

CITY COUNCIL STUDY SESSION

TO: Mayor and City Council

FROM: Mari E. Macomber, City Manager

SESSION DATE: May 16, 2016

TIME: 4:30 pm

PLACE: City Council Chambers

AGENDA:

- Security Cameras
- E-911 Funding
- Council Agenda Review
- Council Newsletter Review

Security Cameras

The City Council discussed the need for security cameras. The cameras were requested for both the interior and exterior of City Hall. In addition to the security cameras, the Council also asked that a sound system be obtained that would allow citizens in the audience to hear the Council and those who present at the podium.

Funds were included in the 2016 budget for this purchase, however, the project was bid out with no bids received. We would like to visit with the Council to discuss the project and determine a course of action that would yield bids on the project.

Police Chief Jim Hughes was assigned the responsibility of determining the needs and preparing the bid documents. He will be in attendance on Monday to visit with the Council.

E911 Funding

As the 2016 Missouri legislative session comes to a close, one of the bills that has been that has been under consideration for the past few years is a bill that would give counties the authority to ask voters to approve a cell phone tax for 911 services. At present, Missouri is one of the only states not charging a cell phone tax for 911 services. For some counties, like Adair, there is a reliance on funding for E-911 centers from an emergency telephone tax on land lines, and as more and more phone customers eliminate their land lines for cell phones, the funding has and will continue to shrink. Included with this Study Session packet are two maps of the State of Missouri. The first one shows the counties in the State and the level of 911 services. The second map shows the counties and their funding levels.

For Adair County the tax generated approximately \$58,000 in 2008 and by the end of 2015, the amount decreased to \$32,000. To make up the difference each of the organizations that are partners in the E-911 operation picks up the increase. When the

partnership started the City of Kirksville paid \$210,000 toward the partnership. Today, the City of Kirksville is responsible for paying 52.18% of the costs. So for every \$1 increase, the City pays \$.52 of it. The City's contribution toward the Center for 2016 is budgeted at \$299,947, an increase of 47%.

The other paying partners of the E-911 include Adair County, Adair County Ambulance District and Truman State University. In addition to these entities, the Rural Fire Districts are part of the partnership.

Regardless of what happens at the State level, it is important that the City Council know more about the operations of the Center and understand the important impact the Center has on all of Adair County.

Chris Killday, E-911 Communications Director will be in attendance on Monday to provide an overview and visit with the Council about the operations of the Center. The last time the City Council received an update on the E-911 Center was in 2014

Attachments

- Staff Report on Security Cameras

- Staff Report on E-911 Center

KIRKSVILLE CITY COUNCIL STUDY SESSION ATTACHMENT

SUBJECT: Security Cameras/Sound System at City Hall

STUDY SESSION MEETING DATE: May 16, 2016

CITY DEPARTMENT: Kirksville Police Department

PREPARED BY: Chief Jim Hughes

In 2015 members of the City Council expressed interest in adding various electronic security measures/devices at City Hall.

An all-encompassing and detailed bid proposal was developed. To allow Council to pick from any number of discussed and/or related interests (e.g. camera at the Airport/TSA), the proposal included a number of options to be bid separately and, to a certain extent, independently.

The initial mailing list for the bid specifications included 12 companies (including one in Kirksville).

The bid was advertised on the City Web Site (and an abbreviated version mailed to those on the list) on April 15th, 2016

The bid deadline was May 3, 2016.

No bids were received.

Based on follow-up, the plan is to now break the bids into smaller pieces and bid them independently.

The intent is to have the first module out for rebid in June. This module will include the coverage for the exterior security of the building and the three high volume interior public/lobby areas (Finance/Courts, Administration, and Codes/Engineering).

For the Study Session on the 16th, Staff would like to bring members of Council up-to-date on the current status of this project and to engage in further discussion if/as appropriate.

KIRKSVILLE CITY COUNCIL STUDY SESSION ATTACHMENT

SUBJECT: E-911 Program and Partnership

STUDY SESSION MEETING DATE: May 16, 2016

CITY DEPARTMENT: E-911 Center

PREPARED BY: Chris Killday

Background

In February 2000, the Adair County Commission, Adair County Ambulance District, City of Kirksville and Truman State University entered into an E-911 Joint Services Agreement for the purpose of improving public safety, and to gain economy of operations, while maintaining, improving and coordinating the professional answering and processing of 911 emergency telephone calls in the parties' service areas.

E-911 Services

E-911 Services including 911 call answering, related dispatch processing and notification services are provided to the Adair County Sheriff's Department, the Kirksville Police and Fire Departments, the Adair County Ambulance District, Truman State University Department of Public Safety, the Novinger Community Volunteer Fire Department, the Northern Fire Department (Adair Rural Fire District #1), the Adair County Rural Fire Departments, the Greentop Fire Department, and the LaPlata Fire Department.

Authority

The E-911 Joint Services Agreement derives its authority from RSMo 70.210. The Joint Services Board derives its authority from the parties of this agreement. However, each party has chosen an individual(s) to represent them; therefore, the Board shall act autonomously from the political subdivisions.

E-911 Joint Services Board

- Don Crosby, **Chairman**, representing Adair County Commission
- Jim Hughes, **Vice Chairman**, representing Kirksville Police Department
- Sarah Holzmeier, representing Truman State University
- Tom Collins, Representing the Kirksville Fire Department
- Bill King, representing the Adair County Sheriff's Department
- Larry Burton, representing Adair County Ambulance District
- Lacy King, representing the City of Kirksville
- Brad Ray, representing the Adair County Fire Chiefs Association

- Mari Macomber, representing the City of Kirksville

Staff: Chris Killday, Communications Director

Contractual Fees for 2016:

City of Kirksville - \$74,986.75/quarter (52.18%)	299,947
Adair Co Commission - \$23,367/quarter (16.26%)	93,468
Adair Co Ambulance - \$22,677/quarter (15.78%)	90,708
TSU - \$22,677/quarter (15.78%)	90,708
Estimate Funding from land-line phones for 2016	37,350

Tax collected from land line phones has steadily decreased over the years. When we started the 911 Center in 2002 we were receiving \$100,000 per year from the land line phones tax, and with 2016, we are estimating the amount to be only \$37,350 or less.

Summary:

The E-911 Joint Services Center continues to operate effectively and efficiently serving all 11 primary public safety response agencies and successor agencies with jurisdictions or service areas within Adair County.

The E-911 Joint Services Board and the Director met six times during the year. So far there were no significant operational changes, or changes in external operations affecting the 911 Center and the Joint Services Board. However, the Board continues to evaluate and discuss funding options.

The 911 Center, with cooperation from the other agencies, was able to update our policy and procedure manual, plus our training manual. We will continue to review and make any changes with these manuals when things change and will review the manuals starting in March of each year.

In 2015 all of the Communications Operators were able to be brought up to date on the training that is required by the State. Four employees were needing the 40-hour basic dispatch course and six employees needed to take the Refresher 40-hour basic course. Everyone completed their training online. At this time the Communications Operators are taking Continuing Education courses online to meet the State Guidelines for Communications Operators. They are also taking online training that the City Of Kirksville sponsors quarterly.

In January, 2016, the MO 911 Director Association, along with MONENA and the MOAPCO Association, wrote a Bill (HB 1904) to take to legislators reference 9-1-1 cell phone tax. Our Senate sponsor for 2016 is Representative Lauer. She also sponsored the Bill in 2013, 2014 and 2015. 9-1-1 legislation passed out of the House in February of this year and has been “in the Senate” since March 1. We have gone through all of the needed processes which includes multiple hearings and fiscal review and now stand poised to have our Bill heard on the Senate

Floor. If HB 1904 passes it means we can take it to the local county voters to vote on a monthly charge on their cell phones. The minimal monthly charge is \$1.00 per month up to \$1.45 per month for cell phones. If the decision is made to pursue this tax we will need all agencies to support this Bill to make it happen for Adair County. It would cut the cost of the four paying agencies per year. The estimated amount we would receive, per year on the Cell Phone tax, is \$320,000, if voters only voted the minimal amount. This would save the City alone \$166,400 per year; that they could keep in the General Fund and use for other purposes.

The 911 Center received 20,579 911 calls in 2015. Of the 20,579 calls, 16,782 came in as cell phones, 36 calls came in as Voice Over IP, and 3,761 came in as land line phones. As you can see, most of our calls come in by cell phone which is not taxed, and we receive no money for those calls. In 2007 we received just 3,281 cell phone calls on 911. From 2007 every year, it has increased.

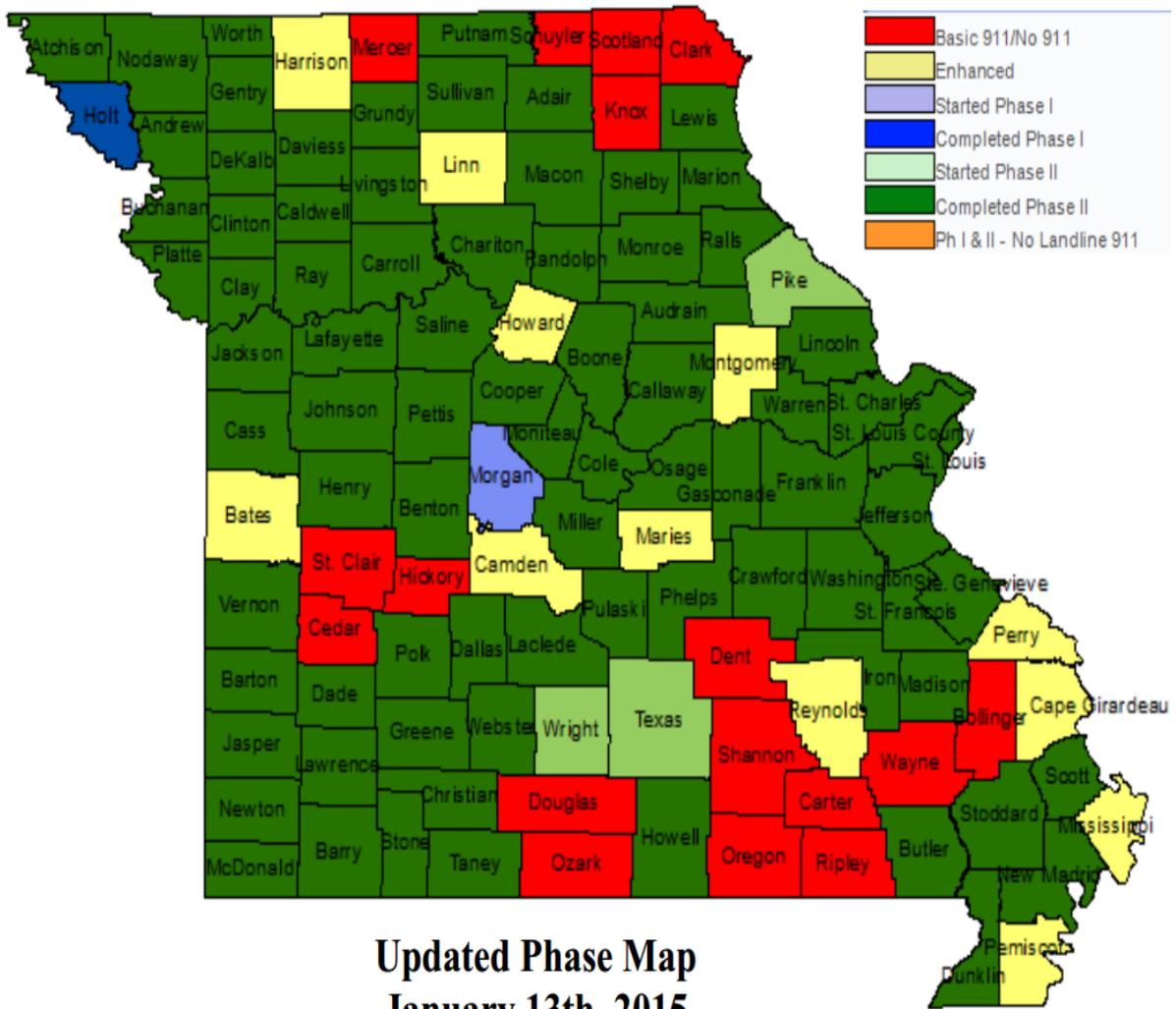
The 911 Center averages 250 calls per day on our administrative lines which are not figured in totals with the 911 calls. The 911 Center answers roughly 91,250 calls per year just from the administrative lines. If you total up 911 calls and administrative line calls we are answering approximately 111,829 phone calls per year.

Also at the 911 Center we create all events in the CAD system for all of the agencies we dispatch for. In 2015 we created a total of 45,144 events. We created the most events for the Kirksville Police Department which was 27,347 events. We also manage all of the sex offenders' files in Adair County in the MULES system; we have 132 active sex offenders in Adair County. We enter and maintain all active warrants for the Kirksville Municipal Court, the Associate and Circuit Court in Adair County. Currently we have 670 active warrants being maintained by the 911 Center. We also maintain all of the Ex-Partes and Full Order of Protections for the Associate Circuit Court in the MULES computer which includes 60 active orders of protection. We are required to validate entries in the MULES computer, we validated 733 records for 2015. We also run criminal history requests, and make entries etc., into the MULES system daily for all of the agencies, a total of 8,429 entries in 2015.

In July, I submitted a job reclassification from Communications Operator II to Chief Communications Operator to the Classification Committee. It was approved by the Committee and effective date was January 2, 2016. Carol Richardson is classified as Chief Communications Operator. This reclassification is mainly for daily supervision of the other Communications Operators.

Most of the time 911 Center employees are not recognized for the outstanding work they do to save lives and make sure Officers, Firefighters, etc. are safe.

MISSOURI COUNTY MAP – level of services



MAP OF MISSOURI – Showing F

Missouri 9-1-1 Funding Map

