

Maryville City Council
Regularly Scheduled Meeting
November 23, 2015
7:00 p.m.

The Council of the City of Maryville, Missouri, met in a regular session on Monday, November 23, 2015, at City Hall, 415 North Market Street, in said City at 7:00 p.m.

ROLL CALL

The meeting was called to order by Mayor Riedel and roll was called by the City Clerk, with the following present to-wit: Mayor Renee Riedel, Council Members, Rachael Martin, Gerald Riggs, Timothy Shipley and Jason McDowell. Others present were City Manager Greg McDanel; Asst., City Manager Ryan Heiland; City Attorney Taryn Henry; Dir., Public Safety Keith Wood; Dir., Finance Denise Town; and City Clerk Sheila Smail.

PLEDGE TO THE FLAG

The pledge to the flag was led by Mayor Riedel.

INVOCATION

Councilman Shipley gave the invocation.

APPROVAL OF THE AGENDA

Mayor Riedel requested any changes needed to the agenda, be noted at this time. No changes were noted.

Motion was made by Councilwoman Martin, seconded by Councilman Riggs, that the agenda be approved as presented. Upon roll being called, the vote was as follows: Councilman Shipley, yea; Councilman McDowell, yea; Councilwoman Martin, yea; Councilman Riggs, yea; Mayor Riedel, yea. Motion carried.

CITIZENS TO BE HEARD

Mr. Joe Belanger, 1009 East 1st Street, Maryville, Missouri, recommended that the City take a look at expanding the services/coverage of the Maryville Public Safety, Fire Division. He stated that the city has grown substantially and the city should visit the needs of the Fire Division to provide adequate coverage.

Staff assured Mr. Belanger that the city has the capability to provide adequate coverage with the current staff and volunteers.

Mr. Belanger requested that the city consider bringing back the Sidewalk Assistance Program where the city and property owner share the cost of replacing the public sidewalk that runs parallel to the street.

Staff stated the program is still available by making application in the Public Works Department and explained that depending on the time he had inquired about it, the funds may have been depleted for the fiscal year.

Mr. Belanger also suggested that the City begin looking at replacing fire trucks that have been in the fleet for some time.

Council Members recalled the purchase of a new fire truck within the past year.

CHRISTMAS PARADE REQUEST FROM GREATER MARYVILLE CHAMBER OF COMMERCE

The Greater Maryville Chamber of Commerce has submitted an application requesting permission to hold a Christmas Parade, on Friday, December 4, 2015, beginning at 6:00 p.m. The event is proposed to begin at 2nd Street and North Main Street, with parade participants lining up on 2nd Street, going north on Main Street to 7th Street, ending at Franklin Park.

For the past several years, the local Girl Scout troops have been responsible for decorating and providing the "Winter Wonderland" scene at Franklin Park, where children come to visit Santa. When the end of the parade reaches Franklin Park, a lighting ceremony will be held to light up Winter Wonderland.

The original request to hold a Christmas Parade was made for December 5, 2015 at 5:30 p.m.; however at the November 9, 2015 City Council meeting the item was tabled due to several concerns. Council and staff cited the potential conflict for large traffic numbers along Main Street during the requested time if a collegiate football game was played on this date. Maryville Public Safety also had concerns about security resources if both events occurred at the same time. To address these concerns, the Greater Maryville Chamber of Commerce requested to move the date up to December 4, 2015, beginning at 6:00 p.m..

Since this is the first year for the Christmas Parade, it is not clear what the related costs will be for the City.

Executive Director Jordyn Swalley reported there have been thirteen (13) entries for the parade, so far.

The Chamber has provided an executed Indemnification and Hold Harmless Agreement and a copy of a certificate of liability insurance, naming the City as an additional insured. They have also gathered signatures from businesses who might be affected by the parade.

Staff recommended approval of the request to hold the Christmas Parade and Winter Wonderland lighting ceremony on Friday, December 4, 2015, at 6:00 p.m. The streets will be closed down at 5:30 p.m. and reopen upon completion, which is estimated at 7:30 p.m.

A motion was made by Councilman Riggs, seconded by Councilman Shipley to approve the request to hold the Christmas

Parade and Winter Wonderland lighting ceremony on Friday, December 4, 2015, beginning at 6:00 p.m. Upon roll being called the vote was as follows: Councilman McDowell, yea; Councilwoman Martin, yea; Councilman Riggs, yea; Councilman Shipley, yea; Mayor Riedel, yea. Motion carried.

APPOINTMENT OF ALTERNATE MEMBER TO BOARD OF ZONING ADJUSTMENT

Due to Councilman Shipley relationship to the applicant, Roger Bundridge, Shipley recused himself from the Council Chambers during the discussion and vote of this item.

The Board of Zoning Adjustment (BZA) consists of five (5) members who reside in the City of Maryville, appointed by the City Council, for a term of five (5) years. Meetings are generally held at the call of the Chairperson and at such times as the Board may determine.

The Board of Zoning Adjustment has been short one (1) alternate for some time but an application was received by Roger Bundridge requesting to be considered for the open alternate position. A copy of the application from Mr. Bundridge was provided to the Council for their review and consideration.

Staff recommended the appointment of Roger Bundridge to the vacant alternate position on the Board of Zoning Adjustment for a five (5) year term.

A motion was made by Councilwoman Martin, seconded by Councilman Riggs, to appoint Roger Bundridge as an alternate member of the Board of Zoning Adjustment, for a five (5) year term. Upon roll being called the vote was as follows: Councilwoman Martin, yea; Councilman Riggs, yea; Councilman Shipley, abstain; Councilman McDowell, yea; Mayor Riedel, yea. Motion carried.

Councilman Shipley returned to the Council Chambers to participate in the remainder of the meeting.

AN ORDINANCE TO EXECUTE A MASTER SERVICES AGREEMENT WITH UNITED SERVICES, INC. FOR THE PURCHASE OF EQUIPMENT AND INSTALLATION OF A VOICE OVER IP SYSTEM

The City Clerk presented a bill, Bill No. 2015'118 for an ordinance entitled:

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF MARYVILLE, MISSOURI, TO EXECUTE A CONTRACT WITH UNITED SERVICES, INC. (UNITEDFIBER) FOR THE PURCHASE OF EQUIPMENT AND INSTALLATION OF A VOICE OVER IP SYSTEM, MARYVILLE, MISSOURI.

Earlier this year, the City of Maryville transferred internet services to United Services, Inc. (UnitedFiber) after the fiber network was extended to numerous city-owned buildings. The transfer has dramatically improved internet services and lowered monthly bills. Now that the facilities are connected to the network, the City has the option to install a Voice Over IP system to transform phone communications for staff and public contacts.

Voice Over IP (VoIP) is technology for the delivery of voice communications and multimedia sessions over Internet Protocol (IP) networks, such as the internet instead of traditional phone lines. Voice Over IP systems have the following benefits compared to normal telephone operations:

- Easier to Operate: Runs as software on a computer and can leverage computer processing power as well as Windows. Anyone can install and easily manipulate the interface, select status, transfer calls, etc.
- Cost Savings: By converting a caller's voice to data and transferring it over the internet, businesses with multiple sites can avoid traditional phone lines and the long-distance that comes with them.
- Eliminate Wiring: Hardware connection directly to computer to eliminate moving of extensions, etc.
- Scalable: Adding more phone lines or extensions does not require expensive hardware.
- Better Customer Service: Integration of phone functions with business applications. For example, bring up customer record of the caller automatically when you receive his/her call. Outbound calls can be placed directly from Outlook/email.
- Additional Features: Auto Attendant (Press 1 for City Hall, Press 2 for Mozingo), Voice Mail, Ring Groups, Advanced Reporting, Voice Mail & Fax to Email, etc.
- Roaming: Employees can transfer calls to cell phone, or set up SIP software from home to answer calls just like they would at the office. Calls can be diverted anywhere when needed.
- Connectivity: System will connect all organization locations (City Hall, Water/Sewer Maintenance, Street Department, Public Safety, Mozingo Lake Recreation Park) for easy transfers and information sharing.

After conversation and analysis on organizational needs, United Services, Inc. proposed to install a Digium PBX Voice Over IP system for the City of Maryville. The Digium product will connect City Hall, Maryville Public Safety, Water/Sewer Maintenance/Transfer Station, and Mozingo Lake Recreation Park into one system. Digium products are recommended from United Services, Inc. as they are used in eighty percent (80%) the Voice Over IP applications and do require additional module costs. The quote provided includes all Digium equipment, system installation and training in an amount not-to-exceed twenty-two thousand seven hundred eighty-eight dollars (\$22,788).

Voice Over IP products and installation require significant technical knowledge of existing systems and compatibility with our internet services, therefore United Services, Inc. (UnitedFiber) can provide the only reasonable quote. In instances such as this, the City of Maryville Procurement Policy states in part:

Section 150.090.G.1: "Proposals and competitive bid requirements may be waived, upon City Manager approval, if the items can only be acquired from a single firm, an inventory item protected by patents or proprietary interests, or if time is an element to be considered."

The FY16 Budget includes a total of twenty thousand dollars (\$20,000) for purchase and installation of a Voice Over IP system. The General Fund includes fourteen thousand six hundred dollars (\$14,600), while the Water/Sewer Fund includes two thousand four hundred dollars (\$2,400), and the Mozingo Lake Recreation Fund contains three thousand dollars (\$3,000) for the project based on the amount of phone lines at each facility. The quote provided by United Services, Inc. is two thousand seven hundred eighty-eight dollars (\$2,788) over the budgeted amount. If the City is to proceed, it is suggested that an additional two thousand thirty-five and 24/100 dollars (\$2,035.24), seventy-three percent (73%), come from the General Fund, at three hundred thirty-four and 56/100 dollars (\$334.56), twelve percent (12%) from the Water/Sewer Fund, and four hundred eighteen and 20/100 dollars (\$418.20), fifteen percent (15%) from the Mozingo Lake Recreation Fund.

The average monthly phone bill for fifty-one (51) traditional lines through CenturyLink service was five thousand one hundred fifty-two and 14/100 dollars (\$5,152.14) in FY'15. Voice Over IP allows for concurrent data calls on one SIP Trunk Line so it is estimated that twenty (20) trunk lines should be sufficient for municipal needs. UnitedFiber has estimated the monthly service will be five hundred fifty-nine and 80/100 dollars (\$559.80) along with twenty percent (20%) estimated for taxes/fees. This equates to approximately seven hundred nineteen and 76/100 dollars (\$719.76) per month and a savings of four thousand four hundred thirty-two and 38/100 (\$4,432.38) monthly. The installation of Voice Over IP could potentially save over fifty-three thousand dollars (\$53,000) annually in this scenario.

Staff recommended approval of the proposed ordinance to execute a Master Services Agreement with United Services, Inc. for the purchase of equipment and installation of a Voice Over IP system, in an amount not-to-exceed twenty-two thousand seven hundred eighty-eight dollars (\$22,788). The current state of phones and connectivity for customer service is poor with the organization. Improvements with Voice Over IP will allow for all employees to have voicemail and the ability to easily transfer customers to the correct source of information. The elimination of hardwire physical lines and long-distance charges through CenturyLink could result in significant financial savings for the City of Maryville.

Upon motion duly made, said bill was read by title on the first reading, a copy of said bill having been made available for public inspection by filing the same in the office of the City Clerk more than twenty-four (24) hours prior to the meeting, and was duly passed by unanimous vote.

Upon motion duly made, said bill was read by title on the second reading, a copy of said bill having been made available for public inspection by filing the same in the office of the City Clerk more than twenty-four (24) hours prior to the meeting, and was duly passed by unanimous vote.

Motion was made by Councilman Shipley, seconded by Councilman McDowell to execute a Master Services Agreement with United Services, Inc. for the purchase of equipment and installation of a Voice Over IP system, in an amount not-to-exceed twenty-two thousand seven hundred eighty-eight dollars (\$22,788). Upon roll being called the vote was as follows: Councilman McDowell, yea; Councilwoman Martin, yea; Councilman Shipley, yea; Mayor Riedel, yea. Motion carried.

Said bill was then identified as Ordinance No. 7811 and was duly passed, adopted and was thereupon signed by the Mayor and attested by the City Clerk. The agreement was identified as Contract No. 2015-65.

An Ordinance to Execute an Engineering Services Contract with Snyder & Associates Engineers, Inc. for the Maryville Eastside Development Traffic Study, Project No. TEAP-4300 (110)

The City Clerk presented a bill, Bill No. 2015'119 for an ordinance entitled:

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF MARYVILLE, MISSOURI, TO EXECUTE AN ENGINEERING SERVICES CONTRACT WITH SNYDER & ASSOCIATES ENGINEERS, INC., FOR THE MARYVILLE EASTSIDE DEVELOPMENT TRAFFIC STUDY, PROJECT NO. TEAP-4300 (110), MARYVILLE, MISSOURI

In 2014, the City of Maryville approved a Development Agreement with Maryville Eastside Development, LLC to facilitate the construction of proper infrastructure to serve a 40 acre vacant tract of land located along E. 1st Street (Highway 136) and Highway 71 Bypass. (See attached "Exhibit A") The tract presented immediate economic development opportunities such as a new Casey's General Store, carwash, Pizza Ranch and Lettuce Dream. During development a permit was required for the private north-south roadway from the Missouri Department of Transportation (MoDOT) to allow access to E. 1st Street (Highway 136). This permit was obtained by the developer and at the time only included the Casey's and car wash

developments. During property closing of the Pizza Ranch, staff worked with MoDOT to renegotiate the permit to allow the Pizza Ranch and Lettuce Dream project to continue and allow access to Highway 136. The addition of a new east-west roadway into the development from Depot Street will help with traffic flow; however MoDOT has required that any further developments to the north will not be approved for joint access to East 1st Street (Highway 136) without a complete traffic study.

Construction of the north-south and east-west roadways are nearing completion and the Pizza Ranch is scheduled to open in early 2016. Numerous vacant acres exist north of the development and present advantageous economic development opportunities moving forward. City staff desires to complete the required traffic study to ensure that there are no additional hurdles to development moving forward on the property.

In September, 2015, the City applied for Traffic Engineering Assistance Program (TEAP) funding through MoDOT to fund a portion of the traffic study referenced above. On October 30, 2015, the City was notified that the committee selected the TEAP application for funding. MoDOT allows the City to select a prequalified engineer from their approved "On-Call" list to provide engineering services on the project. Snyder & Associates Engineers, Inc. is on this list and has provided an Engineering Services Contract for consideration.

The FY16 Budget includes twelve thousand three hundred eighty dollars (\$12,380) in the Capital Improvement Fund for this project with a max federal reimbursement of eight thousand dollars (\$8,000) in TEAP funds. The Engineering Services Contract outlines a total fee for engineering services at twelve thousand one hundred twenty and 79/100 dollars (\$12,120.79). If approved the local match on this project will be four thousand one hundred twenty and 79/100 dollars (\$4,120.79) from the Capital Improvement Fund.

Staff recommended approval of the ordinance to execute an Engineering Services Contract with Snyder & Associates Engineers, Inc., for the Maryville Eastside Development Traffic Study, Project No. TEAP-4300 (110). The developer has built a roadway network of north-south and east-west into the development and it is anticipated that extensions will create development opportunities further north. A traffic study will satisfy a requirement by MoDOT for access concerns at eliminate any future barriers to development onsite. The Engineering Services Contract outlines fees and provides for a draft report in February 2016.

Upon motion duly made, said bill was read by title on the first reading, a copy of said bill having been made available for public inspection by filing the same in the office of the City Clerk more than twenty-four (24) hours prior to the meeting, and was duly passed by unanimous vote.

Upon motion duly made, said bill was read by title on the second reading, a copy of said bill having been made available for public inspection by filing the same in the office of the City Clerk more than twenty-four (24) hours prior to the meeting, and was duly passed by unanimous vote.

Motion was made by Councilwoman Martin, seconded by Councilman McDowell, to execute an Engineering Services Contract with Snyder & Associates Engineers, Inc., for the Maryville Eastside Development Traffic Study, Project No. TEAP-4300 (110). Upon roll being called the vote was as follows: Councilman Shipley, yea; Councilman McDowell, yea; Councilwoman Martin, yea; Councilman Shipley, yea; Mayor Riedel, yea; Motion carried.

Said bill was then identified as Ordinance No. 7812 and was duly passed, adopted and was thereupon signed by the Mayor. The agreement was identified as Contract No. 2015-66.

DISCUSSION: MOZINGO LAKE RECREATION PARK SALES TAX RENEWAL

In April 2006, Maryville voters approved a second ten (10) year extension to a one-half (1/2) cent sales tax for the development of roads, building, associated equipment and recreational facilities at Mozingo Lake Recreation Park. The one half (1/2) cent sales tax commenced in 2007 and will expire on July 1, 2017, unless further extended by the vote of the people. The existing one half (1/2) cent sales tax generates approximately nine hundred fifty thousand dollars (\$950,000) a year of the nearly one million nine hundred thousand dollars (\$1,900,000) annual operating expenditures of the park. The remainder of revenue is generated by user fees from several amenities within the park. Sales tax revenue is critical for the ongoing maintenance and operation of the park. In years when user fee revenue exceeds expenses, funds can be utilized on capital improvement projects to improve park amenities. Sales tax funding and continued stewardship of these resources has provided Mozingo with fiscal stability and the ability to fund improvements associated with the Mozingo Lake Recreation Park Master Plan.

Renewal of the existing sales tax is critical for the continued operation and maintenance of Mozingo Lake Recreation Park. Staff has analyzed the appropriate term for the sales tax renewal and discussed a proposal with the Mozingo Advisory Board to renew the existing one half (1/2) of one percent (1%) sales tax for a period of twenty (20) years to correspond to the twenty

(20) year Mozingo Master Plan. Staff analyzed options for a permanent sales tax, however long-term community needs or Mozingo's financial position could change significantly in the future. Staff also analyzed another ten (10) year renewal; however this appears risky when investing public funds in amenities that will require maintenance past the ten (10) year period.

Several policies of the Maryville Comprehensive Plan and Mozingo Lake Recreation Park Master Plan were noted as being applicable to the project.

Staff recommended a motion be made to proceed with preparation of ballot language and associated ordinances to renew the existing one half (½) of one percent (1%) sales tax for the operation and maintenance of Mozingo Lake Recreation Park for a period of twenty (20) years. The existing sales tax revenue is critical to the continued operation, maintenance, and growth of the park according to the twenty (20) year adopted Master Plan. Mozingo Lake Recreation Park provides a high-quality local park for residents and an excellent tourist destination to visitors. With a growing list of nationally recognized amenities, Mozingo continues to grow as a regional tourist hub providing a boost to the local economy. The results of a formal Economic Impact Study by EMSI will be released in January and provide further information regarding Mozingo's impact on the community.

Motion was made by Councilwoman Martin, seconded by Councilman McDowell, requesting staff to proceed with preparation of ballot language and associated ordinances to renew the existing one half (½) of one percent (1%) sales tax for the operation and maintenance of Mozingo Lake Recreation Park for a period of twenty (20) years. Upon roll being called the vote was as follows: Councilman McDowell, yea; Councilwoman Martin, yea; Councilman Riggs, yea Councilman Shipley, yea; Mayor Riedel, yea; Motion carried.

An ordinance will be presented to the City Council for approval in January 2016 to officially place the question on the April ballot.

DISCUSSION: MOZINGO LAKE RECREATION PARK CONFERENCE CENTER

In late 2011, the City Council hired the IDM Group, LLC to perform a market study for the potential development of a lodging facility and conference center. The report indicated that the local market could support a seventy (70) room select service lodging facility with event space located at a new golf course clubhouse offering a minimum of five thousand five hundred (5,500) net square feet of meeting space. IDM indicated that the facility would respond to the majority of market demand currently displaced by the lack of a quality facility and benefit from the destination and resort appeal of the park.

Upon the results of the Hotel Feasibility Study, the City Council made the development of a Hotel/Lodge and Conference Center a community priority. Staff began making significant economic development efforts to contact hotel firms and attend trade shows promoting the study development opportunity. A Request for Proposals (RFP) was issued seeking a developer for the project, but no interested parties submitted a proposal. According to national brands, Mozingo suffered from lack of exposure, highway adjacency, and a willing franchisee. As a result, staff also began a partnership with Northwest Missouri State University's Advanced Advertising Strategies class to rebrand the park into a unified Mozingo Lake Recreation Park. The rebranding and repositioning efforts only improved Mozingo's attractiveness as a potential development destination.

In 2013, staff made contact with Boulders Inn & Suites after seeing a news story about a new hotel development near Des Moines, Iowa. The Iowa based hotel chain opened their first hotel in 2008 in Denison, Iowa. Since 2008, the company has expanded adding several locations in Iowa and represents a valued based brand with high quality guest rooms and suites. The Boulders Inn & Suites brand proudly offers a traveling business or leisure guest an "Opportunity to relax in Style". After researching some of their locations, it became apparent that the company has proven success in smaller markets and has several properties adjacent to golf courses, including their original location in Denison. The Denison, IA location also adjoins a thirty thousand (30,000) square foot publically owned and operated Conference Center, the Boulders Conference Center. Staff proceeded to visit the location and met with the owners of Boulders Inn & Suites to tour both properties. Upon review, the Boulders Conference Center fit the long-term vision of the Mozingo Lake Recreation Park Master Plan. The center includes meeting/banquet hall space for approximately five hundred (500) guests, offices, a centralized golf pro shop, restaurant space, indoor cart storage, and locker rooms. The facility not only hosts the traditional golfer, but is a prime destination for conferences and weddings. From this meeting staff immediately refocused economic development efforts to ensure Boulders Inn & Suites chose Mozingo Lake Recreation Park as its next location for a hotel. The Boulders Inn & Suites owners visited Mozingo Lake Recreation Park several times and approved of the project concept. Boulders Inn & Suites are developed with a financing model that requires a significant portion of local equity. While the Boulders owners are investors and operate the hotel, the hotel is locally owned by a private group of investors under a Limited Liability Company. In May 2015, City staff and Nodaway County Economic Development (NCED) began identifying potential local investors for the project.

On August 7, 2015, the City of Maryville and Boulders Inn & Suites issued a joint press release announcing plans for the new hotel after a successful local equity drive. The Boulders Inn & Suites at Mozingo will be the company's 11, 2015 location

and will be designed as a forty (40) room facility with expansion capability to eighty (80) rooms. The planned facility is well within the IDM study recommendation of a seventy (70) room facility and will be located adjacent to the Sechrest 18 and Watson 9. The hotel is one hundred percent (100%) privately financed and should open sometime in 2016. The hotel project was estimated at three million two hundred thousand dollars (\$3,200,000). While the success of the hotel is not dependent upon the construction of a conference center, the facilities would be mutually beneficial.

In Denison, IA the Boulders Conference Center is publically owned and operated by the City of Denison. While the hotel and conference center work in conjunction with one another, they are independently operated and the conference center serves as a tourism hub for the community. The facility includes one (1) full-time Tourism Director/Conference Coordinator and various part-time cleaning staff. The restaurant space is leased out to a private restaurant with a certain portion of the alcohol sales and lease payments being a source of revenue for the City. The facility averages two hundred fifty (250) major events a year generating additional rental revenue and has a total budget of approximately two hundred twenty thousand to two hundred fifty thousand dollars (\$220,000 - \$250,000) per year. Although no statistics were provided, conference center staff states the facility provides a significant regional draw for events and ensuring that many events remain in the community. Similarly to a proposed location at Mozingo Lake Recreation Park, the Boulders Conference Center is not on a major highway and is located adjacent to a golf course. The Denison facility also has an attractive exterior that would complement existing amenities at Mozingo. City staff has obtained the original construction plans for the facility in Denison to assist with planning/design efforts. It is estimated that a Mozingo Conference Center similar to the Denison facility would cost four million dollars (\$4,000,000).

After announcement of the Boulders Inn & Suites project, City staff approached the Mozingo Lake Recreation Park Advisory Board with the concept of pursuing a public conference center similar to Denison in conjunction with the Master Plan. The Advisory Board unanimously agreed that the Conference Center should be a top priority for the City. City staff subsequently took that recommendation and discussion to the City Council who reaffirmed their position that the project is a top goal as adopted by resolution. Discussion with both groups indicated that potential cost savings on design and construction might be realized if the project proceeds in conjunction with the privately owned Boulders Inn & Suites project.

City staff has been in discussions with the Boulders Inn Maryville, LLC (hotel ownership group) regarding the project. Staff is drafting a Memorandum of Understanding (MOU) for their consideration regarding hotel site design, construction logistics, and a land lease. It is the intention of the City of Maryville to grant Boulders Inn Maryville, LLC a long-term land lease at no cost for the hotel facility. The land lease offers the City long-term security with regards to the future of the hotel and condition of the facility while providing the investment group the benefit of no site cost. The MOU may also include a portion of the Conference Center design costs to be covered by Boulders Inn Maryville, LLC in return for the land lease.

Upon the unanimous recommendation to pursue a public conference center for Mozingo Lake Recreation Park, staff completed several financing options for consideration by the Mozingo Advisory Board and City Council. On November 2, 2015, staff presented three (3) financing options to the advisory board for discussion. Throughout discussion and follow up questions, the board agreed that constructing the conference center within existing revenues would not be feasible and strain the maintenance and expansion of other amenities at the park. Other options presented involved a dedicated sales tax; however amount and length of tax was debated.

After analyzing feedback, staff prepared an additional option lowering the proposed amount of sales tax, shortening the length of tax, and utilizing partial existing revenues to service debt on the project. The original options, and the new hybrid option, were presented to the City Council for discussion on November 9, 2015. The City Council shared the same concerns and gravitated toward the new option however chose to await further input from the Mozingo Advisory Board. After a second discussion on November 16, 2015, the Mozingo Advisory Board unanimously recommended the following financing option to the City Council for consideration:

In addition to the sales tax question to renew existing funding for the operation and maintenance of Mozingo, a secondary sales tax question would be added to the ballot for the financing of a conference center. The question was proposed to be worded similar to the following:

Shall the municipality of the City of Maryville, Missouri, facilitate the construction, operation and maintenance of a conference center at Mozingo Lake Recreation Park by imposing a one-eighth (1/8) of one (1%) percent for a period of twenty(20) years unless further extended by the vote of the people?

If approved, the additional sales tax revenue would generate approximately two hundred forty thousand dollars (\$240,000) a year as a dedicated source for the facility. Certificates of Participation in the amount of four million dollars (\$4,000,000)

would require an annual debt service payment of approximately Three hundred twelve thousand dollars (\$312,000). The additional revenue would be derived from existing concrete golf cart path debt (\$104,000 off in 2017) or revenues generated by the project. The one eighth percent (1/8%) addition to the sales tax is the equivalent to 1/8 of one penny per dollar spent.

The total sales tax is currently eight and 475/1000 percent (8.475%) and the additional one eighth (1/8) sales tax would bring the total in Maryville to eight and 6/10 percent (8.6%) (outside of any special districts). In 2021, the sales tax would be reduced back to eight and 475/1000 percent (8.475%) when the debt service for the Maryville Community Center is complete.

The advantage to this financing plan is that it creates a single and dedicated source of revenue for the conference center project. Construction of the facility under this scenario equates to a debt service payment of approximately two hundred forty thousand dollars (\$240,000) for a period of thirty (20) years. The additional one eighth (1/8) cent sales tax would only be an increase until 2021 when the P&R Community Center debt is repaid. Separate funding will allow for other Mozingo Lake Recreation Funds to be used for other amenities outlined in the Master Plan. Separation of the Mozingo renewal question and the conference center issue also provides for a more clear and concise campaign message. This option ties all debt and questions to the twenty (20) year period referenced in the Master Plan.

The disadvantage of this financing option is that it relies on voter approval of a one eighth (1/8) cent sales tax that pushes the total sales tax to eight and 6/10 percent (8.6%). This option only covers seventy-seven percent (77%) of the debt service; however other revenues could be used to supplement.

Certificates of Participation (COPs) in the estimated amount of four million dollars (\$4,000,000) million would be required for the construction of the conference center resulting in an annual debt service payment of three hundred twelve thousand dollars (\$312,000). A 1/8 of 1% sales tax would generate approximately two hundred forty thousand dollars (\$240,000) in revenue annually with the remainder of the debt service covered by existing Mozingo Recreation Fund or conference center revenues. Current debt of one hundred four thousand dollars (\$104,000) a year for concrete golf cart paths on the Sechrest 18 will retire in 2017, thereby freeing additional funds that could be used toward this project.

Staff recommended a motion to proceed with Option No. 4, to finance construction, operation and maintenance of the Mozingo Lake Recreation Park Conference Center. City staff and the Mozingo Advisory Board unanimously believe a one eighth of one percent (1/8 of 1%) provides sufficient funds to ensure construction of the facility while minimally impacting the tax base. The increase brings the local sales tax rate to eight and 6/10 percent (8.6%) until 2021 when the sales tax for the Maryville Community Center is retired. Existing debt service amounts of one hundred four thousand dollars (\$104,000) will be available in 2017 and can be redirected to this similar “golf” focused use if necessary.

Staff is also requesting a motion to proceed with a Request for Qualifications (RFQ) for architectural and design services on the conference center. The FY’16 Mozingo Recreation Fund includes up to three hundred eighty thousand dollars (\$380,000) for items regarding the conference center.

Motion was made by Councilwoman Martin, seconded by Councilman McDowell, requesting staff to proceed with preparation of ballot language and associated ordinances to renew the existing one half (1/2) of one percent (1%) sales tax for the operation and maintenance of Mozingo Lake Recreation Park for a period of twenty (20) years. Upon roll being called the vote was as follows: Councilwoman Martin, yea; Councilman Riggs, yea Councilman Shipley, yea; Councilman McDowell, yea; Mayor Riedel, yea; Motion carried.

An ordinance will be presented to the City Council for approval in January 2016 officially placing the question on the April ballot.

GRANT PRESENTATION BY MIRMA

Jeff Arp, Missouri Intergovernmental Risk Management Association (MIRMA) presented to the Maryville Public Safety Director a certificate for grant funds of three thousand one hundred fifty dollars (\$3,150) for a dash camera for one of the police patrol vehicles. Mr. Arp expressed his appreciation of the City making application for the grant and encouraged future applications.

REPORTS

I. STUDENT LIAISON

- *Trick or Treating on Campus* – Thursday, October 29, 2015, from 6:00 – 8:00 p.m., children are invited to visit the Northwest Missouri State University to Trick or Treat the Resident Halls.

II. CITY MANAGER

- *Transfer Station RFP* – The City of Maryville has released a Request for Proposals (RFP) for the Operation, Maintenance, and Commercial Use of the Maryville Transfer Station. The City is exploring the opportunity to exit from the operation of the solid waste transfer station and potentially lease the facility to a selected operator. The

operator would be responsible for all duties and tasks involved with the acceptance of refuse, transfer, and delivery to an approved landfill. There was a pre-bid meeting on October 5th and all bids are due by December 1, 2015 at 10 a.m. The RFP specifically states that the City reserves the right to accept or reject any and all proposals and seek additional solid waste management options if necessary.

- *4th Street Landscaping* – Since the completion of construction of the 4th Street Improvement Project, numerous shrubs and trees have died along the corridor. According to the construction contract, all landscaping items have a one (1) year warranty from installation. The subcontractor, Pine Valley, has been notified and began replacement of said items on November 19th. Pine Valley assured City staff new plantings would survive through the winter months with proper moisture. The Public Works Street Department will be responsible for future water needs and maintenance; however the City is working with Northwest Missouri State University on a long-term landscaping maintenance agreement for the corridor. The university has indicated that they have an interest in assisting with a maintenance partnership and working to establish the corridor as a designated affiliate location of the State of Missouri Arboretum.
- *Sanitary Sewer Inflow & Infiltration Reduction* – Visu-Sewer, Inc. has been hired by the City of Maryville to complete the 2015 Sanitary Sewer Main Lining & 2015 Sanitary Sewer Manhole Lining Projects. Both projects are targeted attempts to remove inflow and infiltration (I&I) of storm water into the sanitary sewer system. Excess I&I in the sewer system can increase the likely hood of backups during peak rain events and increase costs for mechanical treatment. Visu-Sewer, Inc. has informed staff they will start the video process for sewer lining the first week of January. The sewer main lining process will follow and is expected to be complete mid-to-late February. Visu-Sewer, Inc. is also recommending the start of manhole lining/rehabilitation in early spring as soon as the average weather rises above 40 degrees.
- *Culture for Critters* – A community dinner entitled “Culture for Critters” will be held Wednesday, December 2nd at 6:00 p.m. at the Maryville Community Center. The event is designed to strengthen the bond between the Maryville Community and international students at Northwest Missouri State University. The dinner will feature games, music, and activities from cultures around the world with all proceeds going to the New Nodaway Humane Society. Tickets are \$9 for adults and \$5 for children ten and under. Tickets can be purchased at City Hall, NWMSU Student Union, Carson’s Sports Grille, and Hy-Vee. The event is a result of planning efforts between the City of Maryville and University Seminar students under the direction of Dr. Sue Wood, Assistant Professor in the Education Department.
- *City Holidays* - As a reminder, please note that City offices will be closed on November 26th & 27th for Thanksgiving, December 24th & 25th for Christmas and New Year’s Day, Friday, January 1st.
- *Classification and Compensation Study Implementation* – In July 2015, the Austin Peters Group completed a classification and compensation study for the City of Maryville comparing the current pay scale to the market. It was determined that numerous positions were undercompensated comparatively to the market and a new pay scale was developed to place City employees in the mid-range of comparable organizations. The City Council adopted a goal to “Implement Employee Betterment Initiatives” and included approximately \$140,000 city-wide in the FY’16 Budget to make adjustments outlined in the Study. For the last several months, City Management and Department Heads have been meeting to finalize the scale and are now meeting individually with employees to discuss changes for January 1st implementation. Each employee will receive a copy of the new pay-scale, an outline of current vs. new pay, value of benefits statement, and job description. The new pay-scale contains 23 ranges with 15 steps each based on position. Implementation of the new pay-scale will allow employees opportunity for growth and potentially retain and attract new employees to the organization.
- *PeopleService, Inc. Update* – For the month of October, an average of 1,636,000 gallons of water per day was pumped compared to 1,518,000 gallons per day in October 2014. Price Concrete poured the concrete slab at the gates in front of the membrane building south roll-up door at the Water Treatment Plant. PeopleService, Inc. staff also took Maryville Public Safety Fire Division through the plant to discuss different chemicals used. A few minor issues have been identified at the Wastewater Treatment Plant including the exhaust system at the Head Works building. Staff is working with HDR and David E. Ross Construction to get corrections made. Annual Toxicity results were also obtained for the wastewater treatment system and all items are within limits.
- *Missouri General Assembly* – The Missouri General Assembly convenes on January 6, 2015 and pre-filing of bills will begin on December 1st. The second session of the 98th General Assembly begins with a new speaker of the house (Todd Richardson, Poplar Bluff) and a new Senate President Pro Tem (Ron Richard, Joplin). In addition, a number of legislators are running for statewide office. Added to that, half of the Senate seats are up for election and all of the House seats are up for election in November 2016. This causes uncertainty and may provide opportunities for special

interests at the Capitol to promote agendas. There are numerous bills likely to be refiled during the upcoming session that could impact Maryville. Staff will keep a close eye on issues regarding telecom and city's right-of-way and sales tax exemptions that could erode the tax base.

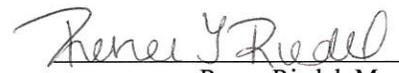
- *Occupancy Rates at Mozingo Lake Recreation Park* - Staff occasionally compares numbers with previous years to identify any occupancy rate trends. Since the implementation of the online reservation system, we have seen occupancy rates increase steadily, beginning with an increase of Reservable RV occupancy rates over this past summer. With the "off-season" upon us, staff compared November occupancy rates for the cabins and found:
 - Cabins are at a 70.95% occupancy rate for this November, as compared to a 63.80% occupancy rate last November. This marks an occupancy increase of 7.15% for the month of November over last year.
 - Over this past season, Mozingo has had guests from twenty-eight (28) different states. Those states are: Alabama, Arkansas, Wyoming, Washington, North Carolina, Kentucky, New Mexico, Nevada, Iowa, Missouri, Kansas, Nebraska, Pennsylvania, Arizona, Idaho, Indiana, Michigan, California, Texas, Wisconsin, Illinois, New York, Michigan, Florida, Utah, Minnesota, Massachusetts, and South Dakota.

III. CITY COUNCIL

- Local residents are invited to join the Northwest Missouri State University community Thursday, Dec. 3, 2015, for the Seventh Annual Holiday Tree Lighting on the lawn of the Thomas J. Gaunt House. The event will be hosted by the Jasinski family, begins at 5:15 p.m.

ADJOURNMENT

Motion was then made by Councilwoman Martin, seconded by Councilman Riggs, to adjourn the meeting. Upon roll being called, the vote was as follows: Councilman Riggs, yea; Councilman Shipley, yea; Councilman McDowell, yea; Councilwoman Martin, yea; Mayor Riedel, yea. Motion carried. Meeting was adjourned at 7:40 p.m.


Renee Riedel, Mayor

ATTEST:


Sheila Smail, City Clerk