

**STREET MAINTENANCE ADVISORY AND APPEALS BOARD
MEETING MINUTES FOR OCTOBER 25, 2018**

Public notice having been posted, the Street Maintenance Advisory and Appeals Board meeting was held on Thursday, October 25, 2018, at 555 Walnut Street, 2nd Floor, Council Chambers, Abilene, Texas 79604.

Board Members Present:

Kenneth (Ken) B. Martin
Wayne Lanham
Kristina C. Davis
Louis Rangel

Others Present:

Greg McCaffery, Director of Public Works
Michael Rice, Assistant City Manager
Stanley Smith, City Attorney
Larry Wright, City Engineer
Jim Winward, Operations Manager
Rodney Abila, Street Services Manager
Ruth Garcia, Secretary

Board Members Absent:

James Bridwell
Matthew M. Lubin, Sr.
Michael H. Schultz

1. Chairman Ken Martin called the meeting to order at 1:30 pm.
2. Approval of minutes from the June 21, 2018 meeting.
3. Agenda Items:
 - a. Greg McCaffery gave a status update on the Street Maintenance Fee (SMF). Board members received a packet by email which included 3 letters, commercial, residential, and multi-family, that will be going out within a week to the citizens regarding the classification rate. He explained that databases were constructed by staff to be ready for when billing begins on January 1, 2019. Mr. McCaffery stated that all appeals will go before the City Manager first and then if the classification is still challenged then the appeal will go before the Street Maintenance Advisory and Appeals Board. He also said that in the packet is a waiver form that individuals can request a reduction because of income. Individuals would need to submit such form along with backup to the Office of Neighborhood Services. Mr. Martin asked if this income information will accompany the letters that will go out to the citizens. Mr. McCaffery said yes.
 - b. Mr. McCaffery explained that material, various maps on City and TxDOT roadways and the 2015 Bond Election Projects, being provided is material that was requested by the Board at the previous meeting and is for information only.
 - c. Mr. McCaffery said that for the first several years some DCOA (Development Corporation Of Abilene) money, approximately \$1.5 million, will be coming in. Potential projects for this have been identified in the packet, for information purposes only, to the Board for use toward the DCOA money. Mr. Martin asked if staff is to advise the Board on what is needed from them and the Board will advise the Director of Public Works in determining the sequencing of Street Maintenance Projects and would that include 2019 and 2020 projects? Mr. McCaffery said yes and at the next meeting date staff would like to get some guidance and recommendation from the Board for 2019 and 2020 DCOA projects. Mr. Martin clarified that recommendations from Board would be for use of DCOA monies and the projects that would result from the SMF and not bond monies. He also pointed out to Board members to get out in the community and come back the next meeting and advise the City as to what the citizens and the Board would consider good projects and give the City as much information as possible so that final decisions can be made.
 - d. Mr. McCaffery stated that the original setup was to completed a 70% arterial & collectors roads

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and 30% residential streets with the funds collected within the Street Maintenance Fee Program. A lot of funds for 2019 will not come in until after the construction season has commenced so a lot of those projects will be earmarked for 2020, and city staff is recommending doing a 70% residential and a 30% arterial and collector instead given the amount of work, types of treatment methods and overall constructability with local contractors. This decision was guided by the Fugro Pavement Condition Index graph. Mr. McCaffery also said that there were 2 sheets in the packet that outline potential pavement treatments that the City is considering and would also like the Board to consider. He would like the Board to understand the amount of work the City has and the possibility of not having enough contractors to do the type of work and prices escalating. The City is using Cartegraph as a guide to help identify in which areas to spend and optimize available funds. The Street Services Division has broken the City up into work districts and run through various scenarios using Cartegraph to see where is the optimal locations to expend funds using different treatment methods and trying to focus on right treatment methods that can potentially get constructed in 2020. City staff will be giving the Board this material and asking them to review it at a later meeting date should the Board concur with the philosophical switch in funding percentages. Mr. McCaffery said the switch is only for 2020. Kristina Davis said the map provided shows significant amount of work on the South side and asked what the amount of funds versus North and South side are. Mr. McCaffery said staff could provide the Board with that information in more detail as well as the actual street segments with the recommended treatments at a later date. Ms. Davis asked why are there more streets on the South needing to be redone. Rodney Abila said there is more pavement on the South side and optimal treatment types would work more on the south side where there is more pavement. Wayne Lanham mentioned this is good information because citizens will ask why you are doing this on the South side versus the North side and the Board needs answers to defend what's happening. Mr. Martin asked if contractors that are not local could come in from the outside and do surface treatments so that local contractors would not be tied up. Mr. McCaffery stated there has been quite a bit of discussion by staff of the contractors in general within the vicinity to be able to construct the work being put out on the street. TXDOT also has a significant amount of work coming in 2020 out as well so the same contractors that are doing our work will likely be doing TXDOT work too and that's why the City is recommending the flip in 2020. He said if the Board is in concurrence with this, the City will provide more detailed information so that you will see how we have grouped these roadways and packaged them up into constructible type projects to be able to get them out for bid.

e. Public Comments

f. Mr. McCaffery stated that staff would like to have each Board member review the materials given to them, gain feedback from individuals contacting them and to get out and look at those preliminary areas that have been noted by city staff in the DCOA and 2020 plan areas for further discussion with the Board at the next and subsequent meetings. Mr. McCaffery gave two potential dates for the next meeting: November 29th and December 13th, both Thursdays and non-council dates. He would also like to give more advance notices of meeting dates. Louis Rangel suggest the meeting be at 5:30 pm in order to gain more public participation. All Board members present agree of November 29th meeting. Mr. Martin asked Mr. McCaffery to check with other Board members not present to see if that is a good time and date for them also. He also asked Mr. McCaffery to provide, prior to that meeting, in form of an email, the things that the City would like for the Board to come back with at the next meeting in the form of a recommendation.

4. There being no further business for discussion the meeting was adjourned at 2:36 p.m.

Approved: _____


Ken Martin, Chairman