

Notice of Study Session

For Abilene City Commission

4 p.m. Monday, March 16, 2020

Dwight D. Eisenhower Municipal Building
419 N. Broadway Avenue, Abilene, Kansas

PURPOSE

The City Commission's study sessions are for the purpose of providing the commission the opportunity to study items in more detail.

OPEN FORUM

This is an opportunity to bring up items to be informally addressed. The Mayor may impose a time limit on open forum.

STUDY ITEMS

1. March for Meals Proclamation.
2. Industrial Land Funding Policy.
3. Demos for 206 SW 2nd and 413 NW 3rd.
4. Patrol vehicle for Police Department.
5. Drug Court discussion.



Proclamation

March For Meals Month

A Proclamation

WHEREAS, on March 22, 1972, President Richard Nixon signed into law a measure that amended the Older Americans Act of 1965 and established a national nutrition program for seniors 60 years and older;

WHEREAS, the Meals On Wheels Association of America established the National March For Meals Campaign in March 2002 to recognize the historic month, the importance of Older Americans Act Senior Nutrition Programs and raise awareness about senior hunger in America;

WHEREAS, the 2020 observance of the March For Meals campaign provides opportunities to support Senior Nutrition Programs and Friendship Meals that deliver vital and critical services by donating, volunteering and raising awareness about senior hunger;

WHEREAS, in 2019 volunteers at the Abilene Senior Center delivered more than 9643 meals to seniors' homes in the Abilene area and served more than 11765 meals at the Abilene Senior Center; and

WHEREAS, The North Central Flint Hills Area Agency on Aging and senior nutrition programs in Kansas have served our communities admirably for more than 43 years; and

WHEREAS, volunteer drivers for Meals On Wheels programs in Kansas are the backbone of senior meals programs and deliver nutritious meals to homebound seniors and to people with disabilities and also caring concern and attention to their welfare; and

WHEREAS, Senior Nutrition Programs in Kansas provide nutritious meals to seniors throughout the State and help them to avoid premature or unnecessary institutionalization;

WHEREAS, Senior Nutrition Programs in Kansas provide a powerful socialization opportunity for millions of seniors to help combat loneliness and isolation;

WHEREAS, Senior Nutrition Programs in Kansas deserve recognition for the contributions they have made and will continue to make to local communities, our State and our Nation; and

NOW THEREFORE, the Mayor of Abilene, Kansas does hereby proclaim March 2020 as "March For Meals" Month.

I urge every citizen to take time this month to honor our Friendship Meals Program, the seniors they serve and the volunteers who care for them. Our recognition and involvement of the national 2020 March For Meals campaign enriches our entire community and helps end senior hunger in America—*so no senior goes hungry*®.

Dated this 23 day of March 2020.

Memorandum

Date 2/14/2020

To: Abilene City Commission

From: Clinton Franey, Director of Planning and Zoning and Planning Commission

Subj: Industrial Land Funding Policy and Free Land

Issue: The City of Abilene's Free Land policy has not been updated in over a decade.

Overview: In 2003 the City of Abilene started an incentive to foster industrial growth by investing public resources to help accommodate new, expanding, and relocating industrial activities. In this time the City would help Industries acquire land up to \$4,000 an acre, if certain criteria were met. This is the Industrial Land Funding Policy. In 2006 the City of Abilene Acquired the 40 acres along 14th street, this land is the Free Land policy.

Free Land Policy: The city will deed all are part of 20 acres, with the Applicant able to purchase an additional 20 acres for \$4,000 and acre. The city upon request may share in the infrastructure costs to accommodate growth. Upon request the City Commission may provide a tax incentive on buildings/land/equipment. This exemption is based on the number of new jobs, and the amount of capital investment. The guidelines are set out in the Industrial Land Funding Policy. Upon Request the City Commission my issue Industrial Revenue Bonds (IRB). Enterprise Zone Tax Credits might be available from the state of Kansas.

1. Eligible Property. Benefits apply to land within city limits, is zoned Industrial (I-1 or I-2), platted, and is or will be served by public infrastructure.
2. The applicant's growth project must meet the following criteria: Minimum \$250,000 of private capital in land, building equipment and site improvements, minimum four full time employees with a base wage of minimum \$.9.00 and hour.
3. Benefits – any project meeting the minimum requirements is eligible for \$4,000.00 per acre. When a project exceeds the minimum requirements, additional per acre funding is offered.
4. Requests for industrial land funding may be filled with the Planning and Zoning department. A detailed description of the project(s) is required. Requests will be reviewed by the Economic Development Council and forwarded to the City Commission for consideration.
5. The eligible industry will provide the City with a Letter of Credit in the amount of funding contributed by the City for land Acquisition.
6. The City Commission reserve the right to exempt any project from the limitations set in this policy. The commission my also terminate, suspend or amend these policies when deemed necessary by the majority of the Commission.
7. This policy is effective as of 23rd August 2010, until the city choses to revoke or amend.



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Recommendations:

Due to the age of the policy, certain aspects should be revised.

1. The city of Abilene should cease to offer to buy land for corporations. The City of Abilene will always promote and foster development but not offer to purchase land at \$4,000.00 an acre. The city will entertain partnerships with entities on a case by case basis.
2. The dollar amount of investment should change from \$250,000.00 to a minimum of \$500,000.00 to reflect the increase cost of new construction, equipment, and land.
3. The basic wage for new employees should change from \$9.00 dollars an hour to a minimum of \$20.00 dollars an hour.
4. The policy should also be changed to only encompass the 20 acres of land the city owns, as the city does not have 40 acres to develop at this point in time.

Recommendation by Planning Commission:

Tuesday March 3rd, the Planning Commission unanimously recommended all changes to be adopted by the Abilene City Commission at the next available meeting.

City of Abilene, Kansas

Industrial Land Funding Policy

Section 1. Intent – The city of Abilene considers the growth of employment and investment in industries that manufacture or add value to products that are sold outside of the community as a primary benefit to the health and vitality of the Abilene. In order to foster industrial growth, the City has invested public resources into land acquisitions that accommodate new, expanded, and relocating industrial activities.

Section 2. Eligible Property – The benefits of the policy may be applied toward the approximate 20 acres of land that the city owns. This property is located along 14th Ave. and the future Industrial Park Ave. The legal description of these lots are:

1. LOT 1 BLOCK 1, INDUSTRIAL PARK ADDITION NO. 1, S07, T13, R02, BLOCK 1, Lot 1, 129050 SQUARE FEET, 3.0 ACRES
2. LOT 2 BLOCK 1, INDUSTRIAL PARK ADDITION NO. 1, S07, T13, R02, BLOCK 1, Lot 2, 218471 SQUARE FEET, 4.9 ACRES
3. LOT 3 BLOCK 1, INDUSTRIAL PARK ADDITION NO. 1, S07, T13, R02, BLOCK 1, Lot 3, 217725 SQUARE FEET, 4.9 ACRES
4. LOT 4 BLOCK 1 INDUSTRIAL PARK ADDITION NO. 1, S07, T13, R02, BLOCK 1, Lot 4, 217804 SQUARE FEET, 5.0 ACRES

All or part of the property is eligible contingent on meeting the criteria set forth in these guidelines.

Section 3. Minimum Project Requirements – An individual Industrial growth project must meet the following minimum requirements:

- \$500,00.00 of private capital investment in buildings, equipment and/or site improvements.
- A minimum of 4 new FTE employees; and
- A base wage of \$20.00 for each created position.

Section 4. Benefit Request – A request for the industrial land may be filed with the Planning and Zoning Department and must include a detailed description of the project to include:

- Company Description and contact information;
- Specific site information;

- Building improvement information, including anticipated construction costs;
- Description of the industrial process, materials, and products produced;
- Anticipated employment by position and base wage rates; and
- Description of other public incentives being sought from either City, State, or other resources.

Requests will be reviewed by the Dickinson County Economic Development Corporation for a recommendation, which will be forwarded to the Abilene City Commission for consideration.

Section 5. Assurances – The eligible industry shall maintain the employment requirement set fourth for a minimum of five years with base wage of at least \$20.00 for the four FTE. If this standard is not met, the company will be required to pay for the given land at fair market rate.

Section 6. Compliance Documentation – Annually the company must provide the following data to the Planning and Zoning Department prior to the 2nd and subsequent anniversary dates of the closing of the property acquired from the City under this policy.

- Monthly employment data for the previous year including FTE positions and wage rates for each position;
- Statement of capital assets to include, building, land, site improvements, and equipment;
- Any significant changes in products or materials produced or used in production activities.

This information will be reviewed by the Dickinson County Economic Development Corporation and a finding of compliance forwarded to the Abilene City Commission for consideration. If the criteria is not met the City Commission has the right to revoke the free land agreement, and charge the industry the fair market rate of acquired property. After the 5th anniversary of the transfer of land the requirements stated in this policy will be automatically fully released.

Section 6. City Commission Discretion – The Abilene City Commission reserves the right to exempt any project from the limitations set forth in this policy. Exemptions may include the eligibility and benefit standards. Also, if projects do not meet the criteria, the land may be purchased for the going market rate. The Commission may also terminate, suspend or amend this policy when deemed necessary by a majority of the Commission.

Section 8. Effective – This policy shall be effective upon the adoption by the Abilene City Commission and will remain so until such times as the City Commission revokes or amends the provisions herein.

Approved this ???? day of ?????????????? 2020.



TO: City Commission
FROM: Travis Steerman, City Inspector
SUBJ: 206 SW 2nd
DATE: 2/27/2020

ISSUE:

City inspection staff conducted an exterior visual evaluation of the structure at 206 SW 2nd (ORIGINAL TOWN ABILENE, S21, T13, R02, BLOCK 2, E43' LOT 13, LESS R/W). Staff determined that an interior inspection of the structure was warranted to determine if the structure was dangerous, and therefore uninhabitable.

BACKGROUND:

City staff recently conducted an inspection of the property located at 206 SW 2nd and found it to be dangerous. The following collective conditions render the property dangerous:

- Fire damage back room from fire 1999
- Fire damage front bedroom from fire December 2018
- Roof underlayment fire damage
- Rafters fire damaged in both front bedroom and back bedroom
- Insulation smoke and water damage
- Adjacent rooms heavy smoke damage
- Some windows missing and boarded
- Plaster removed in various areas
- Electrical wiring insufficient and in need of repair
- Kitchen area unfinished
- Siding missing and melted in rear and sides of home



RECOMMENDATION:

City staff recommends drafting the necessary resolution(s) setting a public hearing date for the dwelling. At this hearing a determination will be made that the property is unsafe, repairs be made, or removal of the structure is warranted. The timetable along with a deadline will be determined by the City Commission.

FISCAL NOTE:

This house has been vacant. No major remodel work on this dwelling has taken place since the permit was applied for. However, no work was witnessed from February 22, 2019 till the date of inspection February 26, 2020, besides debris removal. The remodel work on this property would be cost extensive. All nuisance and weed violations that have been issued to this property since 2017 have been addressed without city abatement or citation. County taxes on this property are paid in full.

ATTACHMENTS:

- Letter from January 16, 2018
- Letter from August 22, 2018 along with compliant
- Letter from January 16, 2019
- Notice of inspection sent February 7, 2020
- Pictures of inspection



TO: City Commission
FROM: Travis Steerman, City Inspector
SUBJ: 413 NW 3rd
DATE: 2/28/20

ISSUE:

City inspection staff conducted a visual evaluation of the north wall of the structure at 413 NW 3rd(THOMPSON AND MCCOY ADDN , W 21.5' LOT 40 & E 10.4' LOT 42 3RD ST SECTION 16 TOWNSHIP 13 RANGE 02) After and interior and exterior inspection staff determined the wall dangerous and an immediate threat to the public right-of-way.

BACKGROUND:

City staff conducted an inspection of the property located at 413 NW 3rd and have found the north exterior wall to be dangerous. The following collective conditions render the property dangerous.

- Exterior brick façade separating from north exterior wall
- Water damage to both interior and exterior wall
- Exterior wall bowed out
- Large cracks in mortar of brick
- Interior water damage to upstairs apartment on north wall
- Roof of building in bad shape



RECOMMENDATION:

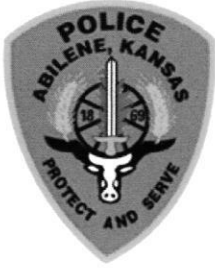
City staff recommends drafting the necessary resolution(s) setting a public hearing date for the dwelling. At this hearing a determination will be made that the property is unsafe, repairs be made, or removal of the structure is warranted. The timetable along with a deadline will be determined by the City Commission.

FISCAL NOTE:

The owner was notified by the city in October of 2017. Two staff members (Travis Steerman and James Holland) were invited to inspect the condition of the wall. After inspection the owner visited with contractors to get an idea of cost and work needed. No work was started or completed for the rest of 2017 and all of 2018. January 10, 2019 another letter was sent to the owner. This letter stated the owner needed to provide the city with timeline and plan to commence work on the exterior wall. A building permit was applied for and work was started within 6 months but never finished. A temporary interior wall was put in place to help hold up the front wall, no repair was done to support unstable brick façade. This permit has now expired.

ATTACHMENTS:

- Letter to owner of record dated October 11,2017
- Letter to owner wrote January 10, 2019
- Most recent pictures of brick façade



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Michael J. Mohn
Chief of Police

To: Jane Foltz, City Manager
From: Chief Mike Mohn
Subj: Request to Purchase a Patrol Vehicle
Date: March 11, 2020

ISSUE:

The Abilene Police Department is asking to utilize funds budgeted in the equipment reserve fund 2020 to purchase a patrol vehicle.

BACKGROUND:

In the past the APD has based its decision on who to purchase a patrol vehicle from on a couple criteria. These criteria are basically who has the best price after a trade in. this year the City of Abilene would like to repurpose the used 2010 Ford Explorer within the City of Abilene. Therefor we only need to look at the price of a patrol vehicle and the service from which company that will be purchasing it from.

RECOMMENDATION:

Staff recommends purchasing the vehicle through Valor Automotive (formerly Dick Edwards) of Junction City. Their price is the same as the state contract which is offered through Shawnee Mission Ford. Valor Automotive is also the most local dealership that services our fleet.

FISCAL NOTE:

Funding for this vehicle is coming out of equipment reserve fund for 2020. Staff advises the cost for this patrol unit to be as follows:

Valor Automotive price:	\$32,737.00
Outfitting costs:	<u>\$ 6,500.00</u>
	\$39,237.00

MEMORANDUM

March 11, 2020

TO: Jane Foltz, City Manager
FROM: Mike Mohn, Chief of Police
SUBJECT: 2020 Vehicle Budget Recommendations

In preparation for the 2020 vehicle purchase process, we have received and reviewed three quotes from different sources. The quotes all included pricing for a Ford Explorer Police Interceptor vehicle. There will be no trade in this year since the City of Abilene will retain the used unit for repurposing within the City. The results of the vehicle quotes are as follows:

- | | |
|---|-----------|
| 1. Valor Automotive of Junction City | 32,737.00 |
| 2. Shawnee Mission Ford (State Contract Holder) | 32,737.00 |
| 3. KHP Partners Program GSA Pricing | 33,807.90 |

Outfitting costs of approximately \$6,500 per unit are the same for any unit purchased.

It is my recommendation that we go with Valor Automotive (Formerly Dick Edwards) out of Junction City. They match the state contract and they are the dealership that service our fleet.



Mike Mohn
Chief of Police
Abilene Police Department