

**AGENDA REPORT**

Monday, August 13, 2018

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

**SPECIAL NOTE**

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Just a reminder that the Library air conditioner for the Commission meeting room is still malfunctioning. You may want to consider comfortable attire, and given the agenda, you may want to recess for a few minutes in between some items.

**PURPOSE**

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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**

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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.

- **Ordinance to revise Study Session schedule (p. 6 of 143):** City Attorney Aaron Martin has prepared an ordinance on page 6 that provides for moving Study Sessions to Monday.
- **Resolution for public hearing for demolition of 514 NE 6<sup>th</sup> (p. 8):** The house at 514 NE. 6th Street has been inspected by the City Inspector and Animal Control Officer. The results of this inspection were that the City Inspector found that the building is dilapidated and unfit for human occupancy. The attached resolution starts the demolition process by setting a public hearing date at which people may express their thoughts relating to the prospect of demolition of the structure. A copy of the resolution is provided to the property owner, lien holders, and others with a financial interest in the property. This resolution sets the hearing date for September 24, 2018.
- **Approval of bid for annual street work (p. 9):** Public Works Director Lon Schrader prepared a bid invitation to perform a mill and inlay along some minor curb, gutter, and valley gutter repairs at the following locations: North Brady from Northeast 10<sup>th</sup> through 14<sup>th</sup>; the 1000 block of North Brown; Northwest 11<sup>th</sup> Street from Mulberry to Cedar; Mulberry from Northwest 11<sup>th</sup> to the High School; and the 300 through 500 blocks of Southwest 3<sup>rd</sup> Street. The City received two bids. APAC Kansas, Inc. submitted the low bid of \$215,635.80, which was under the estimate and the planned budget expense. With Commission approval, the project is expected to take place in late September or early October.
- **Approval of proposal and agreement for GIS services (p. 12):** As evidenced by the 24/7 incentive request and the lessons we are learning from the economic development requests, the City has fallen behind in its ability to efficiently obtain infrastructure information to make critical and timely development decisions. As such we sought estimates for updating the City's mapping information to a GIS system. The City's engineering firm estimated a cost of \$128,000, and Midland GIS has proposed \$92,925. The full proposal is included here on page 12. This will be funded through water and sewer reserves and is essential to operations.



- **Approval of financing for water meter project (p. 34):** At the City Commission meeting on June 25, 2018, a lease purchase for the install of Sensus water meters was approved. After approval, staff sent the proposal to local banks requesting quotes for financing this project. The City received three competitive bids in response to this request. Astra Bank, First Bank Kansas and Government Capital Corporation all submitted a lease proposal. After review Astra Bank provided the most competitive bid with a 3.95% interest rate over 7 years and an annual payment of \$121,898.66.
- **Ordinance to update Standard Traffic Ordinance and Uniform Public Offense Code to 2018 Editions (p. 35):** These ordinances would be for regulating standard traffic ordinance and public offense codes within the City; Incorporating by reference the Standard Traffic Ordinance and Uniform Public Offense Code for Kansas Cities, Edition of 2018. The new Ordinances would repeal Ordinances #3328 and #3329 in their entirety. The new ordinance for public offense codes would delete section 6.16 and 6.19 of the Uniform Public Offense Code as it has in previous ordinances.

## **AGENDA**

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### *14. Approval of contract for web site proposal (p. 39)*

CVB Director Julie Roller plans to attend the meeting and present a proposal for completely re-doing the City's website as our first and premier marketing project to be completed in time for the grand reopening of the renovated Eisenhower Presidential Museum. This project capitalizes on Abilene's increased publicity and positions the CVB to easily share information with new and returning visitors. This has been on the CVB's priority list for some time. To accomplish this major undertaking New Boston Creative Group, which is the selected marketing firm for the City as previously reported, also will have to design a consistent look and feel for us that goes beyond the website and will have to make sure the site can serve all the City's other needs. Representatives from New Boston plan to attend the meeting to review the proposal and plan. To pay this \$48,700, we intend to use some CVB carryover money, Parks and Recreation funds, Planning and Neighborhood Services and General City operating funds. The complete proposal can be found starting on page 39.

### *15. Ordinance to rezone 1405 N. Cedar Street as General Commercial (p. 52)*

On July 10th, the Planning Commission held a public hearing regarding the request by KIDDCO, LLC to rezone the property addressed 1405 N. Cedar Street from Office and Service Business (C-1) to General Commercial (C-3). The Planning Commission unanimously recommends approval of this request. The intended use is for inside climate-controlled storage. This use requires the issuance of a Conditional Use Permit, which will be heard by the Planning Commission on August 14.

### *16. Public Hearing for 2019 Budget (p. 54)*

Included in the packet on page 54 is the Round Table report in which we asked for input on the draft budget. Only 34.2 percent responded that they believe City Officials have a good handle on Abilene's economic and financial situation. Despite the lack of confidence, a total of 73.6 percent graded the budget at a "C" or better. This report and tool make available input that likely would never have been heard before, and it becomes another feedback channel that you can use to gauge community support, desire, and will. This does not replace the public hearing, and state law requires you to hold a formal public hearing prior to acting on the budget.

Also on page 70 is a letter from the Library Board, and Director Wendy Moulton asked that this be included in the packet as part of the budget hearing.

### *17. Adoption of 2019 Budget (p. 72)*

At the August 6 study session, the Commission could not reach a consensus on anything different it would like to see in the draft budget. Following the Study Session, Mayor Shafer contacted me to offer a compromise of reducing the reserve amount an equivalent of one mill to accommodate the difference between the Petersen-Ostermann and Marshall-Chaput positions. I decided this suggestion seemed plausible and asked Finance Director Marcus Rothchild to update the draft budget accordingly. The budget on page 72 calls for a 2.27 mill increase – which is within the state tax lid limit, includes



a Library increase, accounts for a decreasing tax base, holds expenses relatively flat, preserves maximum flexibility, is a general fund deficit budget, and represents a compromise. While a simple majority vote is all that is needed, the budget is the principal expression of the Commission's authority and a divided vote could send a message of fundamental discord in our governance.

**[POTENTIAL 15-MINUTE RECESS?]**

*18. Incentive request by 24/7 Travel Store (p. 99)*

As previously presented, 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 at \$16,921.83. My understanding is that had this been a known issue, the company would have asked for this assistance prior to construction.

*19. Home Rule Ordinance authorizing Development Agreement with Bradford Built, Inc. (p. 100);*

Included in the packet is the final draft development agreement (p. 103) with Bradford Built, Inc.; and the ordinance to execute the agreement. At the August 6 study session, the Commission expressed commitment to investing in infrastructure for industrial expansion. The Commission asked me to convey to the applicant that it would like to see an additional investment of a "Brewery" in exchange for guaranteeing the frontage road. My understanding is that the applicant is willing to do that but the timing does not work for him, so he would like to proceed with a vote. I have invited the applicant and/or legal counsel to speak to this agenda item at the meeting. The City's Bond Counsel plans to attend to review the terms of the agreement. Following those presentations, the Commission needs to make a motion and proceed from there. If you choose to reject the agreement, you risk the applicant's choosing to withdraw. All staff and counsel have negotiated this agreement in good-faith, and I am confident the City can execute its performance requirements. Ultimately, only you can decide the pace and path with which you and the community are comfortable.

*20. Resolution authorizing Industrial Revenue Bonds for Bradford Built, Inc. (p. 125)*

In accordance with the development agreement, this is the resolution to authorize the issuance of Industrial Revenue Bonds for the Bradford Built, Inc., project.

*21. Approval of work order for engineering design for infrastructure extension for Bradford Built, Inc. (p. 130)*

To meet the deadlines associated with development agreement for Bradford Built, Inc., the City will need to begin design work as soon as possible on the road and utilities. The cost estimates for these are included in the packet on page 128. The work order is based on a not-to-exceed amount of \$245,000. This will have to be paid out of either the City's Capital Improvement Fund or the General Fund Reserve balance. The actual infrastructure expenses will require the issuance of debt associated with the City's capital improvement program, which is still to be determined.

**OTHER INFORMATION**

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The additional reports are provided as information with each meeting agenda.

Thank you,  
City Staff and Austin Gilley, City Manager  
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