



City of Abilene Street Maintenance Advisory And Appeals Board

Notice is hereby given that a meeting of the Street Maintenance Advisory and Appeals Board will be held on Thursday, March 21, 2019 at 5:30 PM at City Hall, 555 Walnut Street, Council Chambers, Abilene, Texas, for the purpose of considering the following agenda items.

1 Call to Order

2. Minutes

1. Approval of Minutes from the December 6, 2018 meeting and the Special Called Meeting of February 4, 2019.

3. Agenda Items:

- a. Update on Council Actions
 1. Amendments to the Street Maintenance Trip Factor
 2. Ordinance Revisions
- b. Discussion and Possible Action on ITE Code for Churches
- c. Review and Approval of Proposed Street Projects for the 2020 Street Maintenance Program
- d. Discussion and Possible Action on Accountability Standards
- e. Set Future Meeting Dates

4. Adjournment

NOTICE

Persons with disabilities who would like special assistance or need special accommodations to participate in this meeting should call 325-676-6281 at least forty-eight (48) hours in advance of this meeting. For telecommunication devices for the deaf, please call 325-676-6482.

CERTIFICATION

I hereby certify that the above notice of meeting was posted on the bulletin board at the City Hall of the City of Abilene, Texas, on the 18th day of March, 2019, at 3:40 p.m.

Shawna Atkinson, Interim City Secretary



Street Maintenance Advisory And Appeals Board

Agenda Memo

Meeting Date: 3/21/2019

TO: Street Maintenance Advisory & Appeals Board

FROM: Greg McCaffery, P.E., CFM, Director of Public Works

SUBJECT: Approval of Minutes from the December 6, 2018 meeting and the Special Called Meeting of February 4, 2019.

GENERAL INFORMATION

Approval of Minutes from the December 6, 2018 meeting and the Special Called Meeting of February 4, 2019.

SPECIAL CONSIDERATIONS

FUNDING/FISCAL IMPACT

STAFF RECOMMENDATION

BOARD OR COMMISSION RECOMMENDATION

ATTACHMENTS:

Description	Type
☐ Minutes for 12-06-18	Backup Material
☐ Minutes for 02-04-19	Backup Material

STREET MAINTENANCE ADVISORY AND APPEALS BOARD
MEETING MINUTES FOR DECEMBER 6, 2018

Public notice having been posted, the Street Maintenance Advisory and Appeals Board meeting was held on Thursday, December 6, 2018 at 555 Walnut Street, 2nd Floor, Council Chambers, Abilene, Texas 79604.

Board Members Present:

Kenneth (Ken) B. Martin
James Bridwell
Wayne Lanham
Kristina C. Davis
Matthew M. Lubin, Sr.
Michael H. Schultz

Others Present:

Greg McCaffery, Director of Public Works
Robert Hanna, City Manager
Michael Rice, Assistant City Manager
Kelley Messer, First Assistant City Attorney
Larry Wright, City Engineer
Jim Winward, Operations Manager
Rodney Abila, Street Services Manager
Ruth Garcia, Executive Assistant

Board Members Absent:

Louis Rangel

1. The meeting was called to order at 5:31 p.m. by chair Ken Martin.
2. Minutes from the October 25, 2018 meeting were approved.
3. a. Greg McCaffery stated that letters have been mailed out advising customers of the Street Maintenance Fee (SMF). Several individuals have already gone to Neighborhood Services to apply for a reduction of the fee and others have sent letters to City Administration with regard to a change in their classification. The billing will start January 1, 2019.
 - b. Mr. McCaffery stated that DCOA (Development Corporation of Abilene) money is available for 2019. Staff has provided the Board with a table listing of Staff recommended street projects with Ridgemont being #1. Staff is seeking direction from the Board on projects that the Board would have an interest in getting out during the 2019 season. Ken Martin says that parts of Ridgemont do not appear to be in bad condition and ask if it would be possible to not necessarily do 100% of Ridgemont but do the worst areas only and use monies left over for areas that are a lot worse. Wayne Lanham feels like John Knox & Village Dr. are in rough shape and ask how big of an issue would it be to divide the work up. Rodney Abila advises that it would be a challenge but it is possible. Michael Schultz asked if there is flexibility with bond monies. Robert Hanna answered "No", bond monies that have been issued can only be spent on bond projects and there is a limitation on how those funds were issued. Mr. Martin reminded the Board that the bond projects are not part of the Board's responsibility but that it is City Staff's responsibility. He also asked if there are other commercial areas. Mr. McCaffery said this list was developed through the City Engineer's office and Street Services together. It is a list of projects that could be done this coming construction season and being that there is not yet a significant amount of money in the SMF to be able to put out a lot of projects. He said money is needed first before proceeding with construction. Matthew Lubin makes a motion to accept Staff's recommendation of the Ridgemont project. Kristina C. Davis seconds the motion. Michael Schultz asked why Staff can't investigate on the City doing indefinite delivery with indefinite contracts. Mr. Hanna suggest to Mr. Schultz that they sit down at a later time with the City Attorney to have a discussion. He said there are legal constraints that limit Staff's ability to do some of the things that private sector has access to and reminded Mr. Schultz that the Board's mission is not to dictate means and methods of procurement for the City and that the City will use private contractors to do the SMF construction work. After this discussion, roll call continued with all voting "Yes" in favor of the Ridgemont project except for Michael Schultz, he was not in favor.

Street Maintenance Advisory and Appeals Board
Minutes – December 6, 2018

c. Mr. McCaffery stated that Staff would like a concurrence from the Board for the year 2020 in using 70% of the monies on residential streets and 30% on arterial/collectors. There is a map in the Board's packet of 2020 possible work zone projects. This information was extracted out of the Cartegraph system to try to accomplish the work in 8 zones. Staff wants to get concurrence from the Board focusing on 8 areas- 4 zones on the North side and 4 zones on the South. Staff would come back and meet with the Board in March with more details about street segments, street names, type of treatments, and what project it would fall into. Ms. Davis said that by looking at the map she is concerned that more work is being done on the South side. James Bridwell asked if there will be any attempt to educate the Public as to why there is more work on the South side. Mr. McCaffery said information could be provided through the SMF portion of the City's website and it would also be conveyed through the meetings. Mr. Martin asked if between now and March could Staff look at more streets on the North side that could benefit from minor treatment and look to see if it could be evened out more than having the vast majority on the South side. Matthew Lubin would like to see a proposal for 2021 showing a whole lot of work on the North side. Rodney Abila explained that when staff came did scenarios, they went into each work zone to see the total rating of each zone and the intent was to preserve as much possible so Staff went after the streets that have the higher rating, which are mostly surface treatments. There are some areas in the North side that have already been cracked sealed that we can add more to and when you come back with your list I will come back and tell Greg this is what we have done and can add to so that the numbers will balance out. He said scenarios can be done for 3 to 5 years but need to be cautious because we don't know yet how much money we are going to have in. Michael Rice clarified that the map is a combination of Bond projects and also what staff wants to do with the SMF. He stated that the perception that more work is being done on the South side is incorrect. We want to balance the need between the North and the South side and are looking at 4 zones on the North side and 4 on the South side. Mr. Martin asked if it is possible to look at the dollar amount and not necessarily the number of work zones but trying to equalize the dollar amount as much as possible. Mr. McCaffery said work zones can be modified but that for now Staff was looking for concurrence on the 70/30 philosophy. Mr. McCaffery stated that at the next meeting Staff can provide a snapshot of 2021 and maybe 2022 so that Board can see a potential projection of projects but the plan would be modified slightly because roads continually deteriorate. Mr. Martin asked for a motion to concur with Staff on changing the philosophy to 70% residential in 2020. Mr. Bridwell made a motion and Ms. Davis seconded the motion. The motion carried with all voting "Yes".

d. Public Comments

e. A motion was made to set the next meeting on March 21, 2019 at 5:30 p.m. Mr. Lanham made the first motion and Ms. Davis seconded. All voted in favor and motion carried.

4. There being no further business to discuss the meeting adjourned at 6:50 p.m.

Approved: _____
Ken Martin, Chairman

STREET MAINTENANCE ADVISORY AND APPEALS BOARD
MEETING MINUTES FOR A SPECIAL CALL MEETING ON FEBRUARY 4, 2019

Public notice having been posted, a Special Called Meeting of the Street Maintenance Advisory and Appeals Board was held on Monday, February 4, 2019 at 555 Walnut Street, 2nd Floor, Council Chambers, Abilene, Texas 79604.

Board Members Present:

Kenneth (Ken) B. Martin
James Bridwell
Wayne Lanham
Kristina C. Davis
Matthew M. Lubin, Sr.
Michael H. Schultz

Others Present:

Greg McCaffery, Director of Public Works
Michael Rice, Assistant City Manager
Stanley Smith, City Attorney
Ruth Garcia, Executive Assistant

Board Members Absent:

Louis Rangel

1. The meeting was called to order at 5:32 p.m. by chair Ken Martin.

2.a.1. Michael Rice states to the Board that 634 S. 11th St., a warehouse, is a commercial business not open to the public being used for private storage only and therefore, Mark Faught, believes that classification as warehouse is not appropriate and requests to be in a different category. Mr. Faught is asking for a lower Street Maintenance Fee (SMF) of \$25 per month instead of the \$45 fee. Mr. Rice explains that there is no classification for private use property, and that staff has come up with a potential category, a privately owned property classification which is not in the ITE Code. There is a land use 160, data center, which is a free standing warehouse facility and staff is willing to create this and send to City Council for consideration. Wayne Lanham made a motion to deny appeal and move forward to create a new category. Kristina C. Davis seconded the motion. Motion carried with all members present voting "Yes". Mr. Rice added that Mr. Faught would then send another letter to the City Manager asking for the appropriate classification and that staff would be willing to credit him for the fee being charged under current classification.

a.2. Mr. Rice states that Sterling Robertson says his property of 326 Butternut is for private use and private storage, but does not identify a category that he thinks is appropriate. He explains that staff will reach out to citizens making an appeal to let them know that there is an addition to the Table and it will be up to each of them to send another letter making a re-classification request. James Bridwell makes a motion to deny appeal. Mr. Lanham seconds motion and all vote "Yes" to deny the appeal.

a.3. Mr. Rice explains that the ITE uses averages and Mr. Ratliff of 241 Cypress, feels that he falls below the average and not in the high-turn over restaurant category, and therefore appeals his classification. Matthew Lubin makes the motion that 241 Cypress be classified as a specialty retail restaurant. Mr. Bridwell seconds the motion. All present are in favor voting "Yes" and appeal is granted.

a.4. 2117 Palm St, Belmont Baptist Church is classified as a 560 Church use. Mr. Rice explained that the fee for churches is based on square footage, not on membership. Mr. Jimmy Griffith feels that \$55 a month is too steep for their small congregation. Additionally they do not use the second floor of their building. Mr. Lubin asked if the City is bound by sq. footage or can it be by membership. Mr. Rice said the City is bound by sq. footage until there is an ordinance change, and there is no way of knowing what membership is. Mr. Martin asked if there is another classification other than sq. footage in the ITE for churches and Mr. Rice said he is not aware of another one but will go back and look at the ITE and report back to the Board at the next meeting. Mr. Lanham asked if the City is bound to having an ITE classification or if there is a special use classification. Mr. Rice said yes the City is bound to having an ITE classification and he is not aware of a special classification. Mr. Lanham made the motion to table the

Street Maintenance Advisory and Appeals Board
Minutes – February 4, 2019 meeting

request by Mr. Griffith so that staff can have an opportunity to make a recommendation to the Board. Mr. Lubin seconded the motion. All voted “Yes” to table the item so that staff can have some answers for the Board at the next scheduled meeting of March 21, 2019.

2.b.1. Single building, single use. Mr. Rice explained that there are many buildings that have multiple water meters and the Ordinance states that each water meter that serves a property must pay the SMF. Staff supports a new exemption: a single use, single building exemption where if you have a single building with multiple water meters you would only pay the SMF one time. It would be an actual ordinance change to bring before the City Council for their consideration and action. Ms. Davis made a motion to approve the staff’s recommendation. Mr. Bridwell seconded the motion and all members present voted “Yes” in favor of staff’s recommendation.

b.2. Abilene Aero Inc., 2850 Airport Blvd, is an airport hangar complex with multiple buildings with multiple meters. Lynn Beard is requesting an abatement of the SMF and believes since they are a single business they should only pay one SMF. He is requesting an Ordinance revision allowing a flat rate fee on additional meters. Mr. Rice explained that does not line up with the way the Ordinance is written but the Board can move to recommend an Ordinance revision to the City Council for consideration. There is not an airport hangar use classification so those are classified as warehouse. Mr. Lubin made a motion to have the Council consider an ordinance revision for this particular situation. Mr. Martin asked for an explanation on this. Mr. Rice stated that if there is a facility with multiple meters, then the facility would pay the SMF and then a fee that Council decides for additional meters for the same facility. If the Board believes that this is appropriate then staff can come up with some language , but it is something they would not do in a rush, and would present it to the Board in written form so that the Board can see exactly what the language looks like. Mr. Lubin amended his motion to: Once the language is written and comes back to the Board for review, then they can move forward. No one seconded the motion and therefore the motion died.

2.c.1. ITE CODE 947. Mr. Rice explained that staff has determined that automated car washes are paying less SMF than the self-service car wash. Staff finds this to be in-equitable and actually wrong and recommends a change in that the automated car wash would still stay as is but the self-car wash would go to 108 per location and not per stall. Ms. Davis makes the motion to remove the language of per stall and change it to location. Mr. Schultz seconded the motion. All voted “Yes” in favor of the motion.

2.c.2. ITE CODE 920. Mr. Rice stated that staff has received a letter from Randy Wilkerson who believes that an ITE code was omitted from the original Table adopted by Council and he believes that Code 920 best fits his business and is recommending for the Board to recommend to Council to adopt this code. Currently he is classified Code 814 variety store. He believes that he should be classified as a print shop but there is no classification for that. Mr. Rice explains that this is not an appeal but a request for a new classification. Mr. Lanham asked if Board has the availability to all of the codes. Mr. Rice says there are 2 manuals with all the information and recommends sending the Board the table of contents that lists the different classifications so that they can see if there is a title where they would want more information and then staff can send that information to Board. Ms. Davis made the motion to accept staff’s recommendation to ask Council to add Code 920 to the ITE Code for the City of Abilene. Mr. Bridwell seconded motion. Motion carried with all voting “Yes”.

3. There being no further business to discuss the meeting adjourned at 7:18 p.m.

Approved: _____
Ken Martin, Chairman



Street Maintenance Advisory And Appeals Board

Agenda Memo

Meeting Date: 3/21/2019

TO: Street Maintenance Advisory and Appeals Board

FROM: Greg McCaffery, P.E., CFM, Director of Public Works

SUBJECT: Update on Council Actions
1. Amendments to the Street Maintenance Trip Factor
2. Ordinance Revisions

GENERAL INFORMATION

City staff through discussions and feedback from the Street Maintenance Advisory and Appeals Board brought forth before the City Council recommendations to amend the City's Trip Factor Index, thereby providing for additional uses, and address ordinance language, thereby clarifying single use, single building with multiple water meters customer.

SPECIAL CONSIDERATIONS

N/A

FUNDING/FISCAL IMPACT

N/A

STAFF RECOMMENDATION

N/A

BOARD OR COMMISSION RECOMMENDATION

N/A

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Ordinance Single Use Multiple Meter	Backup Material
<input type="checkbox"/> Resolution_Trip_Factor_Amend	Backup Material
<input type="checkbox"/> Trip_Factor_Index_Table_Amend	Backup Material
<input type="checkbox"/> Powerpoint Single Use Trip Factor	Presentation

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 29, "STREETS AND SIDEWALKS," ARTICLE X, "STREET MAINTENANCE FEE," SECTION 29-172, "GENERAL REGULATIONS" OF THE CODE OF THE CITY OF ABILENE, AS SET OUT BELOW, PROVIDING A SEVERABILITY CLAUSE; AND CALLING FOR A PUBLIC HEARING

WHEREAS, the City Council adopted an ordinance on June 14, 2018, entitled Street Maintenance Fee, Section 29-172, Article X, of Chapter 29, Streets and Sidewalks; and

WHEREAS the City desires to add a provision for single building, single use with multi-meters facility, that only one monthly payment for the Street Maintenance Fee by made.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ABILENE, TEXAS

PART 1: That Chapter 29, "Streets and Sidewalks," Article X, "Street Maintenance Fee," Section 29-172, "General Regulations," of the Code of Ordinances, City of Abilene, Texas, is hereby amended as set out in Exhibit A, attached and made a part of this ordinance for all purposes.

PART 2: That if the provisions of any section, subsection, paragraph, subdivision or clause of this ordinance shall be adjusted invalid by a court of competent jurisdiction such judgment shall not affect or invalidate the remainder of any section, subsection, paragraph, subdivision, or clause of this ordinance.

PASSED ON THE FIRST READING this 14th day of March 2019.

A notice of the time and place, where and when said ordinance would be given a public hearing and considered for final passage was published in the Abilene Reporter-News, a daily newspaper of general circulation in the Abilene, said publication being on the 24th day of March, 2019, the same being more than 24 hours prior to a public hearing being held in the Council Chamber of the City Hall in Abilene, Texas, at 4:30 PM on March 28th day of March 2019, to permit the public to be heard.

PASSED ON SECOND AND FINAL READING this 28th day of March 2019.

ATTEST:

Shawna Atkinson, Interim City Secretary

Anthony Williams, Mayor

Approved:

Stanley Smith, City Attorney

Exhibit A

(g) *Determination of street maintenance fee*

[ADD]

(5) The Street Maintenance Fee for a single building with a single use, and with multiple water meters, shall be calculated and charged monthly to the utility customer for one meter only.

(a) For example, a church building, having a single use, and having multiple water meters, would be charged monthly for one meter only.

RESOLUTION NO. 52-2019

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ABILENE, TEXAS, AMENDING THE TRIP FACTOR INDEX FOR UTILIZATION IN CALCULATING INDIVIDUAL STREET MAINTENANCE FEES.

WHEREAS, The City Council has adopted a Street Maintenance Fee Ordinance; and

WHEREAS, The Street Maintenance Fee Ordinance includes formulas for fee, the calculation of which is dependent upon trip factors based on the Institute of Transportation Engineers Trip Generation manual, 9th Edition, as modified by the City, and are the number of trips, anticipated to and from a benefitted property per its land use and established unit, as amended for local conditions, and;

WHEREAS, the Ordinance allows to amend and add additions to the Trip Factor Index.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ABILENE, TEXAS:

- PART 1:** That the City Council approve the Trip Factor Index Code 947, Self-Car Wash, Land Use Category from 108 per location and not per stall.
- PART 2:** That the City Council approve adding a new Trip Factor Index Code 920, Copy, Print and Express Ship Store with a Trip Factor of 1.16.
- PART 3:** That the City Council approve adding a new Trip Factor index Code 160, Private use Commercial Private Not Open to Public with a Trip Factor of 0.99.
- PART 4:** That this resolution shall take effect immediately from after passage.

ADOPTED this 14th day of March, 2019.

ATTEST:

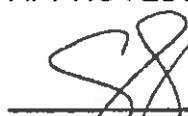


Shawna Atkinson, Interim City Secretary



Anthony Williams, Mayor

APPROVED:



Stanley Smith, City Attorney

ID	ITE CODE	LAND USE CATEGORY	TRIP FACTOR	UNIT OF MEASURE per 1,000 square feet unless otherwise noted
28	110	General Light Industrial	6.97	
27	120	General Heavy Industrial	1.50	
40	140	Manufacturing	3.82	
63	150	Warehousing	3.56	
44	151	Mini-Warehouse	2.50	
65	160	Private Use Commercial Private Not Open to Public	0.99	
59	170	Utilities	0.80	
2	254	Assisted Living	2.66	
37	310	Hotel	8.17	
45	320	Motel	5.63	
12	416	Campground/Recreation	0.52	
30	430	Golf Course	5.04	per Acre
43	431	Miniature Golf	0.33	per Hole
31	432	Golf Driving Range	13.65	per Tee Location
47	435	Multi-Purpose Recreation Center	3.58	
9	437	Bowling Alley	33.33	
1	440	Adult Cabaret	38.67	
46	444	Movie Theatre	99.28	
33	492	Health/Fitness Club	32.93	
3	493	Athletic Club	43.00	
13	560	Church	9.11	
24	560	Funeral Home	9.11	
18	565	Day Care Center	74.06	
48	580	Museum	0.35	
39	591	Lodge/Fraternal/Other Non-profit	0.29	
36	610	Hospital	13.22	
49	620	Nursing Home	7.60	
14	630	Clinic	34.45	
61	640	Veterinary	4.08	
29	710	General Office	11.03	
42	720	Medical/Dental Office	36.13	
53	760	Research & Development Facility	8.11	
11	770	Business Park	12.44	
58	810	Tractor Supply Store	1.40	
16	811	Construction Equipment	0.99	
60	814	Variety Store	64.03	
55	826	Specialty Retail Center	44.32	
8	841	Automobile Sales	32.30	
52	842	Recreational Vehicle Sales	2.54	
7	843	Automobile Parts Sales	61.91	
57	848	Tire Store	24.87	
56	850	Supermarket	102.24	
17	853	Convenience Market with Fuel Pumps	845.6	
19	854	Discount Supermarket	90.86	
35	862	Home Improvement Store	41.80	
50	881	Pharmacy	96.91	
25	890	Furniture Store	5.06	
41	897	Medical Equipment	6.00	
62	911	Walk-In Bank	12.13	
21	912	Drive-In Bank	148.15	
32	918	Hair Salon	1.21	
64	920	Copy, Print and Express Ship Store	1.16	
20	925	Bar with, or without food service	15.49	
34	932	High Turnover Restaurant	127.15	
23	934	Fast Food	496.12	
15	936	Coffee Shop	64.21	
10	939	Bakery/Donut Shop	70.22	
51	941	Quick Lubrication Shop	40.00	per Service Station
5	942	Automobile Care Center	2.83	
6	943	Automobile Parts & Services	4.46	
26	944	Gasoline/Service Station	168.56	per Fueling Position
54	947	Self Service Car Wash	108.00	per Location
4	948	Automated Car Wash	14.12	
22	---	Dry Cleaners	1.93	
38	---	Laundry	1.93	

ID	ITE CODE	LAND USE CATEGORY	TRIP FACTOR	UNIT OF MEASURE per 1,000 square feet unless otherwise noted
1	440	Adult Cabaret	38.67	
2	254	Assisted Living	2.66	
3	493	Athletic Club	43.00	
4	948	Automated Car Wash	14.12	
5	942	Automobile Care Center	2.83	
6	943	Automobile Parts & Services	4.46	
7	843	Automobile Parts Sales	61.91	
8	841	Automobile Sales	32.30	
9	437	Bowling Alley	33.33	
10	939	Bakery/Donut Shop	70.22	
11	770	Business Park	12.44	
12	416	Campground/Recreation	0.52	
13	560	Church	9.11	
14	630	Clinic	34.45	
15	936	Coffee Shop	64.21	
16	811	Construction Equipment	0.99	
17	853	Convenience Market with Fuel Pumps	845.6	
18	565	Day Care Center	74.06	
19	854	Discount Supermarket	90.86	
20	925	Bar with, or without food service	15.49	
21	912	Drive-In Bank	148.15	
22	---	Dry Cleaners	1.93	
23	934	Fast Food	496.12	
24	560	Funeral Home	9.11	
25	890	Furniture Store	5.06	
26	944	Gasoline/Service Station	168.56	per Fueling Position
27	120	General Heavy Industrial	1.50	
28	110	General Light Industrial	6.97	
29	710	General Office	11.03	
30	430	Golf Course	5.04	per Acre
31	432	Golf Driving Range	13.65	per Tee Location
32	918	Hair Salon	1.21	
33	492	Health/Fitness Club	32.93	
34	932	High Turnover Restaurant	127.15	
35	862	Home Improvement Store	41.80	
36	610	Hospital	13.22	
37	310	Hotel	8.17	
38	---	Laundry	1.93	
39	591	Lodge/Fraternal/Other Non-profit	0.29	
40	140	Manufacturing	3.82	
41	897	Medical Equipment	6.00	
42	720	Medical/Dental Office	36.13	
43	431	Miniature Golf	0.33	per Hole
44	151	Mini-Warehouse	2.50	
45	320	Motel	5.63	
46	444	Movie Theatre	99.28	
47	435	Multi-Purpose Recreation Center	3.58	
48	580	Museum	0.35	
49	620	Nursing Home	7.60	
50	881	Pharmacy	96.91	
51	941	Quick Lubrication Shop	40.00	per Service Station
52	842	Recreational Vehicle Sales	2.54	
53	760	Research & Development Facility	8.11	
54	947	Self Service Car Wash	108.00	per Location
55	826	Specialty Retail Center	44.32	
56	850	Supermarket	102.24	
57	848	Tire Store	24.87	
58	810	Tractor Supply Store	1.40	
59	170	Utilities	0.80	
60	814	Variety Store	64.03	
61	640	Veterinary	4.08	
62	911	Walk-In Bank	12.13	
63	150	Warehousing	3.56	
64	920	Copy, Print and Express Ship Store	1.16	
65	160	Private Use Commercial Private Not Open to Public	0.99	

Ordinance Amendment Single Building, Single Use, Multiple Water Meters And Trip Factor Index Amendments

March 21, 2019



Street Maintenance Fee

- Adopted by ordinance June 14, 2018 – Street Maintenance Fee
- Recommended to Create an Exemption for Single Building, Single Use with Multiple Water Meters within the Code – To be Charged for Only One Water Meter in the Calculation of one's Street Maintenance Fee.
- City Council Meeting of March 14th (First Read). Scheduled for public hearing and final reading March 28th.



Trip Factor Index

- Adopted by Resolution June 14, 2018 – Trip Factor Index
- Recommendations from the Street Maintenance Advisory and Appeals Board
- Recommended to Create a New Code 160 – Private Use Commercial Private Not Open to Public – Trip Factor 0.99
- Recommended to Create Fair Equitable Relationship Between Automated and Self Car Washes – Set Self Car Wash to 108 and Not Per Stall
- Establish a New Code 920 – Copy, Print and Express Ship Store - Trip Factor 1.16

Questions?





Street Maintenance Advisory And Appeals Board

Agenda Memo

Meeting Date: 3/21/2019

TO: Street Maintenance Advisory & Appeals Board

FROM: Greg McCaffery, P.E., CFM. Director of Public Works

SUBJECT: Discussion and Possible Action on ITE Code for Churches

GENERAL INFORMATION

At the February 4, 2019 Board meeting, the Board had requested staff review possible alternatives towards the ITE Trip Factor Index Code for Churches (Trip Factor ID 13, ITE Code 560 and Trip Factor 9.11).

A review of the ITE Trip Generation Manual 9th Edition does not provide for an alternative ITE Code Category that churches could fall within. Synagogues and Mosque have similar ITE Codes. The current church Trip Factor of 9.11 is for weekday averages. This number raises to 10.37 on Saturday and 36.63 on Sunday. Currently the City has a Lodge/ Fraternal/ Other Non-profit Land Use Category (Trip Factor ID 39, ITE Code 591 and Trip Factor 0.29) that possibly churches could fall within. This option would allow for some relief to the numerous smaller congregational churches throughout the City, and would place most churches within a Rate Code of C-1 with a monthly rate of \$25.00 per month.

SPECIAL CONSIDERATIONS

N/A

FUNDING/FISCAL IMPACT

N/A

STAFF RECOMMENDATION

N/A

BOARD OR COMMISSION RECOMMENDATION

ATTACHMENTS:

Description	Type
☐ Trip Factor Church and Lodges	Backup Material
☐ Church Trip Factor Options PowerPoint	Presentation

Land Use: 560 Church

Description

A church is a building in which public worship services are held. A church houses an assembly hall or sanctuary; it may also house meeting rooms, classrooms and, occasionally, dining, catering, or party facilities. Synagogue (Land Use 561) and mosque (Land Use 562) are related uses.

Additional Data

Worship services are typically held on Sundays.

Some of the surveyed churches offered day care or extended care programs during the week.

Peak hours of the generator—

The weekday A.M. peak hour varied between 10:00 a.m. and 12:00 p.m. The weekday P.M. peak hour varied between 7:00 p.m. and 11:00 p.m. The Saturday peak hour varied between 5:00 p.m. and 8:00 p.m. The Sunday peak hour varied between 9:00 a.m. and 1:00 p.m.

The sites were surveyed between the late 1970s and the 2000s throughout the United States.

Source Numbers

90, 120, 169, 170, 423, 428, 436, 554, 571, 583, 629, 631, 704

Land Use: 591

Lodge/Fraternal Organization

Description

A lodge or fraternal organization typically includes a clubhouse with dining and drinking facilities, recreational and entertainment areas and meeting rooms.

Additional Data

Peak hours of the generator—

The weekday A.M. peak hour was between 11:00 a.m. and 12:00 p.m. The weekday P.M. peak hour was between 3:00 p.m. and 4:00 p.m. The Saturday peak hour was between 12:00 p.m. and 1:00 p.m. The Sunday peak hour was between 5:00 p.m. and 6:00 p.m.

This site was surveyed in 1977 at a lodge in California with 3,200 members, 20 employees and 246 parking spaces. On-site facilities included a clubhouse with three dining rooms and two bars, tennis and handball courts, bowling lanes, a billiard room, swimming pool, exercise room and steam room.

Source Number

113

Trip Factor Index - Churches Discussion and Possible Action

March 21, 2019



Trip Factor Index

- Adopted by Resolution June 14, 2018 – Trip Factor Index
- Review of the ITE Code Churches, Synagogue and Mosque similar ITE Codes

Weekday averages versus Sunday

- Possible option classify within Lodge/ Fraternal organization/ Other Non-profit

Trip Factor index of 9.11 versus 0.29

- Most smaller congregational churches would fall within the Rate Code of C-1, with a rate of \$25.00 per month and a Base Trip Rate between 0.00 and 4.99



Questions?





Street Maintenance Advisory And Appeals Board

Agenda Memo

Meeting Date: 3/21/2019

TO: Street Maintenance Advisory & Appeals Board

FROM: Greg McCaffery, P.E., CFM, Director of Public Works

SUBJECT: Review and Approval of Proposed Street Projects for the 2020 Street Maintenance Program

GENERAL INFORMATION

City staff has developed through Cartegraph scenarios, input from Engineering & Street Services Divisional staff and Street Maintenance Advisory and Appeals Board comments a program of various projects for review and concurrence towards the 2020 Street Maintenance Program. Provided herein is a staff recommendation for the 2020 year of projects, projections for years 2021 and 2022 projects, along with overall maps for each project location and a detailed listing of streets, which would be included within the 2020 program list of projects.

Through the use of Cartegraph City staff were able to develop a listing of recommended street projects based on the optimal use of projected street maintenance funds. It is anticipated that approximately \$5.50 million dollars will be generated through the 2019 and 2020 street maintenance fee and another \$1.50 million dollars through Development Corporation of Abilene (DCOA).

It is anticipated to start the necessary design over the spring, summer and fall of 2019, with a early 2020 bid letting schedule.

The 2021 and 2022 planned projects are provided as information only at this time, with the 2021 planned projects to be discussed in more detail in early 2020 with the Board at a future meeting.

SPECIAL CONSIDERATIONS

N/A

FUNDING/FISCAL IMPACT

N/A

STAFF RECOMMENDATION

City staff recommends approval of the 2020 Street Projects as presented.

BOARD OR COMMISSION RECOMMENDATION

ATTACHMENTS:

Description	Type
▣ Street Maintenance Program Map 2020 to 2022	Backup Material
▣ 2020 Street Maintenance Program PowerPoint	Presentation

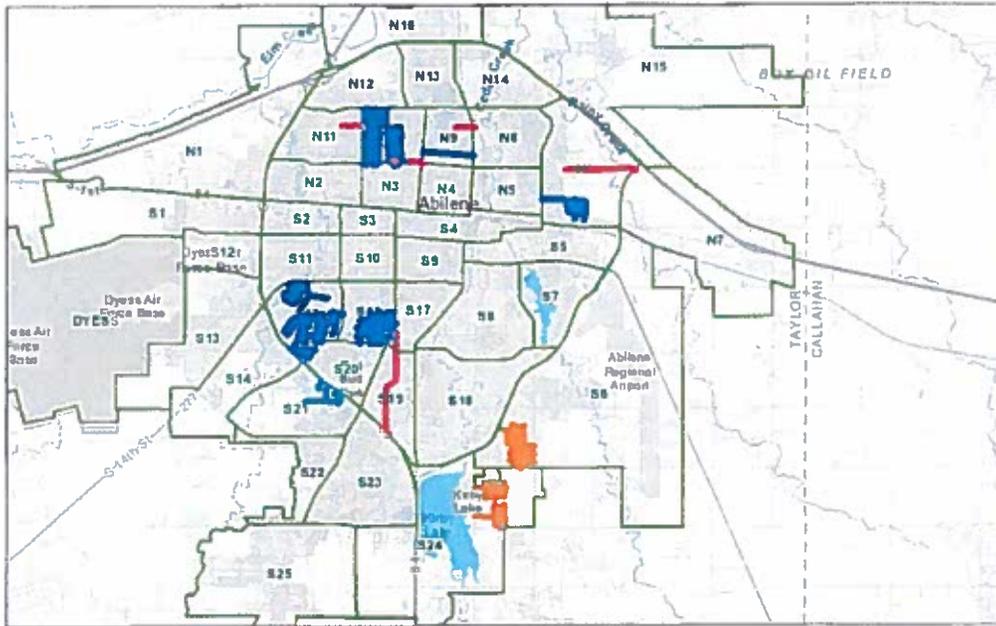
PAVEMENT MAINTENANCE PROJECTS
STREET MAINTENANCE FEE

2020						
Street Name	Functional Classification	Zone	Activity	Cost	Commercial	Concrete
John Knox Dr	Arterial	S 21	Reconstruction	\$389,612.00	\$389,612.00	\$102,080.00
Village Drive	Collector	S 21	Mill/Fill	\$202,323.00	\$202,323.00	\$45,117.00
Cedar Run	Collector	S 21	Mill/Fill	\$353,613.00	\$0.00	\$0.00
Turner Drive	Collector	S 21	Mill/Fill	\$257,395.00	\$257,395.00	\$0.00
Various	Local	S 6/S 24	Micro-surfacing	\$310,000.00	\$0.00	\$0.00
Various	Local	N 10/S 15	Resurfacing	\$3,989,434.00	\$0.00	\$0.00
S. 23rd St. and Barrow St.	Intersection		Concrete	\$500,000.00	\$500,000.00	\$0.00
				\$6,002,377.00	\$1,349,330.00	\$147,197.00

2021						
Street Name	Functional Classification	Zone	Activity	Cost	Commercial	Concrete
N 18th St	Collector	N 8/N 9/N 11	Mill/Fill	\$881,031.00	\$881,031.00	\$0.00
Sayles St	Collector	S 19	Reconstruction	\$3,005,581.00	\$455,429.55	\$250,000.00
Various	Local	S 15	Resurfacing	\$1,190,601.23	\$0.00	\$0.00
Various	Local	N 10	Resurfacing	\$756,593.09	\$0.00	\$0.00
South 23rd St. and Willis St.	Intersection		Concrete	\$500,000.00	\$500,000.00	\$0.00
				\$6,333,806.32	\$1,836,460.55	\$250,000.00

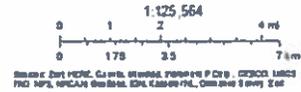
2022						
Street Name	Functional Classification	Zone	Activity	Cost	Commercial	Concrete
EN 10th St	Arterial	N 6	Mill/Fill	\$1,828,843.00	NA	\$0.00
N 11th St	Arterial	N 10	Reconstruction	\$585,969.00	NA	\$0.00
N 13th St	Collector	N 9	Mill/Fill	\$317,639.00	NA	\$0.00
Various	Local	S 16	Resurfacing	\$900,000.00	NA	\$0.00
Various	Local	N 6	Resurfacing	\$900,000.00	NA	\$0.00
Buffalo Gap Rd. & S. 27th St.	Intersection		Concrete	\$500,000.00	NA	\$0.00
				\$5,032,451.00	NA	\$0.00

2020-2022 Projected Street

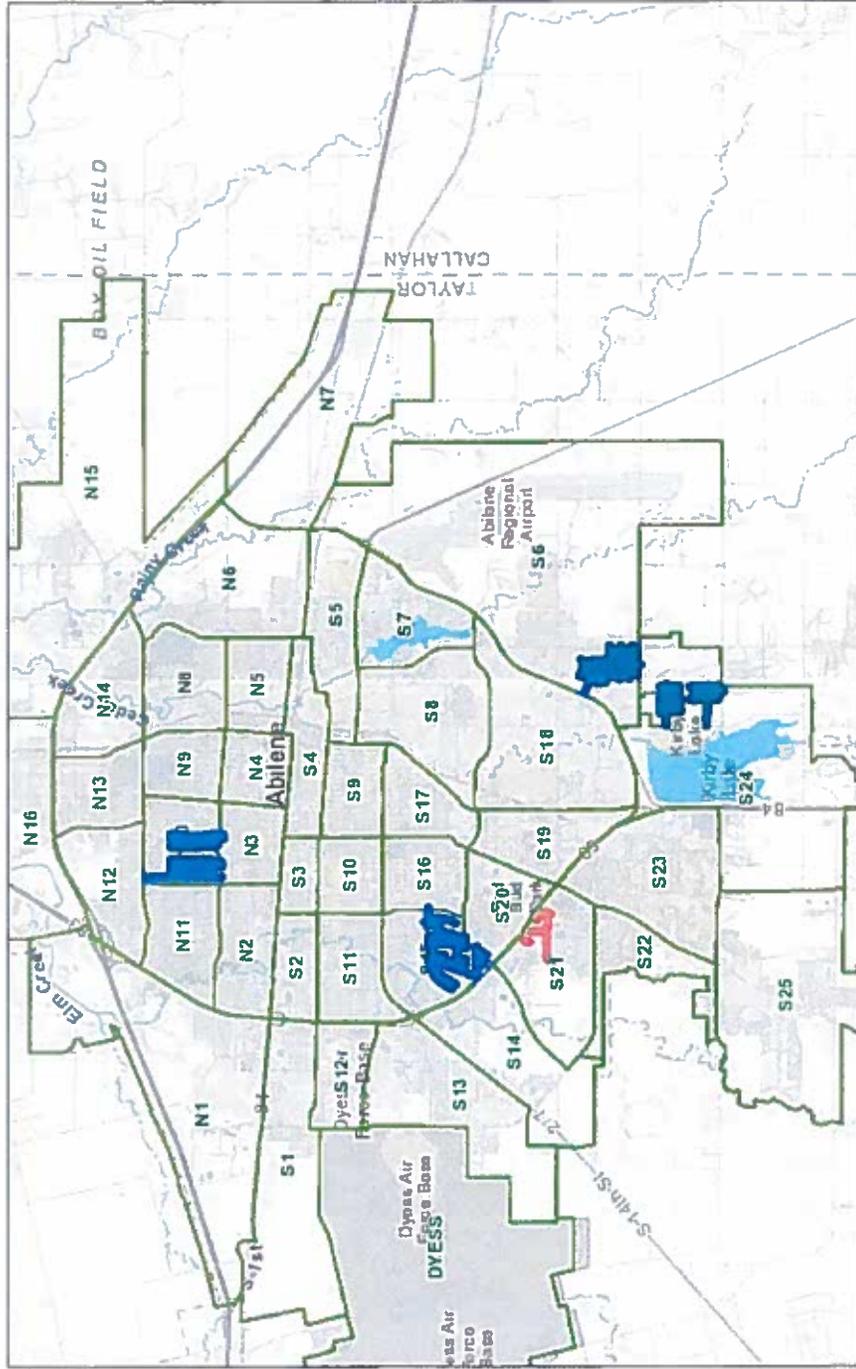


February 28, 2019

- | | |
|-------------|-------------------------------|
| Full Depth | 2020-2022 Resurfacing Local's |
| Resurfacing | 2020-2022 Resurfacing |
| Resurfacing | M-3/F-30 |
| Full Depth | |



2020 Projected Street Maintenance Projects



February 20, 2019

-  2020 Resurface Locals
-  2020 Microsurface
-  Major Street Project

1:125,564



Source: City of Abilene, Texas, Planning Department, 2019. City of Abilene, Texas, Planning Department, 2019. City of Abilene, Texas, Planning Department, 2019. City of Abilene, Texas, Planning Department, 2019.

2020 Resurface Project



February 21, 2019

2020 Resurface Locals

1 31,391
0 0.275 0.55 1.1 m
0 0.425 0.85 1.7 km
Data © Esri, HERE, DeLorme, Swire, Fugro, P. Corp., GEBCO, IGN, NOAA, NPS, NRCAN, Ordnance Survey, Esri, Swire, Fugro, P. Corp., GEBCO, IGN, NOAA, NPS, NRCAN, Ordnance Survey, Esri

2020 Resurface Project



February 21, 2019

2020 Resurface Locals



**City of Abilene
Street Maintenance Program
2020 Street Maintenance Program**

Street	Activity	Functional Classification	Work Zone	From	To
BRAZOS DR	S-Microsurfacing	Local	S24	Prestons Path	McLeod Dr
BUFFALO SPRINGS DR	S-Microsurfacing	Local	S24	Prestons Path	Dead End
CINDERELLA LN	S-Microsurfacing	Local	S24	Cotton Candy Rd	Miss Ellie Ln
COTTON CANDY RD	S-Microsurfacing	Local	S24	Cinderella Rd	Yellow Brick Rd
EAGLE MOUNTAIN DR	S-Microsurfacing	Local	S24	Prestons Path	McLeod Dr
LOLLOPOP TR	S-Microsurfacing	Local	S24	Cinderella Rd	Yellow Brick Rd
MCLEOD DR	S-Microsurfacing	Local	S24	Dead End	Dead End
MILL CREEK DR	S-Microsurfacing	Local	S24	McLeod Dr	Prestons Path
MISS ELLIE LN	S-Microsurfacing	Local	S24	Cinderella Rd	Yellow Brick Rd
NOCONA DR	S-Microsurfacing	Local	S24	Buffalo Springs Dr	Colony Hill Rd
PRESTONS PATH	S-Microsurfacing	Local	S24	Buffalo Springs Dr	Dead End
RAVEN CT	S-Microsurfacing	Local	S24	Buffalo Springs Dr	Dead End
SOUTHLAKE DR	S-Microsurfacing	Local	S24	Maple St	Dead End
SUGARBERRY AV	S-Microsurfacing	Local	S24	Maple St	Dead End
SUGARLOAF AV	S-Microsurfacing	Local	S24	Cinderella Rd	Yellow Brick Rd
WHITEROCK DR	S-Microsurfacing	Local	S24	McLeod Dr	Prestons Path
YELLOW BRICK RD	S-Microsurfacing	Local	S24	Miss Ellie Rd	Dead End
BENELLI DR	S-Microsurfacing	Local	S6	Lonesome Dove	Coyote Run
BERETTA DR	S-Microsurfacing	Local	S6	Lonesome Dove	Coyote Run
BIG BEND TR	S-Microsurfacing	Local	S6	Swift Water Trl	Running Water Trl
BIG WATER TR	S-Microsurfacing	Local	S6	Coyote Run	Many Waters
BUNNY RUN	S-Microsurfacing	Local	S6	Dead End	Dead End
COTTONTAIL WAY	S-Microsurfacing	Local	S6	Bunny Run	Oldham Ln
COYOTE RUN	S-Microsurfacing	Collector	S6	Hardison Ln	Dead End
COYOTE RUN CT	S-Microsurfacing	Collector	S6	Coyote Run	Dead End
CREEK SIDE DR	S-Microsurfacing	Local	S6	Yellowstone Trl	Dead End
FLAT WATER DR	S-Microsurfacing	Local	S6	Many Waters	Coyote Run
GREAT WATERS DR	S-Microsurfacing	Local	S6	Many Waters	Coyote Run
HEALING WATER TR	S-Microsurfacing	Local	S6	Many Waters	Coyote Run

JACKRABBIT TR	S-Microsurfacing	Local	S6	Bunny Run	Oldham Ln
LONE STAR DR	S-Microsurfacing	Local	S6	Coyote Run	Loop 322
LONESOME DOVE TR	S-Microsurfacing	Local	S6	Mossy Oak Dr	Berretta Dr
MANY WATERS DR	S-Microsurfacing	Local	S6	Swift Water Trl	Great Waters Dr
MARLIN DR	S-Microsurfacing	Local	S6	Lonesome Dove	Coyote Run
MOSSY OAK DR	S-Microsurfacing	Local	S6	Lonesome Dove	Coyote Run
RUNNING WATER TR	S-Microsurfacing	Local	S6	Many Waters	Dead End
SCOOBIE TR	S-Microsurfacing	Local	S6	Yellowstone Trl	Dead End
SHALLOW WATER TR	S-Microsurfacing	Local	S6	Many Waters	Coyote Run
SPRING CREEK RD	S-Microsurfacing	Local	S6	Swift Water Trl	Wackadoo Dr
SWIFT WATER DR	S-Microsurfacing	Local	S6	Big Bend Trl	Oldham Ln
TURKEY RUN	S-Microsurfacing	Local	S6	Coyote Run	Lonesome Dove Trl
WACKADOO DR	S-Microsurfacing	Local	S6	Spring Creek Rd	Dead End
WILD WEST CR	S-Microsurfacing	Local	S6	Berretta Dr	Dead End
YELLOWSTONE TR	S-Microsurfacing	Local	S6	Swift Water Trl	Wackadoo Dr

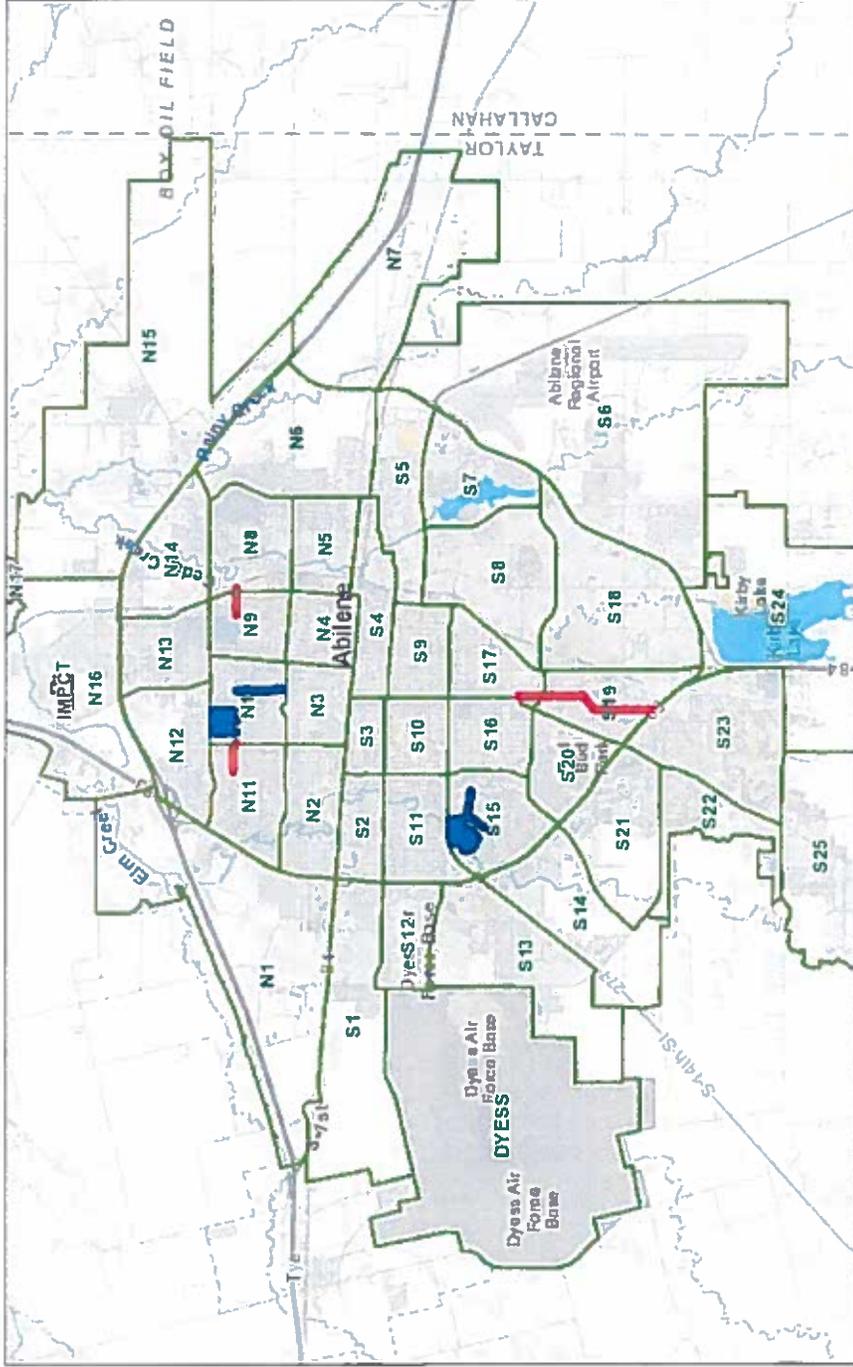
City of Abilene
Street Maintenance Program
2020 Street Maintenance Program

Street	Activity	Functional Classification	Work Zone	From	To
Burger St	Resurfacing	Local	N 10	N 18th St	N 10th St
Fannin St	Resurfacing	Local	N 10	Ambler Ave	N 10th St
Green St	Resurfacing	Local	N 10	N 18th St	N 10th St
Kirkwood St	Resurfacing	Local	N 10	N 18th St	N 10th St
Park Ave	Resurfacing	Local	N 10	N 15th St	N 10th St
Park Ave	Resurfacing	Local	N 10	N 18th St	N 14th St
Shelton St	Resurfacing	Local	N 10	N 10th St	N 18th St
Graham St	Resurfacing	Local	N 10	N 18th St	N 10th St
Brentwood Dr	Resurfacing	Local	S 15	S 20th St	S Danville St
Crescent Dr	Resurfacing	Local	S 15	S 20th St	Brookhollow Dr
Gardenia Cir	Resurfacing	Local	S 15	Highmeadows Dr	Cul-De-Sac
Glenwood Dr	Resurfacing	Local	S 15	S 20th St	Iwanhoe Ln
Greenbriar Dr	Resurfacing	Local	S 15	S 20th St	Brookhollow Dr
Highmeadows Dr	Resurfacing	Local	S 15	Southwest Dr	Brentwood Dr
Lilac Cir	Resurfacing	Local	S 15	Highmeadows Dr	Cul-Ac-Sac
Nandina Cir	Resurfacing	Local	S 15	Highmeadows Dr	Cul-Di-Sac
Oakwood Ln	Resurfacing	Local	S 15	S 20th St	Hollis Dr
Pyraanthia Dr	Resurfacing	Local	S 15	Highmeadows Dr	Cul-Ac-Sac
Regent Dr	Resurfacing	Local	S 15	S 20th St	Brookhollow Dr
Robin Rd	Resurfacing	Local	S 15	Post Oak Rd	Brookhollow Dr
S 21st St	Resurfacing	Local	S 15	Glenwood Dr	S Willis ST
S 25th St	Resurfacing	Local	S 15	Greenbriar Dr	Elmwood Dr
Sylvan Dr	Resurfacing	Local	S 15	S 20th St	Brookhollow Dr
Windsor Rd	Resurfacing	Local	S 15	Post Oak Rd	Brookhollow Dr
Wisteria Way	Resurfacing	Local	S 15	Southwest Dr	Highmeadows Dr
Wisterial Cir	Resurfacing	Local	S 15	Highmeadows Dr	Cul-Te-Sac
Woodridge Dr	Resurfacing	Local	S 15	S 20th St	Brookhollow Dr

City of Abilene
 Street Maintenance Program
 2020 Street Maintenance Program

Street	Activity	Functional Classification	Work Zone	From	To
Turner Plaza	S-AC Reconstruction	Collector	S 21	Ridgemoont Dr	Ridgemoont Dr
Village Dr	S-AC Reconstruction	Collector	S 21	S Clack St	Curry Ln
Cedar Run Rd	S-AC Reconstruction	Collector	S21	Catclaw Dr	JohnKnox Dr
John Knox Dr	S-AC Reconstruction	Collector	S21	Ridgemoont Dr	Curry Ln

2021 Projected Street Maintenance Projects



February 28, 2019

-  Full Depth...
-  Resurface

1:125,564



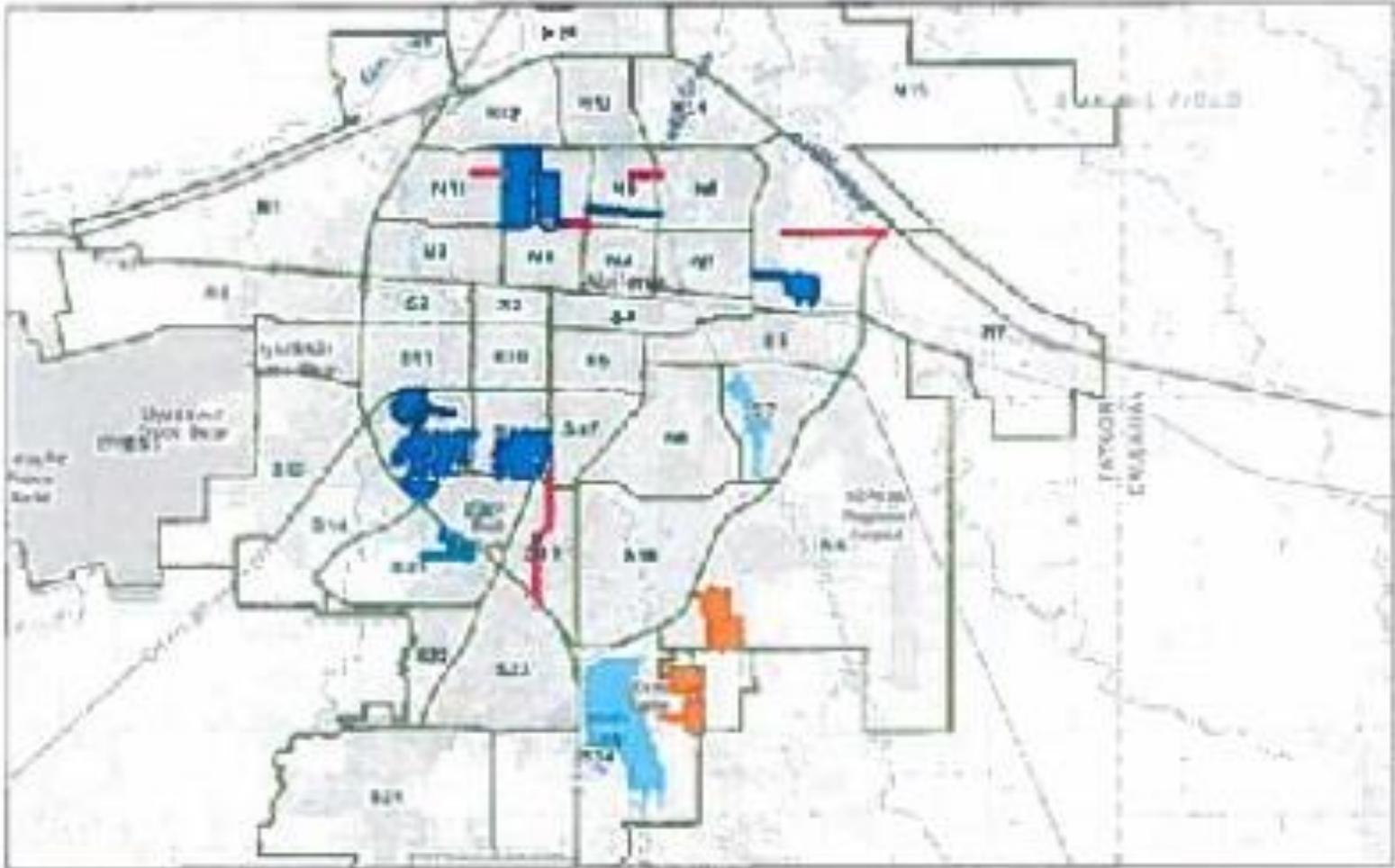
Source: Esri, DeLorme, Garmin, Intermap, INCREMENT P, NOAA, Ordnance Survey, AeroGRID, IGN, Esri, Swisstopo, Mapbox, Microsoft, Swisstopo, Esri, DeLorme, Garmin, IGN, Intermap, INCREMENT P, NOAA, Ordnance Survey, Esri

2020 Street Maintenance Program Overview

March 21, 2019

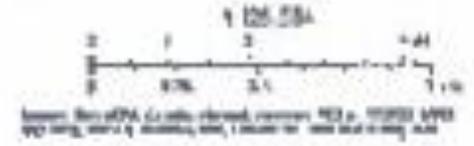


2020-2022 Map Work Zones



February 28, 2024

- | | |
|-----------|-----------|
| 2020-2022 | 2020-2022 |
| 2020-2022 | 2020-2022 |
| 2020-2022 | 2020-2022 |



2020-2022 Map Overall Location

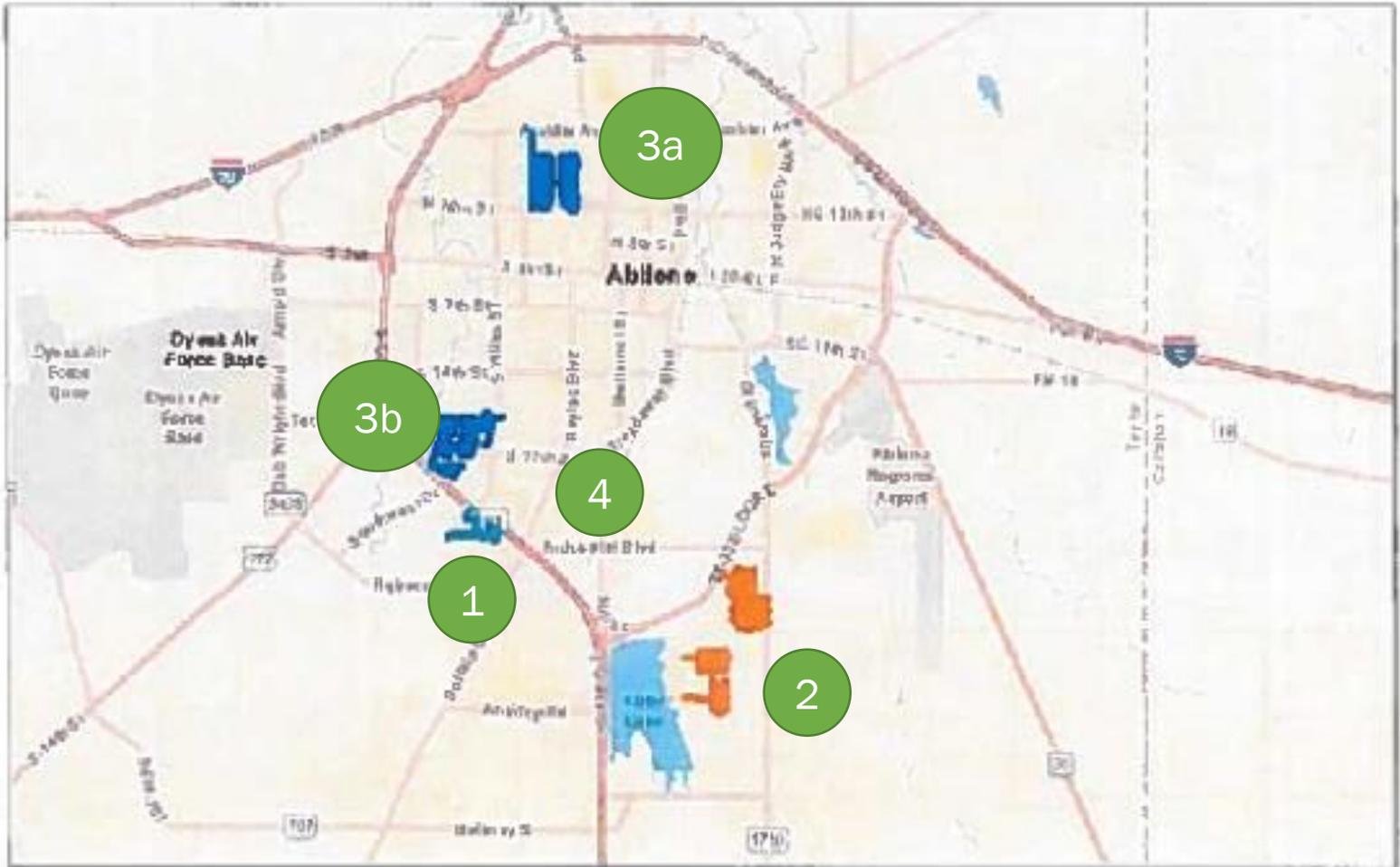
2020						
Street Name	Functional Classification	Zone	Activity	Cost	Commercial	Concrete
John Knox Dr	Arterial	S 21	Reconstruction	\$389,612.00	\$389,612.00	\$102,080.00
Village Drive	Collector	S 21	Mill/Fill	\$202,323.00	\$202,323.00	\$45,117.00
Cedar Run	Collector	S 21	Mill/Fill	\$353,613.00	\$0.00	\$0.00
Turner Drive	Collector	S 21	Mill/Fill	\$257,395.00	\$257,395.00	\$0.00
Various	Local	S 6/S 24	Micro-surfacing	\$310,000.00	\$0.00	\$0.00
Various	Local	N 10/S 15	Resurfacing	\$3,989,494.00	\$0.00	\$0.00
S. 23rd St. and Barrow St.	Intersection		Concrete	\$500,000.00	\$500,000.00	\$0.00
				\$6,002,377.00	\$1,349,330.00	\$147,197.00

2021						
Street Name	Functional Classification	Zone	Activity	Cost	Commercial	Concrete
N 18th St	Collector	N 8/N 9/N 11	Mill/Fill	\$881,031.00	\$881,031.00	\$0.00
Sayles St	Collector	S 19	Reconstruction	\$3,005,581.00	\$455,429.55	\$250,000.00
Various	Local	S 15	Resurfacing	\$1,190,601.23	\$0.00	\$0.00
Various	Local	N 10	Resurfacing	\$756,593.09	\$0.00	\$0.00
South 23rd St. and Willis St.	Intersection		Concrete	\$500,000.00	\$500,000.00	\$0.00
				\$6,333,806.32	\$1,836,460.55	\$250,000.00

2022						
Street Name	Functional Classification	Zone	Activity	Cost	Commercial	Concrete
EN 10th St	Arterial	N 6	Mill/Fill	\$1,828,843.00	NA	\$0.00
N 11th St	Arterial	N 10	Reconstruction	\$585,969.00	NA	\$0.00
N 13th St	Collector	N 9	Mill/Fill	\$317,639.00	NA	\$0.00
Various	Local	S 16	Resurfacing	\$900,000.00	NA	\$0.00
Various	Local	N 6	Resurfacing	\$900,000.00	NA	\$0.00
Buffalo Gap Rd. & S. 27th St.	Intersection		Concrete	\$500,000.00	NA	\$0.00
				\$5,032,451.00	NA	\$0.00

2020 Street Maintenance Program

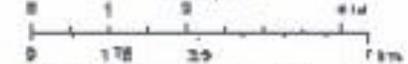
1. Reconstruction/ Mill/ Fill
2. Micro-surfacing
3. Resurfacing
 - a. N-10 Work Zone
 - b. S-15 Work Zone
4. Intersection Improvement
S. 23rd St. & Barrow St.



February 21, 2019

- 2020 Micro-surfacing
- 2020 Reconstruction
- 2020 Resurfacing

1:125,564



ABILENE REGIONAL AIRPORT, 10000 S. 10TH ST., ABILENE, TEXAS 79605

2020 Mill/ Fill / Reconstruction Program

John Knox Dr.
Village Drive
Cedar Run
Turner Drive



February 21, 2019

1" = 848'

0 126 252 424 600 828 1008

0 1 2 3 4 5 6 7 8 9 10

feet



2020 Micro-surfacing Program

Work Zones S - 6 and S - 14



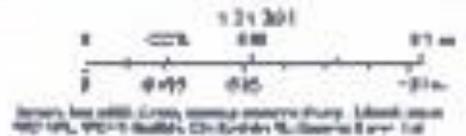
2020 Resurfacing Program

Work Zone N - 10



February 23, 2019

1:24,301



2020 Street Maintenance Program

Work Zone S-15

2020 Resurface Project



February 23, 2018
2020 Resurface Project

1:10,000
0 0.125 0.25 0.5 Miles
0 0.2 0.4 0.8 Miles
Source: Red 1000, State Aerial, Survey of Texas, 1988, 1994, 1998, 2002, 2006, 2010, 2014, 2018, 2020, 2022, 2024

2021 Street Maintenance Program

1. Reconstruction/ Mill/ Fill

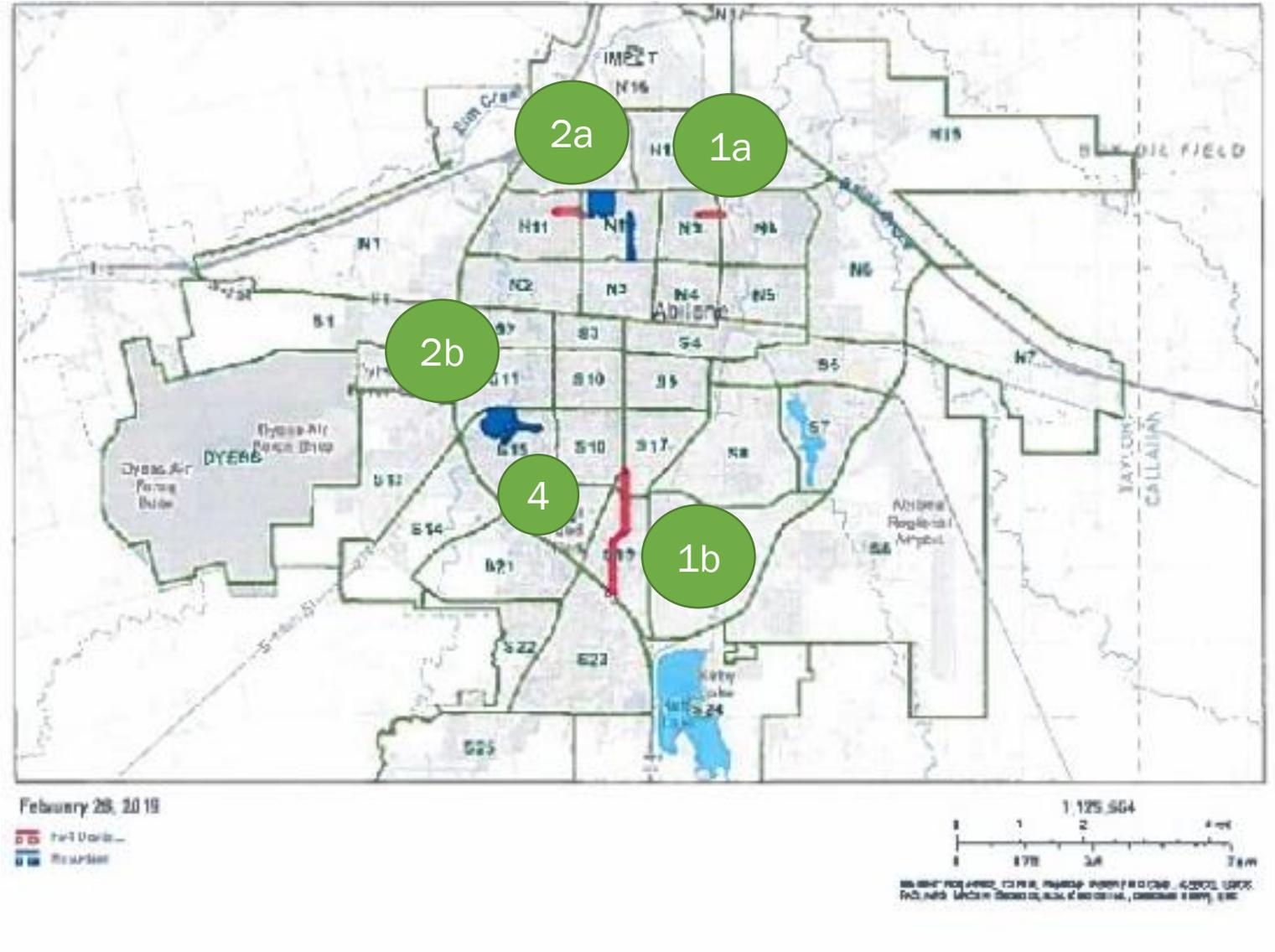
- a. N. 18th Street
- b. Sayles Blvd.

2. Resurfacing

- a. N-10 Work Zone
- b. S-15 Work Zone

4. Intersection Improvement

S. 23rd St. & Willis St.



2022 Street Maintenance Program

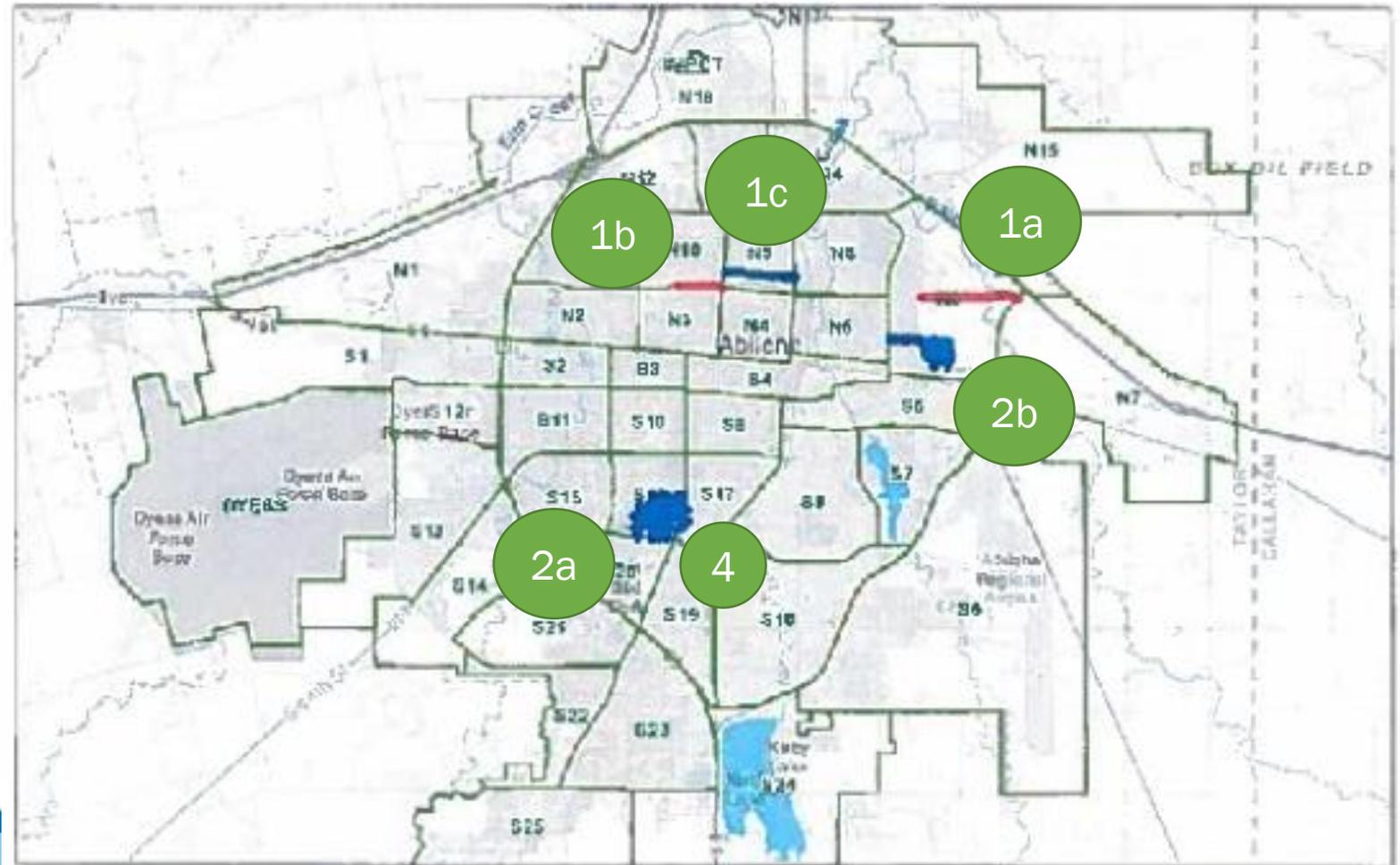
1. Reconstruction/ Mill/ Fill

- a. EN 10th Street
- b. N. 11th Street
- c. N. 13th Street

2. Resurfacing

- a. S-16 Work Zone
- b. N-6 Work Zone

4. Intersection Improvement Buffalo Gap Rd. & S. 27th St.



Questions?





**Street Maintenance Advisory
And Appeals Board
Agenda Memo**

Meeting Date: 3/21/2019

TO: Street Maintenance Advisory & Appeals Board

FROM: Greg McCaffery, P.E., CFM, Director of Public Works

SUBJECT: Discussion and Possible Action on Accountability Standards

GENERAL INFORMATION

As a part of the Board's responsibilities are to develop an annual accountability report to be submitted to the City Council on an annual basis. The Street Maintenance Fee Program started collected funding beginning January 1, 2019. Only one project has been undertaken to date - Ridgemont Drive; to be designed and constructed in 2019. City staff is recommending to report to City Council this project for 2019 and further report the planned projects for the 2020 Street Maintenance Program; indicating they are in design in 2019, with construction to proceed in 2020.

SPECIAL CONSIDERATIONS

N/A

FUNDING/FISCAL IMPACT

N/A

STAFF RECOMMENDATION

Concur with staffs recommendations.

BOARD OR COMMISSION RECOMMENDATION



**Street Maintenance Advisory
And Appeals Board**
Agenda Memo

Meeting Date: 3/21/2019

TO: Street Maintenance Advisory & Appeals Board

FROM: Greg McCaffery, P.E., CFM, Director of Public Works

SUBJECT: Set Future Meeting Dates

GENERAL INFORMATION

Staff is recommended to schedule and set on meeting date that will allow for accountability of the 2019 Street Maintenance Program, that should be completed by this date.

SPECIAL CONSIDERATIONS

FUNDING/FISCAL IMPACT

STAFF RECOMMENDATION

BOARD OR COMMISSION RECOMMENDATION



**Street Maintenance Advisory
And Appeals Board**
Agenda Memo

Meeting Date: 3/21/2019

TO: Street Maintenance Advisory & Appeals Board

FROM: Greg McCaffery, P.E., CFM, Director of Public Works

I hereby certify that the above notice of meeting was posted on the bulletin board at the City Hall of the City of Abilene, Texas, on the 18th day of March, 2019, at 3:40 p.m.

SUBJECT:

Shawna Atkinson, Interim City Secretary

GENERAL INFORMATION

SPECIAL CONSIDERATIONS

FUNDING/FISCAL IMPACT

STAFF RECOMMENDATION

BOARD OR COMMISSION RECOMMENDATION