

CITY COUNCIL STUDY SESSION

TO: Mayor and City Council
FROM: Mari E. Macomber, City Manager ^{MEM}
SESSION DATE: May 3, 2010
TIME: 4:30 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:

- COMMUNITY CENTER UPDATE
- AIRPORT FUEL TANKS
- CITIZEN ENGAGEMENT
- REVIEW NEWSLETTER

COMMUNITY CENTER UPDATE

The 2010 Council Goals includes a goal to evaluate the need for a community center. The following is a copy of a section of the 2010 Council Goals.

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**

The City Manager has visited three sites . two in the state of Missouri (Maryville and West Plains) and one in the state of Iowa. Each of the centers operates differently than the other. Maryville's center is a partnership between the City and the Missouri National Guard. Their facility is focused on sports and recreation services funded through user fees with the majority of the initial construction (\$6 million) paid by the Missouri National Guard. This facility does offer some meeting room space (three rooms) and access to the gym area for larger events such as weddings. Northwest University provided the land for the Maryville Center. West Plains has a facility that is much older and is funded

through a local sales tax. The West Plains Civic Center is a popular complex for concerts and sporting events. There is a partnership between the City and Missouri State-West Plains Campus. This university uses the facility for its men's basketball team and women's volleyball team. The University pays an annual fee to the City for the use of the space. Though this facility has an indoor pool, and a small fitness room, its focus is more on the concerts and conventions and trade shows. The last center is the Fairfield Arts and Convention Center. This facility is the newest one, and features a large auditorium for performances, but their bread and butter come from its banquet hall. The Center is operated by a not-for-profit and houses the Chamber of Commerce Convention and Visitors Center. The director of the Arts and Convention Center also serves as the tourism director. There have been reports of the financial difficulty this center is having. They are hoping to obtain support to pursue a sales tax.

The City has been asked on a periodic basis to consider developing a space or center that could be used for a community center for meetings, a senior citizen center, for recreation, specific sports (such as tennis, soccer and basketball), auditorium for performances, auditorium or field house space to accommodate graduations for Truman and ATSU, convention center, and even a space for Parks and Recreation for programming and training.

Maryville's facility . This facility consists of three basketball courts, a suspended indoor track, weight room and separate fitness room. There is approximately 2500 square feet of space consisting of three meeting rooms.

West Plains Facility . This is a 30,000 square foot facility that focuses largely on outside events. Their arena/convention center space accommodates up to 3,600 patrons, and the exhibition hall can accommodate groups up to 600 for banquet service. The space can also accommodate 450 luxury seats for concerts. In addition to the arena and exhibit hall, there is more than 7,000 square feet of soundproof meeting rooms to accommodate from 25 to 250 people.

Fairfield's Facility . Is a 30,000 square feet facility with a state of the art performing arts center that holds 500 seats and could provide dinner theater. They can offer a full range of catering options and kitchen use. They host meetings, conventions and special events such as the local prom.

This information was shared with LPRC, who has requested that we move forward with a Needs Assessment.

Recommended Action: It is obvious that a community center can be whatever you want it to be, it would seem that LPRC's direction is the next step, unless the City Council determines it is not something you want to pursue further.

AIRPORT FUEL TANKS

The City Council had been informed about a situation with our existing fuel tanks at the airport. The City had the airport fuel tanks lined in 1999. We were informed by the

company that helps maintain the monitoring equipment for our tanks, that we were required to have the tanks inspected every ten years. David Hall did some research and found information stating that Missouri Department of Natural Resources (DNR) had determined that underground fuel tanks should go through an inspection every ten (10) years. What we did not know was that this requirement was only for tanks that had only a lining as opposed to a second protection, called a cathodic protection. Our tanks have the cathodic protection, which is another technique used to control the corrosion of the metal tank surface. Cathodic protection systems are most commonly used to protect steel, water or fuel pipelines and storage tanks, steel pier piles, ships, offshore oil platforms and onshore oil well casings.

We did have the tanks inspected only to find that the lining was cracking and chipping. Though DNR has told us that we are fine, we realize that the cracking and chipping of the inner lining may impact the fuel quality. We do have filters on the tanks when we pump the gas to the fuel trucks and the fuel trucks have filters, but now that we realize the tanks are damaged, we are exploring our options. We have met with the City Attorney to determine our recourse against the company that installed the linings. We can find no records with the City, and the contractor states they have no records of the installation, though we both know it was done in 1999. The City Attorney researched our options and has found no legal recourse. We Right now, we are told that the cost to reline the tanks will be around \$30,000, versus replacing the tanks completely at a cost of \$100,000 each.

Recommended Action:

The Airport obtains a majority of its operating funds from the sale of fuel. It is important that the tanks are relined, eliminating any concerns. The real issue for us at this time is the limited funds of the Airport, our only option would be to request support from the City Council on advancing the Airport's Capital Funds for the next fiscal year to get the tanks repaired.

CITIZEN ENGAGEMENT

Technology enables new abstract structures for governments to follow. The main benefits being that more individuals can be involved and participate in the decision making process, and gives the City the opportunity to be more open. As noted in a web article provided by Mayor Kuhns it allows for more transparency in the government process.

The issue that the City Council wanted to discuss was the use of that technology to possibly encourage the flow of information not just from the City, but from the citizen to the City. The article states that the process shifts the burden from the City to the individuals most affected. The idea came from what seemed to be frustration in not receiving information, so a group conducted an exercise that resulted in a map of a particular community that pinpointed a number of issues. What they developed was SeeClickFix.com, a local advocacy Web site that lets users write about issues to encourage communication between residents and local government. SeeClickFix users post a complaint about problems that occur within a set of boundaries on a Google Map, like graffiti at a bus stop or potholes on a busy street, and the site communicates the

problem to the appropriate government agency and marks the problem on the map. Users can comment on the issue or label it resolved. Government agencies can post on the site to respond to residents, and journalists can use the site to communicate with readers and see which issues are most pressing to people.

The City of Kirksville currently has a mechanism that can be used both online and offline, called Customer Service Requests (CSRs). The premise is similar to the SeeClickFix in that both allow an individual to report an issue. The difference between the two is that the CSR provides a response back to that particular individual and the SeeClickFix provides the information on the website for many to see. The City Council should be aware the status of each CSR is reviewed monthly by senior staff at Loss Prevention Meetings.

The City of New Haven Connecticut began using this system. When you visit their website, the system is not present on the home page, but conducting a search you can find the SeeClickFix on a number of departmental web pages. Included with this packet is a page from the New Haven SeeClickFix site. There were a total of 102 pages of items that were open on their site. I also found a page for the City of Kirksville and actually found an open item on it that had nothing to do with the City, but with Truman State University.

I can see the benefits of this system in openly tracking problems and issues, letting others see the issues that have been identified, and the responses given. The downside of this would be the staff time to track such things. Another concern would be individuals using it to play games and waste time.

The system can be placed on any website. From what I gather there is no fee for the basic service, but fees of \$100 per month for the advance service.

Recommended Action:

The City Council will need to discuss the value of this system and determine whether or not to direct staff to pursue this. There is no concern about the items being placed on the website. The only concern I would have would be staff dropping other priorities to respond to the items on this site to keep the lists down.

REVIEW NEWSLETTER

Attachments

- Staff Report on Convention Center and Sports Complex
- Staff Report on Fuel Tanks
- SeeClickFix . New Haven, Connecticut . missing the map
- SeeClickFix . Kirksville, Missouri
- CSR Website Page

February 9, 2007

TO: Mayor and City Council

FROM: Mari E. Macomber, City Manager *MEM*

SUBJECT: Study Session ó **February 14, 2007**

The City Council will convene in Study Session at 5:30 p.m. in the second floor Conference Room of City Hall on Wednesday, February 14, 2007. The following are the agenda items for this meeting.

- **REVIEW OF EMPLOYEE HANDBOOK**
- **CONVENTION CENTER/SPORTS COMPLEX DISCUSSION**
- **REVIEW NEWSLETTER – February 9, 2007**

CONVENTION CENTER/SPORTS COMPLEX

One of the study session topics identified during the City Council retreat last year was Convention Center/Sports Complex. The City Council was interested in determining whether the Chamber of Commerce or Truman State University would be interested in partnering together to develop. The Chamber of Commerce will soon be receiving a hotel motel tax and will be employing someone, whose job it will be to promote Kirksville and bring in trade shows and conferences. Truman State University has been given an opportunity to consider making changes to Pershing, which houses many of their athletic facilities, through the possible allocation of funds from the State.

Initial conversations with both, show some interest in pursuing the ideas further, but no formal commitments of support. The Chamber of Commerce is in the midst of remodeling their existing building to add more space and would not be seeking a new building soon. However, they have stated an interest in needing more meeting rooms to accommodate travelers to Kirksville. Truman State University's funding is still up in the air. They are also working to obtain a new campus planner. Both of these items have somewhat stalled their efforts.

City staff met last week to discuss what approach and information we would share with the City Council. Council member Newton was also in attendance, as he has expressed an interest in the subject and has been pursuing the idea of possibly using the Travelers Square Hotel as the anchor hotel for a convention center which could be developed west and south of the hotel.

A convention center would serve as a site to locate small conventions. These would be meetings of less than 600 people. The Chamber of Commerce with their new tourism person would be looking at attracting these size events and would try to obtain at least two events each month.

The Sports Complex would serve to provide indoor facilities to community residents for tennis, soccer, and other sports.

Funding of a Convention Center could be estimated at \$10 to \$15 million. The cost of a sports complex will vary depending on the size of the facility and the amenities. One idea for the Convention Center would be to determine its eligibility under TIF, then request the Commission to support an amendment and then ask the Council to support a change in this plan to use a significant amount of TIF money to construct the Convention Center. Other funding options for both would be property tax assessment or a special sales tax.

It was discussed that a convention center would help to support the efforts of ATSU, TSU and the hospital. There was also a discussion that the owners of the hotel could be assessed an annual amount to help repay the cost of the convention center.

Staff has done some preliminary research on this topic. We have some general information from other communities.

There are two cautions that I pass on to you about these projects. The first concern centers on the possible confusion that may result from the discussion in general. We have a ¼ cent sales tax that our citizens will be voting on, I would ask that it be made clear that both the convention center and sports complex are ideas and no determinations have been made about their reality. The second caution is simply securing support from the community. We need to make sure that if we pursue one or both that we get community support.

Questions that you may want staff to pursue: Purpose, uses of the facility/facilities, possible partners, information from other communities, who should take the lead, funding ideas.

Recommendation: The City Council is being asked to discuss the ideas of developing separate facilities to provide a convention center space and a sports complex. I would ask that you provide clear direction to staff on information that is needed to help answer questions that may exist.

KIRKSVILLE CITY COUNCIL STUDY SESSION ATTACHMENT

SUBJECT: Kirksville Regional Airport USTs (underground storage tanks)

STUDY SESSION MEETING DATE: May 3, 2010

CITY DEPARTMENT: Airport

PREPARED BY: David A. Hall

The Kirksville Regional Airport houses two underground storage tanks, one a 10,000 gallon tank for Avgas storage and the other a 12,000 gallon for Jet A tank storage. It is from these underground storage tanks that the aircraft refuelers are nursed. The sale of aviation fuels is our biggest source of revenue for airport operations and is the lifeblood for our airport. These tanks were both installed in 1977. Both of our tanks were epoxy lined and cathodic protection installed in 1999 due to Dept of Natural Resources regulations.

In the spring of 2009 during a site visit, a service representative from Mid States Petroleum, Inc. suggested that we were obligated to do a ten year inspection of our underground storage tanks. This was reiterated by a MO Petroleum Storage Tank Insurance Fund newsletter that stated "The DNR has recently clarified its position on steel USTs that were lined to meet the 1998 upgrade standards. DNR rules require an initial inspection of the lining ten years after it was applied, then every five years." Both of our tanks (Jet A & Avgas) were epoxy lined in 1999 due to this Dept of Natural Resources regulation. This ten year inspection is typically done via remote controlled video camera.

In December of 2009, at Mid States Petroleum's recommendation we hired Tank Tech, Inc. of Blodgett MO, a licensed and registered inspection company, to do the video inspection and were given the inspection report in January 2010. Unfortunately it was obvious that this epoxy lining has failed and is coming loose from both fuel tank walls and is settling to the bottom of the tanks. This video inspection is available on the City's Q drive.

After researching the installation history for possible warranty, conferring with the City Attorney, and other petroleum vendors, we have concluded that the installation company has since gone out of business and that the industry standard ten year warranty would have expired.

Repairs will consist of removal of the old epoxy lining, sand blasting the tank interior, tank wall thickness inspection, and re-applying new epoxy lining. Estimates for repairs are \$25,000-\$30,000 depending on any necessary tank repairs after removal of all old lining. Again, this will come with a ten year warranty.

This was an unforeseen expense and was not budgeted in the Airport 2010 budget. We therefore ask council to advance capitol funding for this expense and we will defer expenses from next year's budget.

Respectfully Submitted,

David A. Hall
Airport Director



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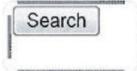
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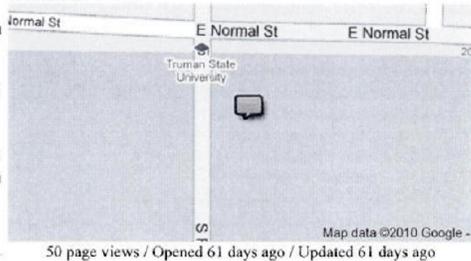
#21545 - Student Loans Missing is Open 1 Person want this fixed

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I am a student at DeVry University of Kansas City, MO and my Federal Stafford Loans for Spring 2010 are missing. The www.nslds.ed.gov website shows that the funds are disbursed to Truman State University in Kirksville, MO, however, Truman State denies having said loans. I am held accountable for these loans, but DeVry can't obtain them as they have been disbursed to Truman State University. After 4 weeks the issue has yet to be resolved and I have sent an external memo to Chris Koster the Missouri Attorney General and the U.S. Department of Education Inspector General's Office, asking for their assistance. I also humbly ask that you lend any assistance you can, Thank You. **1000-1098 S Franklin St, Kirksville, MO 63501, USA**

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submitted by **Cory Evan Poling** 2 months ago

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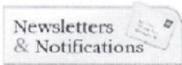
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Friday April 30 & Saturday May 1- all ball fields are closed due to wet field conditions.

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Citizen Service Request

A Citizen Service Request form may be submitted regarding city streets, trash complaints, unsafe buildings, etc. The information will be directed to the appropriate department by Kirksville City Hall.

If your comment does not accurately fit into one of the categories listed below, please e-mail shalstead@kirksvillecity.com and the information will be relayed to the appropriate department.

Please supply the following information:

Your Name:

Your Address:

Your Telephone Number:

Your Email Address:

REQUIRED

Address Where Service is Requested:

REQUIRED

Type of Service Requested

- | | |
|---|--|
| <input type="checkbox"/> Ditches & Culverts- not draining properly | <input type="checkbox"/> Sewers- backing up, odors, etc. |
| <input type="checkbox"/> Streets- potholes, curbs, etc. | <input type="checkbox"/> Streets- needing to be bladed or rocked |
| <input type="checkbox"/> Street Signs- needing replacement or repair | <input checked="" type="checkbox"/> Streets- drainage problems |
| <input type="checkbox"/> Traffic Signals- needing repair or new bulbs | <input type="checkbox"/> Trash or junk needing removal |
| <input type="checkbox"/> Trees- needing to be cut down or trimmed | <input type="checkbox"/> Weeds & Grass- needing to be cut |
| <input type="checkbox"/> Unlicensed or junk vehicle | <input type="checkbox"/> Unsafe Building |

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