

ACE Oversight Committee
Minutes

November 8, 2004

Committee Members Present: Larry Gill, Chairman
Mike McMahan, Vice Chairman
Kelly Kinard
Nicki Harle
Randy Nicholson

Committee Members Absent: Kenneth L. Burgess
Jackie Hamilton
Mike Young

City Staff Present: Larry Gilley, City Manager
Jon James, Director, Planning & Development
Services
Elizabeth Grindstaff, Assistant Director, Planning
and Development Services
Richard Burdine, Assistant City Manager,
Economic Development

Others Present: Melissa Borden, Abilene Reporter-News

Chairman Larry Gill called the meeting to order at 4:04 p.m. and declared a quorum present.

Item 2: Approval of the minutes of the August 3, 2004 meeting.

Mr. McMahan moved to approve the minutes with one correction: Mr. Randy Nicholson was in attendance at that meeting. Ms. Harle seconded the motion and the minutes were approved by a vote of five (5) in favor (Gill, McMahan, Harle, Kinard, and Nicholson) to none (0) opposed.

Item 3: Introduction of new Director of Planning and Development Services

Mr. Jon James is the new Director of Planning and Development Services. Mr. James is a graduate of OU and obtained a graduate degree in Planning from the University of Wisconsin. Mr. James was employed by a consulting firm in Wisconsin and performed consulting work throughout the Midwest. In order to be closer to family, Mr. James accepted a position as a Long Range Planner with the City of San Marcos, Texas. Mr. James stated that he is excited about implementation of the newly-adopted Comprehensive Plan.

Item 4: Discussion and update on City Council Retreat and response to suggested ACE priorities.

Mr. Larry Gilley, City Manager, addressed this item. Mr. Gilley stated that the Council members received the letter submitted by Mr. Gill, Chairman of the ACE Oversight Committee delineating priorities of this Committee. At this Retreat, the Council came away with four (4) strategic objectives— all of which address issues of concern to this Committee.

- Economic Development
- Comprehensive Plan
- Water
- City Management – “We want to be inclusive and efficient in our stewardship of Council perspective, staff expertise, and capital resources to continuously improve the delivery of city services.”
 - Under staff effectiveness, it is stated “to implement a process and monitor City reports and guiding documents, such as the ACE, Wadley-Donovan, and Moskin Reports.” (Recognizing that the Moskin Report is not a City endeavor.)

Mr. Gilley stated that City Management is now charged with the task of ensuring that the City Council is continuously apprised of the progress made by staff in meeting the goals identified in the reports mentioned above. When the next workshop meeting of the Council is held, staff will discuss this issue and hopefully receive clarification for accomplishing this strategy.

Mr. Gill asked if a timeline had been established for accomplishing this strategy. Mr. Gilley responded that there is no timeline currently. This information may be established in the next phase of the Council discussions on these issues.

Item 5: Discussion and update on Destination and Trailblazer Signage (2-T3)

Mr. James provided a brief update on this issue. City staff members are meeting to discuss this issue at the present time. This committee is preparing a ‘Request for Proposal’ that will be mailed to a number of marketing firms seeking proposals to develop a signage system for the City (issues ranging from sign placement to color scheme and size of signs). Mr. James stated that to his knowledge not all of the funding is in place at the current time. The project is estimated to cost approximately \$60,000.

Mr. Gill asked Mr. Gilley if the current proposal includes working with TxDOT for all of the signage on State and Federal Highways. Mr. Gilley responded that it is his understanding that this Committee is developing a plan for signage over which the City has control. He stated that he is uncertain if the Committee is extending the scope of the project to include TxDOT. Mr. Gilley stated that certainly TxDOT should be involved at some point.

Ms. Harle stated that in the first Committee meeting on signage, only internal signage was discussed.

Item 6: Discussion and update on the status of Matrix (Update of all Strategies)

Mr. James stated that at this time, staff does not have updates to the Matrix. This item was included on the agenda to receive input and/or comments from the ACE Oversight Committee members.

Mr. Gill stated that the latest matrix is dated September 23, 2004. Mr. Gill asked that the latest version of the matrix be sent out to the Committee members.

Item 7: Discussion and possible action regarding acceptance of completed or substantially completed strategies.

This item will be considered at the Committee's next meeting.

Mr. McMahan asked that since Committee members are appointed by virtue of office, Mr. Galbraith's position will now be held by Mr. John Brogan. This will be corrected for the next meeting.

There being no further business, the meeting was adjourned.

Larry Gill, Chairman