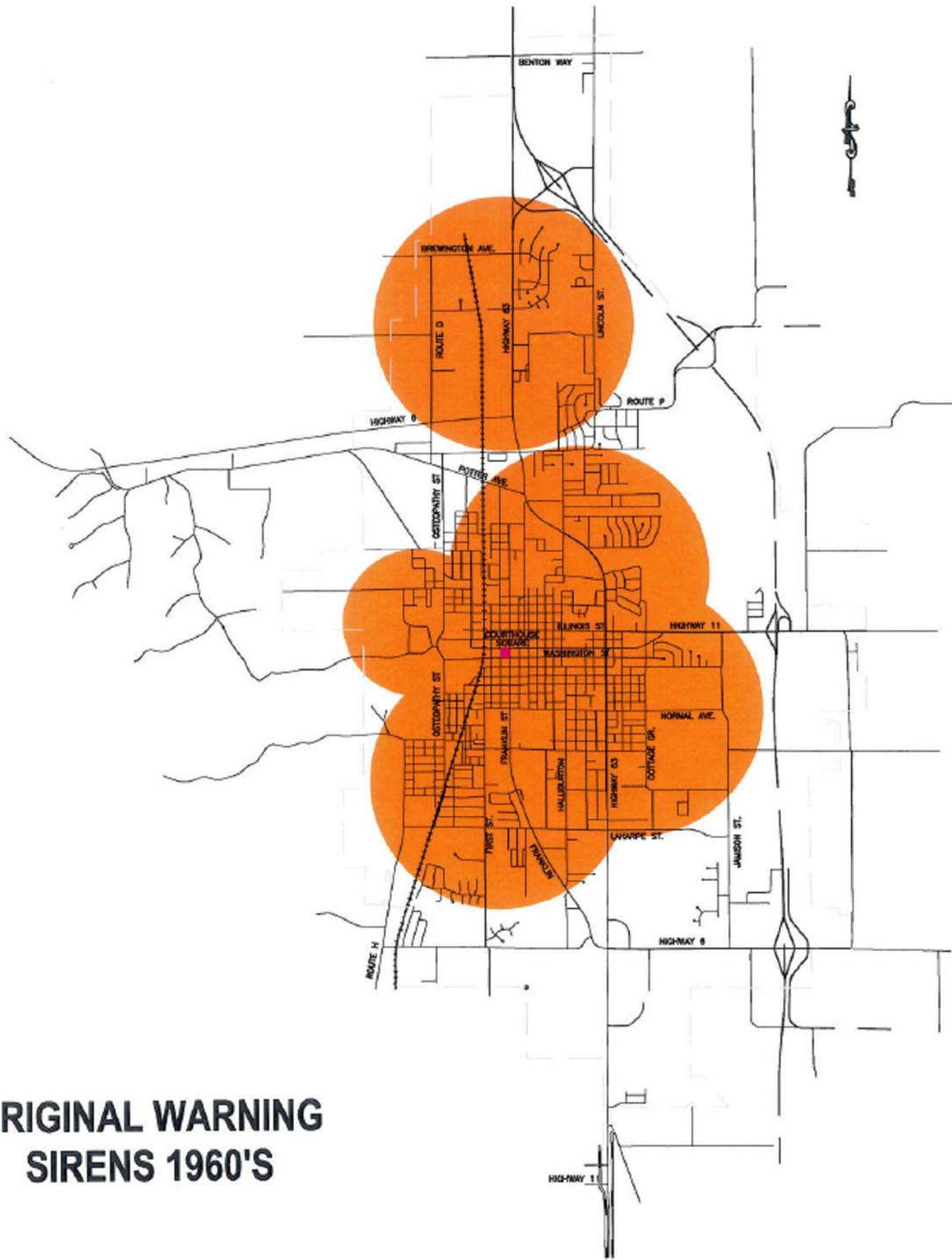
We did enter in to a maintenance agreement with Blue Valley to maintain the current sirens in the City. The maintenance of the sirens was completed, this include putting the right equipment in the sirens to keep from having false alarms. The sirens have been tested each month and have worked well.

Since 1982 Blue Valley Public Safety has been in the business of installing and maintaining warning sirens. They have installed more siren systems than any other company in the Midwest. They maintain approximately 1500 storm sirens in Missouri and Kansas alone and average over 150 installations per year. The city of Novinger in the past year installed their first warning siren and Blue Valley Public Safety was who installed it. Novinger's warning siren is set off from dispatch and they have had no problems.

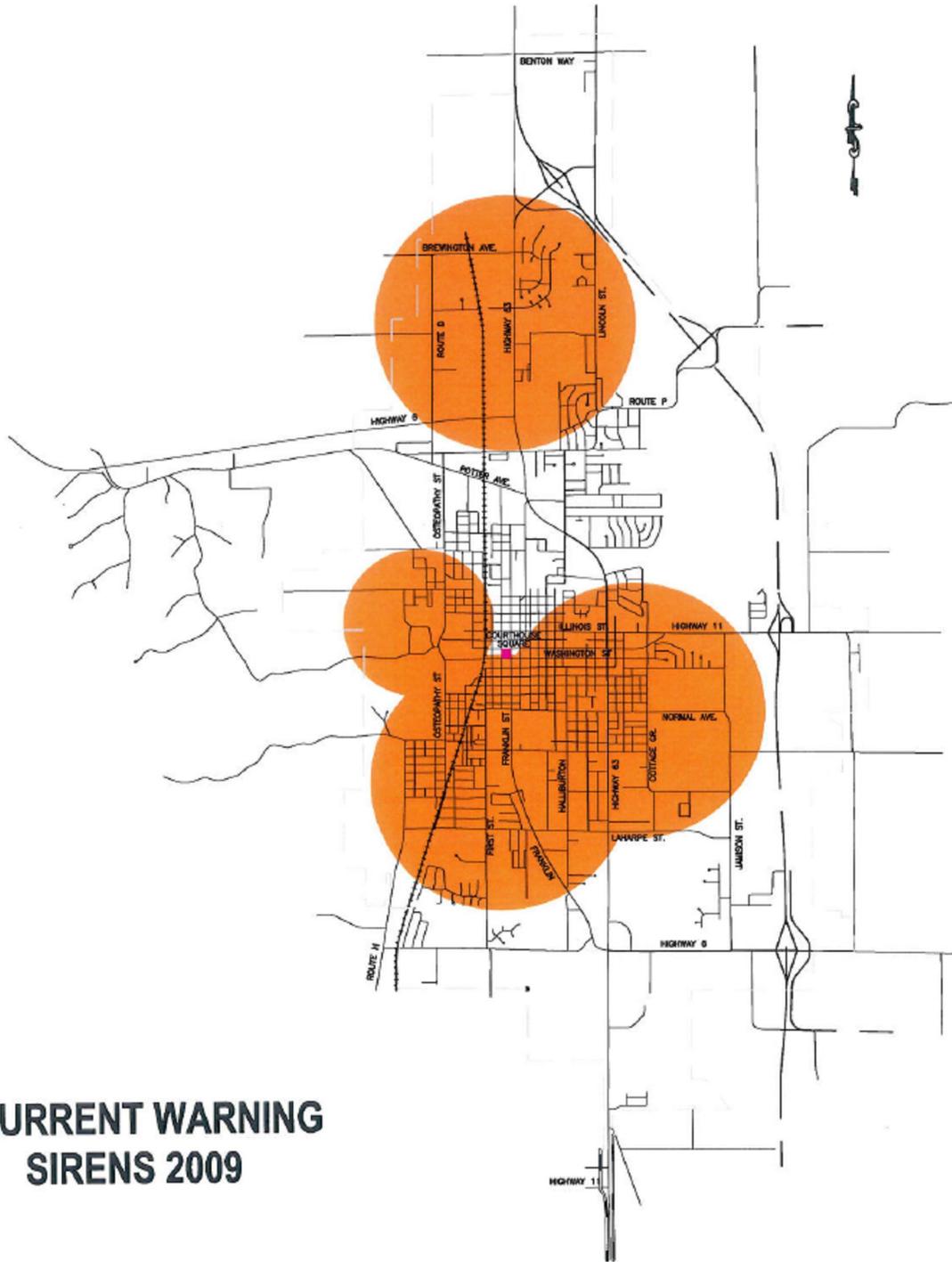
The City Council in the budget process approved the purchase of a new siren in the 2010 budget (\$21,000). Staff also plans on requesting an additional siren every year so the emergency warning sirens will be up to date. Staff has been working on the specifications of a new warning siren and will have them ready for Council meeting in May. While working on the specifications for the new siren and after seeing the new

sirens installed on the Truman State University campus. Staff is looking at going with a voice activated siren along with tones. Staff is also looking at going green with solar panel with backup batteries so if something interrupts the electrical grid the sirens would still be able to work. The new siren will be placed at Rotary Park.

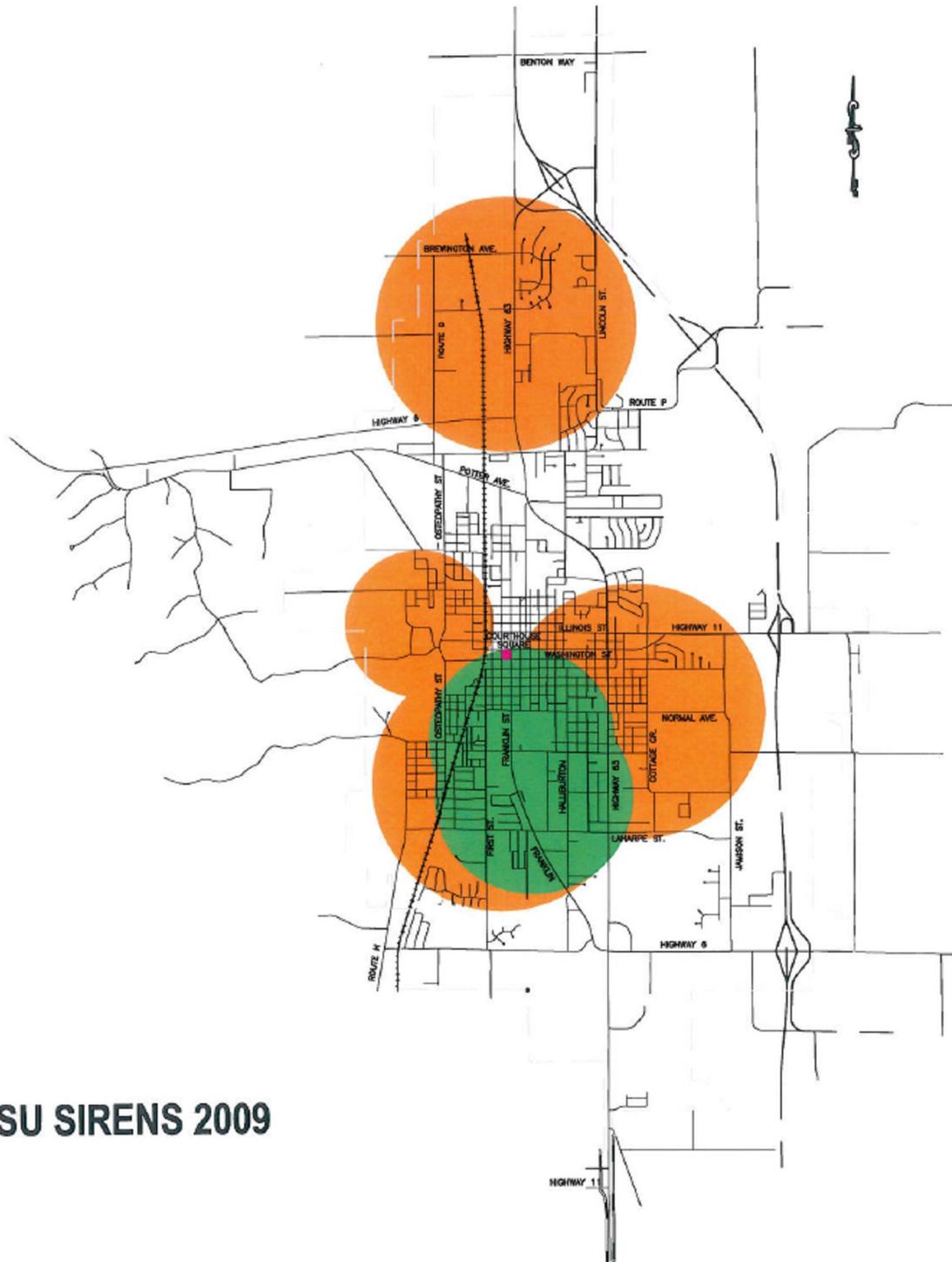
**ORIGINAL WARNING  
SIRENS 1960'S**

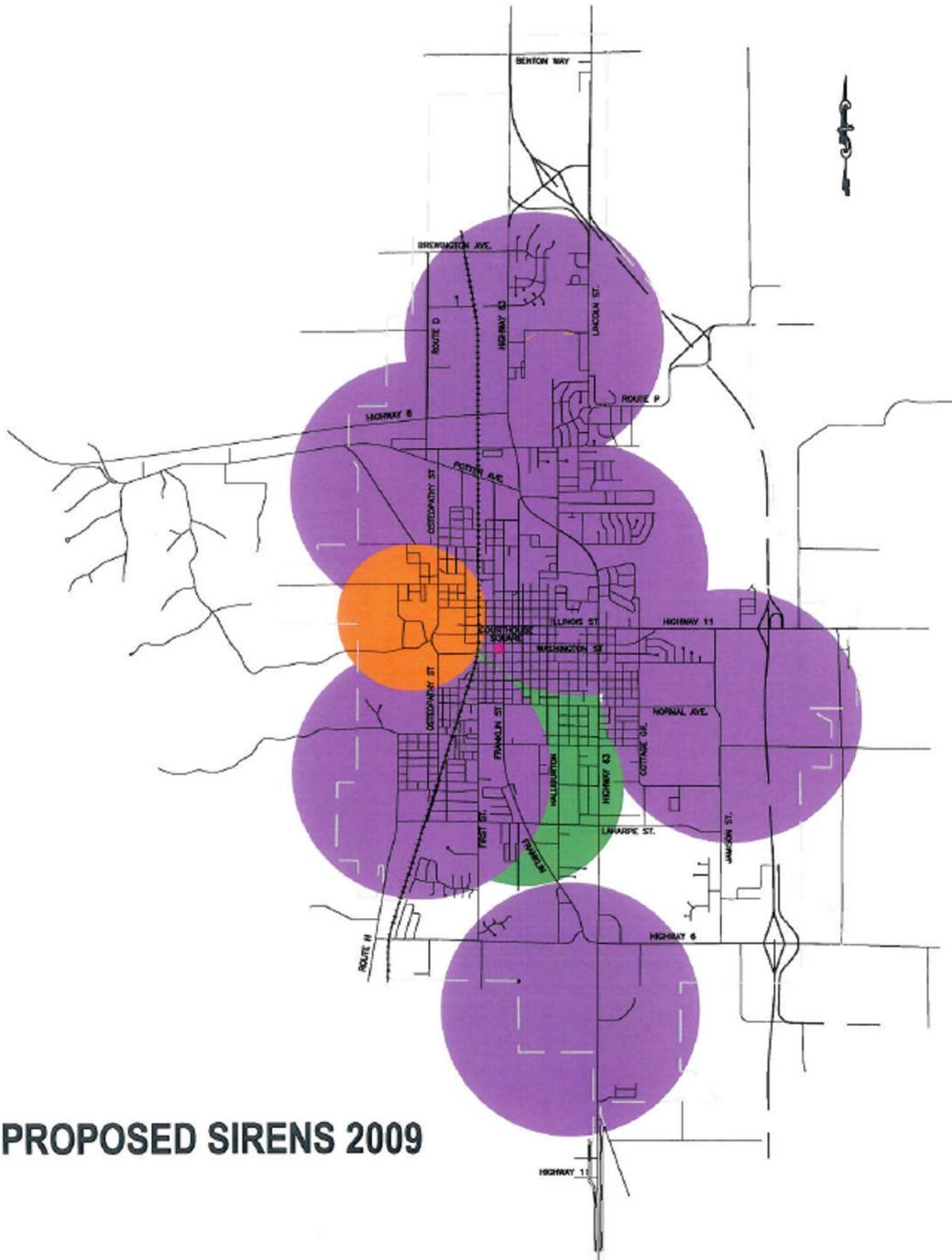


# CURRENT WARNING SIRENS 2009



# TSU SIRENS 2009





**PROPOSED SIRENS 2009**

## POTENTIAL STUDY SESSION TOPICS

Evaluate the Need for a Community Center – conduct a Needs Assessment  
2010 Street Maintenance Program  
Incentives for high tech business attraction  
Gov 2.0 - TQM  
Vicious Dogs – potential ban  
Fiber Optics Infrastructure  
Design Guidelines for Downtown  
Watershed Management Plan Review  
Recognition of the Battle of Kirksville – 150<sup>th</sup> Anniversary  
Waste Water Treatment Plant Tour  
Storm Water Bond Issue Update  
Sign Code;  
Telecommunications Ordinance  
Master Plans – Jaycee, Patryla, Memorial, Roadside Park  
Bike Trail Master Plan  
Trail Master Plan  
Capital Improvement Plans  
Alternate Route 63 Update  
Review Status of Comprehensive Plan  
Adair/Kirksville Community Strategic Plan  
DREAM Update  
KDIC Director Update  
Economic Development Organization Annual Reports – KREDI, MREIC, TOURISM  
Small Business Development Ideas – shop local, website efforts  
South 63 TIF/CID Efforts  
Evaluation of Expansion of Online Services

## City of Kirksville

### 2010 GOALS

#### Economic Development

**- Continue to work with the Kirksville Regional Economic Development Incorporated (K-REDI) to market the community**

- › Provide staff support
- › Provide office space
- › Maintain property listings
- › Develop flyers, brochures when needed
- › Encourage KREDI to enhance and expand existing economic development website
- › Gather and update information for website
- › Maintain Community Profile
- › Provide up to date information on airport services and improvements

**Continue to work with K-REDI on recruitment efforts as prospects are identified**

- › Identify incentives based upon criteria established in City Council Policy #9 Economic Development
- › Prepare individualized presentations under direction of Director of Job Creation
- › Arrange details of meetings
- › Pursue state and federal incentives available for projects as recommended by KREDI and staff

**Work with Innovation Center Board encouraging entrepreneurial ventures**

- › Work to develop bylaws and articles of incorporation that will work to promote job creation
- › Explore role of city in relation to available building space for use of Innovation Center activities that would serve as an incubator for start-up businesses

**Continue to work with the Tourism Office to develop a tourism program expanding the number of visitors to Kirksville**

- › City Manager and Assistant City Manager will serve on Tourism Board
- › Assist in identifying target organizations, events and activities
- › Provide City support in planning, organizing and hosting events
- › Identify what Kirksville can do to be part of the Silver Rail Developments
- › Encourage a comprehensive marketing plan that includes benchmarks for success

**Work with the State of Missouri, TIF Commission, downtown partners, KDIC, downtown businesses, property owners, residents and the community on DREAM**

- › Continue to work with the State of Missouri on DREAM process
- › Identify programs and projects that could benefit from DREAM
- › Maximize TIF Funds by securing other funds through DREAM
- › Identify projects key for collaboration
- › Work with KDIC to insure compliance with CDBG funding for Executive Director

**Expand economic development efforts to include other areas of focus specific to the City's efforts, excluding industrial recruitment and tourism**

- › Work with local realtors, building owners to market available commercial buildings
- › Inventory existing businesses to determine gaps in services and work to attract franchising businesses to the community
- › Attend the monthly Chamber of Commerce Economic Development Committee meeting
- › Develop a low interest loan program that would provide funds to downtown building owners to improve the store fronts/facades of downtown businesses
- › Include in the City's airport layout plan locations for business development projects
- › Identify businesses ideal for location at the municipal airport and work to recruit these businesses
- › Explore concept of an incubator with Truman State University to provide on-campus services to students
- › Work with educational institutions to find out how to retain workforce to adapt to new work environment

**City should focus on retail and service sector attraction and retention**

- › Identify potential retail companies that are needed to meet community needs soliciting interest through mail, email and telephone contacts
- › Identify potential service providers that are needed to meet community needs soliciting interest through mail, email and telephone contacts
- › Assemble list of available properties through local real estate offices that would be placed on City website and marketed to targeted retail and service companies
- › Develop low interest loan program including application requirements to include financial information, focus of the loans, and process for review and approval
- › Help businesses develop a web presence
- › Develop a shop local campaign – include success stories
- › Conduct surveys to find out why people shop in Kirksville, why businesses chose to locate to Kirksville
- › Identify retail, service and entertainment ideas for Kirksville that would enhance Silver Rails project

**Quality of Life**

**Continue to identify infrastructure needs within existing areas of the City of Kirksville**

- › Periodically evaluate the quality of existing streets, water, sewer, storm drainage, and lighting
- › Identify future needs for each community park through the creation of park plans
- › Work to eliminate sub-standard housing conditions as identified using low interest loan funds
- › Explore the possibility of implementing a wireless network for the community
- › Provide support to the Adair County Humane Society to guarantee the sustainability of these animal care services
- › Evaluate the need for a community center
- › Evaluate the existing hike/bike trail plans and develop a plan to implement

## **Continue to implement and enforce beautification efforts to promote community pride**

- › Work with Kirksville Image Campaign to encourage a focus on “Community Pride”
- › Implement a plan to maintain the downtown public spaces
- › Identify rights of ways that are the City’s responsibility to maintain
- › Enforce City property maintenance codes
- › Encourage community groups and citizens to adopt city streets and parks for cleanup.
- › Use loan repayment funds to provide low interest loans to qualifying home owners for housing renovations including roofs, windows, siding, etc.
- › Create a Community Day to reinvest back into the community

## **Sponsor community-wide events**

- › Red, White and Blue Festival
- › Friday Nights on the Square
- › Art in the Park program
- › NEMO Triathlon
- › Provide staff and equipment support to Truman, ATSU and public school for special events

## **Establish Open Communications**

- › Promote events
- › Create a robust online presence through website
- › Respond to citizen comments through use of electronic medium
- › Develop surveys that provide feedback to the City

## **Fiscal Responsibility and Efficiency in Government**

### **Long Range Planning**

- › Analyze costs compared to benefits for new projects or programs, as part of the research process
- › Develop long range plans of 5 years and 10 years plus for all city owned buildings and facilities
- › Develop revenue projections for each of the following funds: General, Capital Improvements, Transportation Sales Tax, Airport, Aquatic Center
- › Develop an action plan to address upcoming state regulations for the wastewater treatment plant to insure compliance with 2011 regulations

### **Staff Retention**

- › Provide orientation to all new employees including review of personnel benefits and job responsibilities
- › Complete performance assessments timely
- › Explore incentives for those individuals who perform beyond expectations
- › Continue recognition of work by City Manager providing small incentives
- › Minimize recruitment and training costs and lost productivity by increasing retention levels of employees through improved wages
- › Improve communications at all levels of the organization through newsletters, payroll stuffers, employee meetings, email correspondence, department meetings

- › Work to provide necessary training needed to maintain required certifications and to work with employees interested in advancement

### **Build Partnerships**

- › Continue the implementation of joint purchasing for office supplies and building maintenance supplies. Work to identify other possible internal purchases
- › Explore with other governmental groups – i.e. school district, county, etc. on potential joint purchasing projects
- › Explore technology enhancements that would allow citizens more access to City services online such as bill payments, permit purchasing, license renewals
- › Continue partnership meetings with Adair County Commission, Kirksville R-III, Truman State University and ATSU
- › Develop partnerships with other organizations – Arts Association, KDIC, Chamber of Commerce, etc.
- › Identify other partnerships, hosting meetings to identify shared goals and agendas
- › Continue to foster strong relations with existing community partners – Chamber of Commerce, Kirksville Arts Association, KDIC, KBSA, service clubs and other organizations
- › Continue to work with State and Federal partners on shared goals and agendas – DNR, MDC, MoDOT, FAA, and state and local representatives
- › Build partnerships with citizens on shared issues of concern
- › Continue to work within Region B of the state of Missouri

## **Protect City Owned Assets**

### **Asset Inventory**

- › Determine what are the City's assets – people, property, equipment, services, etc.
- › Analyze the overall value of experience and training that is currently in place for city positions
- › Determine the effectiveness of establishing a city-wide Inventory system to track all city-owned property
- › Secure engineering firms to complete a Wastewater Facility Plan Update –
- › Secure an engineering firm to work with the City on future Airport projects

### **Asset Protection**

- › Complete a survey of peer cities including list of services provided to determine how we compare
- › Continue to implement and update long-range plans for capital assets – water, sewer, streets, buildings, parks and airport
- › Prepare a comprehensive document that includes the five-year plans for water, sewer and streets, incorporate the long range plans of the City's Comprehensive Plan into this document
- › Develop long-range plans for public buildings, parks and airports
- › Determine costs of long-range plans, calculate costs and outline funding plans to support efforts
- › Work with other partners of the E911 Joint Services Board to develop a long-term sustainability plan for the E911 Center

## **Community Pride**

- › Develop a consistent format for each Department Manager responsible for developing long range plans to include projects, costs, funding sources and timelines
- › Communicate capital plans to the citizens through the Kirksville Connection, hosted public venues, website and cable channel 3
- › Communicate this information to the general public through City Council meetings, Commission Meetings
- › Work with citizen groups to establish ways to address issues that arise through collaborations identifying responsibilities of all concerned and determining appropriate course of action for each
- › Support the efforts of the Kirksville Image Committee who are focusing on a community pride campaign