

Notice of Study Session

For Abilene City Commission

4 p.m. Monday, May 18, 2020

Dwight D. Eisenhower Municipal Building
419 N. Broadway Avenue, Abilene, Kansas

DUE TO COVID-19 ALL MEETINGS WILL BE HELD VIRTUALLY AND STREAMED LIVE ON THE CITY OF ABILENE'S YOU TUBE PAGE AT https://www.youtube.com/channel/UCNURrU0ueP6_dRpHYu1wJEg

PURPOSE

The City Commission's study sessions are for the purpose of providing the commission the opportunity to study items in more detail.

OPEN FORUM

Due to Covid-19 social distancing requirements any items that you would like to bring to the city commission must be sent to the City Clerk by noon on May 18, 2020 and they will be presented at the meeting. Please send comments to penny@abilenecityhall.com.

STUDY ITEMS

1. Community Development Block Grant – Resolution Number 052620-1 **A RESOLUTION CERTIFYING LEGAL AUTHORITY AND AUTHORIZATION TO APPLY FOR THE CDBG-CV FROM THE KANSAS DEPARTMENT OF COMMERCE**
2. Library Board appointment.
3. Update on Utility Operations – Water & Sewer.
4. Street Maintenance plan.
5. Special Revenue operations – Alcohol/drug fund.





CITY OF ABILENE

Eisenhower Municipal Building
419 N. Broadway - PO Box 519
Abilene, KS 67410

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MEMO

TO: Abilene City Commission and Jane Foltz, City Manager
FROM: Julie Roller Weeks, Abilene Convention & Visitors Bureau and
Communications Director
DATE: May 14, 2020
RE: Community Development Block Grant – CV Application

BACKGROUND

The State of Kansas, Community Development Block Grant – CV (CDBG-CV) program has been awarded \$9,029,815 from the Coronavirus Aid, Relief, and Economic Security (CARES) Act. Awards will be made for issues triggered by the COVID-19 virus and when no other funds are available. CDBG-CV Economic Development grants provide communities with funding to help local businesses retain jobs for low-to-moderate income people. The maximum funding per county or city is \$300,000. Grants will be accepted on a first-come, first-serve basis until all funds are exhausted. This program is *only* available to cities and counties.

The application went live on Tuesday, May 12 at 1:00 pm. We have conferred with Kansas Department of Commerce staff to answer questions and review documents. We are completing this application as quickly as possible while complying with all guidelines (publication and public hearing dates).

PROJECT SUMMARY

On June 22, 1945, Dwight D. Eisenhower said, “The proudest thing I can claim is that I am from Abilene.” Today, small businesses in Ike’s hometown are hurting.

The goal of the City of Abilene's Community Development Block Grant application is to assist as many small businesses with grants as possible with preference to those who cannot or have not accessed other sources of assistance.

While some businesses are fortunate to benefit from other federal or state loan or grant programs, many small and owner-operated businesses – *particularly in Abilene's historic downtown district* – have not. These businesses are hurting, they are trying new ways to connect with customers and generate sales, but it is not enough. These businesses are an important part of our community and need assistance.

With your help, we can make a big difference to Abilene's small businesses and ensure Abilene continues to be one of the best small towns to visit.

NEXT STEPS

Once submitted, it will take 10-15 days to receive notification of acceptance. At that point, we will learn more about additional requirements and documentation needed from the businesses. and develop an application and review process. Grant administration takes work and there will be a lot of paperwork, but this is a great opportunity for the City of Abilene to directly help its business community at no additional cost to the taxpayers.

**THE CITY OF ABILENE, KANSAS
RESOLUTION NO. 052620-1**

**RESOLUTION CERTIFYING LEGAL AUTHORITY AND AUTHORIZATION
TO APPLY FOR THE CDBG-CV FROM THE KANSAS DEPARTMENT OF COMMERCE**

WHEREAS, The City of Abilene, Kansas, is a legal governmental entity as provided by the laws of the STATE OF KANSAS, and

WHEREAS, The City of Abilene, Kansas, intends to submit an application for assistance from CARES Act under the COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

THE APPLICANT hereby certifies that the City of Abilene, Kansas, is a legal governmental entity under the status of the laws of the STATE OF KANSAS and thereby has the authority to apply for assistance from the CARES Act under the KANSAS SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

THE APPLICANT hereby authorizes the Mayor of Abilene, Kansas, to act as the applicant's official representative in signing and submitting an application for the assistance to the COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

As Chief Elected Official of the City of Abilene, I hereby certify that I have knowledge of all activities in the above-referenced application.

APPROVED BY THE GOVERNING BODY OF THE CITY/COUNTY OF ABILENE, KANSAS, this day of 26th day of May 2020.

APPROVED _____
CHRIS OSTERMANN, MAYOR

ATTEST _____
PENNY SOUKUP, CITY CLERK

(SEAL)

THE CITY OF ABILENE, KANSAS

Memo

To: Abilene City Commissioners

From: Wendy Moulton, Director

Date: 5/13/2020

Re: Library Board Appointment

At the Tuesday, June 12, 2020 meeting of the library board of trustees the board voted to recommend Cindy Montgomery to fill an open spot on the library board. Wendy Klosterman's term was up April 30, 2020. Cindy's term would go until April 30, 2024. The library board would ask that you approve Cindy's appointment as soon as possible. Thank you for your consideration.

Penny Soukup

From: noreply@civicplus.com
Sent: Wednesday, March 11, 2020 10:17 PM
To: Penny Soukup
Subject: Online Form Submittal: Board & Commission Application Form

If you are having problems viewing this HTML email, click to view a [Text version](#).

Board & Commission Application Form

Please complete the online form below.

Personal Information

Select the Board,
Commission, or Committee
applying for:*

[Library Board V]

Name:* Cindy Montgomery

Address:* 611 NW 7th Street

Home Phone Number:* 7852004467

Business Address:* 328 NE 14th Street

Business Phone Number:* 785-263-2787

Occupation:* Dickinson County Conservation District Manager

Email Address: cindymontgomery611@gmail.com

Residency Information

Length of Residency in
Dickinson County:*

18

Are you a registered
voter:*

(X) Yes

() No

Organization Membership Information

Are you currently serving
on other Boards,
Commissions, or
Committees?*

(X) Yes

() No

If yes, which:

Have you served on a City
Board, Commission, or
Committee before?*

() Yes

(X) No

If yes, which:

Please list organization
memberships and
positions held:

Additional Comments:

I was employed at a library in high school, continued while I was in college, and have worked for two public libraries, including Abilene. I'm an avid reader and have long been a supporter of the freedom of information our libraries provide to the public.

* indicates required fields.

View any uploaded files by [signing in](#) and then proceeding to the link below:
<http://www.abilenecityhall.com/Admin/FormHistory.aspx?SID=1514>

The following form was submitted via your website: Board & Commission Application Form

Select the Board, Commission, or Committee applying for:: Library Board

Name:: Cindy Montgomery

Address:: 611 NW 7th Street

Home Phone Number:: 7852004467

Business Address:: 328 NE 14th Street

Business Phone Number:: 785-263-2787

Occupation:: Dickinson County Conservation District Manager

Email Address:: cindymontgomery611@gmail.com

Length of Residency in Dickinson County:: 18

Are you a registered voter:: Yes

Are you currently serving on other Boards, Commissions, or Committees?: Yes

If yes, which::

Have you served on a City Board, Commission, or Committee before?: No

If yes, which::

Please list organization memberships and positions held::

Additional Comments:: I was employed at a library in high school, continued while I was in college, and have worked for two public libraries, including Abilene. I'm an avid reader and have long been a supporter of the freedom of information our libraries provide to the public.

Additional Information:

Form submitted on: 3/11/2020 10:16:32 PM

Submitted from IP Address: 69.18.246.195

Referrer Page: <https://www.facebook.com/>

Form Address: <http://www.abilenecityhall.com/Forms.aspx?FID=85>

Memorandum

5/13/2020

To: City Commission
From: Finance Director Marcus Rothchild
Subj: 2021 Budget Water & Sewer Rate Review

The City has been working over the last few years to adjust our utility rates to cover the rising costs of providing high quality utility operations, improving aging infrastructure while also planning and forecasting future utility needs. In 2019, the commission approved a price adjustment plan to help get our utility fees back in line and break even within three years. The purpose of our review today is to provide the commission with an update of how the recent price increase is affecting our utility budgets so that staff can begin forecasting our 2021 water and sewer budgets. This review will cover the following items:

1. Water and sewer historical financial review.
2. Review of the 2019 approved water and sewer rate adjustment plan.
3. Update on how 2020 rate increase is affecting the budget.
4. Preview of average customer utility bill over the three-year plan.

Average Water Customer							
Inside City Limits	2018 Bill	2019 Bill	2020 Bill	2021 Bill	2022 Bill	2023 Bill	2024 Bill
Usage (Gallons)	5000	5000	5000	5000	5000	5000	5000
Price (Per 100 Gallons)	0.325	0.346	0.381	0.429	0.484	0.5	0.516
Monthly Minimum	\$ 13.75	\$ 14.62	\$ 16.12	\$ 18.18	\$ 20.50	\$ 21.17	\$ 21.86
Monthly Water Bill	\$ 30.00	\$ 31.92	\$ 35.17	\$ 39.63	\$ 44.70	\$ 46.17	\$ 47.66
Monthly Increase			\$ 3.25	\$ 4.46	\$ 5.07	\$ 1.47	\$ 1.49

Average Sewer Customer							
Inside City Limits	2018 Bill	2019 Bill	2020 Bill	2021 Bill	2022 Bill	2023 Bill	2024 Bill
Usage (Gallons)	5000	5000	5000	5000	5000	5000	5000
Price (Per 100 Gallons)	0.475	0.475	0.542	0.618	0.704	0.727	0.751
Monthly Minimum	\$ 11.40	\$ 11.40	\$ 13.00	\$ 14.82	\$ 16.89	\$ 17.44	\$ 18.01
Monthly Sewer Bill	\$ 35.15	\$ 35.15	\$ 40.10	\$ 45.72	\$ 52.09	\$ 53.79	\$ 55.56
Monthly Increase		\$ -	\$ 4.95	\$ 5.62	\$ 6.37	\$ 1.70	\$ 1.77



CITY OF ABILENE
Item for City Commission Agenda

Meeting Date:

May, 18, 2020

Originating Department

Prepared By:

Approved For Agenda By:
(Office Use Only)

Public Works

Lon/Jennie

AGENDA ITEM HEADING:

Introduction to Street Inventory and Condition Assessment for a Street Maintenance Plan

BACKGROUND:

Over the past 12 years we have completed \$7.3 M in street improvements. These projects ranged from Major full reconstruction, local (staff designed) paving projects, KLINK as well as preservation type work. Much of the funding has been through the 2010 Sales Tax initiative, Special Street fund, Federal Fund Exchange, KDOT T-Works as well as debt service. Until now, this City Commission, as well as the previous ones have allowed staff and our engineering services to determine maintenance and construction needs without a real evaluation process. Although we have been very successful, a major goal of ours is to complete this plan and to give future staff and commission members a template for planning future street projects.

Attached is the criteria sheet and one sample of the inventory/condition assessment to show you how we will be using this information. These documents were created by collaboration of Olsson Eng. and Public Works staff. My goal for this study session is to inform commission how this will work and how it will help us plan and prepare to meet the financial needs

FISCAL NOTE:

None at this type

COMMISSION ACTION OPTIONS:

Guidance and input

TABLE FOR STREET ASSESSMENT

#	CONDITION
1	Excellent Condition
2	Good Condition
3	Fair Condition
4	Poor Condition
5	Failing Condition

#	ACTION
1	Minor Crack Repair & Seal
2	Mill & Overlay (Asphalt)
3	Replace Curb & Gutter
4	Concrete Patch Repairs & Replace Curb
5	Full Replacement
6	Sidewalks/ADA Only

#	TIME FRAME
5	10+ years
4	8-10 Years
3	5-8 Years
2	2-5 Years
1	0-2 Years

STREET	FROM	TO	SURFACE	CURB COVERED	LENGTH (ft)	WIDTH B-B (ft)	PVMT W (ft)	AREA (sq yd)	CONDITION	ACTION	TIME FRAME	HISTORY	COMMENTS
W. 1st St.	N. Washington St.	N. Rogers Ave.	Asphalt	No	682	41.5	36.5	2,766	3	1	1	chip sealed in 2006	good curb & gutter, good cross section
W. 1st St.	N. Rogers Ave.	N. Pine St.	Asphalt	No	688	41.5	36.5	2,790	3	1	1	chip sealed in 2006	good curb & gutter, good cross section
W. 1st St.	N. Poplar St.	Cherry St.	Asphalt	No	345	41.5	36.5	1,399	3	1	1	chip sealed in 2006	is sound enough for another chip seal
W. 1st St.	Cherry St.	N. Vine St.	Asphalt	No	350	41.5	36.5	1,419	3	1	1	chip sealed in 2006	good
NW. 2nd St.	N. Washington St.	N. Rogers Ave.	Asphalt	No	682	28.5	23.5	1,781	1	1	5	overlayed in 2015, some curb & gutter work	
NW. 2nd St.	N. Rogers Ave.	N. Pine St.	Asphalt	Yes	688	28.5	23.5	1,796	1	1	5	overlayed in 2015, some curb & gutter work	
NW. 2nd St.	N. Pine St.	N. Poplar St.	Asphalt	Yes	623	28.5	23.5	1,627	3	2	4	low traffic	needs milling/patching on edges, remove asphalt from gutter
NW. 2nd St.	N. Poplar St.	Cherry St.	Asphalt	No	345	28.5	23.5	901	3	2	4	low traffic	needs some milling/patching & crack sealing
NW. 2nd St.	Cherry St.	N. Vine St.	Asphalt	No	350	23.5	23.5	914	4	2	4	low traffic	north side needs curb & gutter
NW. 3rd St.	N. Washington St.	N. Rogers Ave.	Asphalt	No	682	41.5	36.5	2,766	3	2	2	Onyx mastic seal in 2017	
NW. 3rd St.	N. Rogers Ave.	N. Pine St.	Asphalt	No	688	41.5	36.5	2,790	3	2	2	Onyx mastic seal in 2017	
NW. 3rd St.	N. Pine St.	N. Poplar St.	Asphalt	No	623	41.5	36.5	2,527	3	2	2	Onyx mastic seal in 2017	
NW. 3rd St.	N. Poplar St.	N. Vine St.	Asphalt	No	695	41.5	36.5	2,819	3	2	2	Onyx mastic seal in 2017	
NW. 4th St.	N. Rogers Ave.	N. Pine St.	Asphalt	No	688	38.0	33.0	2,523	2	1	5	mill & inlay in 2015	good, crack sealed
NW. 4th St.	N. Pine St.	N. Poplar St.	Asphalt	No	623	38.0	33.0	2,284	2	1	5	mill & inlay in 2015	has some soft subgrade issues in both blocks
N. Rogers Ave.	W. 1st St.	NW. 2nd St.	Asphalt	No	365	35.0	30.0	1,217	5	2	1	scheduled for spring 2020	very flat from 3rd to 4th & doesn't drain very well
N. Rogers Ave.	NW. 2nd St.	NW. 3rd St.	Asphalt	No	375	35.0	30.0	1,250	5	2	1	scheduled for spring 2020	very flat from 3rd to 4th & doesn't drain very well
N. Rogers Ave.	NW. 3rd St.	NW. 4th St.	Asphalt	No	385	35.0	30.0	1,283	5	2	1	scheduled for spring 2020	
N. Rogers Ave.	NW. 4th St.	NW. 8th St.	Asphalt	N/A	N/A	N/A	N/A		5	5	1	scheduled for spring 2020	heavy alligator cracking near 1st
N. Pine St.	W. 1st St.	NW. 2nd St.	Asphalt	No	365	25.0	30.0	1,217	3	2	2	has some large patches	drainage problem on west side, needs minor curb replacement
N. Pine St.	NW. 2nd St.	NW. 3rd St.	Asphalt	No	375	35.0	30.0	1,250	3	2	2	chip sealed in 2005	
N. Pine St.	NW. 3rd St.	NW. 4th St.	Asphalt	No	385	35.0	30.0	1,283	3	2	3	chip sealed in 2005	
N. Pine St.	NW. 4th St.	NW. 8th St.	Asp. & Conc.	Partial									
N. Poplar St.	W. 1st St.	NW. 2nd St.	Asphalt	Yes	311	26.0	21.0	726	3	1	3		recent cracks seal, old style curb
N. Poplar St.	NW. 2nd St.	NW. 3rd St.	Asphalt	Yes	435	26.0	21.0	1,015	3	1	3		minor curb/gutter issues, light traffic
N. Poplar St.	NW. 3rd St.	End	Asphalt	Yes	496	26.0	32.0	1,764	2	1	4	chip sealed in 2005	
Cherry St.	W. 1st St.	NW. 2nd St.	Asp. over concrete	Yes	311	20.0	20.0	691	3	1	5	minimal use/functional	
NW. 8th St.	N. Washington St.	N. Rogers Ave.	Concrete	No	638	41.5	36.5	2,587	2	4	5		monitor for minor curb/gutter repairs, seal cracks
NW. 8th St.	N. Rogers Ave.	End	Concrete	No	2030	41.5	36.5	8,233	2	4	5		

Memorandum

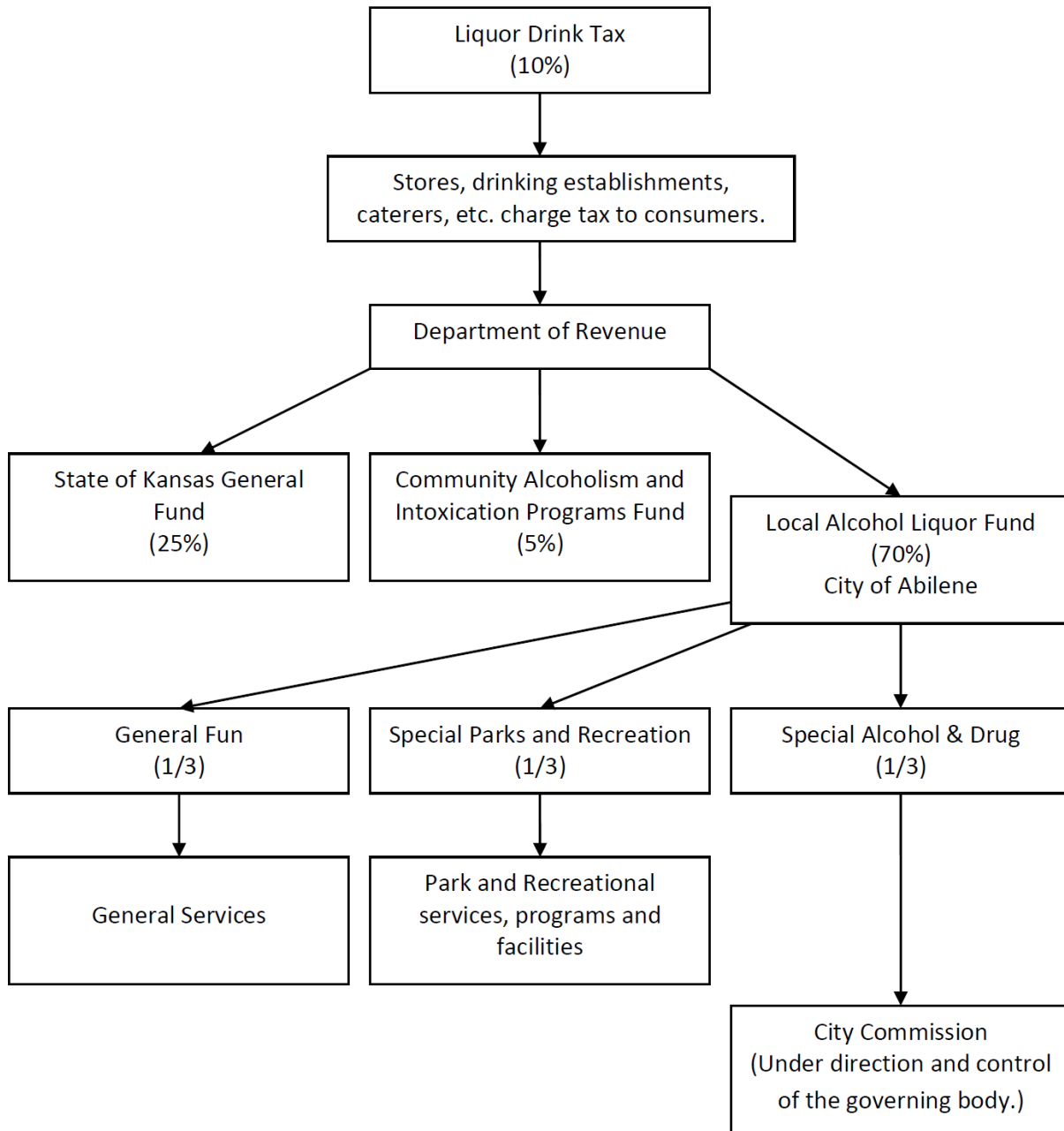
5/13/2020

To: City Commission
From: Finance Director Marcus Rothchild
Subj: 2021 Budget Alcohol & Drug Fund

The alcohol and drug fund is evaluated annually and the way these funds are distributed has continued to evolve each year. In 2019, staff recommended, and commission approved to distribute a large portion of this fund balance to the community organizations that provide alcohol and drug treatment and support within our community. Today I will give a brief update on the current balance and the 2021 projected balance for the alcohol and drug fund.

Special Alcohol & Drug	Prior Year Actual for 2019	Current Year Estimate for 2020	Proposed Budget Year for 2021
Unencumbered Cash Balance Jan 1	47,306	7,453	16,953
Receipts:			
Alcohol Tax	14,143	14,000	14,000
Interest Income	4	0	0
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	14,147	14,000	14,000
Resources Available:	61,453	21,453	30,953
Expenditures:			
Safe Night After Prom	1,500	1,500	
Cedar House Foundation	20,000	3,000	
Quality of Life Coalition	22,500		
Central Kansas Foundation	10,000		
Drug Court	0		
Cash Forward (2021 column)			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	54,000	4,500	0
Unencumbered Cash Balance Dec 31	7,453	16,953	30,953
2019/2020/2021 Budget Authority Amount:	57,096	21,316	0

Special Alcohol and Drug



Community Organizations
(Moneys in the special alcohol and drug programs fund shall be expended only for the purchase, establishment, maintenance or expansion of services or programs whose principal purpose is alcoholism and drug abuse prevention and education, alcohol and drug detoxification, intervention in alcohol and drug abuse or treatment of persons who are alcoholics or drug abusers or are in danger of becoming alcoholics or drug abusers.)