

NOTICE OF STUDY SESSION

For Abilene City Commission
4 p.m. Monday, October 15, 2018
Dwight D. Eisenhower Memorial Building
419 N. Broadway Avenue, Abilene, Kansas

TO: Abilene City Commission
FROM: Austin Gilley, City Manager

PURPOSE

The City Commission's Study Sessions are for the purpose of providing the Commission the opportunity to study items in more detail. The City Manager is responsible for the meeting and helping manage discussion.

OPEN FORUM

This is an opportunity to bring up items to be informally addressed.

STUDY ITEMS

- **2018-19 Priority list update:** Status of projects on the City Commission's priority list.
- **Commission vacancy appointment:** We received ten statements of interest to fill the Commission vacancy. All statements are attached here, and they include statements from: Joseph Brill, Tom Canfield, Herman Hoffman, Tim Holm, Bob Morando, John Purvis, Dillon Rodgers, Duane Schrag, Dennis Weishaar, and Trevor Witt. The Commission now has time to consider its next step in the selection process. I believe a thorough vetting is appropriate, and unanimous consent would be an excellent goal.

[The official policy for vacancies is here.](#)
- **Development Director and Function:** I did not receive the support from the Planning Commission necessary to proceed with confidence on obtaining consultant-led planning services to help fill our technical needs — the primary concerns seemed to be out-sourcing too many professional jobs and a desire to protect me from taking on too much. I want to give these thoughtful concerns the consideration they deserve, and I appreciate the Planning Commission's advice and counsel. I need some help and guidance from the Commission on this, and I will offer some proposed alternatives that I am formulating given our circumstances. I also would call your attention to the [Goals, Actions and Policies section](#) of the City's comprehensive plan that starts on page 104 – this policy is still in effect and is the guiding instrument for us as we review this position and function.
- **Chicken policy:** [Click here to see the final Round Table report](#) on the question of the City's possibly amending the City Code to allow for chickens. There appears to be both strong support and strong opposition to this issue. At this point, we need to know if any Commissioner would like to sponsor this agenda item. If there is a sponsor, we need some general policy direction so that we can begin drafting a policy for further consideration at a future meeting.



- **Trash franchise:** Commissioner Marshall asked for some discussion on the possible interest in exploring franchising city-wide trash service.
- **Cable TV franchise:** Commissioner Marshall asked for some discussion on the status of Eagle Communication's cable service.

END###

STUDY SESSION

2018/2019 Commission Priorities: Status and tracking list as of October 15, 2018

Below are the Commissions 2018-2019 Priorities adopted by Resolution 040918-1 with status updates.

Item (2018/2019)	Category	Update notes (Items in grey unchanged since last meeting)	Original Ranking				
			Chaput	Marshall	Ostermann	Petersen	Shafer
Emerald Ash Borer Plan	Quality of Life	Postponed presentation for 10/15. Contacted KSU arborist and Midland GIS for proposal on tree inventory assistance. Will review proposal with tree board at next meeting.	1	1	-	-	2
Downtown development/beautification	Quality of Life	City staff is working on updating concepts for Little Ike Park plans. Focus group meetings continue.	3	-	1	1	-
Welcome Sign	Quality of Life	Immersion Days held by marketing firm -- stunning pictures resulted. Initial meeting held on logo unveiling plan and website work. Public meeting scheduled for early December. Very important for this effort to produce an updated look supported broadly in community.	-	2	3	-	1
Sidewalks/Walkability	Quality of Life	This is likely contingent upon downtown development and parks planning. The City's match program is continuing and staff is planning to include funding again for 2019.	-	3	-	3	3
Land Bank plan/policy	Policy	RFP for Highlands area has been issued with a deadline in early December. 8th street expansion project is pending survey and initial kick-off meeting. Contingency plan will be to proceed with a housing study in conjunction with DKEDC.	1	2	1	1	1
Retail Recruitment	Policy	This item likely depends heavily on the vision for downtown and the City's commitment to improving its infrastructure capacity and awareness.	2	1	3	2	-
Code enforcement program	Policy	Initial meetings held with MuniLogic. Databases are being built and workflow is being designed. Project will move more quickly after decision to build datasets from ground up and re-enter later if historic data proves necessary or of value.	3	3	2	-	2
Storm Water Plan	Infrastructure	Survey work pending on the 28 properties identified in the state's preliminary floodplain assessment. We remain in negotiations with the land owner of the area needed for the retention basin for the Faith Avenue project and have sent a survey to homeowners to determine plausibility of homeowner's association assistance.	2	1	2	3	3
Street maintenance plan	Infrastructure	Proceeding with maintenance projects for 2018, overall plan pending inventory and assessment instruments	1	2	-	-	1
Water source	Infrastructure	Chemistry test results showed strong iron and manganese content, complicating water treatment options -- confirmation pending. We continue to examine the best approach for providing water advisory information, likely will hold recommendation until water operations assessment is complete.	-	-	1	1	-
Fire Engine	Equipment	Fire engine ordered and in design process.	1	1	-	1	2
Equipment Reserve	Equipment	Transfers from water and sewer funds had to be eliminated to keep funds with a positive cash balance. Challenge going forward will be balancing expenses with mill levy and appropriated balances.	2	2	-	2	1

From: Joseph Brill <josephbri@msn.com>
Sent: 10 October, 2018 12:39 PM
To: Penny Soukup <penny@abilenecityhall.com>
Subject: Abilene City Council

Dear Ms. Soukup,

Good afternoon. My name is Joseph Brill, and I would like to express my interest in serving as a member on the Abilene City Council. I am aware that the council will be discussing the process of filling Mr. Chaput's seat soon and wanted to make you aware of my interest in filling his seat.

I am an energetic person who is driven towards positive outcomes. I am also enthusiastic and willing to learn. I currently devote my time to charity events at the St. Andrew's Catholic church as well as spending time helping their elementary school. I believe my past experiences have helped me develop a great work ethic, and the ability to interact with all types of individuals especially as a team.

I would like to move forward and continue to serve my community by serving on the Abilene City Council. Please feel free to contact me with any questions or concerns at 785-341-9461

Thank you for your time, and I look forward to hearing from you.

Joseph Brill

STUDY SESSION

Austin,

Please add my name to the list for the open position on the City Commission. I am interested in further exploring the position and my desire and willingness for final consideration.

Please communicate next steps regarding the process.

At what point would my notice of interest become public?

I enjoyed our discussion and look forward to meeting again.

Tom Canfield

Sent from my iPhone

STUDY SESSION

From: Herman Hoffman <hermanhoffman56@gmail.com>

Sent: Wednesday, October 10, 2018 8:22:22 PM

To: Penny Soukup

Subject: Commission vacancy

My name is Herman G Hoffman III I live at 1702 Beekman Pl, Abilene, KS 67410 I am 62 years old. I have lived in Abilene for 3 1/4 yrs.

I am currently employed at Memorial Health Systems as a Director of Maintenance.

Things to know about me is I am a Master Plumber and owned my own business in Lyons, Ks. for 36 Yrs. I have worked in healthcare for 18 Yrs.

In Lyons, Ks. Rice County I served 8 yrs on the City Counsel, 9 Yrs on the Planning Commission, 8 yrs Chairman of planning Commission. I am also now a Chairman of the Trustee Board of the First United Methodist Church of Abilene.

I feel that I can contribute to the welfare of Abilene and would be available to answer any questions that you might have at this time. My phone number is 620-680-1708.

Sincerely,

Herman G Hoffman III

STUDY SESSION

Thursday, October 11, 2018

Dear Mr. Gilley,

Please consider this my letter of interest in serving as city commissioner to fill out the unexpired term of Mr. Chaput.

I am a 35 year resident of Abilene. I currently own two businesses in town, Holm Automotive Center and Affordable Transportation Company. Combined they employ 55-57 full time employees with a payroll in excess of \$3.5mm and sales approximating \$50mm. I believe we are largest, or close to the largest, sales tax generator in DK. I believe this experience and my interest and involvement in City and County business over my 35 years gives me a unique perspective on how I may be to assist the city in its business and policy decision moving forward.

I believe Abilene is in one of the best positions it has been in over the 35 years I have been a resident to move forward and position itself, and therefore its citizens, for successful and bright future. Because the opportunity is great we must move forward with wisdom, prudence and a progressive, positive outlook for the future of Abilene. If chosen this is exactly what I would intend to do and bring to the Commission.

I may be reached for further discussion or consideration if you choose to pursue such.

Kind regards,

Tim Holm

STUDY SESSION

**Application for Abilene Commissioner Opening
10-11-2018**

Native of Abilene Kansas – AHS Graduate 1976 - Current Resident

EDUCATION **B.S. – Milling Science Engineering**
Kansas State University; Manhattan, KS

M.B.A. – Business Finance and Economics
University of Iowa; Iowa City, IA

**40 YEARS OF BUSINESS MANAGEMENT, LEADERSHIP AND
EXECUTIVE EXPERIENCE IN THE FOOD INDUSTRY**

**CURRENTLY PRESIDENT OF FARMER DIRECT FOODS
NEW CAMBRIA, KS**

**Executive Director for DKEDC in Abilene for 1 year 2016-2017
(DICKINSON COUNTY ECONOMIC DEVELOPMENT CORPORATION)**

COMMUNITY LEADERSHIP AND SERVICE

- Director for Devils Lake, ND Chamber of Commerce
- Chairman of Advisory Board for the President of Dakota County Technical College (MN)
- Director for Lakeville, MN Chamber of Commerce; past Education Committee Chairman
- Director for Albuquerque, NM Chamber of Commerce; past Education Committee Chair
- Chairman of Advisory Board for the President of Albuquerque Technical College (NM)

From: John Purvis <purvis.law@att.net>
Sent: Wednesday, October 10, 2018 3:15 PM
To: Penny Soukup <penny@abilenecityhall.com>
Subject: Letter of interest/application for vacant city commission position

Penny Soukup:

My name is John Purvis and my residence is located at 1104 N. Olive, Abilene, KS 67410. My phone number is 785-280-1305 or 263-9994. I am over 18 years of age with a date of birth of 12-6-1965.

Please accept my application and letter of interest to fill the vacant position on the Abilene City Commission.

I am very interested in working to see that Abilene is a vibrant community with a growing economy. This require people to get involved who are willing to make decisions and plan for the future.

As a property owner, I know that decisions which are made must keep in mind that everything costs money and that those resources must be used wisely.

I am a local attorney with my office/building located at 311 NW. 3rd Street, Abilene. Part of my caseload has been as an appointed public defender in the Abilene Municipal Court over most of the last 9 years.

I have a lot of experience working with cities as a city attorney for several smaller communities in the area. I have experience in municipal areas such as infrastructure planning and construction, financing, utilities, economic development, etc. I believe I would be a good addition to the Abilene City Commission. I like working with people in a positive relationship and enjoy helping in our community.

Thank You,
John Purvis

John Purvis
Purvis Law Office, LLC
311 NW. 3rd Street
P.O. Box 421
Abilene, KS 67410
Tel: (785) 263-9994
Fax: (866) 506-2388
Purvis.law@att.net

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From: Dillon Rodgers <Dillon.Rodgers@sunflowerbank.com>
Sent: 12 October, 2018 10:10 AM
To: Penny Soukup <penny@abilenecityhall.com>
Subject: Commissioner

Hello Penny,

My name is Dillon Rodgers. My family and I have recently moved to Abilene, KS from Colorado. I have accepted a Branch Manager position for Sunflower Bank in Manhattan, KS and manage the two branches there. I am interested in the commissioner seat and would love some more information. I believe with my management, and banking experience I might be a good fit to help out our community. Please email back at your earliest convenience. Thank you.

Dillon Rodgers
Branch Manager
Direct: 785-537-0550 ext. 32220
Dillon.Rodgers@Sunflowerbank.com
2710 Anderson Ave | Manhattan, KS 66502



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The applications go to Austin. Thanks for your interest!

Sent from my iPhone

> On Oct 11, 2018, at 8:27 AM, Duane Schrag <schrag.duane@gmail.com> wrote:

>

> Hi Tim,

>

> I am interested in filling the vacant seat on the Abilene City Commission. I have lived in Abilene for 15 years. As a journalist for more than 25 years, I covered city government in several communities and so am quite familiar with the processes involved. I am deeply interested in protecting and enhancing Abilene's quality of life.

>

> Thanks.

>

> Duane Schrag

> 312 N Vine St

> Abilene

STUDY SESSION

From: Teresa Weishaar <alkjtjap@gmail.com>
Sent: 11 October, 2018 3:56 PM
To: Penny Soukup <penny@abilenecityhall.com>
Subject: City Commission Vacancy Statement of Interest

Mayor Shafer and Commissioners,

I am interested in being appointed to fill the vacancy left by the resignation of Terry Chaput.

I confirm that I am over the age of 18, and that I do live within the city limits of Abilene.

As for qualifications, I served nearly 9 years as a City Commissioner, with 2 terms as Mayor.

Dennis P. Weishaar
785-263-3713
alkjtjap@gmail.com

Sent from [Mail](#) for Windows 10

STUDY SESSION

From: Trevor Witt <trevor.d.witt@gmail.com>
Sent: 12 October, 2018 11:33 AM
To: Penny Soukup <penny@abilenecityhall.com>
Subject: City Commission Statement of Interest

Hello Penny,

I recently saw the article in the paper regarding the need for a city commissioner.

I am interested in serving as a commissioner. To confirm I fit the requirements:

- I am over the age of 18 (I am 23)
- I live within Abilene city limits (206 N Vine)

I am interested in serving as a commissioner because I want to give back to the community that helped raise me and that I live in now. I believe my attention to detail and ability to relate with people will enable me to fulfill the duties of the position. My qualifications for this position include:

- I hold a BS in Aviation Technology and am pursuing an MS in Statistics
- I am a full-time research staff member at K-State in the drone program. In this position, I manage projects, work in diverse teams, write research proposals, and teach professional courses.
- In addition to my job with KSU, I have my own consulting business where I work with aerial imagery companies.

Please acknowledge receipt of this email and I look forward to hearing from you.

Best Regards,

--Trevor Witt

STUDY SESSION