

NOTICE OF STUDY SESSION

For Abilene City Commission
 4 p.m. Monday, March 4, 2019
 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.

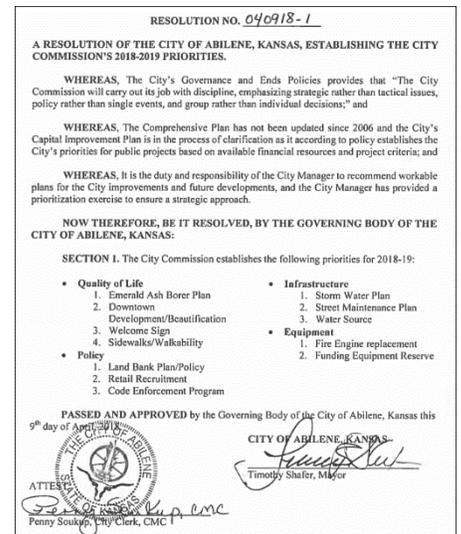
OPEN FORUM

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

STUDY ITEMS



- Attached is the working list of projects for our priority conversation. Pictured here is the resolution that was adopted last year — this is the objective again this year to focus on the top 2-3 items in each category. We will plan to spend about 30 minutes on this and continue the conversation if necessary at the next regular meeting.



- Linked below is the final report of the water treatment plant assessment. Following the project priorities discussion, we can caravan to the Water Treatment Plant where Public Works Director Lon Schrader and Water Operator Mike Blacketer will give us a brief guided tour.

<http://www.abilenecityhall.com/DocumentCenter/View/2384>

END###



2019/2020 Projects and Priorities DRAFT

Any item that is Quality of Life, Policy, or anticipated to cost over \$25,000 is an item recommended to be included in priority planning. For anything under that amount staff is responsible for working into operational budgets and margins to the extent possible.

All projects are pending costs estimates and mill levy/utility rate impact estimates .

Projects in Progress	Category	Source of funds	Description
Emerald Ash Borer Plan	Quality of Life	New Revenue/ Operating	Visit www.emeraldashborer.info for details on this invasive and ash-tree destructive insect. This was a priority in 2018-19, and the City has taken steps to inventory/map all trees in City right of ways and City owned property. Until the degree of risk is known, the strategy will remain uncertain. Operating funds are being used for the initial inventory, but no other funds are available, yet.
City Logo	Quality of Life	Operating	Progress is being made on this approved and funded project with an update meeting scheduled for the week of March 11.
Little Ike Park maintenance	Quality of Life	Operating	The City got behind on this project and was not able to plan ahead before the safety and settling issues required action. Staff members are continuing to assess the appropriate solutions and cost impacts.
Community event support	Quality of Life	Operating	This is an effort to establish fair, sustainable, and predictable policy and procedures for appropriating funds as donations to community events. The City Commission has discussed this item, a topic was included on the Round Table, a community event was held, and a discussion with the Chamber of Commerce occurred. Staff is working to schedule a time to report out findings, options, and recommendations.
Economic Development Vision	Quality of Life	Operating	This has been identified broadly as an impediment to programs and efforts on many fronts. The Commission asked for me to explore retaining services for economic development expertise to assist with this. I have tentatively scheduled March 11 for a scope of services to be presented to the City Commission.
Comprehensive Plan update	Policy	Operating	The Planning Commission is pursuing this update without consultation or a survey process, which should expedite a recommendation being brought to the City Commission relatively soon.
Web site	Policy	Operating	Progress is being made on this approved and funded project. The City's current web site service provider will be discontinuing service and support at the end of this year.
Library meeting room AV equipment	Infrastructure	Reserves	The City has funds remaining from the Library-Pool sales tax initiative, and it is my understanding this was originally intended to be completed with the Library renovations. Staff is preparing a request for qualifications to solicit service providers who can assist us with this. Given the multi-use nature of the space and technical aspects, expertise beyond city staff is necessary.
Street maintenance plan	Infrastructure	Operating	City needs a long-term plan for streets.
8th Street Expansion	Infrastructure	New Revenue	Project is approved and is in the works. Financing will depend on project timing and other potential capital projects.

Possible Projects (2019/2020)	Category	Source of funds	Description
75th/150th/Museum celebrations	Quality of Life	Operating	City staff presented details of all of the plans for this year in the Round Table topic "Are we ready for more visitors?" This item is to help determine if we are on the right track or if more needs to be done to leverage this year of excitement.
Christmas decorations	Quality of Life	New Revenue	This needs further definition.
Clean-up week	Quality of Life	Operating	This program is in need of community volunteerism to lead the effort. The City serves in a support role due to its code enforcement obligations.
Dog Park	Quality of Life	Operating	Resident Morgan England has requested that the City consider making a dog park a priority project for residents.

DRAFT

Possible Projects (2019/2020)	Category	Source of funds	Description
Downtown plan	Quality of Life	New Revenue	We have had difficulty finding property owner, business owner, or other organizations to partner with us to help us avoid repeating the same outcomes of the many prior plans since 1985.
Downtown signage project	Quality of Life	New Revenue	Until a plan, vision, logo, and consensus can be achieved, this project may be difficult to execute.
Free annual curbside trash pick up	Quality of Life	New Revenue	When the City was unable to provide this service in 2018 and instead merged it with the Clean-up week effort, the City learned that this free service is a very popular program. While the City cannot sustain the practice, it may be a community priority to find a way to provide it. Public Works Director Lon Schrader is pursuing a formal cost estimate from qualified trash haulers.
Historic homes brochure	Quality of Life	New Revenue	Heritage Commission voted unanimously to recommend this as a priority project. A basic brochure is in the works, and I believe this project would seek a more robust tourist guide format that aligns with today's modern travelers and historic preservation enthusiasts.
Historic neighborhood signage	Quality of Life	New Revenue	Heritage Commission voted unanimously to recommend this as a priority project. This could involve larger markers and modified street signs to showcase the City's historic housing additions and integrate with the historic homes tour in the brochure project.
Hotel recruitment	Quality of Life	Operating	Holiday Inn Express has not be able to execute its proposed plans. The City may need to consider recruiting another hotel investor as this is a frequent concern shared with staff.
Industrial development area	Quality of Life	New Revenue/ Operating	This is part of the City-County MOU conversation. If/when adopted, the priorities addressed in the MOU likely will be default City priorities.
Sidewalks/Walkability	Quality of Life	New Revenue	This needs further definition.
Sister City support	Quality of Life	New Revenue	Sister Cities International provides informational support for this program. Based on internal and comparative assessments, the City has an opportunity to better leverage this program for its benefits and promotion.
Veterans banners	Quality of Life	New Revenue	To avoid banners scattered on random poles, staff has pursued using the light poles on Buckeye to create an impactful display. Westar/Everyy has estimated a purchase price of \$450,000 for the 56 poles from I-70 to 14th. Purchase is necessary due to Westar/Everyy rules on banner size displays and banner designers desire to have specific presentation.
Welcome Sign	Quality of Life	New Revenue	This project will not proceed until the City logo project is complete.
Airbnb regulations	Policy	Operating	Local bed and breakfast owner/operator Adrian Potter has requested the City consider making "Airbnb" regulations a priority. Airbnbs are essentially converting rooms of your house or a residential property into a hotel room/bed and breakfast room.
Highlands plan	Policy	Operating	This project continues to evolve and likely will be driven by the willingness and requests of private investment. The conversation continues but no definite path forward has emerged, yet.
Light Pollution regulations	Policy	Operating	Local resident Chris McKee has requested the City make reviewing light pollution policies a priority.
Retail Recruitment	Policy	Operating	This was identified at Commission leadership meeting.
Water report investigation	Policy	New Revenue	Resident and Heritage Commission member Duane Schrag has reported that he believes the City has billed for water that it did not provide in the past few years. While we have to acknowledge discrepancies in reports, I believe the improvements we are making will resolve the discrepancies and further investigation will only result in discovering transcription errors or incompetence. Given the seriousness of the claim, however, I need direction as to whether or not to commit resources to a more formal inquiry and investigation.
14th and Buckeye beautification	Infrastructure	New Revenue	This project is pending KDOT's improvement project.

Possible Projects (2019/2020)	Category	Source of funds	Description
Airport public hangar repair	Infrastructure	New Revenue	Current unfunded project.
BGSC complex bathrooms remodel	Infrastructure	Reserves/ Operating	Pending engineering evaluation and direction from Recreation Commission.
Civic Center parking lot	Infrastructure	New Revenue	The Civic Center parking lot is suffering from tree root damage. This is a high profile community and tourist attraction and likely needs some extra project management care and resources.
Construct Airport Terminal building	Infrastructure	New Revenue	This project was submitted as an application for a special round of 100 percent Federal funding. The announcement date is unknown.
Courtroom/PD	Infrastructure	New Revenue	Based on the initial engineering assessment, there appears to be a few options emerging. These likely will need to be thoroughly vetted and discussed in a community-wide conversation about the future of the City Hall building.
Facilities Management	Infrastructure	New Revenue	City has no plan for facilities. Most pressing issue appears to be settling on a direction for City Hall.
Park Master Plan	Infrastructure	New Revenue	This project is on hold for comprehensive plan updates.
Replacement RO skid/ Assessment recommendations	Infrastructure	Operating/New Revenue	The water operations assessment is scheduled to be presented at a Commission meeting soon. I am still reviewing the recommendations, and I believe some or all of these will need to be added to the City's pending debt issue.
Storm Water Plan	Infrastructure	Operating	Need a prioritization of storm water problems after Faith Avenue repair, which continues to be a matter of scheduling and negotiating land use agreements with multiple property owners.
Street maintenance work	Infrastructure	Operating	City's practice is to replace the worst streets first as assessed by staff equal to the amount available in operating budgets. The City does not have a long-term plan for street assessment or replacement, but is working toward one.
Water line replacement	Infrastructure	Operating	City's practice is to replace the worst lines first as assessed by staff equal to the amount available in operating budgets. The City does not have a long-term plan for water line assessment or replacement.
Water source	Infrastructure	New Revenue	This project is pending the results of the water operations assessment. Staff is continuing to take proactive measures to ensure the City has the best options available to it when necessary.
Compensation study	Equipment/ Operations	New Revenue	This was identified in our compensation review.
Dump truck purchase	Equipment/ Operations	Reserves	Scheduled equipment replacement.
Equipment Reserve	Equipment/ Operations	Operating	Setting aside money for asset management program is critical. The City was able to accomplish this for General operations in 2019 but not for water and sewer operations due to negative cash flow.
SCBA compressor and fill station for Fire department	Equipment/ Operations	New Revenue	Scheduled equipment replacement.
Utilities Director	Equipment/ Operations	New Revenue	The City attempted to recruit a supervisor level position in 2018 and was unsuccessful. Based on this experience and initial information in the water assessment, the position will need to be a higher level of qualifications and compensation to ensure long term stability for the water operation.
Water operator	Equipment/ Operations	New Revenue	This is a recommendation from the water operations audit.