

AGENDA REPORT

Monday, June 25, 2018

TO: Abilene City Commission
FROM: Austin Gilley, City Manager
RE: **City Manager's notes to accompany agenda**

PURPOSE

This report is intended to provide brief summaries of each agenda item with staff input to assist in the deliberation, discussion, and decisions to be made.

CONSENT AGENDA

The consent agenda is a meeting tool to allow for the approval with one vote items that are routine business, non-controversial, or do not require debate. Any item may be removed from this list to be discussed further by a separate motion and vote. The agenda approval and minutes from the previous meeting are standing agenda items here.

- **Approve Tree Board appointments:** With the recent resignations of Johnny Kinder and Jack Gilstrap, the Tree Board has two seats available with expirations of 2019 and 2020. Two citizens have expressed interest in filling these terms: James Coover and Steven Flynn. Coover, 712 S. Buckeye, works for the K-State County Extension and has lived in Abilene for three years. Flynn, 820 Spruceway, is a Director of Operations for Blue Beacon and has been a resident for 55 years.

AGENDA

8. 2019 Budget: Library, General Fund Revenues, General Fund departments

Library Director Wendy Moulton plans to attend the meeting to provide a summary overview of the 2019 Library Budget. Unlike the other presentations, this is a courtesy presentation as the Commission does not have direct authority over the Library Budget. Finance Director Marcus Rothchild will be providing an update on the General Fund revenues outlook, and Planning Director James Holland will be presenting for the Planning Department. We also will review the remaining General Fund operations. We are planning to have the entire draft budget ready by the July 9 Commission meeting, and we likely will be prepared to discuss this, tax lid implications, and mill levy impacts by the July 3 study session.

9. Sensus automatic water meter proposal (p.7)

The City decided to install Sensus water meters about five years ago and has been doing an annual install as time allows – approaching about 50 percent complete. Public Works Director Lon Schrader and I are proposing that we have an opportunity to use our already committed annual budget plans to enter into a lease-purchase to accomplish this project by next year instead of five more years. By doing so, we gain all of the advantages of having an automatic meter reading system. A representative from Sensus plans to attend to review the benefits of having the system in place. Included in the packet is the proposal from Core and Main, who is the local distributor of this product.

10. Utility bill appeal (p. 32)

Utility customer Tina Hathaway is appealing her utility bill in accordance with City Code [section 7-107](#). The appeal can be found on page 32. The customer's average usage is less than 3,000 gallons per month. In the month of April the usage was 86,200 gallons. Upon discovering this unusually high usage, staff confirmed no evidence of errors in billing and no evidence of problems with the meter – see page 34 for investigation and billing notes. The 30-day data-log from the meter is not included in the packet due to size – it can be made available but only shows normal function and provides no insight



on the time period in question. While this seems like a lot of water, according to the [American Water Works Association](#) a small flow of water less than 1/4 inch can produce about 90,000 gallons in seven days. The City has provided detailed meter information to the customer, and the customer declined the option to have the meter tested – which is provided for in [section 7-805](#). It is not unusual to have situations where no one can explain where the water went when an irregularity like this occurs, and I have explained to the customer that without evidence of error the City has to abide by the meter and is not obligated to explain where the water went or how it was used. The customer is entitled by policy to appear before you and present their grievance, in which the customer is asking for the April bill to be reduced to the average of previous bills. If you choose to grant this request, please do so without casting widespread doubt on the City's meters or setting any regrettable precedent.

11. Incentive request by 24/7 Travel Store(p. 38)

Owner Mark Augustine plans to attend the meeting to make this request in person. During the opening of the new 24/7 Travel Store and Arby's, it was discovered that the building design had not accounted for the City's lower water pressure in this area. This required the post-construction installation of additional water booster pumps on the building. The company is requesting assistance to pay for this expense, which is detailed on page 40 of the packet. My understanding is that had this been a known issue, the company would have asked for this assistance prior to construction.

XX. Executive Session

This session gives us an opportunity to visit with legal counsel – both Bond Counsel and City Attorney – regarding a draft development agreement between the City and Bradford Built, Inc.

OTHER INFORMATION

Payroll and Accounts Payable

These reports are provided as information with each meeting agenda.

Thank you,
Austin Gilley
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