

## AGENDA REPORT

**TUESDAY**, November 13, 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.

### SPECIAL NOTE

*Note addition of new diagram: The hope is that this will help illustrate where we are at in the policy-making process on any given agenda item.*

### 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.



- 7. Fire engine lease contract:** The Commission approved this and the basic terms already, and the bank requested that the Commission approve their legal document, which is [available here](#). The City Attorney and staff have reviewed this and see no reason not to proceed – making this essentially a formality to execute the financing required for acquisition.



- 8. Conditional Use Permit for Electronic Messaging Sign:** The Planning Commission held the required public hearing and approved this conditional use permit for an electronic messaging sign to be located at the planned Auburn Pharmacy location. The application and staff report are included in the packet.



- 9. Approval of new heat and air system for Library:** This unit has presented some design challenges, and Building Inspector Travis Steerman has facilitated this discussion with the City Engineer, local contractors, national HVAC contractors to ultimately reach the proposal included in the packet on page 17. This is essentially a design-build solution to meet some of the unique utilization factors, ease of maintenance, and overcome some of the previous problems. Due to this set of circumstances, this is a negotiated purchase as a standard bid process was not feasible. The total cost is \$39,384 – it is an unplanned expense and funds from the balance of the expired Library sales tax collections will be used to cover this expense.



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## AGENDA

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IDEA   »»   SUPPORT   »»   STUDY   »»   WRITING   »»   **VOTE**   »»   EXECUTE   »»   EVALUATE

### 12. Adoption of ordinance to amend City Code on Economic Development Council (p. 19)

This idea emerged as an effort to clarify economic development roles and move to a more task-driving committee approach. There appears to be broad consensus for moving forward with this approach. This requires amending [City Code](#) 1-906 to authorize the change. The ordinance to amend the code is on page 19.

IDEA   »»   **SUPPORT**   »»   STUDY   »»   WRITING   »»   VOTE   »»   EXECUTE   »»   EVALUATE

### 13. Public hearing on potential demolition at 514 NE 6<sup>th</sup>

The Commission adopted [resolution 092418-1](#) on September 24, 2018, setting the hearing to provide opportunity for anyone to show cause why the structure should not be condemned and ordered repaired or demolished. After providing an opportunity for anyone to speak on this, the Commission may act with the following agenda item.



IDEA   »»   SUPPORT   »»   STUDY   »»   WRITING   »»   **VOTE**   »»   EXECUTE   »»   EVALUATE

### 14. Adoption of resolution authorizing demolition at 514 NE 6<sup>th</sup> (p. 21)

This is the resolution necessary to require and to authorize demolition of the structure.

IDEA   »»   SUPPORT   »»   STUDY   »»   WRITING   »»   **VOTE**   »»   EXECUTE   »»   EVALUATE

### 15. Adoption of resolution authorizing updated comprehensive fee schedule (p. 23)

As part of the 2019 Budget process, staff has been working to re-format the fee schedule and make necessary updates, including acting on the results of the rate study conducted for the water utility operation. The Commission reviewed all the proposed changes at a study session, and the most significant change is to the water rates. Adoption of this resolution would enact a water rate increase of essentially 6.35 percent effective January 1, 2019.

IDEA   »»   SUPPORT   »»   STUDY   »»   WRITING   »»   **VOTE**   »»   EXECUTE   »»   EVALUATE

### 16. Appointment to fill vacant City Commission seat

The Commission interviewed three candidates at the October 29, 2018, special meeting: Duane Schrag, Dennis Weishaar, and Trevor Witt. The current plan is for the Commission to make a final selection at this meeting, and for the selected candidate to be sworn in at the November 26, 2018, regular meeting.

[The official policy for vacancies is here.](#)

[The responses to the questionnaire can be found here.](#)

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## OTHER INFORMATION

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

For questions, please contact City Manager Austin Gilley.

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