

# KIRKSVILLE CITY COUNCIL NEWSLETTER . . .

Mari E. Macomber, City Manager MEM

Copies to: City Attorney  
Media

January 6, 2007

## **SUBJECTS:**

**DATES TO REMEMBER  
MML REGIONAL MEETING  
COUNCIL FILING  
CITY/COUNTY MEETING  
GOALS AND STRATEGIES  
MML LEGISLATIVE CONFERENCE  
AIRLINE TOTALS  
INTERNET GRANT  
MODOT SEWER CONNECTION  
VOICE MAIL AT CITY HALL  
EMMETT STREET  
CONVENTION CENTER UPDATE  
ATTACHMENTS**

## **DATES TO REMEMBER – for December**

**9<sup>th</sup> – City Manager in Jefferson City at Training  
9<sup>th</sup> – KREDI Monthly meeting @ 4:00 p.m.  
11<sup>th</sup> – MML Regional Meeting in Edina @ 6:00 p.m.  
15<sup>th</sup> – City Hall Closed in Observance of ML King Holiday  
16<sup>th</sup> – LMC meeting at Fire Station @ 9:00 a.m.  
16<sup>th</sup> – Last day for Council filing  
18<sup>th</sup> – City Manager will be in training in Columbia all day  
19<sup>th</sup> – State of the City Address at County Annex 7:30 a.m. refreshments**

**MML REGIONAL MEETING** – By now, you should have received an email regarding the City of Edina hosting the MML Regional dinner meeting on Thursday, January 11 at the Edina Country Club. Senator Wes Shoemyer will discuss the issues that will be facing the first session of the 94<sup>th</sup> General Assembly when it convenes on January 3.

**COUNCIL FILING** – December 12<sup>th</sup> was the first day for filing for the two positions on the City Council. Kevin A. Alm, Tom Mayer and Aaron Rodgerson have declared their candidacy. January 16, 2007 is the last day to file.

**COUNTY/COUNCIL MTG** – The City Council is scheduled to meet with the County Commissioners on Tuesday, January 30, at 8:30 a.m. Tentative agenda items are the April election, Holiday sales tax and use tax.

**2007 GOALS AND STRATEGIES** – I have attached the goals and strategies to this Newsletter for your information just to keep them out there.

**MML LEGISLATIVE CONFERENCE** – The Annual MML Legislative Conference will be held February 21 and 22. A copy of the agenda is attached, or can be viewed at: [http://www.mocities.com/UploadedMedia/12212\\_RegForm2007LegisConfBro.pdf](http://www.mocities.com/UploadedMedia/12212_RegForm2007LegisConfBro.pdf) Please let Vickie know as soon as possible if you plan to attend. Rooms have been reserved at the Capitol Plaza, but need to be cancelled if they will not be needed so that others attending will have a room.

**AIRLINE UPDATE** – For both November and December, Mesa Air Group has met the Federal Aviation Administration's required passenger totals. I have charted out a couple of numbers to compare the air service, which I have attached for your review. While the holidays have slowed the construction process and not much has been accomplished the last three weeks, there still has been great progress on the localizer and glide slope installation overall. RJS Contractors are about 85% complete and have installed all of the data cable, the Glide Slope tower, the Localizer Array, and both shelters. The FAA's installation crew is now on site and working to install their equipment (transmitters, antennas, etc.). They are about 25% complete. The MALSR project was slated to begin Jan 8<sup>th</sup> but for unknown reasons will be delayed about two weeks. The Airport entrance road sign has been refurbished/relocated by Baker Sign Co. and temporary electric service has been installed. Ameren UE is in the process of relocating their electrical service in preparation for the Hwy 63 four lane and will do the permanent service changeover in.

**INTERNET GRANT** - The Kirksville Police Department recently received an Internet Cyber Crime Grant from the Missouri Department of Public Safety in the amount of \$19,522.88. This grant provides money for the training and overtime for three officers to investigate Internet Crimes against Children. The Police Department has been in the process of establishing a computer forensic lab to help our department and others with examining computer hard drives used in crimes. The department will now begin examining cases dealing with crimes against children. This training and money will be a great benefit to our community and law enforcement. Kirksville and the surrounding communities are not exempt from this type of crime but until now we were very limited on what we could investigate.

**MODOT SEWER CONNECTION** - MoDOT would like to move forward with developing plans to connect their maintenance facility to the City's system via a pump grinder system. They are connected to City water already, via the Mackey line. Staff would recommend that we encourage this effort; it will eliminate a sanitary discharge into the Forest Lake watershed, with no cost to the City. I will keep you informed on this.

**VOICE MAIL AT CITY HALL** – The voice mail system at City Hall has not operated for approximately five weeks now. Winkler Communications has been working on the repair since it first went out. When it first went down, we were told it would be back up within a week. The unit is a refurbished one that the City purchased just a little over a

year ago. There was a considerable difference in the price of a new system versus a refurbished one. The warranty will be honored even though it was just past the one year. Winkler Communications has returned our unit to the company that first refurbished it and said it was working both times, but when it is installed here, it doesn't work. The company even sent another unit, a later/newer model, and it did not work either. Winkler has now arranged to work with another refurbishing company. Part of the problem has been compatibility with the Centrex system, and the old phone system. I will keep you updated when we have voice mail available again.

**EMMETT STREET** – The construction of Emmett Street, as required by Olmeca, Inc. (El Vaquero Restaurant) has been finished. Because the City contracted with the company to complete the work, there was a question regarding the wage scale. The Department of Labor requested that the wage scale used for this project be based on prevailing wage. Adjustments have been made to the wages and the additional cost to the contract is \$16,549.82. The total cost for the payment to Emmett Street will be \$121,052.79.

**CONVENTION CENTER UPDATE** – With the departure of Travelers Hotel, Council member Newton has asked that we begin looking at Travelers Hotel as part of the review for the Convention Center topic, previously mentioned by the City Council. We will be bringing this topic forward toward the end of January or early February to discuss the concept with the Council. One of the early ideas was to partner with Truman as they work to renovate Pershing. Another idea was the community room as part of the Rotary Park Master Plan. With limited resources, and many interests we will need to determine the focus of the facility. Please be thinking about this over the next few weeks, about ideas, uses, maximizing resources, etc. Our focus for the study session will be to outline what has been done elsewhere, what are the potential needs in Kirksville and surrounding area and what are the opportunities that we can take advantage of to help us.

#### Attachments

- Goals and Strategies – pgs. – 5 - 7
- Airline Flight Information – pg. - 9
- Sales Tax Report – pg. 11
- Building Permits – pg. 12
- Thank you from Conservation – pg. 13
- Thank you to the City Clerk – pg. 14

#### Enclosures

- November Financials – pg. 15
- TCRC 2006 Summary of Activities - pg. 15
- Quarterly Status Report – pg. 15



**City of Kirksville'**  
**2007 GOALS**

**Economic Development – (Job Creation)**

- 1) **Continue to work with the Kirksville Regional Economic Development Incorporated (K-REDI) to market the community**
  - a) Staff support
  - b) Office space
  - c) Property Listings
  - d) Development of flyers, brochures, etc.
  - e) Data gathering for website
  - f) Maintenance of Community Profile
  - g) Airport services and improvements
- 2) **Continue to work with K-REDI on recruitment efforts as prospects are identified**
  - a) Identify incentives suitable for presentation to prospects using city resources
  - b) Prepare presentations under direction of Director Of Job Creation
  - c) Arrange details of meetings
  - d) Pursue state and federal incentives available for projects as recommended by KREDI and staff
- 3) **Work with new Innovation Center Board encouraging entrepreneurial ventures**
  - a) Work to develop bylaws and articles of incorporation that will work to promote job creation
  - b) 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
- 4) **Expand economic development efforts to include other areas of focus specific to the City's efforts, excluding industrial recruitment and tourism**
  - a) Work with local realtors, building owners to market available commercial buildings
  - b) Inventory existing businesses to determine gaps in services and work to attract franchising businesses to the community
  - c) Develop a low interest loan program that would provide funds to downtown building owners to improve the store fronts/facades of downtown businesses
  - d) Include in the City's airport layout plan locations for business development projects
  - e) Identify businesses ideal for location at the municipal airport and work to recruit these businesses

**Quality of Life**

- 1) **Continue to identify infrastructure needs within existing areas of the City of Kirksville**
  - a) Quality of existing streets, water, sewer, storm drainage, and lighting
  - b) Identify future needs for each community park
  - c) Insure sub standard housing conditions are addressed as identified
- 2) **Continue to implement and enforce beautification efforts to promote community pride**
  - a) Work with Kirksville Image Campaign to encourage a focus on "Community Pride"
  - b) Implement a plan to maintain the downtown public spaces
  - c) Identify rights of ways that are the City's responsibility to maintain
  - d) Enforce City property maintenance codes

- e) Encourage community groups and citizens to adopt city streets for cleanup
- f) Use loan repayment funds to provide low interest loans to qualifying home owners for housing renovations including roofs, windows, siding, etc.

**3) Sponsor community-wide events**

- a) 150<sup>th</sup> Birthday Celebration
- b) Red, White and Blue Festival
- c) Friday Nights on the Square
- d) Back to School Carnival

**Fiscal Responsibility and Efficiency in Government**

**1) Long Range Planning**

- a) Analyze costs compared to benefits for new projects or programs, as part of the research process
- b) Develop long range plans of 5 years and 10 years plus for all city owned buildings and facilities
- c) Develop revenue projections for each of the following funds: General, Capital Improvements, Transportation Sales Tax, Airport, Aquatic Center

**2) Staff Retention**

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

**3) Build Partnerships**

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

**Protect City Owned Assets**

**1) Asset Inventory**

- a) Determine what are the City's assets – people, property, equipment, services, etc.

- b) Analyze the overall value of experience and training that is currently in place for city positions
- c) Determine the effectiveness of establishing a city-wide Inventory system to track all city-owned property
- d) Secure engineering firms to complete a Wastewater Facility Plan Update
- e) Secure an engineering firm to work with the City on future Airport projects

2) **Asset Protection**

- a) Complete a survey of peer cities including list of services provided to determine how we compare
- b) Continue to implement and update long-range plans for capital assets – water, sewer, streets, buildings, parks and airport
- c) 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
- d) Develop long-range plans for public buildings, parks and airports
- e) Determine costs of long-range plans, calculate costs and outline funding plans to support efforts

3) **Community Pride**

- a) Develop a consistent format for each Department Manager responsible for developing long range plans to include projects, costs, funding sources and timelines
- b) Communicate capital plans to the citizens through the Kirksville Connection and hosted public venues
- c) Communicate this information to the general public through City Council meetings, Commission Meetings – ATC and LPRC, and through press releases and public venues



## FLIGHT INFORMATION

	<u>2005</u>	<u>2006</u>
Number of Flights Scheduled		
November	104	88
December	106	100
Number of Actual Flights		
November	102	82
December	96	98
Reliability	94%	96%
Number of Passengers		
November	386	319
December	265	348
Avg. Number of Passengers Per Day		
November*	12.87	12.76
December	8.55	11.23

\*Mesa Air operated 25 days out of 30 in November



## SALES TAX COLLECTIONS BY FISCAL YEAR

### One Cent General Sales Tax

	2002/2003	2003/2004	2004/2005	2005	2006
<b>January</b>	181,221.23	187,958.67	179,410.83		185,123.44
<b>February</b>	70,418.66	79,376.94	67,108.84		96,634.04
<b>March</b>	312,509.30	308,888.10	306,530.87		322,180.50
<b>April</b>	181,713.35	154,047.00	176,521.54	195,655.59	214,395.10
<b>May</b>	57,855.02	56,474.84	65,360.86	59,159.40	42,975.59
<b>June</b>	293,121.50	267,149.34	301,897.06	308,001.22	332,297.08
<b>July</b>	193,466.13	183,798.47	186,538.96	190,611.14	219,132.32
<b>August</b>	61,126.03	73,305.14	70,760.18	66,012.88	84,424.76
<b>September</b>	285,316.33	236,150.23	301,195.71	311,884.76	313,225.26
<b>October</b>	225,065.15	248,789.17	193,208.43	219,075.90	212,575.62
<b>November</b>	75,286.28	77,428.75	63,603.21	129,776.12	71,710.31
<b>December</b>	287,015.74	286,054.01	309,266.07	253,015.27	309,706.14
<b>TOTAL</b>	<b><u>\$2,224,114.72</u></b>	<b><u>\$2,159,420.66</u></b>	<b><u>\$2,221,402.56</u></b>	<b><u>\$1,733,192.28</u></b>	<b><u>\$2,404,380.16</u></b>

for With the December 2006 distribution, year-to-date collections are **5.17%** higher than the amount received January-December 2005.

January-December 2006 in comparison to January-December of the following fiscal years shown:

FY 2003/2004	+ 7.12%
FY 2002/2003	+ 11.97 %

Mike Ayers  
Manager-Eng. Des.  
AT&T/Southwestern Bell Telephone  
225 W. Coates  
Moberly, Missouri 65270

Dear Mike,

The following is a listing of new construction in Kirksville for the period of December 1, 2006, through December 29, 2006:

Date: December 11, 2006  
Owner: Diane Capps  
Use: Single-Family  
Address: 1913 Salter Place  
Permit No.: 6722  
Const. Co.: self

Date: December 13, 2006  
Owner: Dan Helmuth  
Use: Single-Family  
Address: 714 N. Florence  
Permit No.: 6717  
Const. Co.: Grgurich Construction

Date: December 11, 2006  
Owner: Kenny Estes  
Use: Duplex  
Address: 502 W Normal/501 W Filmore  
Permit No.: 6723  
Const. Co.: Kilmer Construction

Date: December 19, 2006  
Owner: Dick Gooch  
Use: 4-Plex  
Address: 711 W Scott  
Permit No.: 6728  
Const. Co.: Gooch Construction

Sincerely,

Laila Price  
City of Kirksville  
Codes/Inspections Assistant



## MISSOURI DEPARTMENT OF CONSERVATION

### Headquarters

2901 West Truman Boulevard, P.O. Box 180, Jefferson City, Missouri 65102-0180  
Telephone: 573/751-4115 ▲ Missouri Relay Center: 1-800-735-2966 (TDD)

JOHN D. HOSKINS, Director

December 27, 2006

The Honorable Martha Rowe, Mayor  
Kirksville City Hall  
201 S. Franklin St.  
Kirksville, Mo. 63501

Dear Mayor Rowe:

Regional Supervisor Matt Wolken has advised me that he has received a check from the City of Kirksville to the Missouri Department of Conservation in the amount of \$25,000. This represents the City's payment to help defray the cost of linking the new Conservation Department Northeast Regional Office to the City's sanitary sewer system.

I would personally like to thank both you and the City Council for this contribution. The Department of Conservation values the partnership with the City of Kirksville and the financial assistance that aided in completing our new regional office. The Department of Conservation is very excited about this facility. As you are aware, this complex will serve as more than a regional office and maintenance facility. The exhibit space, meeting room and shared laboratory with Truman University makes this a unique facility that will serve a variety of our stakeholders in this part of the state. We have already experienced a four-fold increase of visitors to the new office and expect this to increase as our exhibits are completed. Our naturalist will be on board after the first of the year, and we are already scheduling visits by school groups from Kirksville and the surrounding communities.

If you have not visited the new facility since it has been completed, I invite you to stop by and take a look. We believe the complex is a valuable addition to both north Missouri and the City of Kirksville.

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The Conservation Commission will be meeting at the facility the first two days in February. We will hold a formal dedication on February 2<sup>nd</sup>. I look forward to visiting with you at that time. Once again, thank you for the City's assistance.

Sincerely,

JOHN D. HOSKINS  
DIRECTOR

### COMMISSION

STEPHEN C. BRADFORD  
Cape Girardeau

CHIP McGEEHAN  
Marshfield

CYNTHIA METCALFE  
St. Louis

LOWELL MOHLER  
Jefferson City

Mrs. Brumbaugh - Thanks so much for  
helping Naide & I regain some kind of contact.  
I also had a long visit over the phone with  
my aunt right before Thanksgiving.  
Once more - thanks so much for the help.  
Hopefully your Holiday season will be a good one!

Enjoy and have your happiest holiday ever!

Joe Crosby



November 2006  
Financials.pdf



2006 Annual  
Report.pdf

# January 2007

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 HAPPY NEW YEAR CITY HALL CLOSED	2 7:30 AM Gov Affairs Noon LPRC (Tent)  ATC - Cancelled	3 3 pm E911 (Tentative)  5:30 pm COUNCIL (Tentative)	4  \$ PAYDAY \$	5 Check Release PO DEADLINE	6
	8 8:30 am Staff	9  4 pm KREDI	10  5:30 pm COUNCIL STUDY SESSION  7 pm P & Z	11  MML Reg Mtg in Edina 6 pm Social 7 pm Dinner	12 Check Release PO DEADLINE	13
	15 8:30 am Staff	16  5 pm COUNCIL FILING CLOSES	17  5:30 PM COUNCIL	18 \$ PAYDAY \$  4 pm Hwy 63	19 7:45 am STATE OF THE CITY  Check Release PO DEADLINE	20
	22 8:30 am Staff	23	24  5:30 pm COUNCIL STUDY SESSION	25 5:30 pm Watershed Mtg  6 pm Annual Chamber Banquet @ Shrine	26 Check Release PO DEADLINE	27
	29 8:30 am Staff	30 8:30 am County/Council Mtg @ Courthouse	31			

**ADAIR COUNTY HUMANE SOCIETY**

**P.O. Box 481**

**Kirkville, Missouri 63501**

December 6, 2006

TO: Kirkville City Manager

FROM: Adair County Humane Society

RE: November Shelter Report

<b>Euthanized (City)</b>	Dogs	1 1
	Cats	1 9
	Puppies	4
	Kittens	6
<b>Euthanized (Out of City)</b>	Dogs	9
	Cats	1 5
	Puppies	6
	Kittens	8
<b>Euthanized (Out of County)</b>	Dogs	1 2
	Cats	1 4
	Puppies	1 2
	Kittens	3
<b>Brought to Shelter Dead</b>	Dogs	0
	Cats	2
	Others	2 2

  
Jackie Eaton, Treasurer