

**AGENDA-REGULAR MEETING
GODDARD CITY COUNCIL
118 NORTH MAIN
GODDARD, KANSAS
MAY 18, 2020, 7:00 P.M.**

- A) CALL TO ORDER**
- B) PLEDGE OF ALLEGIANCE AND INVOCATION**
- C) APPROVAL OF THE AGENDA**
- D) CITIZEN COMMENTS**
- E) APPOINTMENTS, PROCLAMATIONS, RECOGNITIONS, & NOMINATIONS**
- F) CONSENT AGENDA:**

Items on the Consent Agenda are considered by staff to be routine business items. Approval of the items may be made by a single motion, seconded, and a majority vote with no separate discussion of any item listed. Should a member of the Governing Body desire to discuss any item, the item will be removed from the Consent Agenda and considered separately.

- 1. Approval of Minutes
 - a. Regular Meeting – May 4, 2020
- 2. Accounts Payable
 - a. May 7, 2020 for \$39,010.44
 - b. May 13, 2020 for \$206,822.36
 - c. May 14, 2020 for \$8,788.34
- 3. Receive and File Boards & Commissions
 - a. Library Board (April 2020)
 - b. Planning Commission (April 2020)

G) OLD BUSINESS

- 1. Reconsideration of the Wastewater Treatment Facility Fence Bid Award

H) NEW BUSINESS

- 1. Authorize the Purchase of a Boiler (Heater) for the Swimming Pool
- 2. Discuss COVID-19 Related Utility Penalties & Account Disconnection Policy
- 3. Discussion of COVID-19 Waivers for Pool Usage
- 4. Consider a Resolution amending restrictions on flex spending account
- 5. Consider Participating in a Community Development Block Grant COVID-19 Business Assistance Program for Low-to-Moderate Income Workers
- 6. Consider RFP for Residential Speed Study on Arterial Streets
- 7. Northwest Bypass Update Traffic Study
- 8. Receive & File Capital Improvement Program 2020-2025
- 9. Consider Lions Club Request for Fireworks Funding

I) CITY ADMINISTRATOR'S REPORT

J) GOVERNING BODY COMMENTS

K) EXECUTIVE SESSION

L) ADJOURNMENT

Next Assigned Numbers for:
Charter Ordinance No 14; Ordinance No. 851; Resolution 20-09

NOTICE: SUBJECT TO REVISIONS

It is possible that sometime between 6:30 and 7:00 pm immediately prior to this meeting, during breaks, and directly after the meeting, a majority of the Governing Body may be present in the council chambers or lobby of City Hall. No one is excluded from these areas during those times.



CONSENT AGENDA HIGHLIGHTS

F.1 Approval of May 4, 2020 Regular City Council Minutes

F.2 Review of Accounts Payable

May 7, 2020 for \$39,010.44

May 13, 2020 for \$206,822.36

May 14, 2020 for \$8,788.34

F.3 Boards and Commissions Receive & File

Library Board

Planning Commission

- \$182,653.92 Kansas Paving Pay Request #1-Arbor Creek Paving Collector/Phase I Project 2019-01
- \$10,500.00 Stifel, Nicolaus & Company, Incorporated Go Temporary Notes Series 2020-1 - Se Growth Corridor Lift Station Project 2019-01.1
- \$12,365.00 Mayer Specialty Services Emergency Service To Clear & Clean Sewer Line From Manhole B84 To B83. Clean, Remove Roots, Televis 8" Sewer Line & (3) Internal Fiberglass Point Repairs - Sewer Mainline Repairs/Maintenance Near 5 Argon.
- \$5,597.80 Card Services - UMB Purchase Card April 2020 Purchases - Laymon, Shelite, McCann, Silcott, Moddie, Perez, Fulcher, Public Works

**MINUTES-REGULAR MEETING
CITY OF GODDARD
118 NORTH MAIN, GODDARD, KS
MONDAY, MAY 4, 2020**

The Goddard City Council met in a Regular Session at Goddard City Hall on Monday May 4, 2020. Mayor Blubaugh called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance and the Invocation. Council members present were Hunter Larkin, Larry Zimmerman, Sarah Leland, Brent Traylor and Michael Proctor.

Also present were Brian Silcott, City Administrator, Teri Laymon, City Clerk; Matt Lawn, City Treasurer; Brooke Brandenburg, Public Works Director; Micah Scoggan, City Planner; Fred Farris, Police Chief; Thatcher Moddie, Administrative Fellow; Bret Shogren, Financial Advisor and Ryan Peck, City Attorney,

APPROVAL OF THE AGENDA

MOTION: Councilmember *Larkin* moved to approve the Agenda as presented. Councilmember *Zimmerman* seconded the motion. The motion carried unanimously.

CITIZEN COMMENTS

None

APPROVAL OF THE CONSENT AGENDA

The following was submitted to the City Council for approval:

- Approval of Minutes
 - Regular Meeting – April 20, 2020
- Accounts Payable
 - April 23, 2020 for \$40,466.02
 - April 30, 2020 for \$84,688.42

CONSIDER A RESOLUTION FOR OFFERING FOR SALE GENERAL OBLIGATION BONDS, SERIES 2020-02 TO FINANCE STAR BOND DISTRICT INFRASTRUCTURE IMPROVEMENTS

Brian Silcott, City Administrator, provided a background for replacing temporary notes 2018-02 with permanent financing and presented a resolution for offering for sale General Obligation bonds, Series 2020-02 to finance STAR Bond District infrastructure improvements.

Payment begins October 1, 2020, with interest only payment being made for fiscal years 2020, 2021, and 2022 with the first principal payment occurring on October 1, 2033. The payment schedule is set to occur on or before April 1 and October 1 of each year to coincide with the City's other General Obligation issuances and the cash flow of special assessment and property tax collections. The best offer will be presented at the June 1, 2020 regular meeting. The issuance can be redeemed after October 1, 2026. The Bonds are rated as AA- by S&P Global Ratings and will be delivered on or around June 30, 2020.

The resolution also authorizes staff and the City’s representatives (Gilmore & Bell as Bond Counsel and Stifel, Nichols & Co. (formerly George K Baum) as Financial Representative), the Mayor and City Staff to complete the terms of bond resolution (evidence of the formal Governing Body action), prepare and approve the Preliminary Official Statement, provide notice of the bond sale for a private placement, and to take the necessary actions to complete the terms of the bond sale.

MOTION: Councilmember *Larkin* moved to adopt the proposed resolution. The motion was seconded by Councilmember *Zimmerman*. The motion passed unanimously.

Resolution 20-08

AUTHORIZE THE PURCHASE OF RIDING MOWERS FOR PUBLIC WORKS

Brooke Brandenburg, Public Works Director, submitted a request to purchase two ExMark Lazer Z E-Series mowers. Brandenburg said this model mower was chosen based on its capabilities, warranty, serviceability, and cost. ExMark mowers have zero turn radius and are equipped with a 24.5hp gasoline engine, 72” deck, and come with a 3-year/800-hour warranty.

Public Works staff received bids from 5 different manufacturers. Results are listed below:

Brand	Model	Price
Ferris	5901576 IS 3200	11,450.00
Grasshopper	337G5EFI 72" deck	9,956.25
ExMark	72" LAZER Z E-SERIES KAW	9,774.00
Hustler	72" SUPER Z VANGUARD	10,915.70
Spartan	72" SRT XD VG	10,099.00

The cost of each mower is \$9,774.00 for a total cost for two (2) units of \$19,548.00 and will be allocated 100% to Equipment Reserve (81-430-7380).

MOTION: Councilmember *Larkin* moved to approve the purchase of two ExMark Lazer Z E-Series mowers for the amount of \$19,548.00 and to allocate the expenditure as presented. The motion was seconded by Councilmember *Leland*. The motion passed unanimously.

RECEIVE AND FILE 2020 Q1 DEPARTMENTAL REPORTS

Teri Laymon, City Clerk presented the Administration First Quarter report.

Fred Farris, Police Chief, presented the Police Department First Quarter Report.

Micah Scoggan, City Planner presented the First Quarter Community Development Report.

Brooke Brandenburg, Public Works Director presented the First Quarter Public Works Report

Matt Lawn, City Treasurer, presented the First Quarter Financial Report.

April Hernandez, Library Director presented the Library First Quarter Report.

DISCUSSION OF CITY OPERATIONS IN RESPONSE TO COVID-19

The City Council discussed the opening timeline and operations of the City, the municipal pool and splash pad. Brian Silcott stated that as of June 1, according to the State Reopening Plan, the limit on mass gatherings will increase from 30 to 90 people. Other items discussed included educating the pool staff on social distancing, personal protection equipment and swim lessons. Silcott asked for comments regarding spacing issues or to hire additional lifeguards to regulate social distancing. Councilmember Larkin, Leland and Mayor Blubaugh did not feel like it is staff's obligation to regulate social distancing. Councilmember Proctor expressed his concern for opening the pool up too soon putting the children at risk.

It was the consensus of the Governing Body to reopen the Splash Pad on May 18 and the Pool, starting with swim lessons on June 1. City Hall will open on May 18, however, close contact services, like fingerprinting will not resume in the near future.

CITY ADMINISTRATORS REPORT

Brian Silcott, City Administrator presented the City Administrator's Report of May 4, 2020.

GOVERNING BODY COMMENTS

Councilmember Larkin stated that a new business in town, Outdoor Power, is planning on applying for a sign variance to allow more signs. Larkin stated that he knows why our ordinance does not allow more signs, but because this is a new business in town, would like to see the planning commission allow the variance.

Mayor Blubaugh listed the items below that he would like to see addressed:

- Truck parking issues near Dillon's Wearhouse on Kellogg
- Community Center improvements
- Meeting with Park Board to discuss plans for parks
- Using Zoom permanently for City Council Meetings

ADJOURNMENT

MOTION: Councilmember *Leland* moved to adjourn the regular meeting. Councilmember *Proctor* seconded the motion. The motion carried unanimously.

Meeting adjourned at 9:18 pm.
Teri Laymon, City Clerk

CITY OF GODDARD
ACCOUNTS PAYABLE LIST: May 07, 2020
COUNCIL REVIEW: MAY 18, 2020

VENDOR NAME	DESCRIPTION	AMOUNT
AGRI ENVIRONMENTAL SERVICES, LLC	MAY 2020 SLUDGE REMOVAL SERVICE - WWTF	\$ 2,500.00
CALVIN OPP CONCRETE, INC	INSTALLATION ON SIDEWALKS IN LINEAR PARK TO CONNECT PLAY AREAS	\$ 4,650.00
CANON SOLUTIONS	MONTHLY METERED MAINTENANCE FEE - POLICE COPIER	\$ 44.69
CARD SERVICES - UMB PURCHASE CARD	APRIL 2020 PURCHASES - LAWN, FARRIS	\$ 84.00
CINTAS	STOCK/ORGANIZE FIRST AID CABINET-PUBLIC WORKS, WWTF	\$ 427.45
COX BUSINESS	MONTHLY INTERNET/PHONE SERVICE - CITY HALL	\$ 681.88
CULLIGAN	BOTTLED WATER - LIBRARY, WWTF. MONTHLY WATER COOLER RENTAL FEE - LIBRARY	\$ 90.90
DAVIS-MOORE AUTOMOTIVE	FLEET VEHICLE REPAIR / MAINTENANCE - UNIT #33	\$ 868.70
EVERGY	MONTHLY ELECTRICAL SERVICE - STREETLIGHTS	\$ 2,752.93
FISHER LUMBER	CONCRETE MIX, 2x8 LUMBER	\$ 43.62
KANSAS ONE CALL	APRIL 2020 LOCATE FEES	\$ 252.00
KANSAS STATE TREASURER	GO TEMPORARY NOTES SERIES 2020-PAYING AGENT FEE & REGISTRATION FEE - STAR BOND	\$ 630.00
LEGENDARY LAWN LLC	APRIL 2020 CONTRACT MOWING-ROW/CITY PROPERTY	\$ 5,038.04
MAYER SPECIALTY SERVICES	EMERGENCY SERVICE TO CLEAR & CLEAN SEWER LINE FROM MANHOLE B84 TO B83. CLEAN, REMOVE ROOTS, TELEWISE 8" SEWER LINE & (3) INTERNAL FIBERGLASS POINT REPAIRS - SEWER MAINLINE REPAIRS/MAINTENANCE NEAR 5 ARGON.	\$ 12,365.00
MERIDIAN ANALYTICAL LABS	LAB ANALYSIS - WASTEWATER	\$ 425.00
NORRIS COLLISION CENTER	VEHICLE REPAIR AFTER CRASH & MODIFY FOR USE AS AN ACO VEHICLE- UNIT 23.	\$ 1,567.00
OFFICE DEPOT	GREEN CLASSIFICATION FOLDERS	\$ 93.58
O'REILLY	WIPER BLADES, CREDIT FOR EXCHANGED SPARK PLUGS	\$ 55.37
SEDGWICK COUNTY DEPARTMENT OF FINANCE	APRIL 2020 INMATE HOUSING FEES	\$ 5.10
SHRED-IT	DOCUMENT SHREDDING SERVICE	\$ 92.48
SPECTRUM PROMOTIONAL	(100) 2G FLASH DRIVES	\$ 532.00
THE DATA CENTER	PRINT/MAIL (1905) UTILITY BILLS, (1829) NEWSLETTERS. REPLENISH POSTAGE FUNDS USED IN APRIL 2020.	\$ 1,347.11
TWOTREES	MAY 2020 SHELTERBELT FIREWALL & INTERNET MANAGEMENT SERVICES - LIBRARY	\$ 100.00
UNIVERSAL PRODUCTS	GRAPHICS FOR (2) 2020 POLICE INTERCEPTOR EXPLORERS	\$ 847.57
WASTE MANAGEMENT	MONTHLY TRASH SERVICE - PUBLIC WORKS, WWTF, CITY HALL, COMMUNITY CENTER, LIBRARY	\$ 640.59
WATERWISE ENTERPRISES	ACH 275 GAL TOTE-WWTF CHEMICALS	\$ 1,800.00
WEX BANK	APRIL 2020 FLEET FUEL - POLICE, PUBLIC WORKS, CODE ENFORCEMENT	\$ 1,075.43
	TOTAL	\$ 39,010.44

CITY OF GODDARD
ACCOUNTS PAYABLE LIST: MAY 13, 2020
COUNCIL REVIEW: MAY 18, 2020

VENDOR NAME	DESCRIPTION	AMOUNT
BERKLEY NET	ANNUAL WORKERS COMPENSATION PREMIUM - LIBRARY <i>(Policy Period Dates: 03.01.19 - 03.01.20)</i>	\$ 66.00
CARD SERVICES - UMB PURCHASE CARD	APRIL 2020 PURCHASES - LAYMON, SHELITE, MCCANN, SILCOTT, MODDIE, PEREZ, FULCHER, PUBLIC WORKS	\$ 5,597.80
COX BUSINESS	MONTHLY INTERNET/PHONE SERVICE - WWTF/PUBLIC WORKS	\$ 398.73
CUSTOM TOUCH LAWN & LANDSCAPE, INC	SOD & SEED INSTALLATION AT LINEAR PARK POST SIDEWALK INSTALLATION	\$ 4,920.00
KANSAS PAVING	PAY REQUEST #1-ARBOR CREEK PAVING COLLECTOR/PHASE I PROJECT 2019-01	\$ 182,653.92
KANSAS STATE TREASURER-COURT	MARCH & APRIL 2020 COURT FEES	\$ 968.50
NUTRIEN AG SOLUTIONS	MAD DOG PLUS WEED KILLER - WWTF	\$ 358.75
QUILL	BUFF COPY PAPER, SUGAR, TRASH BAGS, PAPER TOWELS	\$ 154.24
SEDGWICK COUNTY ELECTRIC CO-OP	MONTHLY ELECTRICAL SERVICE - SPRINGHILL STREETLIGHTS, ELK RIDGE SEWER LIFT STATION	\$ 251.45
SIGN LANGUAGE INTERPRETING SERVICES	COURT INTERPRETING SERVICE	\$ 84.00
STIEL, NICOLAUS & COMPANY, INCORPORATED	GO TEMPORARY NOTES SERIES 2020-1 - SE GROWTH CORRIDOR LIFT STATION PROJECT 2019-01.1	\$ 10,500.00
TIMES-SENTINEL NEWSPAPERS, LLC	PUBLICATION OF RESOLUTION 20-05 - SE GROWTH AREA SEWER LIFT STATION PROJECT 2019-01.1. PUBLICATION OF RESOLUTION 20-08 - OFFERING FOR SALE 2020-02 GO BONDS - STAR BOND PROJECT.	\$ 613.00
WICHITA TRACTOR	LINK ADJUSTMENTS-MOWER PARTS	\$ 23.02
XEROX FINANCIAL SERVICES	MAY 2020 COPIER LEASE PAYMENT - LIBRARY	\$ 232.95
	TOTAL	\$ 206,822.36

CITY OF GODDARD
ACCOUNTS PAYABLE LIST: MAY 14, 2020
COUNCIL REVIEW: MAY 18, 2020

VENDOR NAME	DESCRIPTION	AMOUNT
BEALL & MITCHELL, LLC	MAY 2020 MUNICIPAL JUDGE SERVICES	\$ 1,625.01
CERTIFIED ENGINEERING DESIGN-CED	MAY 2020 ENGINEERING SERVICE	\$ 1,000.00
KANSAS ATTORNEY GENERAL-BONDS	REVIEW FEE - GO TEMP NOTE SERIES 2020-1 <i>(SE Growth Area Sewer Lift Station Project 2019-01.1)</i>	\$ 360.00
LAVEIST, ARLENE - VISION ALLIANCE MARKETING, LLC	MAY 2020 COURT PROBATION SERVICE	\$ 250.00
NORRIS COLLISION CENTER, LLC	FLEET VEHICLE REPAIR AFTER ACCIDENT - 2012 CHEV TAHOE COMMERCIAL 1500 4WD <i>(City received payment from the All States Insurance)</i>	\$ 5,553.33
	TOTAL	\$ 8,788.34

Goddard Public Library Regular Board Meeting Agenda

April 13, 2020 @ 7:07 pm

Zoom Meeting ID 426111087

1. Roll Call – April Hernandez, Vickie Luthi, Frank Petsche, Lisa Stoller, Alexis Vincent, Lisa Coyne, Tamara Judd, Margo Rakes, Sherry Lauer, and Lisa Fouts. Deanna Highfill was absent from this meeting.
2. Approval of Agenda – Sherry Lauer motioned to approve the agenda. Lisa Stoller seconded the motion. Motion was approved 9 – 0.
3. Approval of Minutes of Regular Meeting March 9, 2020 – Alexis Vincent motioned to approve the minutes of the regular Board meeting on March 9, 2020. Lisa Coyne seconded the motion. Motion was approved 9 – 0.
4. Citizen Comments – None
5. Correspondence and Communications – April should hear about the status of the Book Festival Grant the week of April 13th. April will also email about a grant from the Kansas Health Foundation.
6. Director’s Report – PLA grant is on hold until 2021. April is unsure what the Summer Reading program will look like; the plan is to start the program May 28th. Beanstack is up and running. Carrie presents 2 shows per week on Facebook Live. There is also a Lego challenge on Facebook. April increased buying ematerials on the eLibrary in March and April. Per Governor’s orders, the library will be closed through April 19th, and beyond that if the Governor extends the order. The hope is to fully open by the end of May.
 - a. Circulation Report – Circulation stats for March look good. April will probably be another story though our eLibrary stats should continue to rise considerably.
7. Financial Report – Numbers look good. Grants are coming in. Lisa Stoller motioned to approve the Financial Report. Margo Rakes seconded the motion. Motion was approved 9 – 0.
8. Old Business –
 - b. Friends/Foundation update – next meeting? – A meeting has not been scheduled for this committee.
 - c. Annual Survey Statistics – The survey statistics show that most people use the library to:
 1. Search and browse materials
 2. Attend children’s programs

The survey statistics also show that:

 1. More space would make the experience easier and/or better
 2. More books are needed.

3. More kids' programs for 10-12 yrs or younger
4. Move DVD's and Audio's for browsing
5. Develop a Youth/Preteen Book Club
6. Develop a Leadership Book Club to gather with morning coffee
7. Develop a program for retiree's
8. Develop a basic life skills program
9. Add a private meeting space
10. Offer printing from personal devices
11. Start a Saturday morning Story Time

When asked which current materials/services/programs were enjoyed most at the library the big winners were Story Time and Puppet Ladies.

- c. Employee Climate Survey thoughts/approval – Look over, make changes or additions and e-mail April before next meeting.
- d. Core Values – approve as addition to policy manual – Lisa Coyne motioned to approve the Core Values Policy. Sherry Lauer seconded the motion. Motion was approved 9 – 0.
- e. Ethics/Board Code of Conduct – Tabled until next meeting.

9. New Business –

- a. Building Options – Kirk Jurgenson joined our Zoom meeting and presented the following information. April has been speaking to Kirk for the past month about the expansion and remodeling possibilities for the GPL. An elevator, staircase remodel, and an additional staircase would be required to utilize the basement space. To replace the carpet in the library, the cost would be \$22 - \$35 per square yard, plus an additional cost for moving the stacks of books. See Opinion of Probably Cost from Kirk.
- b. Continuity of Operations Plan – April presented the plan to all Board members. Alexis Vincent motioned to approve the Continuity of Operations Plan. Tamara Judd seconded the motion. Motion was approved 9 – 0.

10. As may be presented – None

A motion to adjourn the meeting was made by Vickie Luthi at 8:29 p.m. The motion was approved 9 – 0.

The above minutes were approved by the Goddard Public Library Board of Directors at the May 11,2020 board meeting.

Submitted by Sherry Lauer, Secretary.

**MINUTES-REGULAR SESSION
CITY OF GODDARD
118 NORTH MAIN, GODDARD, KS
April 13, 2020**

The Goddard Planning Commission met in a Regular Session at Goddard City Hall on Monday April 13, 2020. Chairman VanAmburg called the meeting to order at 7:00 p.m. Chairman VanAmburg led in the Pledge of Allegiance and Commissioner Cline led the Invocation.

Commission members present were:

Justin Parks, Doug Hall, Jamie Coyne, Doug VanAmburg, Darren Cline, Shane Grafing

Commissioners absent were:

Jody Dendurent

Also present were: Micah Scoggan, City Planner ; Tori, Lease Wichita ; Joey Deneke, MKEC ; Preston Roberts, owner of 301 E 1st Ave

APPROVAL OF THE AGENDA

MOTION: Commissioner *Grafing* moved to approve the agenda. Commissioner *Cline* seconded the motion. The motion carried unanimously.

APPROVAL OF THE MINUTES

MOTION: Commissioner *Hall* moved to approve the minutes from March 9, 2020. Commissioner *Cline* seconded the motion. The motion carried unanimously.

CITIZEN COMMENTS

None

BOARD OF ZONING

F.1 Conditional Use Permit 301 E 1st St

Scoggan introduced the subject. He stated that Preston Roberts is the owner of 301 E 1st Ave. His lot is an above average lot sitting at around 0.5 acres. This lot currently has an attached garage but Mr Roberts was hoping he could build a detached garage on his lot as long as it abided by all the necessary setbacks. This request by itself does not require a CUP but Mr Roberts was hoping he could build a detached garage at 1200 sq ft or 30x40. Currently the zoning and subdivision regulations limit the size of detached garages to 720 square feet and this is where he would like to get a CUP approved. All Conditional Use Permits (CUP) must be approved through the Planning Commission.

Scoggan mentioned the request was published in the City Newspaper and letter were sent out to property owners within 200' for notification and compliance with State Law.

Chair VanAmburg asked if the Garage would be a metal garage and would that constitute an issue.

Scoggan replied it is not an issue and invited Mr Roberts to speak if he would like regarding the design.

Mr Roberts stated it would a metal garage shop building.

Commissioner Grafing asked about the height of the shop/garage and the side walls.

Mr Roberts said it would be 12 feet with a 10-foot bay door. The walls would be 29-gauge metal corrugated.

Commissioner Grafing asked if it would be corrugated or painted metal

Mr Roberts replied painted metal like the image shown during the meeting.

Chair VanAmburg asked if it would interfere with anything else in the neighborhood?

Scoggan replied that Mr Roberts property was above average at 0.5 acres and that allowed for more room to build than what was typical. He also stated that he spoke with Residential land Analyst Jack Manion of Sedgwick county to make a determination about property value.

Chair VanAmburg stated that he was not sure if it mattered or not but it is a metal building in a residential neighborhood.

Mr Roberts wife replied as well as **Mr Roberts** himself that the new garage would be set back from the street and would be on the south side of the property. They mentioned that the neighbor at 116 N Elm St had several sheds themselves.

Chair VanAmburg asked what the primary use was if it was for storage or commercial.

Mr Roberts said he was going to use it for storage. He said that he had an old restored Imapala he would keep in there.

Commisisoner Parks asked what percent of allowable lot coverage would this new building create with the existing building

Scoggan said he wasn't to concerned about it since it was a large lot but he could calculate it.

Commissioner Parks asked the property owner if it would be parallel to the 116 N Elm St

Mr Roberts said yes it would.

Commissioner Parks asked about the ownership of the property located at 116 N Elm

Mr Roberts said he wasn't sure he had not talked to them very much but he thought the person who is living there now, their brother owned it.

Commissioner Coyne asked about the placement if it put it east the power pole located there.

Mr Roberts said it would place it a hair behind it.

Scoggan said with the addition of the accessory garage the total lot coverage would be 15.8% well below the maximum lot coverage.

Commissioner Cline stated that it falls under the maximum lot coverage requirement.

Scoggan replied that it does and that typical lots are one-quarter to one-third of an acre and this lot happens to be exceptionally larger than normal.

Commissioner Parks asked if it stood to reason with a lot twice the size would an accessory garage be justified being twice the size.

Scoggan said that is a good way of looking at it but it has to do predominantly with the aesthetic look and how it is managed on the lot.

Scoggan read Article 6.100.B1 of the subdivision regulations for the analysis portion of the agenda item outlining the portion where a CUP would be required.

Scoggan stated that they had to publish it allowing 20 days to elapse and legally it was approved as to form.

Chair VanAmburg asked if there was any additional comments related to this issue.

Vice Chair Grafing stated he felt that with the larger lot, and no comments by the neighbors, there was no reason that he saw it shouldn't go through.

MOTION: Commissioner *Cline* motioned to approve the Conditional Use Permit for 301 E 1st Ave. Commissioner *Grafing* seconded the motion.

6-0 Motion Carried

F.2 Vacation and Dedication of Arbor Creek Entrance

Scoggan introduced the subject. He stated that the engineering firm MKEC, on behalf of Schallenberg Development, is working on the subdivision known as Arbor Creek. From time to time changes in the layout or design may be necessary from unforeseen circumstances. These changes may require approval from the Planning Commission or Governing Body in the form of dedications or vacations as necessary.

This development has now come upon just such a change at the entrance for the subdivision.

He stated how the Planning Commission would first need to determine if those offering the dedication can in fact make such a dedication to the City.

He stated if the title work proves accurate than the Planning Commission will determine if the dedication would be in the City's best interest.

He noted Developer does have the title work for this property and the engineering firm MKEC represents the developer. After which a recommendation will be made before the Governing Body to either accept or reject the dedication.

He stated dedications do not require public notice.

He further stated the City Engineer and the Public Works Director approved of this dedication.

Chair VanAmburg asked if the purpose was traffic control.

Joey Deneke spoke and stated that the developer wanted a larger wow factor and that the Right Of Way (ROW) is not changing just shifting to the east.

Commissioner Hall asked if the dedication Tract 2 eliminate the sidewalk on the East end of the street.

Mr Deneke stated that the sidewalk will go in and out of the ROW as it travels to the south.

Scoggan stated that sidewalks typically are located within the City ROW and they act as indicators of where the City and the private property separate.

Chair VanAmburg asked if there were any comments about the affect of this change.

Vice Chair Grafing stated he did not feel the affect would be anything other than a better-looking entrance.

Chair VanAmburg stated that was his opinion as well.

Commissioner Cline stated he did not have any problem with it.

Commissioner Hall stated he did not have any problem with it either.

Scoggan stated that they had to publish it allowing 20 days to elapse and legally it was approved as to form.

Chair VanAmburg asked if there was any other discussion.

MOTION: *Commissioner Grafiug* motioned to approve the vacation of a track of land, whose legal description is provided in the agenda, and the dedication of Track 1 & 2, whose legal description is provided in the agenda, for the Arbor Creek subdivision west entrance. *Commissioner Parks* seconded the motion.

6-0 Motion Carried

OLD BUSINESS

Scoggan stated there was no Old Business agenda items.

NEW BUSINESS

H.1 Site plan for 227 Cedar St

Scoggan introduced the subject. He stated that AST Investment properties had gone through the rezoning process which was approved by the Planning Commission and the Governing Body. Now they have submitted a site plan for review and approval before the Planning Commission.

He further stated that all new structures are required to have a site plan submitted except for single family-detached and duplexes (unless the duplexes are in a grouped setting with a common area)

Staff has reviewed the site plan and found it in compliance with the subdivision regulations. The Planning Commission could require additional provisions should they feel it is necessary for the safety, health and welfare of the community.

Commissioner Coyne asked about the brick waincoting and asked if it was going to be on the side of the garage.

Tori of lease Wichita said it would just be on the front of the garage.

Chair VanAmburg asked if it was a requirement if a percentage of waincoting covered a certain percentage of the building or was it just for commercial properties.

Scoggan said he was uncertain and would need to look further and review

Chair VanAmburg asked Commissioner Parks about his thoughts on the waincoting.

Commissioner Parks said he felt that it was only a commercial requirement and not a residential requirement.

Commissioner Parks asked if the south facing lot line was 7 feet away from the property.

Scoggan stated it needed to be a minimum of 6 feet.

Commissioner Parks asked if they were going to vacate the lot line between 17 and 18

Scoggan stated it was listed on the County site as one lot. He would have to check into it a little more to determine if it was required. He said he would have to check with the County on the legal parameter of this lot.

Commissioner Hall asked if it needed screening for the development.

Scoggan replied the property to the south currently has a fence that could act as a screen.

Chair VanAmburg asked if they needed to approve it contingent upon abandoning the lot line or verifying the zoning lot.

MOTION: Commissioner *Cline* motioned to approve the Site Plan for 227 Cedar St. Commissioner *Grafing* seconded the motion.

6-0 Motion Carried

CITY PLANNER REPORT

Scoggan informed the Planning Commission that COVID - 19 has caused a slow down in the development rate we would have normally anticipated during the spring. Even so we have seen building permits and roofing permits coming in as well as the occasional fence permit. More people have been asking about Chicken permits and we have even issued one for a property in Goddard that does not have an HOA.

He further mentioned that the STAR Bond is moving forward. They are now seeing the walls being erected but they are limited when they can put them in as each wall weighs 35 tons and they must wait for a day when the wind is not blowing hard.

He further stated that the City permit portal is moving forward, and they are anticipating it will be up and running sometime in mid-May. This permitting software will allow anyone to pull permits from the City website and pay for them online as well as track the status and approval from any electronic device.

He further stated they have had another developer ask about zoning in the City for multi-family. This trend is remaining steady despite the COVID-19 virus and this could be because property is seen as a relatively safe environment for money right now.

GOVERNING BODY COMMENTS

Chair VanAmburg asked about drainage control for 227 Cedar.

Scoggan replied the City Engineer is looking into a full drainage study overall and not just one lot.

ADJOURNMENT

MOTION: Commissioner *Cline* moved to adjourn the regular meeting.

Commissioner *Grafing* seconded the motion. The motion carried unanimously.

Meeting adjourned at 7:58 pm.
Micah Scoggan, City Planner

**City of Goddard
City Council Meeting
May 18, 2020**

TO: Mayor and City Council
SUBJECT: WWTF Fence Replacement
INITIATED BY: Public Works Director
AGENDA: Old Business

Background: At the April 20, 2020 meeting the City Council approved entering into an agreement with Arambula Construction in the amount of \$28,337.93 for the replacement of approximately 2000 ft. of 8 ft tall chain link fence with a three-strand barbwire topper to replace the existing fence at the WWTF. Prior to contacting Arambula Construction to inform them of the bid award PW conducted a final review of the quote they submitted. The review revealed a discrepancy between the cost of the fence presented to the City Council and the actual cost of the building the fence. The bid submittal by the company listed an estimated price of \$58,277 not the \$28,337.93 presented on April 20.

Analysis: The city received three bids from contractors capable of performing the desired scope of work, results are listed in the table below:

Company	8' Fence Bid
Kansas Fence Co.	\$ 35,920.00
American Fence	\$ 34,981.00
Arambula Const.	\$ 58,277.00

Financial: The total cost of American Fence Company building a new 2000-foot-long, 8-foot-high chain link fence with a three-strand barb wire topper is \$34,981.00 and will be allocated 100% to Capital Improvement (90-830-8240).

Legal Considerations: Approved as to form

Recommendations/Actions: It is recommended that the City Council rescind the April 20 award to Arambula Construction for \$28,337.93 and award the actual low bid of \$34,981.00 submitted by American Fence Company.

Attachments: None

**City of Goddard
City Council Meeting
May 18, 2020**

TO: Mayor and City Council
SUBJECT: Pool Heater Replacement
INITIATED BY: Public Works Director
AGENDA: New Business

Background: The pool complex is equipped with a heater designed to warm the pool water to a usable temperature making the pool comfortable for use. At the end of the 2019 swimming season the heater began having difficulty generating an adequate amount of heat to warm the water. Upon inspection by a certified pool repair and maintenance company we learned that the heaters burner platform is worn out. The design of the heater does not allow the burner platform to be replaced as a separate unit, requiring replacement of the entire pool heater. If approved, the system will likely be installed in early June.

Analysis: The city received three bids from contractors capable of providing and installing a replacement heater , results are listed in the table below:

Company	Details	Cost
Aquasizer	P1223 Heater	\$ 17,330.49
Daves Pool Store	1125k RayPak	\$ 9,875.95
Wichita Burner	1125k RayPak	\$ 12,705.00

The 1125k RayPak heater is a direct replacement for the unit currently in use at the pool. PW has chosen to install a direct replacement due to ease of installation and cost.

Financial: The cost of replacing the worn-out heater with a new 1125k RayPak heater is \$9,875.95 and will be allocated 100% to Equipment Reserve Fund 81-310-8600.

Legal Considerations: Approved as to form

Recommendations/Actions: It is recommended that the City Council approve the purchase and installation of a 1125K RayPak heater in the amount of \$9,875.95.

Attachments: None

**City of Goddard
City Council Meeting
May 18, 2020**

TO: Mayor and City Council
SUBJECT: Discussion of COVID-19 Related Utility Penalties & Disconnects
INITIATED BY: City Administrator
AGENDA: New Business

Background: The Governor of Kansas put a temporary order in place in April for municipalities to not conduct shutoffs for delinquent utility bills. This order is currently set to expire on May 25, 2020. If the order is not extended by the legislature, it would be the responsibility of the City to determine whether to conduct shutoffs for delinquent bills after that period.

Prior to the COVID-19 crisis, the previous 12 months before March 2020, the City of Goddard averaged 11 utility disconnects per month. In April, 158 residents would have been disconnected for non-payment on the March bills. In May, 106 residents would have been disconnected for non-payment on the April bills. It is clear as a result of the crisis, delinquent bills have increased drastically.

Analysis: The Governing Body can determine whether the City should start conducting shutoffs if the order by the state expires on May 25, before the next Regular City Council meeting on June 1. The Governing body can also determine a date to start conducting shutoffs in the future, of the state order does eventually expire. Without further action by the City Council, staff will begin the disconnection of services in June for the May billing cycle.

The City currently has 1,880 water and 1,794 sewer customer accounts. Before the COVID-19 crisis the City averages 11 disconnections per month. For the month of April (March consumption) there were 320 delinquent customers with 158 of the 320 customers set for disconnection. The month of May (April consumption) reflects 350 delinquent accounts and 106 customers who would have been disconnected for non-payment.

Financial: April (March consumption) utility bill has \$26,482.70 in outstanding balances with \$2,710.77 in penalty charges. The May (April consumption) utility bill has an outstanding amount of \$36,276.67 with penalty charges totaling \$2,798.62.

Legal Considerations: Approved as to form

Recommendations/Actions: It is recommended the City Council: Direct Staff accordingly. (VOICE)

**City of Goddard
City Council Meeting
May 18, 2020**

TO: Mayor and City Council
SUBJECT: Discussion of COVID-19 Related Waivers for Pool Use
INITIATED BY: City Administrator
PREPARED BY: Management Fellow
AGENDA: New Business

Background: Due to the COVID-19 crisis, there are Federal, State and Local mandates for opening public facilities. The Governor's latest order states that public pools will be able to open on June 1, with a capacity of 30 people, June 15 with a capacity of 90 people with the gathering order expiring on June 29.

As best practice, having attendees sign a waiver would prevent any liability on the part of the City and help citizens understand they are responsible for their own children. After discussion with City attorneys, it was recommended to incorporate a waiver to prevent the City from liability if someone becomes sick at the pool. Pool patrons over 18 can sign their own waiver. Children under 18 will need to present a paper copy of the waiver signed by a parent.

Multiple warning signs related to COVID-19 will be put in place around the pool area. The waiver form will be available for download in multiple locations on the City website and hard copies will be available at the pool.

Analysis: The City Council can determine whether the City should implement a program to distribute waivers. If put into place, the guards would collect signed waivers and said waivers would be filed at City Hall. This is an additional level of protection in case virus tracing pointed towards the pool.

Financial: There is no direct cost associated with the adoption of this policy.

Legal Considerations: The waiver has been authored by City Attorney Ryan Peck
Approved as to form

Recommendations/Actions: It is recommended the City Council: Direct Staff accordingly. (VOICE)

Attachments: Exhibit A: Example Waiver (1 page), Exhibit B: Example COVID-19 Warning Sign (1 page)

GODDARD MUNICIPAL POOL COVID-19 WAIVER

By signing this document, I acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that my family, including child(ren), and I may be exposed to or infected by COVID-19 while on site at the pool and that such exposure or infection may result in personal injury, illness, permanent disability, and death.

I understand that the risk of becoming exposed to or infected by COVID-19 at the pool may result from the actions, omissions, or negligence of myself and others, including, but not limited to, other pool patrons, the City of Goddard and its employees, volunteers, contractors and other agents.

I voluntarily agree to assume all of the foregoing risks and accept sole responsibility for any injury to my family, my child(ren) or myself (including, but not limited to, personal injury, disability, and death), illness, damage, loss, claim, liability, or expense, of any kind, that I, my family and my child(ren) may experience or incur in connection with my, my family, or my child(ren)'s attendance at the pool or participation in pool activities ("claims").

On my behalf, and on behalf of my children or any other heirs/assignees, I hereby release, covenant not to sue, discharge, and hold harmless the City of Goddard and its employees, volunteers, contractors and other agents, of and from the claims, including all liabilities, claims, actions, damages, costs or expenses of any kind arising out of or relating thereto.

I understand and agree that this release includes any claims based on the actions, omissions, or negligence of the City of Goddard and its employees, volunteers, contractors and other agents, whether a COVID-19 infection occurs before, during, or after participation in pool facility activities.

Name of Pool Patron
(Printed)

Signature of Pool Patron Over 18

Name of Parent/Guardian for Minor Pool Patron (Printed)

Signature of Parent/Guardian for Minor Pool Patron

Address

Telephone Number

Date

COVID-19 WARNING

- The danger of exposure to the coronavirus that causes COVID-19 exists.
- By entering the pool, you take responsibility for you and your children's own protection and for disinfecting anything you touch in the pool area.
- Parents and chaperones of children, not lifeguards, will be responsible if they would like their children to social distance while in the pool.
- Do not use the pool if you have a cough, fever or other symptoms of illness.
- Maintain at least 6 feet between you and other people who are not a part of your household.
- Group games such as water volleyball, water basketball, etc., which involve multiple people interacting in close proximity, are not permitted.

MAXIMUM OCCUPANCY _____

**City of Goddard
City Council Meeting
May 18, 2020**

TO: Mayor and City Council
SUBJECT: Consider a Resolution Amending the City of Goddard Flexible Spending Account Plan
INITIATED BY: City Clerk
AGENDA: New Business

Background: At the September 17, 2018 City Council Meeting the City Council adopted Resolution 18-11 establishing a cafeteria plan including a Dependent Care Flexible Spending Account and Health Flexible Spending Account that became effective October 1, 2018 with Empower, a Family Health America Company.

Analysis: A Health Flexible Spending Account (FSA) enables an employee to pay for expenses allowed under Sections 105 and 213(d) of the Internal Revenue Code which are not covered by our insured medical plan and save taxes through pre-tax payroll deductions.

A dependent Care Flexible Spending Account enables an employee to pay for out-of-pocket, work-related dependent day-care cost also with pre-tax dollars.

On March 27, 2020, the President signed the Coronavirus Aid, Relief, and Economic Security Act of 2020 (CARES Act) to provide a broad economic stimulus and coronavirus (COVID-19) relief for Americans. The CARES Act expanded the list of eligible expenses for Flexible Spending Accounts retroactive to January 1, 2020, including Over-the Counter drugs/medicines that were eliminated by the Affordable Care Act of 2010 and feminine products.

The Resolution will simply amend the City of Goddard Flexible Spending Account Plan to include the items that the CARES Act reinstates these expenses as eligible for reimbursement.

Financial: The City has 17 participants and pays fees of approximately \$1,450 per year to Empower to host the Plan, and the City will Save approximately \$ 1,810 in FICA/FUTA tax (7.65%) on all amounts set aside by employees, for a net savings of \$360.00. Adopting of this Resolution will not change the change the current financials.

Recommendations/Actions: It is recommended the City Council: Adopt the proposed Resolution amending the City of Goddard Flexible Spending Account Plan.

Attachments: Exhibit A Proposed Resolution (1 Page), Exhibit B Flexible Spending Account Plan Summary (16 Pages)

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY GODDARD, KANSAS, AMENDING A CAFETERIA PLAN INCLUDING A DEPENDENT CARE FLEXIBLE SPENDING ACCOUNT AND HEALTH FLEXIBLE SPENDING ACCOUNT EFFECTIVE MAY 18, 2020.

WHEREAS, the City of Goddard, Kansas hereby certifies Resolution 18-11 establishing a Cafeteria Plan including a dependent care flexible spending account and health flexible spending account was duly adopted by on September 17, 2018, and that such resolution has not been modified or rescinded as of the date hereof:

WHEREAS, The Coronavirus Aid, Relief, and Economic Security Act (CARES Act) signed into law Friday, March 27th, contains important provisions that may affect reimbursable items under FSAs, HSAs and HRAs and,

WHEREAS, Effective March 27th, employers may amend their plans to allow for reimbursement of over-the-counter (OTC) drugs and menstrual products retroactive back to January 1, 2020.

RESOLVED, that the Amendment to the City of Goddard Cafeteria Plan, is hereby approved and adopted, and that an authorized representative of the Employer is hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Amendment.

PASSED AND ADOPTED BY THE CITY COUNCIL OF GODDARD, KANSAS THIS 18th DAY OF MAY 2020.

Mayor

ATTEST:

City Clerk

**CITY OF GODDARD
FLEXIBLE SPENDING ACCOUNT PLAN**

SUMMARY PLAN DESCRIPTION

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**XI
SUMMARY**

**CITY OF GODDARD
FLEXIBLE SPENDING ACCOUNT PLAN**

INTRODUCTION

We are pleased to announce that we have established a "Flexible Benefit Plan" for you and other eligible employees. Under this Plan, you will be able to choose among certain benefits that we make available. The benefits that you may choose are outlined in this Summary Plan Description. We will also tell you about other important information concerning the Plan, such as the rules you must satisfy before you can join and the laws that protect your rights.

One of the most important features of our Plan is that the benefits being offered are generally ones that you are already paying for, but normally with money that has first been subject to income and Social Security taxes. Under our Plan, these same expenses will be paid for with a portion of your pay before Federal income or Social Security taxes are withheld. This means that you will pay less tax and have more money to spend and save.

Read this Summary Plan Description carefully so that you understand the provisions of our Plan and the benefits you will receive. This SPD describes the Plan's benefits and obligations as contained in the legal Plan document, which governs the operation of the Plan. The Plan document is written in much more technical and precise language. If the non-technical language in this SPD and the technical, legal language of the Plan document conflict, the Plan document always governs. Also, if there is a conflict between an insurance contract and either the Plan document or this Summary Plan Description, the insurance contract will control. If you wish to receive a copy of the legal Plan document, please contact the Administrator.

This SPD describes the current provisions of the Plan which are designed to comply with applicable legal requirements. The Plan is subject to federal laws, such as the Internal Revenue Code and other federal and state laws which may affect your rights. The provisions of the Plan are subject to revision due to a change in laws or due to pronouncements by the Internal Revenue Service (IRS) or other federal agencies. We may also amend or terminate this Plan. If the provisions of the Plan that are described in this SPD change, we will notify you.

We have attempted to answer most of the questions you may have regarding your benefits in the Plan. If this SPD does not answer all of your questions, please contact the Administrator (or other plan representative). The name and address of the Administrator can be found in the Article of this SPD entitled "General Information About the Plan."

**I
ELIGIBILITY**

1. When can I become a participant in the Plan?

Before you become a Plan member (referred to in this Summary Plan Description as a "Participant"), there are certain rules which you must satisfy. First, you must meet the eligibility requirements and be an active employee. After that, the next step is to actually join the Plan on the "entry date" that we have established for all employees. The "entry date" is defined in Question 3 below. You will also be required to complete certain application forms before you can enroll in the Health Flexible Spending Account or Dependent Care Flexible Spending Account.

2. What are the eligibility requirements for our Plan?

You will be eligible to join the Plan once you have satisfied the conditions for coverage under our group medical plan.

3. When is my entry date?

You can join the Plan on the same day you can enter our group medical plan.

4. What must I do to enroll in the Plan?

Before you can join the Plan, you must complete an application to participate in the Plan. The application includes your personal choices for each of the benefits which are being offered under the Plan. You must also authorize us to set some of your earnings aside in order to pay for the benefits you have elected.

However, if you are already covered under any of the insured benefits, you will automatically participate in this Plan to the extent of your premiums unless you elect not to participate in this Plan.

**II
OPERATION**

1. How does this Plan operate?

Before the start of each Plan Year, you will be able to elect to have some of your upcoming pay contributed to the Plan. These amounts will be used to pay for the benefits you have chosen. The portion of your pay that is paid to the Plan is not subject to Federal

income or Social Security taxes. In other words, this allows you to use tax-free dollars to pay for certain kinds of benefits and expenses which you normally pay for with out-of-pocket, taxable dollars. However, if you receive a reimbursement for an expense under the Plan, you cannot claim a Federal income tax credit or deduction on your return. (See the Article entitled "General Information About Our Plan" for the definition of "Plan Year.")

III CONTRIBUTIONS

1. How much of my pay may the Employer redirect?

Each year, we will automatically contribute on your behalf enough of your compensation to pay for the insurance coverage provided unless you elect not to receive any or all of such coverage. You may also elect to have us contribute on your behalf enough of your compensation to pay for any other benefits that you elect under the Plan. These amounts will be deducted from your pay over the course of the year.

2. What happens to contributions made to the Plan?

Before each Plan Year begins, you will select the benefits you want and how much of the contributions should go toward each benefit. It is very important that you make these choices carefully based on what you expect to spend on each covered benefit or expense during the Plan Year. Later, they will be used to pay for the expenses as they arise during the Plan Year.

3. When must I decide which accounts I want to use?

You are required by Federal law to decide before the Plan Year begins, during the election period (defined below). You must decide two things. First, which benefits you want and, second, how much should go toward each benefit.

If you are already covered by any of the insured benefits offered by this Plan, you will automatically become a Participant to the extent of the premiums for such insurance unless you elect, during the election period (defined below), not to participate in the Plan.

4. When is the election period for our Plan?

You will make your initial election on or before your entry date. (You should review Section I on Eligibility to better understand the eligibility requirements and entry date.) Then, for each following Plan Year, the election period is established by the Administrator and applied uniformly to all Participants. It will normally be a period of time prior to the beginning of each Plan Year. The Administrator will inform you each year about the election period. (See the Article entitled "General Information About Our Plan" for the definition of Plan Year.)

5. May I change my elections during the Plan Year?

Generally, you cannot change the elections you have made after the beginning of the Plan Year. However, there are certain limited situations when you can change your elections. You are permitted to change elections if you have a "change in status" and you make an election change that is consistent with the change in status. Currently, Federal law considers the following events to be a change in status:

- Marriage, divorce, death of a spouse, legal separation or annulment;
- Change in the number of dependents, including birth, adoption, placement for adoption, or death of a dependent;
- Any of the following events for you, your spouse or dependent: termination or commencement of employment, a strike or lockout, commencement or return from an unpaid leave of absence, a change in worksite, or any other change in employment status that affects eligibility for benefits;
- One of your dependents satisfies or ceases to satisfy the requirements for coverage due to change in age, student status, or any similar circumstance; and
- A change in the place of residence of you, your spouse or dependent that would lead to a change in status, such as moving out of a coverage area for insurance.

In addition, if you are participating in the Dependent Care Flexible Spending Account, then there is a change in status if your dependent no longer meets the qualifications to be eligible for dependent care.

There are detailed rules on when a change in election is deemed to be consistent with a change in status. In addition, there are laws that give you rights to change health coverage for you, your spouse, or your dependents. If you change coverage due to rights you have under the law, then you can make a corresponding change in your elections under the Plan. If any of these conditions apply to you, you should contact the Administrator.

If the cost of a benefit provided under the Plan increases or decreases during a Plan Year, then we will automatically increase or decrease, as the case may be, your salary redirection election. If the cost increases significantly, you will be permitted to either make

corresponding changes in your payments or revoke your election and obtain coverage under another benefit package option with similar coverage, or revoke your election entirely.

If the coverage under a Benefit is significantly curtailed or ceases during a Plan Year, then you may revoke your elections and elect to receive on a prospective basis coverage under another plan with similar coverage. In addition, if we add a new coverage option or eliminate an existing option, you may elect the newly-added option (or elect another option if an option has been eliminated) and make corresponding election changes to other options providing similar coverage. If you are not a Participant, you may elect to join the Plan. There are also certain situations when you may be able to change your elections on account of a change under the plan of your spouse's, former spouse's or dependent's employer.

These rules on change due to cost or coverage do not apply to the Health Flexible Spending Account, and you may not change your election to the Health Flexible Spending Account if you make a change due to cost or coverage for insurance.

You may not change your election under the Dependent Care Flexible Spending Account if the cost change is imposed by a dependent care provider who is your relative.

You may revoke your coverage under the employer's group health plan outside of our open enrollment period, if your employment status changes from working at least 30 hours per week to less than 30 hours. This is regardless of whether the reduction in hours has resulted in loss of eligibility. You must show intent to enroll in another health plan.

You may also revoke your coverage under our Employer sponsored group health plan if you are eligible to obtain coverage through the health exchanges.

6. May I make new elections in future Plan Years?

Yes, you may. For each new Plan Year, you may change the elections that you previously made. You may also choose not to participate in the Plan for the upcoming Plan Year. If you do not make new elections during the election period before a new Plan Year begins, we will assume you want your elections for insured benefits only to remain the same and you will not be considered a Participant for the non-insured benefit options under the Plan for the upcoming Plan Year.

IV BENEFITS

1. Health Flexible Spending Account

The Health Flexible Spending Account enables you to pay for expenses allowed under Sections 105 and 213(d) of the Internal Revenue Code which are not covered by our insured medical plan and save taxes at the same time. The Health Flexible Spending Account allows you to be reimbursed by the Employer for expenses incurred by you and your dependents.

Drug costs, including insulin, may be reimbursed.

You may be reimbursed for "over the counter" drugs only if those drugs are prescribed for you. You may not, however, be reimbursed for the cost of other health care coverage maintained outside of the Plan, or for long-term care expenses. A list of covered expenses is available from the Administrator.

The most that you can contribute to your Health Flexible Spending Account each Plan Year is \$2,650 for 2018. After 2018, the dollar limit may increase for cost of living adjustments. In addition, you will be eligible to carryover amounts left in your Health Flexible Spending Account, up to \$500.00. This means that amounts you do not use during a Plan Year can be carried over to the next Plan Year and used for expenses incurred in the next Plan Year.

In order to be reimbursed for a health care expense, you must submit to the Administrator an itemized bill from the service provider. We will also provide you with a debit or credit card to use to pay for medical expenses. The Administrator will provide you with further details. Amounts reimbursed from the Plan may not be claimed as a deduction on your personal income tax return. Reimbursement from the fund shall be paid at least once a month. Expenses under this Plan are treated as being "incurred" when you are provided with the care that gives rise to the expenses, not when you are formally billed or charged, or you pay for the medical care.

You may be reimbursed for expenses for any child until the end of the calendar year in which the child reaches age 26. A child is a natural child, stepchild, foster child, adopted child, or a child placed with you for adoption. If a child gains or regains eligibility due to these new rules, that qualifies as a change in status to change coverage.

Newborns' and Mothers' Health Protection Act: Group health plans generally may not, under Federal law, restrict benefits for any hospital length of stay in connection with childbirth for the mother or newborn child to less than 48 hours following a vaginal delivery, or less than 96 hours following a cesarean section. However, Federal law generally does not prohibit the mother's or newborn's attending provider, after consulting with the mother, from discharging the mother or her newborn earlier than 48 hours (or 96 hours as applicable). In any case, plans and issuers may not, under Federal law, require that a provider obtain authorization from the plan or the issuer for prescribing a length of stay not in excess of 48 hours (or 96 hours).

Women's Health and Cancer Rights Act: This plan, as required by the Women's Health and Cancer Rights Act of 1998, will reimburse up to plan limits for benefits for mastectomy-related services including reconstruction and surgery to achieve symmetry between the breasts, prostheses, and complications resulting from a mastectomy (including lymphedema). Contact your Plan Administrator for more information.

2. Dependent Care Flexible Spending Account

The Dependent Care Flexible Spending Account enables you to pay for out-of-pocket, work-related dependent day-care cost with pre-tax dollars. If you are married, you can use the account if you and your spouse both work or, in some situations, if your spouse goes to school full-time. Single employees can also use the account.

An eligible dependent is someone for whom you can claim expenses on Federal Income Tax Form 2441 "Credit for Child and Dependent Care Expenses." Children must be under age 13. Other dependents must be physically or mentally unable to care for themselves. Dependent Care arrangements which qualify include:

- (a) A Dependent (Day) Care Center, provided that if care is provided by the facility for more than six individuals, the facility complies with applicable state and local laws;
- (b) An Educational Institution for pre-school children. For older children, only expenses for non-school care are eligible; and
- (c) An "Individual" who provides care inside or outside your home: The "Individual" may not be a child of yours under age 19 or anyone you claim as a dependent for Federal tax purposes.

You should make sure that the dependent care expenses you are currently paying for qualify under our Plan. We will also provide you with a debit or credit card to use to pay for dependent care expenses. The Administrator will provide you with further details.

The law places limits on the amount of money that can be paid to you in a calendar year from your Dependent Care Flexible Spending Account. Generally, your reimbursements may not exceed the lesser of: (a) \$5,000 (if you are married filing a joint return or you are head of a household) or \$2,500 (if you are married filing separate returns); (b) your taxable compensation; (c) your spouse's actual or deemed earned income (a spouse who is a full time student or incapable of caring for himself/herself has a monthly earned income of \$250 for one dependent or \$500 for two or more dependents).

Also, in order to have the reimbursements made to you from this account be excludable from your income, you must provide a statement from the service provider including the name, address, and in most cases, the taxpayer identification number of the service provider on your tax form for the year, as well as the amount of such expense as proof that the expense has been incurred. In addition, Federal tax laws permit a tax credit for certain dependent care expenses you may be paying for even if you are not a Participant in this Plan. You may save more money if you take advantage of this tax credit rather than using the Dependent Care Flexible Spending Account under our Plan. Ask your tax adviser which is better for you.

3. Premium Expense Account

A Premium Expense Account allows you to use tax-free dollars to pay for certain premium expenses under various insurance programs that we offer you. These premium expenses include:

- Health care premiums under our insured group medical plan.
- Dental insurance premiums.
- Cancer insurance premiums.
- Vision insurance premiums.
- Accidental death and dismemberment insurance premiums.

Under our Plan, we will establish sub-accounts for you for each different type of insurance coverage that is available. Also, certain limits on the amount of coverage may apply.

The Administrator may terminate or modify Plan benefits at any time, subject to the provisions of any insurance contracts providing benefits described above. We will not be liable to you if an insurance company fails to provide any of the benefits described above. Also, your insurance will end when you leave employment, are no longer eligible under the terms of any insurance policies, or when insurance terminates.

Any benefits to be provided by insurance will be provided only after (1) you have provided the Administrator the necessary information to apply for insurance, and (2) the insurance is in effect for you.

If you cover your children up to age 26 under your insurance, you can pay for that coverage through the Plan.

V
BENEFIT PAYMENTS

1. When will I receive payments from my accounts?

During the course of the Plan Year, you may submit requests for reimbursement of expenses you have incurred. Expenses are considered "incurred" when the service is performed, not necessarily when it is paid for. The Administrator will provide you with acceptable forms for submitting these requests for reimbursement. If the request qualifies as a benefit or expense that the Plan has agreed to pay, you will receive a reimbursement payment soon thereafter. Remember, these reimbursements which are made from the Plan are generally not subject to federal income tax or withholding. Nor are they subject to Social Security taxes. Requests for payment of insured benefits should be made directly to the insurer. You will only be reimbursed from the Dependent Care Flexible Spending Account to the extent that there are sufficient funds in the Account to cover your request.

2. What happens if I don't spend all Plan contributions during the Plan Year?

Any monies left at the end of the Plan Year will be forfeited, except for \$500.00 that can be carried over into the next Plan Year for the Health Flexible Spending Account. Obviously, qualifying expenses that you incur late in the Plan Year for which you seek reimbursement after the end of such Plan Year will be paid first before any amount is forfeited. For the Health Flexible Spending Account, you must submit claims no later than 90 days after the end of the Plan Year. For the Dependent Care Flexible Spending Account, you must submit claims no later than 90 days after the end of the Plan Year. Because it is possible that you might forfeit amounts in the Plan if you do not fully use the contributions that have been made, it is important that you decide how much to place in each account carefully and conservatively. Remember, you must decide which benefits you want to contribute to and how much to place in each account before the Plan Year begins. You want to be as certain as you can that the amount you decide to place in each account will be used up entirely.

3. Uniformed Services Employment and Reemployment Rights Act (USERRA)

If you are going into or returning from military service, you may have special rights to health care coverage under your Health Flexible Spending Account under the Uniformed Services Employment and Reemployment Rights Act of 1994. These rights can include extended health care coverage. If you may be affected by this law, ask your Administrator for further details.

4. What happens if I terminate employment?

If you terminate employment during the Plan Year, your right to benefits will be determined in the following manner:

- (a) You will remain covered by insurance, but only for the period for which premiums have been paid prior to your termination of employment.
- (b) You will still be able to request reimbursement for qualifying dependent care expenses incurred prior to your date of termination from the balance remaining in your dependent care account at the time of termination of employment. However, no further salary redirection contributions will be made on your behalf after you terminate. You must submit claims within 90 days after termination.
- (c) For health benefit coverage and Health Flexible Spending Account coverage on termination of employment, please see the Article entitled "Continuation Coverage Rights Under COBRA." Upon your termination of employment, your participation in the Health Flexible Spending Account will cease, and no further salary redirection contributions will be contributed on your behalf. However, you will be able to submit claims for health care expenses that were incurred before the end of the period for which payments to the Health Flexible Spending Account have already been made. Your further participation will be governed by "Continuation Coverage Rights Under COBRA."

5. Will my Social Security benefits be affected?

Your Social Security benefits may be slightly reduced because when you receive tax-free benefits under our Plan, it reduces the amount of contributions that you make to the Federal Social Security system as well as our contribution to Social Security on your behalf.

6. Qualified Reservist Distributions

If you are a member of a reserve unit and if you are ordered or called to active duty, then you may request a Qualified Reservist Distribution (QRD). A Qualified Reservist Distribution is a distribution of all or a portion of the amounts remaining in your Health Flexible Spending Account. You can only request this distribution if you are called to active duty for a period of 180 days or more or for an indefinite period. The distribution must be made during the period beginning on the date of the call and ending on the last date that reimbursements could otherwise be made under the Plan for the Plan Year which includes the date of the call.

You can receive the amount you have actually contributed minus any reimbursements you have already received (or are in process). The amount you request may be adjusted if needed to conform with your actual account balance. You must request the QRD before the last day of the Plan Year. Any claims that you submit after the date you request the QRD will not be processed. You can only request 1 QRDs for a Plan Year.

**VI
HIGHLY COMPENSATED AND KEY EMPLOYEES**

1. Do limitations apply to highly compensated employees?

Under the Internal Revenue Code, highly compensated employees and key employees generally are Participants who are officers, shareholders or highly paid. You will be notified by the Administrator each Plan Year whether you are a highly compensated employee or a key employee.

If you are within these categories, the amount of contributions and benefits for you may be limited so that the Plan as a whole does not unfairly favor those who are highly paid, their spouses or their dependents. Federal tax laws state that a plan will be considered to unfairly favor the key employees if they as a group receive more than 25% of all of the nontaxable benefits provided for under our Plan.

Plan experience will dictate whether contribution limitations on highly compensated employees or key employees will apply. You will be notified of these limitations if you are affected.

**VII
PLAN ACCOUNTING**

1. Periodic Statements

The Administrator will provide you with a statement of your account periodically during the Plan Year that shows your account balance. It is important to read these statements carefully so you understand the balance remaining to pay for a benefit. Remember, you want to spend all the money you have designated for a particular benefit by the end of the Plan Year.

**VIII
GENERAL INFORMATION ABOUT OUR PLAN**

This Section contains certain general information which you may need to know about the Plan.

1. General Plan Information

City of Goddard Flexible Spending Account Plan is the name of the Plan.

Your Employer has assigned Plan Number 501 to your Plan.

The provisions of the Plan become effective on October 1, 2018, which is called the Effective Date of the Plan.

Your Plan's records are maintained on a twelve-month period of time. This is known as the Plan Year. The Plan Year begins on September 1 and ends on August 31, except for the short Plan Year which will begin on October 1 and end on August 31.

2. Employer Information

Your Employer's name, address, and identification number are:

City of Goddard
118 N. Main
Goddard, Kansas 67052
48-101337

3. Plan Administrator Information

The name, address and business telephone number of your Plan's Administrator are:

City of Goddard
118 N. Main
Goddard, Kansas 67052
316-794-2441

The Administrator keeps the records for the Plan and is responsible for the administration of the Plan. The Administrator will also answer any questions you may have about our Plan. You may contact the Administrator for any further information about the Plan.

4. Service of Legal Process

The name and address of the Plan's agent for service of legal process are:

City of Goddard
118 N. Main
Goddard, Kansas 67052

5. Type of Administration

The type of Administration is Employer Administration.

6. Claims Submission

Claims for expenses should be submitted to:

Empower
7309 E. 21st Street North, Suite 110
Wichita, KS 67206

IX ADDITIONAL PLAN INFORMATION

1. Claims Process

You should submit all reimbursement claims during the Plan Year. For the Health Flexible Spending Account, you must submit claims no later than 90 days after the end of the Plan Year. However, if you terminate employment during the Plan Year, you must submit your Health Flexible Spending Account claims within 90 days after your termination of employment. For the Dependent Care Flexible Spending Account, you must submit claims no later than 90 days after the end of the Plan Year. However, if you terminate employment during the Plan Year, you must submit your Dependent Care Flexible Spending Account claims within 90 days after your termination of employment. Any claims submitted after that time will not be considered.

Claims that are insured will be handled in accordance with procedures contained in the insurance policies. All other general requests should be directed to the Administrator of our Plan. If a dependent care or medical expense claim under the Plan is denied in whole or in part, you or your beneficiary will receive written notification. The notification will include the reasons for the denial, with reference to the specific provisions of the Plan on which the denial was based, a description of any additional information needed to process the claim and an explanation of the claims review procedure. Within 60 days after denial, you or your beneficiary may submit a written request for reconsideration of the denial to the Administrator.

Any such request should be accompanied by documents or records in support of your appeal. You or your beneficiary may review pertinent documents and submit issues and comments in writing. The Administrator will review the claim and provide, within 60 days, a written response to the appeal. (This period may be extended an additional 60 days under certain circumstances.) In this response, the Administrator will explain the reason for the decision, with specific reference to the provisions of the Plan on which the decision is based. The Administrator has the exclusive right to interpret the appropriate plan provisions. Decisions of the Administrator are conclusive and binding.

X CONTINUATION COVERAGE RIGHTS UNDER COBRA

Under federal law, the Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA), certain employees and their families covered under health benefits under this Plan will be entitled to the opportunity to elect a temporary extension of health coverage (called "COBRA continuation coverage") where coverage under the Plan would otherwise end. This notice is intended to inform Plan Participants and beneficiaries, in summary fashion, of their rights and obligations under the continuation coverage provisions of COBRA, as amended and reflected in final and proposed regulations published by the Department of the Treasury. This notice is intended to reflect the law and does not grant or take away any rights under the law.

The Plan Administrator or its designee is responsible for administering COBRA continuation coverage. Complete instructions on COBRA, as well as election forms and other information, will be provided by the Plan Administrator or its designee to Plan Participants who become Qualified Beneficiaries under COBRA. While the Plan itself is not a group health plan, it does provide health benefits. Whenever "Plan" is used in this section, it means any of the health benefits under this Plan including the Health Flexible Spending Account.

1. What is COBRA continuation coverage?

COBRA continuation coverage is the temporary extension of group health plan coverage that must be offered to certain Plan Participants and their eligible family members (called "Qualified Beneficiaries") at group rates. The right to COBRA continuation coverage is triggered by the occurrence of a life event that results in the loss of coverage under the terms of the Plan (the "Qualifying Event"). The

coverage must be identical to the coverage that the Qualified Beneficiary had immediately before the Qualifying Event, or if the coverage has been changed, the coverage must be identical to the coverage provided to similarly situated active employees who have not experienced a Qualifying Event (in other words, similarly situated non-COBRA beneficiaries).

There may be other options available when you lose group health coverage. For example, you may be eligible to buy an individual plan through the Health Insurance Marketplace. By enrolling in coverage through the Marketplace, you may qualify for lower costs on your monthly premiums and lower out-of-pocket costs. Additionally, you may qualify for a 30-day special enrollment period for another group health plan for which you are eligible (such as a spouse's plan), even if that plan generally doesn't accept late enrollees.

2. Who can become a Qualified Beneficiary?

In general, a Qualified Beneficiary can be:

(a) Any individual who, on the day before a Qualifying Event, is covered under a Plan by virtue of being on that day either a covered Employee, the Spouse of a covered Employee, or a Dependent child of a covered Employee. If, however, an individual who otherwise qualifies as a Qualified Beneficiary is denied or not offered coverage under the Plan under circumstances in which the denial or failure to offer constitutes a violation of applicable law, then the individual will be considered to have had the coverage and will be considered a Qualified Beneficiary if that individual experiences a Qualifying Event.

(b) Any child who is born to or placed for adoption with a covered Employee during a period of COBRA continuation coverage, and any individual who is covered by the Plan as an alternate recipient under a qualified medical support order. If, however, an individual who otherwise qualifies as a Qualified Beneficiary is denied or not offered coverage under the Plan under circumstances in which the denial or failure to offer constitutes a violation of applicable law, then the individual will be considered to have had the coverage and will be considered a Qualified Beneficiary if that individual experiences a Qualifying Event.

The term "covered Employee" includes any individual who is provided coverage under the Plan due to his or her performance of services for the employer sponsoring the Plan. However, this provision does not establish eligibility of these individuals. Eligibility for Plan coverage shall be determined in accordance with Plan Eligibility provisions.

An individual is not a Qualified Beneficiary if the individual's status as a covered Employee is attributable to a period in which the individual was a nonresident alien who received from the individual's Employer no earned income that constituted income from sources within the United States. If, on account of the preceding reason, an individual is not a Qualified Beneficiary, then a Spouse or Dependent child of the individual will also not be considered a Qualified Beneficiary by virtue of the relationship to the individual. A domestic partner is not a Qualified Beneficiary.

Each Qualified Beneficiary (including a child who is born to or placed for adoption with a covered Employee during a period of COBRA continuation coverage) must be offered the opportunity to make an independent election to receive COBRA continuation coverage.

3. What is a Qualifying Event?

A Qualifying Event is any of the following if the Plan provided that the Plan participant would lose coverage (i.e., cease to be covered under the same terms and conditions as in effect immediately before the Qualifying Event) in the absence of COBRA continuation coverage:

(a) The death of a covered Employee.

(b) The termination (other than by reason of the Employee's gross misconduct), or reduction of hours, of a covered Employee's employment.

(c) The divorce or legal separation of a covered Employee from the Employee's Spouse. If the Employee reduces or eliminates the Employee's Spouse's Plan coverage in anticipation of a divorce or legal separation, and a divorce or legal separation later occurs, then the divorce or legal separation may be considered a Qualifying Event even though the Spouse's coverage was reduced or eliminated before the divorce or legal separation.

(d) A covered Employee's enrollment in any part of the Medicare program.

(e) A Dependent child's ceasing to satisfy the Plan's requirements for a Dependent child (for example, attainment of the maximum age for dependency under the Plan).

If the Qualifying Event causes the covered Employee, or the covered Spouse or a Dependent child of the covered Employee, to cease to be covered under the Plan under the same terms and conditions as in effect immediately before the Qualifying Event, the persons losing such coverage become Qualified Beneficiaries under COBRA if all the other conditions of COBRA are also met. For example, any increase in contribution that must be paid by a covered Employee, or the Spouse, or a Dependent child of the covered Employee, for coverage under the Plan that results from the occurrence of one of the events listed above is a loss of coverage.

The taking of leave under the Family and Medical Leave Act of 1993, as amended ("FMLA") does not constitute a Qualifying Event. A Qualifying Event will occur, however, if an Employee does not return to employment at the end of the FMLA leave and all other COBRA continuation coverage conditions are present. If a Qualifying Event occurs, it occurs on the last day of FMLA leave and the applicable maximum coverage period is measured from this date (unless coverage is lost at a later date and the Plan provides for the extension of the required periods, in which case the maximum coverage date is measured from the date when the coverage is lost.) Note that the covered Employee and family members will be entitled to COBRA continuation coverage even if they failed to pay the employee portion of premiums for coverage under the Plan during the FMLA leave.

4. What factors should be considered when determining to elect COBRA continuation coverage?

When considering options for health coverage, Qualified Beneficiaries should consider:

- **Premiums:** This plan can charge up to 102% of total plan premiums for COBRA coverage. Other options, like coverage on a spouse's plan or through the Marketplace, may be less expensive. Qualified Beneficiaries have special enrollment rights under federal law (HIPAA). They have the right to request special enrollment in another group health plan for which they are otherwise eligible (such as a plan sponsored by a spouse's employer) within 30 days after Plan coverage ends due to one of the Qualifying Events listed above.
- **Provider Networks:** If a Qualified Beneficiary is currently getting care or treatment for a condition, a change in health coverage may affect access to a particular health care provider. You may want to check to see if your current health care providers participate in a network in considering options for health coverage.
- **Drug Formularies:** For Qualified Beneficiaries taking medication, a change in health coverage may affect costs for medication – and in some cases, the medication may not be covered by another plan. Qualified beneficiaries should check to see if current medications are listed in drug formularies for other health coverage.
- **Severance payments:** If COBRA rights arise because the Employee has lost his job and there is a severance package available from the employer, the former employer may have offered to pay some or all of the Employee's COBRA payments for a period of time. This can affect the timing of coverage available in the Marketplace. In this scenario, the Employee may want to contact the Department of Labor at 1-866-444-3272 to discuss options.
- **Medicare Eligibility:** You should be aware of how COBRA coverage coordinates with Medicare eligibility. If you are eligible for Medicare at the time of the Qualifying Event, or if you will become eligible soon after the Qualifying Event, you should know that you have 8 months to enroll in Medicare after your employment –related health coverage ends. Electing COBRA coverage does not extend this 8-month period. For more information, see medicare.gov/sign-up-change-plan.
- **Service Areas:** If benefits under the Plan are limited to specific service or coverage areas, benefits may not be available to a Qualified Beneficiary who moves out of the area.
- **Other Cost-Sharing:** In addition to premiums or contributions for health coverage, the Plan requires participants to pay copayments, deductibles, coinsurance, or other amounts as benefits are used. Qualified beneficiaries should check to see what the cost-sharing requirements are for other health coverage options. For example, one option may have much lower monthly premiums, but a much higher deductible and higher copayments.

Are there other coverage options besides COBRA Continuation Coverage? Yes. Instead of enrolling in COBRA continuation coverage, there may be other coverage options for Qualified Beneficiaries through the Health Insurance Marketplace, Medicaid, or other group health plan coverage options (such as a spouse's plan) through what is called a "special enrollment period." Some of these options may cost less than COBRA continuation coverage. You can learn more about many of these options at www.healthcare.gov.

5. What is the procedure for obtaining COBRA continuation coverage?

The Plan has conditioned the availability of COBRA continuation coverage upon the timely election of such coverage. An election is timely if it is made during the election period.

6. What is the election period and how long must it last?

The election period is the time period within which the Qualified Beneficiary must elect COBRA continuation coverage under the Plan. The election period must begin no later than the date the Qualified Beneficiary would lose coverage on account of the Qualifying Event and ends 60 days after the later of the date the Qualified Beneficiary would lose coverage on account of the Qualifying Event or the date notice is provided to the Qualified Beneficiary of her or his right to elect COBRA continuation coverage. If coverage is not elected within the 60 day period, all rights to elect COBRA continuation coverage are forfeited.

Note: If a covered Employee who has been terminated or experienced a reduction of hours qualifies for a trade readjustment allowance or alternative trade adjustment assistance under a federal law called the Trade Act of 2002, as extended by the Trade Preferences Extension Act of 2015, and the employee and his or her covered dependents have not elected COBRA coverage within the normal election period, a second opportunity to elect COBRA coverage will be made available for themselves and certain family members, but only within a limited period of 60 days or less and only during the six months immediately after their group health plan coverage ended. Any person who

qualifies or thinks that he or she and/or his or her family members may qualify for assistance under this special provision should contact the Plan Administrator or its designee for further information about the special second election period. If continuation coverage is elected under this extension, it will not become effective prior to the beginning of this special second election period.

7. Is a covered Employee or Qualified Beneficiary responsible for informing the Plan Administrator of the occurrence of a Qualifying Event?

The Plan will offer COBRA continuation coverage to Qualified Beneficiaries only after the Plan Administrator or its designee has been timely notified that a Qualifying Event has occurred. The Employer (if the Employer is not the Plan Administrator) will notify the Plan Administrator or its designee of the Qualifying Event within 30 days following the date coverage ends when the Qualifying Event is:

- (a) the end of employment or reduction of hours of employment,
- (b) death of the employee,
- (c) commencement of a proceeding in bankruptcy with respect to the Employer, or
- (d) entitlement of the employee to any part of Medicare.

IMPORTANT:

For the other Qualifying Events (divorce or legal separation of the employee and spouse or a dependent child's losing eligibility for coverage as a dependent child), you or someone on your behalf must notify the Plan Administrator or its designee in writing within 60 days after the Qualifying Event occurs, using the procedures specified below. If these procedures are not followed or if the notice is not provided in writing to the Plan Administrator or its designee during the 60-day notice period, any spouse or dependent child who loses coverage will not be offered the option to elect continuation coverage. You must send this notice to the Plan Administrator or its designee.

NOTICE PROCEDURES:

Any notice that you provide must be *in writing*. Oral notice, including notice by telephone, is not acceptable. You must mail, fax or hand-deliver your notice to the person, department or firm listed below, at the following address:

City of Goddard
118 N. Main
Goddard, Kansas 67052

If mailed, your notice must be postmarked no later than the last day of the required notice period. Any notice you provide must state:

- the name of the plan or plans under which you lost or are losing coverage,
- the name and address of the employee covered under the plan,
- the name(s) and address(es) of the Qualified Beneficiary(ies), and
- the Qualifying Event and the date it happened.

If the Qualifying Event is a divorce or legal separation, your notice must include a copy of the divorce decree or the legal separation agreement.

Be aware that there are other notice requirements in other contexts, for example, in order to qualify for a disability extension.

Once the Plan Administrator or its designee receives *timely notice* that a Qualifying Event has occurred, COBRA continuation coverage will be offered to each of the qualified beneficiaries. Each Qualified Beneficiary will have an independent right to elect COBRA continuation coverage. Covered employees may elect COBRA continuation coverage for their spouses, and parents may elect COBRA continuation coverage on behalf of their children. For each Qualified Beneficiary who elects COBRA continuation coverage, COBRA continuation coverage will begin on the date that plan coverage would otherwise have been lost. If you or your spouse or dependent children do not elect continuation coverage within the 60-day election period described above, the right to elect continuation coverage will be lost.

8. Is a waiver before the end of the election period effective to end a Qualified Beneficiary's election rights?

If, during the election period, a Qualified Beneficiary waives COBRA continuation coverage, the waiver can be revoked at any time before the end of the election period. Revocation of the waiver is an election of COBRA continuation coverage. However, if a waiver is later revoked, coverage need not be provided retroactively (that is, from the date of the loss of coverage until the waiver is revoked). Waivers and revocations of waivers are considered made on the date they are sent to the Plan Administrator or its designee, as applicable.

9. Is COBRA coverage available if a Qualified Beneficiary has other group health plan coverage or Medicare?

Qualified Beneficiaries who are entitled to elect COBRA continuation coverage may do so even if they are covered under another group health plan or are entitled to Medicare benefits on or before the date on which COBRA is elected. However, a Qualified Beneficiary's COBRA coverage will terminate automatically if, after electing COBRA, he or she becomes entitled to Medicare or becomes covered under other group health plan coverage.

10. When may a Qualified Beneficiary's COBRA continuation coverage be terminated?

During the election period, a Qualified Beneficiary may waive COBRA continuation coverage. Except for an interruption of coverage in connection with a waiver, COBRA continuation coverage that has been elected for a Qualified Beneficiary must extend for at least the period beginning on the date of the Qualifying Event and ending not before the earliest of the following dates:

- (a) The last day of the applicable maximum coverage period.
- (b) The first day for which Timely Payment is not made to the Plan with respect to the Qualified Beneficiary.
- (c) The date upon which the Employer ceases to provide any group health plan (including a successor plan) to any employee.
- (d) The date, after the date of the election, that the Qualified Beneficiary first becomes entitled to Medicare (either part A or part B, whichever occurs earlier).
- (e) In the case of a Qualified Beneficiary entitled to a disability extension, the later of:
 - (1) (i) 29 months after the date of the Qualifying Event, or (ii) the first day of the month that is more than 30 days after the date of a final determination under Title II or XVI of the Social Security Act that the disabled Qualified Beneficiary whose disability resulted in the Qualified Beneficiary's entitlement to the disability extension is no longer disabled, whichever is earlier; or
 - (2) the end of the maximum coverage period that applies to the Qualified Beneficiary without regard to the disability extension.

The Plan can terminate for cause the coverage of a Qualified Beneficiary on the same basis that the Plan terminates for cause the coverage of similarly situated non-COBRA beneficiaries, for example, for the submission of a fraudulent claim.

In the case of an individual who is not a Qualified Beneficiary and who is receiving coverage under the Plan solely because of the individual's relationship to a Qualified Beneficiary, if the Plan's obligation to make COBRA continuation coverage available to the Qualified Beneficiary ceases, the Plan is not obligated to make coverage available to the individual who is not a Qualified Beneficiary.

11. What are the maximum coverage periods for COBRA continuation coverage?

The maximum coverage periods are based on the type of the Qualifying Event and the status of the Qualified Beneficiary, as shown below.

- (a) In the case of a Qualifying Event that is a termination of employment or reduction of hours of employment, the maximum coverage period ends 18 months after the Qualifying Event if there is not a disability extension and 29 months after the Qualifying Event if there is a disability extension.
- (b) In the case of a covered Employee's enrollment in the Medicare program before experiencing a Qualifying Event that is a termination of employment or reduction of hours of employment, the maximum coverage period for Qualified Beneficiaries ends on the later of:
 - (1) 36 months after the date the covered Employee becomes enrolled in the Medicare program. This extension does not apply to the covered Employee; or
 - (2) 18 months (or 29 months, if there is a disability extension) after the date of the covered Employee's termination of employment or reduction of hours of employment.
- (c) In the case of a Qualified Beneficiary who is a child born to or placed for adoption with a covered Employee during a period of COBRA continuation coverage, the maximum coverage period is the maximum coverage period applicable to the Qualifying Event giving rise to the period of COBRA continuation coverage during which the child was born or placed for adoption.
- (d) In the case of any other Qualifying Event than that described above, the maximum coverage period ends 36 months after the Qualifying Event.

12. Under what circumstances can the maximum coverage period be expanded?

If a Qualifying Event that gives rise to an 18-month or 29-month maximum coverage period is followed, within that 18- or 29-month period, by a second Qualifying Event that gives rise to a 36-months maximum coverage period, the original period is expanded to 36

months, but only for individuals who are Qualified Beneficiaries at the time of and with respect to both Qualifying Events. In no circumstance can the COBRA maximum coverage period be expanded to more than 36 months after the date of the first Qualifying Event. The Plan Administrator must be notified of the second qualifying event within 60 days of the second qualifying event. This notice must be sent to the Plan Administrator or its designee in accordance with the procedures above.

13. How does a Qualified Beneficiary become entitled to a disability extension?

A disability extension will be granted if an individual (whether or not the covered Employee) who is a Qualified Beneficiary in connection with the Qualifying Event that is a termination or reduction of hours of a covered Employee's employment, is determined under Title II or XVI of the Social Security Act to have been disabled at any time during the first 60 days of COBRA continuation coverage. To qualify for the disability extension, the Qualified Beneficiary must also provide the Plan Administrator with notice of the disability determination on a date that is both within 60 days after the date of the determination and before the end of the original 18-month maximum coverage. This notice must be sent to the Plan Administrator or its designee in accordance with the procedures above.

14. Does the Plan require payment for COBRA continuation coverage?

For any period of COBRA continuation coverage under the Plan, Qualified Beneficiaries who elect COBRA continuation coverage may be required to pay up to 102% of the applicable premium and up to 150% of the applicable premium for any expanded period of COBRA continuation coverage covering a disabled Qualified Beneficiary due to a disability extension. Your Plan Administrator will inform you of the cost. The Plan will terminate a Qualified Beneficiary's COBRA continuation coverage as of the first day of any period for which timely payment is not made.

15. Must the Plan allow payment for COBRA continuation coverage to be made in monthly installments?

Yes. The Plan is also permitted to allow for payment at other intervals.

16. What is Timely Payment for COBRA continuation coverage?

Timely Payment means a payment made no later than 30 days after the first day of the coverage period. Payment that is made to the Plan by a later date is also considered Timely Payment if either under the terms of the Plan, covered Employees or Qualified Beneficiaries are allowed until that later date to pay for their coverage for the period or under the terms of an arrangement between the Employer and the entity that provides Plan benefits on the Employer's behalf, the Employer is allowed until that later date to pay for coverage of similarly situated non-COBRA beneficiaries for the period.

Notwithstanding the above paragraph, the Plan does not require payment for any period of COBRA continuation coverage for a Qualified Beneficiary earlier than 45 days after the date on which the election of COBRA continuation coverage is made for that Qualified Beneficiary. Payment is considered made on the date on which it is postmarked to the Plan.

If Timely Payment is made to the Plan in an amount that is not significantly less than the amount the Plan requires to be paid for a period of coverage, then the amount paid will be deemed to satisfy the Plan's requirement for the amount to be paid, unless the Plan notifies the Qualified Beneficiary of the amount of the deficiency and grants a reasonable period of time for payment of the deficiency to be made. A "reasonable period of time" is 30 days after the notice is provided. A shortfall in a Timely Payment is not significant if it is no greater than the lesser of \$50 or 10% of the required amount.

17. Must a Qualified Beneficiary be given the right to enroll in a conversion health plan at the end of the maximum coverage period for COBRA continuation coverage?

If a Qualified Beneficiary's COBRA continuation coverage under a group health plan ends as a result of the expiration of the applicable maximum coverage period, the Plan will, during the 180-day period that ends on that expiration date, provide the Qualified Beneficiary with the option of enrolling under a conversion health plan if such an option is otherwise generally available to similarly situated non-COBRA beneficiaries under the Plan. If such a conversion option is not otherwise generally available, it need not be made available to Qualified Beneficiaries.

18. How is my participation in the Health Flexible Spending Account affected?

You can elect to continue your participation in the Health Flexible Spending Account for the remainder of the Plan Year, subject to the following conditions. You may only continue to participate in the Health Flexible Spending Account if you have elected to contribute more money including any carryover amounts than you have taken out in claims. For example, if you elected to contribute an annual amount of \$500 and, at the time you terminate employment, you have contributed \$300 but only claimed \$150, you may elect to continue coverage under the Health Flexible Spending Account. If you elect to continue coverage, then you would be able to continue to receive your health reimbursements up to the \$500. However, you must continue to pay for the coverage, just as the money has been taken out of your paycheck, but on an after-tax basis. The Plan can also charge you an extra amount (as explained above for other health benefits) to provide this benefit.

IF YOU HAVE QUESTIONS

If you have questions about your COBRA continuation coverage, you should contact the Plan Administrator or its designee. For more information about your rights under ERISA, including COBRA, the Health Insurance Portability and Accountability Act (HIPAA), and other laws affecting group health plans, contact the nearest Regional or District Office of the U.S. Department of Labor's Employee Benefits Security Administration (EBSA). Addresses and phone numbers of Regional and District EBSA Offices are available through EBSA's website at www.dol.gov/ebsa.

KEEP YOUR PLAN ADMINISTRATOR INFORMED OF ADDRESS CHANGES

In order to protect your family's rights, you should keep the Plan Administrator informed of any changes in the addresses of family members. You should also keep a copy, for your records, of any notices you send to the Plan Administrator or its designee.

XI SUMMARY

The money you earn is important to you and your family. You need it to pay your bills, enjoy recreational activities and save for the future. Our flexible benefits plan will help you keep more of the money you earn by lowering the amount of taxes you pay. The Plan is the result of our continuing efforts to find ways to help you get the most for your earnings.

If you have any questions, please contact the Administrator.

**City of Goddard
City Council
May 18, 2020**

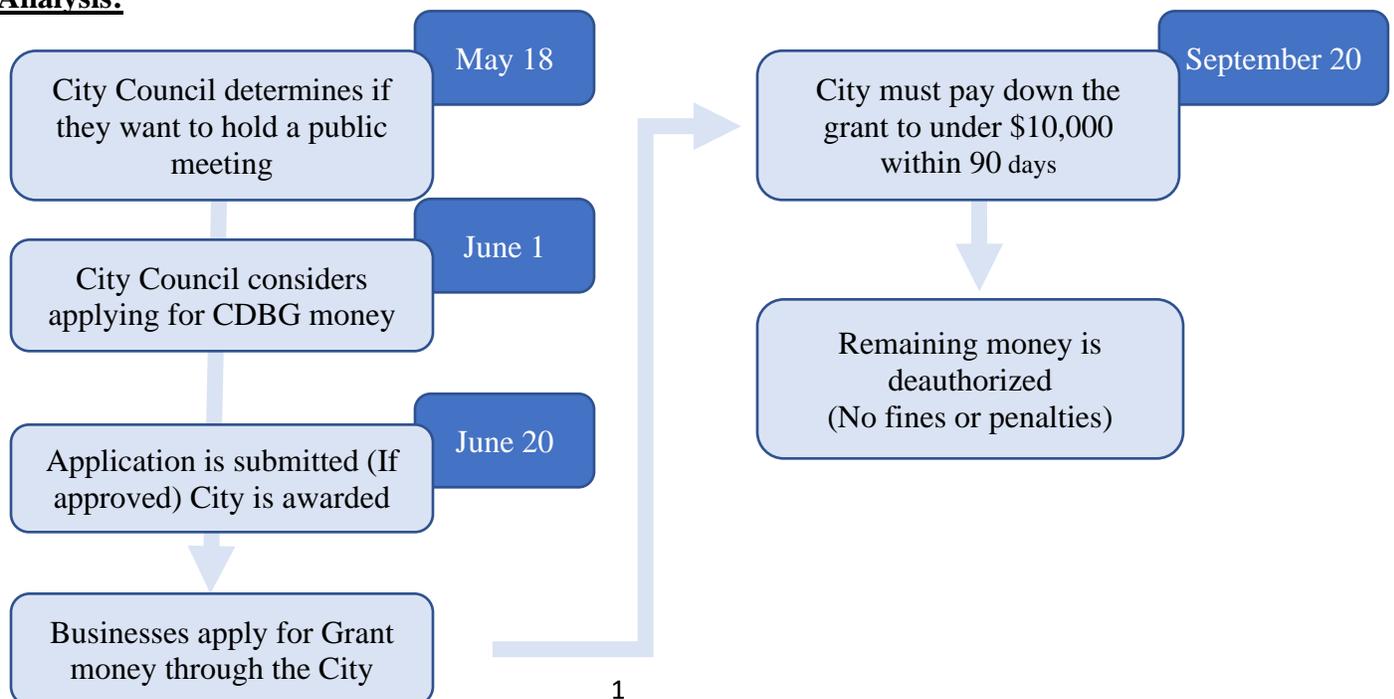
TO: Mayor & City Council
SUBJECT: Community Development Block Grant – Corona Virus
INITIATED BY: City Administrator
PREPARED BY: City Planner
AGENDA: New Business

Background: The Housing and Urban Development (HUD) department of the Federal Government has released special funds in the form of Community Development Block Grants-Corona Virus (CDBG-CV). Some of these funds have been dispersed to the Kansas Department of Commerce in the number of around (plus/minus) \$9 Million. Cities with a population less than 50,000 can apply for this grant money on a first come, first serve basis. Cities can only be awarded \$300,000 maximum.

These funds are considered Economic funds sub-allocated for Businesses that are for profit only. Only certain businesses can apply for these funds and they must meet certain requirements set by HUD. This money is considered Federal money and as such a City staff member will have to act as grant Administrator vetting each application from businesses to ensure compliance with State and Federal requirements.

Prior to applying for the Grant, the City Council must hold a public meeting which is published in the City newspaper (7 days prior) to consider the advisability of applying for the Grant money.

Analysis:



Financial: There will be a cost associated with publishing the notice in the City newspaper

Legal Considerations: Approved as to form

Recommendation/Actions: It is recommended that the City Council: Direct staff desired.

Attachments: H.5.a Potential Public Notice (1 Page)

NOTICE OF HEARING

TO ALL PERSONS CONCERNED:

Notice is hereby given that the Goddard City Council will conduct a public hearing in the City Council chambers at Goddard City Hall, 118 N. Main Street, Goddard, KS on Monday, June 1, 2020 at 7:00 p.m, or as soon thereafter as the matter may be heard, to consider the advisability of applying for Community Development Block Grants for COVID-19.

For:

The City will be considering applying for Community Development Block grants offered through the State of Kansas Department of Commerce and as such it is required that a public meeting be held to fully consider the advisability of applying or to determine if there is adequate need for such an application.

At such time and place, all persons interested may appear and be heard as to this matter. After hearing the views and wishes of all persons interested in the case, the Governing Body will close the public hearing. The public hearing may be recessed and continued from time to time without further notice.

If you are unable to attend the meeting you may submit your comments in writing to the City and those comments will be presented to the Governing Body during the public hearing.

If you have any questions concerning this matter please contact Goddard City Hall, 118 N. Main St; via phone at (316) 794-2441; or email at mscoggan@goddardks.gov

Micah Scoggan, City Planner

Micah Scoggan
City Planner/Code Enforcement
City of Goddard, Kansas

**City of Goddard
City Council
May 18, 2020**

TO: Mayor & City Council
SUBJECT: Request for Proposals for Residential Speed Study
INITIATED BY: City Council
PREPARED BY: City Planner
AGENDA: New Business

Background: The City Council has been notified by several residents of the city of Goddard concerning motorists exceeding posted speed limits. The City Council would like to consider reducing the speed limits along certain residential collector streets. This would require a Speed Limit Traffic Study done by a professional engineering firm and the findings of this study would help guide the City in determining a reasonable speed for these subdivisions. This is a requirement set by the State of Kansas in Kansas Statutes Annotated 8-1560.

The goal of the study which will be conveyed in the RFP, and reiterated to the selected Engineering Firm, will be to reduce the speeds exercised by motorists in residential neighborhoods.

Analysis: The Speed Study is required per **K.S.A 8-1560** “Alteration of maximum speed limits; powers of local authorities, limitations and restrictions; establishing speed limits in road construction zones” (See attachment H.6.a). This Speed Study will analyze certain roads within the City for 24 hours. This study could take up to 60 days to complete. The costs will vary depending on the selected engineering firm. The study will determine what an adequate speed limit is for those roads. The roads considered for the study are illustrated below in **Figure 1**. A list of roads included in study are listed below in **Table 1**

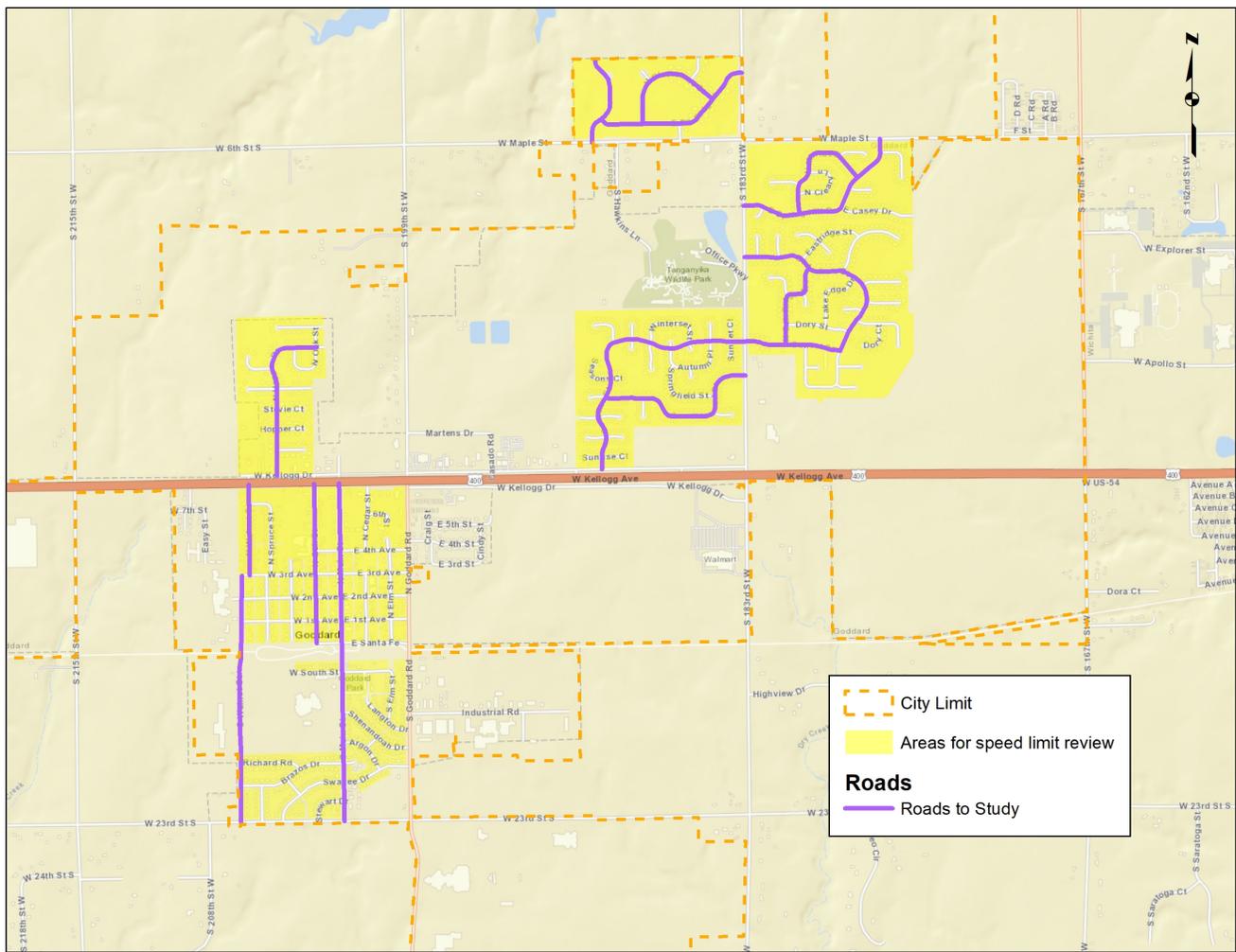


Figure 1: Roads to consider for the Speed Study

Table 1: Roads listed for study

Elk Ridge	Spring Hill	ST Andrew	Hopper Addition	Seasons	Old Goddard
E Elk Ridge Ave N Clearstone St N Hawkins Ln	N McRae Dr E Spring Hill Dr	Sunset St St Andrew St N Oakridge Ave	N Hopper Dr	Seasons St Summerwood St Sunset St	Main St Walnut St N Oak St

* Total of 15 roads

Financial: There will be a cost associated with paying for the selected Engineering Firm to perform the study

Legal Considerations: Approved as to form

Recommendation/Actions:

It is recommended that: The City Council allow the City Staff to solicit the services of multiple engineering firms in the form of a Request For Proposal (RFP)

Attachments:

- H.6.a K.S.A 8-1560 (1 Page)
- H.6.b Speed Study Request For Proposal (9 Pages)

8-1560. Alteration of maximum speed limits; powers of local authorities, limitations and restrictions; establishing speed limits in road construction zones.

(a) Whenever local authorities in their respective jurisdictions determine on the basis of an engineering and traffic investigation that the maximum speed permitted is greater or less than is reasonable and safe under the conditions found to exist upon a highway or part of a highway, the local authority may determine and declare a reasonable and safe maximum limit thereon which:

(1) Decreases the limit at intersections;

(2) increases the limit within an urban district but not to exceed the maximum speed of 65 miles per hour;

(3) decreases the limit outside an urban district, but not to less than 20 miles per hour, except as authorized by K.S.A. 8-1560a, and amendments thereto;

(4) decreases the limit within an urban district in a school zone to not less than 20 miles per hour, except that any such decreased limit shall apply only during the hours in which students are normally en route to or from school, such zones and hours to be determined by ordinance or resolution of such local authority; or

(5) decreases the limit within any residence district, but not to less than 20 miles per hour.

(b) Except as provided in subsection (h), local authorities in their respective jurisdictions may determine by an engineering and traffic investigation the proper maximum speed for all arterial streets and shall declare a reasonable and safe maximum limit thereon which may be greater or less than the maximum speed permitted under this act for an urban district or other location in which the arterial street is situated, except that in no event shall any local authority establish any such maximum limit in excess of 65 miles per hour.

(c) Except as otherwise provided in paragraph (4) of subsection (a), any altered limit established as authorized shall be effective at all times or during hours of darkness or at other times as may be determined when appropriate signs giving notice thereof are erected upon such street or highway.

(d) Any alteration of maximum limits on city connecting links shall not be effective until such alteration has been approved by the secretary of transportation.

(e) If local authorities in their respective jurisdictions have established a speed limit within any residence district which is less than 30 miles per hour, prior to the effective date of this act, such speed limit shall be deemed valid and shall not require an engineering and traffic investigation.

(f) Local authorities in their respective jurisdictions may establish the speed limit within a road construction zone, as defined in K.S.A. 8-1458a, and amendments thereto, upon any highway under the jurisdiction of such local authorities.

(g) The provisions of K.S.A. 8-1560b, and amendments thereto, shall apply to the limitations on speed limits provided by subsection (a) of this section.

(h) Local authorities who have jurisdiction over county or township highways may determine based on an engineering and traffic investigation or without an engineering and traffic investigation the proper maximum speed for such county or township highways and shall declare a reasonable and safe maximum limit thereon which may be greater or less than the maximum speed permitted under this act, except that in no event shall any local authority establish any such maximum limit in excess of 65 miles per hour.

History: L. 1974, ch. 33, § 8-1560; L. 1975, ch. 39, § 11; L. 1975, ch. 427, § 25; L. 1978, ch. 271, § 2; L. 1994, ch. 220, § 8; L. 1996, ch. 15, § 7; L. 1997, ch. 80, § 3; July 1.

Source or Prior Law:

8-532(e), (f); 8-533.

https://www.ksrevisor.org/statutes/chapters/ch08/008_015_0060.html



City of Goddard, KS Request for Proposals

ISSUE DATE:

May 25, 2020

SUBMISSION DEADLINE:

July 31, 2020 4:00pm

SUBMISSION ADDRESS:

118 N. Main Street Goddard, KS 67052

P.O. Box 667 Goddard, KS 67052

CONTACT PERSON FOR INQUIRIES:

Micah Scoggan, City Planner,

Phone: 316-794-2441,

- I. General Information Regarding Proposal ----- Page 3
 - a. Request for Proposals
 - b. Relevant Experience
 - c. Evaluation Process
 - d. Clarifications
 - e. Interviews and Reference Checks
- II. Outline of Request ----- Page 5
 - a. Scope of Work
 - b. Tentative Calendar
 - c. Final Product
 - d. Project Reference Map
- III. Application ----- Page 7
 - a. References
 - b. Proposal Form
 - c. Notes for attachments
- IV. City Contact Information----- Page 9

Request for Proposals: Traffic Study

This Request For Proposals (RFP) is an invitation to interested Engineering Companies to submit their proposals for delivering a robust, multi-subdivision traffic study of existing conditions. This will require traffic volumes and speed data collected including the 85 percentile for the purpose of altering the speed limit within certain residential subdivisions. This is in response to concerns from local residents about speeding.

The City of Goddard is looking for an Engineering firm to provide an in-depth analysis of multiple collectors and thoroughfares within the City Limits of Goddard, KS for the purpose of altering the speed limit along those roads.

Relevant Experience Required:

Each potential applicant must have experience working with local governments and must have experience providing detail traffic studies. Each potential applicant must not only be able to provide a detailed report and final product, as outlined in the scope of work, but must be professional and customer friendly up to and including a final presentation before the Governing Body of the City of Goddard.

Materials to Include in RFP Submission:

- Three (3) Professional References
- Completed Proposal Form
- List of relevant certifications
- Any supplemental Information that helps to demonstrate a grasp of knowledge related to traffic studies within a local government framework (Limit 5 Pages)

Evaluation Process:

The evaluation process of submissions will be done by a select group of experienced staff members. Applicants will be rated on their relevant experience, financial viability, and commitment to customer service.

- Step 1: Review to ensure the application is complete and meets all required criteria.
- Step 2: Staff will rank each of the submissions based on a predetermined scale.
- Step 3: Up to three (3) of the top respondents will receive notice of their qualification for the bid process.

Clarifications:

All questions must be sent via email to mscoggan@goddardks.gov

Interviews and Reference Checks:

The City of Goddard may seek clarification from the respondent through an interview or in writing, but the City of Goddard is not under any obligation to conduct interviews with a respondent if it is not necessary. References provided may be contacted by the City of Goddard for the purpose of evaluating the respondent’s qualifications.

Request for Proposals: Applications

Scope of Work

This request will require the selected company to do Traffic Impact Studies inside multiple residential subdivisions to determine the advisability of reducing the maximum speed limit of these subdivisions as required by Kansas Statutes Annotated (K.S.A) 8-1560. This will require analysis for a 24-hour period over 1 week on each street (see **Figure 1**) which will include the following information.

- Traffic Counts
- Speed Limit per vehicle
- Direction (Aggregate) for each street
- Peaks & Lows

The resulting data will need to be reviewed and formatted in such a way as to show peaks and lows during each day as well as trends over time.

Calendar of Work

- Project begins May 25th
 - After 60 days of data collecting
- Aggregate Collected Data July 25th
- Final Product Submitted July 31st
- Presentation before the Governing Body August 17th

Final Product

The final format shall be a report outlining the findings from the study as well as an excel sheet in CSV delimited format and a GIS ESRI shapefile.

- Findings Report
- CSV excel
- ESRI Shapefile or Google Earth KML

The final applicant shall present their findings before the Governing Body of the City of Goddard in a succinct and professional manner referencing their findings and contributing their opinion as to the results. The date of the Governing Body presentation shall be determined in advance.

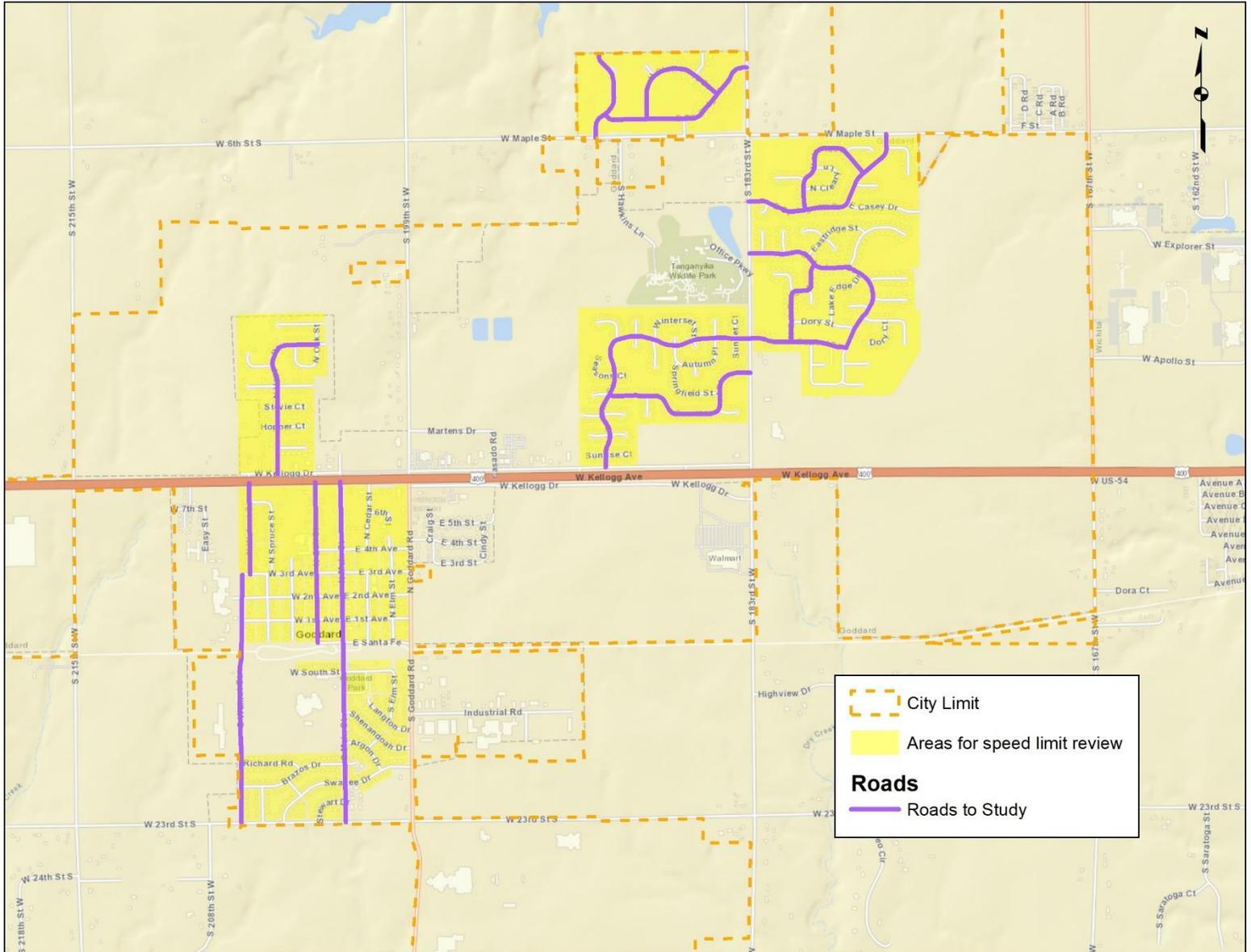


Figure 1: Streets to be included in Traffic Impact Study

Note: Any streets the selected Engineering Firm believes must be included for the purposes listed above will be considered for in addition to those illustrated in **Figure 1**

Request for Proposals: References

Reference #1	
Client Name	
Contact Person	
Contact Phone	
Contract Start/End Date	
Description of Services Provided	

Reference #2	
Client Name	
Contact Person	
Contact Phone	
Contract Start/End Date	
Description of Services Provided	

Reference #3	
Client Name	
Contact Person	
Contact Phone	
Contract Start/End Date	
Description of Services Provided	

Please fill out the proposal form completely

Company Name	_____
Address	_____
Phone	_____
Email	_____
Website (URL)	_____
Date	_____
<ul style="list-style-type: none">• Please attach a separate sheet with any relevant certifications or credentials	
<ul style="list-style-type: none">• Please include a cost estimate for the work being provided in detail.	
<ul style="list-style-type: none">• Please attach a separate sheet with any relevant experience with municipal Traffic Impact Studies or any experience you feel would be significant to this project	

Please assemble all the necessary pages into one PDF and email to mscoggan@goddardks.gov

This RFP and the Engineers response will be incorporated into a contract for the selected engineer to be drafted by the City's attorney

Name	Title	Phone	Contact Email
Micah Scoggan (RFP Contact)	City Planner	316-550-6821	mscoggan@goddards.gov
Harlan Foraker	City Engineer	-	haforaker@cedpa.com
Brian Silcott	City Administrator	-	bsilcott@goddards.gov



- Please contact Micah Scoggan directly for any questions related to the RFP. If a question needs to be directed elsewhere, he will redirect the inquiry as needed.

NOTHING FOLLOWS

**City of Goddard
City Council Meeting
May 18, 2020**

TO: Mayor and City Council
SUBJECT: Consider an Agreement to Participate in a Multi-Jurisdictional Northwest Bypass Toll Feasibility Study
INITIATED BY: City Administrator
AGENDA: New Business

Background: Sedgwick County is requesting consideration of this item to participate in a study to determine the feasibility of the Northwest Bypass being constructed as a toll road and operated by KTA. The City has participated in a corridor preservation practice to set aside land for the future construction of the Kansas Department of Transportation’s future transportation corridor plan for a Northwest Bypass connecting Kansas Highway K96 in Maize with US-54/400/Kellogg Avenue located near the Goddard & Wichita boundary.

The City allocates \$3,000/year to secure right-of-way within the corridor. In addition to this allocation, at the request of Sedgwick County, the City of Goddard has utilized a protective overlay since 2007. This protective overlay prevents development within the roadway’s proposed right-of-way path within the City of Goddard. The City of Maize also participates in this program, albeit at lesser amount of \$2,500 and without a long-standing protective overlay. The timing and location of any construction is unknown. The agreement has been approved by KDOT, KTA, Sedgwick County, and the City of Maize.

Analysis: The agreement is between the Kansas Turnpike Authority (“KTA”), the Kansas Department of Transportation (“KDOT”), Sedgwick County, and the Cities of Goddard and Maize. The cost of the study is \$70,000 and would be split three ways with the Cities of Goddard and Maize each paying \$2,000 and Sedgwick County paying the remainder.

Financial: This item would be allocated to the Street Fund Administrative Miscellaneous Non-Operational Expense line item: 40-410-9915.

Legal Considerations: Reviewed by City legal firm Attorney Robert Coykendall. Approved as to form

Recommendations/Actions: It is recommended the City Council: Authorize the Mayor to execute the Northwest Bypass toll feasibility study agreement in an amount not to exceed \$2,000.

Attachments: H.7.a Agreement (9 pages)

AGREEMENT

This Agreement is between the **Kansas Turnpike Authority** (“KTA”), **Secretary of Transportation**, Kansas Department of Transportation (KDOT) (the “Secretary”), **Sedgwick County, Kansas** (“County”), **City of Goddard, Kansas** (“Goddard”), and the **City of Maize, Kansas**, (“Maize”), **collectively**, the “Parties.”

RECITALS:

- A. KTA, the Secretary, County, Goddard, and Maize desire to retain a consultant to evaluate the feasibility of implementing a new highway connection in northwest Sedgwick County using toll financing.
- B. The Parties desire to enter into this Agreement to outline the Parties’ responsibilities for the consultant procurement to complete the evaluation.
- C. KTA, the Secretary, County, Goddard, and Maize are empowered by the laws of Kansas including but not limited to KSA 68-169, KSA 12-2908 and KSA 68-2004 to enter into agreements for maximum coordination in the planning, development, and operation of the highway systems in the state of Kansas.
- D. Further, KTA and the Secretary are empowered by the laws of Kansas to contract with each other to provide personnel, equipment and other resources, either of KDOT, KTA, consulting, or contracting firms.

NOW, THEREFORE, in consideration of the mutual promises, covenants, and representations in this Agreement, the Parties agree as follows:

1. PARTY RESPONSIBILITIES:

A. KTA:

(1) Hiring of Consultant; Deliverables.

In consultation with the Secretary, County, Goddard, and Maize, KTA will retain a consultant to:

- (a) Establish baseline conditions for the toll feasibility analysis using readily available data. Update existing travel demand model (WAMPO). Prepare preliminary toll revenue estimates, and develop gross and net toll revenue scenarios. A final summary report will be prepared along with a fact sheet/primer.
- (b) KTA will procure the consultant in accordance with KTA’s procurement policies.

The estimated cost of the consultant’s fee for services associated with the evaluation is a cost-plus amount not to exceed \$70,000; if the total actual

costs exceed the stated not to exceed amount, KTA shall obtain the Secretary's, County's, Goddard's, and Maize's concurrence prior to awarding the contract or any change order acceptance.

The toll feasibility analysis in this evaluation will be conducted as the first of potentially three traffic and revenue analyses phases to assess toll feasibility. Subsequent phases are dependent on the outcomes of this financial feasibility analysis.

(2) Cost-Sharing.

KTA agrees to be responsible for one-third (1/3) of the consultant's fee for services associated with the evaluation.

KTA will also contribute services to the Parties, to include, but not limited to: personnel services, clerical resources, and contract administration (pre-award, compliance, and post-award), for which the Parties have determined, it would not be cost-effective to quantify or itemize.

B. Secretary:

(1) Cost-Sharing.

The Secretary agrees to be responsible for one-third (1/3) of the consultant's fee for services associated with the evaluation.

(2) Reimbursement Payments. The Secretary will reimburse the KTA at the conclusion of the study and after receipt of final billing from the KTA.

C. County, Goddard, and Maize:

(1) Cost-Sharing.

The County, Goddard, and Maize, collectively, agree to be responsible for one-third (1/3) of the consultant's fee for services associated with the evaluation. Maize agrees to be responsible for \$2,000, Goddard agrees to be responsible for \$2,000, and Sedgwick County agrees to be responsible for the remainder of the one-third (1/3) share of the consultant's fee.

(2) Reimbursement Payments. The County, Goddard, and Maize will reimburse the KTA at the conclusion of the study and after receipt of final billing from the KTA.

2. **INDEPENDENT CONTRACTOR.** The Parties, in the performance of this Agreement, will be acting in their capacities as individual agencies, and not as agents, employees, partners in a joint venture, or as associates of one another. The employees or agents of one party shall not be named or construed to be employees of the other party for any purpose whatsoever.

3. **MODIFICATION**. This Agreement may only be amended, altered, or modified by an instrument in writing duly executed by the Parties.
4. **HEADINGS**. All headings in this Agreement have been included for convenience of reference only and are not to be deemed to control or affect the meaning or construction of the provisions herein.
5. **BINDING AGREEMENT**. This Agreement and all contracts entered into under the provisions of this Agreement shall be binding on upon the Secretary, UG, and KTA and their successors in office.
6. **NO THIRD PARTY BENEFICIARIES**. No third party beneficiaries are intended to be created by this Agreement and nothing in this Agreement authorizes third parties to maintain a suit for damages pursuant to the terms or provisions of this Agreement.
7. **NOTIFICATIONS**. Notifications required pursuant to this Agreement shall be made in writing and mailed to the addresses shown below. Such notification shall be deemed complete upon mailing.

KTA: Kansas Turnpike Authority
Attn: David Jacobson
3939 SW Topeka Blvd.
Topeka, Kansas 66609

KDOT: Kansas Department of Transportation
Attn: Michael Moriarty
Eisenhower State Office Building
700 SW Harrison Street – 7th Floor
Topeka, Kansas 66603

County: Sedgwick County Manager’s Office
Attn: Contract Notification
Sedgwick County Courthouse
525 N. Main, Suite 343
Wichita, Kansas 67203-3731

and

Sedgwick County Counselor’s Office
Attn: Contract Notification
Sedgwick County Courthouse
525 N. Main, Suite 359
Wichita, Kansas 67203-3731

Goddard: City of Goddard
Attn: City Administrator
118 North Main St., PO Box 667
Goddard, KS 67052-0667

Maize: City of Maize
Attn: _____

8. **CASH BASIS AND BUDGET LAW.** The right of the parties to enter into this Agreement is subject to the provisions of the Cash Basis Law (K.S.A. 10-1112 and K.S.A. 10-1113), the Budget Law (K.S.A. 79-2935), and all other laws of the State of Kansas. This Agreement shall be construed and interpreted so as to ensure that the parties shall at all times stay in conformity with such laws, and as a condition of this Agreement the parties reserve the right to unilaterally sever, modify, or terminate this Agreement at any time if, in the opinion of its legal counsel, the Agreement may be deemed to violate the terms of such laws.

9. **ANTI-DISCRIMINATION.** All parties, and any contractors hired thereby, agree: (a) to comply with the Kansas Act Against Discrimination (K.S.A. 44-1001 et seq.) and the Kansas Age Discrimination in Employment Act (K.S.A. 44-1111 et seq.) and the applicable provisions of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.) (ADA) and to not discriminate against any person because of race, religion, color, sex, disability, national origin or ancestry, or age in the admission or access to, or treatment or employment in, its programs and activities; (b) to include in all solicitations or advertisements for employees the phrase "equal opportunity employer;" (c) to comply with the reporting requirements set out at K.S.A. 44-1031 and K.S.A. 44-1116; (d) to include those provisions in every subcontract or purchase order so that they are binding upon such subcontractor or vendor; (e) that a failure to comply with the reporting requirements of (c) above or if the Contractor is found guilty of any violation of such acts by the Kansas Human Rights Commission, such violation shall constitute a breach of contract and the Agreement may be cancelled, terminated or suspended, in whole or in part by County, without penalty thereto; and (f) if it is determined that the Contractor has violated applicable provisions of the ADA, such violation shall constitute a breach of the Agreement and the Agreement may be cancelled, terminated or suspended, in whole or in part by County,

10. **COUNTERPARTS.** This Agreement may be executed in two or more counterparts, each of which will be deemed to be an original, but all of which together constitute one and the same instrument.

The signature pages immediately follows this paragraph.

IN WITNESS WHEREOF the Parties have caused this Agreement to be signed by their duly authorized officers.

KANSAS DEPARTMENT OF TRANSPORTATION
Secretary of Transportation

By: _____

Burt Morey, P.E.
Deputy Secretary and
State Transportation Engineer

(Date)

ATTEST:

SEDGWICK COUNTY, KANSAS

COUNTY CLERK (Date)

(SEAL)

CHAIRPERSON

MEMBER

MEMBER

ATTEST:

CITY OF GODDARD, KANSAS

Teri Laymon, CITY CLERK, May 18, 2020

Jamey Blubaugh, MAYOR

(SEAL)

ATTEST:

CITY OF MAIZE, KANSAS

CITY CLERK (Date)

MAYOR

(SEAL)

KANSAS TURNPIKE AUTHORITY

By: _____

David Jacobson, P.E.
Director of Engineering

(Date)

**City of Goddard
City Council Meeting
May 18, 2020**

TO: Mayor and City Council
SUBJECT: 2020 – 2025 Capital Improvement Plan
INITIATED BY: City Administrator
PREPARED BY: City Treasurer
AGENDA: New Business

Background:

Each year, as the first step in the annual budget process, staff presents a Capital Improvement Program/Plan for the Governing Body to consider as a guide for strategic projects & tasks. The plan is driven primarily from the following:

- Vision, Mission, Values, & Objectives “VMVO”;
- City’s Business Plan for 2017-2022;
- City of Goddard Strategic Process;
- Community Vision Plan;

Unlike the actual operating budget, the CIP is considered a “Living Document” that will be amended during the course of the five year timeframe as priorities change and opportunities become available.

The Capital Improvement Plan is an inventory of recommended and current projects and major capital purchases for the City.

The projects, facilities, equipment, and other items mapped out by the plan will support the functions and programs of the City for the next one to five years.

As a result, the CIP serves as a guide for elected officials and City management in budget decisions and addressing strategic planning for the City.

The proposed document is for planning purposes and is used to communicate the Governing Body’s intention to develop projects and establish priorities for the community and City staff.

Analysis: This proposal is a starting point, offered to Governing Body through consultation with and comments made by the Governing Body, our neighbors, and City staff. The list and its priorities can change to fit the needs of the community and the Governing Body’s priorities. Included in the proposal is the Funding Source Summary to show how each project is funded. Sources include: transfers in the Capital Improvement Fund (Fund 90), the Parks & Recreation Fund (Fund 60), Equipment Reserve Fund (Fund 81), and General Obligation Bonds within the Bond & Interest Fund (Fund 70). Also included is a Cash Forecast for fiscal years 2021 - 2026,

	<u>1/1/2021</u>	<u>1/1/2022</u>	<u>1/1/2023</u>	<u>1/1/2024</u>	<u>1/1/2025</u>	<u>1/1/2026</u>
General Fund	\$675,771	\$443,382	\$475,956	\$569,203	\$626,123	\$685,889
Parks & Rec Fund	231,726	181,726	106,726	31,726	56,726	81,726
Bond & Interest Fund	627,592	638,743	484,036	331,421	181,055	246,005
Equipment Reserve Fund	704,262	569,262	534,262	684,262	684,262	684,262
Water Reserve Fund	322,568	322,568	362,568	177,568	217,568	257,568
Capital Improvement Fund	848,646	799,096	305,046	426,446	413,246	464,946

Individual project sheets are presented and provide a general description of the project, a base budget estimate, and for projects currently underway, current and remaining project budget balances.

Financial: There is no financial obligation from the review and discussion of this item.

Legal Considerations: Approved as to form

Recommendations/Actions: It is recommended the City Council: review and comment on the proposed 2020-2025 Proposed Capital Improvement Program.

Attachments: 2020-2025 Capital Improvement Program (29 pages);

City of Goddard

2020-2025 Capital Improvement Program



*Your Home
Our Community*





Organizational Mission Statement

The mission of the City of Goddard is to work cooperatively and efficiently to provide a vibrant community that is growing and accessible for our neighbors. We aim to be a destination for a family oriented active lifestyle



City of Goddard
Your Home, Our Community!

P.O. Box 667 ♦ 118 N Main Street ♦ Goddard, Kansas ♦ ph 316-794-2441 ♦ fax 316-794-2401

Honorable Mayor
and Members of the City Council
City of Goddard, Kansas

Mayor and Council,

As part of the annual budget process, staff updates the Capital Improvement Program (CIP) yearly. The CIP provides a planning schedule and identifies financing for each project. This document establishes the link between the City of Goddard's business plan, its mission & strategic cycle, and the annual operating budget.

The City has accelerated its development of new capital projects in recent years, so it's imperative that the CIP be accurate, regularly updated, and diligently followed. The City can provide a significant number of new projects for our citizens and neighbors. Modern amenities, infrastructure, and projects that may not have seemed possible only a few years ago are now possible. The CIP program projects that will significantly improve the community's quality of life. There is an even greater potential for expansion in the number and scope of projects in the future. However, none of this is possible without prudent planning and diligent management of timing and costs.

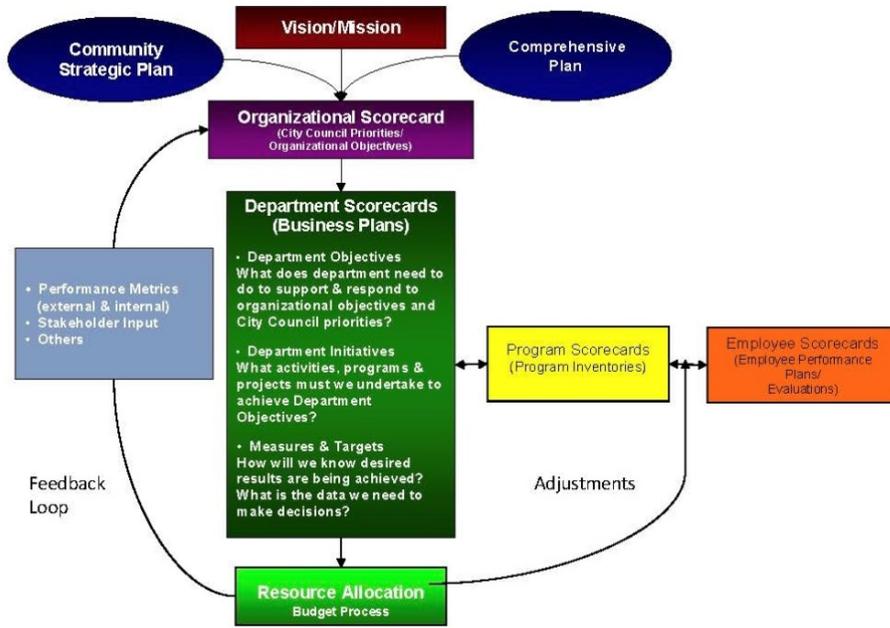
The cash balance information provided on pages 5 and 6 shows how important it is to manage the number of projects and the total cost of those projects during the CIP timeframe. In order to maintain adequate unencumbered cash balances in the City's major operating funds, it may be necessary to limit the growth of, or even reduce, the amount of cash transferred into reserve and capital projects funds. The potential for lost revenue due to the 2020 pandemic is real and may very well continue into subsequent budget years.

Despite the challenges ahead, staff believes that the CIP provides an excellent roadmap to continue building Goddard into the vibrant community we all aim to be. We can afford to do anything, but we cannot afford to do everything at once.

Respectfully submitted,

Brian W. Silcott
City Administrator

STRATEGIC CYCLE



City of Goddard, Kansas
Capital Improvement Plan Projects
 2020 thru 2025

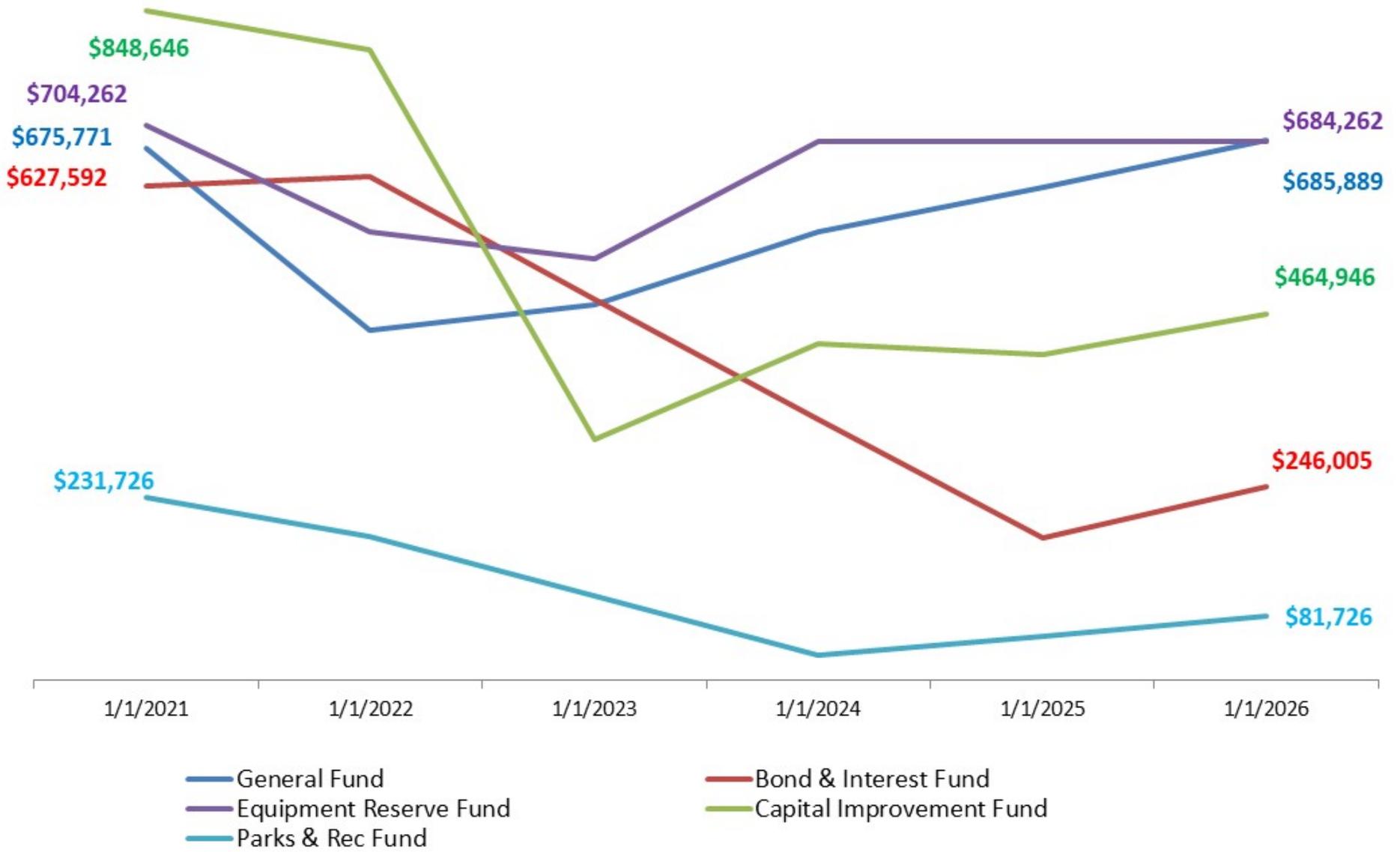
FUNDING SOURCE SUMMARY

Source	2020	2021	2022	2023	2024	2025	Total
G.O. BONDS	\$8,062,800	\$0	\$0	\$2,110,200	\$0	\$0	\$10,173,000
ARBOR CREEK PHASE I 2019-01	2,891,000	0	0	0	0	0	2,891,000
ELK RIDGE PHASE III 2019-02	830,800	0	0	0	0	0	830,800
CLOVERLEAF FARMS 2019-03	2,211,000	0	0	0	0	0	2,211,000
RUSTIC CREEK PHASE I 2019-05	1,300,000	0	0	0	0	0	1,300,000
ELK RIDGE PHASE IV 2019-06	530,000	0	0	0	0	0	530,000
LIFT STATION SE-GC 2019-01.1	300,000	0	0	0	0	0	300,000
183RD STREET REDESIGN	0	0	0	2,110,200	0	0	2,110,200
CAPITAL IMPROVEMENT FUND	\$450,000	\$599,550	\$1,071,550	\$485,000	\$650,000	\$617,000	\$3,873,100
RUSTIC CREEK PHASE I 2019-05	200,000	0	0	0	0	0	200,000
HAWKINS LANE PAVING	0	100,000	0	0	0	0	100,000
LIFT STATION SE-GC 2019-01.1	250,000	250,000	250,000	250,000	0	0	1,000,000
RCUT - US54 & BARBER 2020-01	0	0	350,000	0	0	0	350,000
FRONTAGE RD REALIGNMENT 2020-02	0	249,550	128,300	0	0	0	377,850
NORTH PARK IMPROVEMENTS	0	0	343,250	0	100,000	0	443,250
DOG PARK	0	0	0	100,000	0	0	100,000
KELLOGG CORRIDOR BEAUTIFICATION	0	0	0	135,000	0	0	135,000
MAIN STREET BEAUTIFICATION	0	0	0	0	200,000	0	200,000
STREET PROJECTS - REBUILDING	0	0	0	0	350,000	0	350,000
WWTF REMOD	0	0	0	0	0	67,000	67,000
SALT STORAGE BUILDING	0	0	0	0	0	50,000	50,000
PUBLIC WORKS BUILDING	0	0	0	0	0	500,000	500,000
KANSAS DEPT OF TRANSPORTATION	\$0	\$0	\$1,459,310	\$0	\$0	\$0	\$1,459,310
RCUT - US54 & BARBER 2020-01	0	0	1,459,310	0	0	0	1,459,310
EQUIPMENT RESERVE FUND	\$120,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$420,000
PUBLIC WORKS FLEET & EQUIPMENT	120,000	60,000	60,000	60,000	60,000	60,000	420,000
WATER RESERVE FUND	\$0	\$0	\$225,000	\$0	\$0	\$0	\$225,000
WATER WELLS SECURITY	\$0	\$0	\$225,000	\$0	\$0	\$0	225,000
SPECIAL PARKS & RECREATION FUND	\$0	\$75,000	\$100,000	\$100,000	\$0	\$0	\$275,000
NORTH PARK IMPROVEMENTS	0	75,000	100,000	0	0	0	175,000
DOG PARK	0	0	0	100,000	0	0	100,000
SEWER REPLACEMENT RESERVE FUND	19,800	17,600	20,100	19,000	23,600	25,000	125,100
SEWER CLEANING PROGRAM	19,800	17,600	20,100	19,000	23,600	25,000	125,100
SPECIAL HIGHWAY / STREET FUND	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,200,000
STREET PROJECTS - MAINTENANCE	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000
	\$8,852,600	\$952,150	\$3,135,960	\$2,974,200	\$933,600	\$902,000	\$17,750,510

FUND CASH BALANCES

	1/1/2021	1/1/2022	1/1/2023	1/1/2024	1/1/2025	1/1/2026
General Fund	\$675,771	\$443,382	\$475,956	\$569,203	\$626,123	\$685,889
Parks & Rec Fund	231,726	181,726	106,726	31,726	56,726	81,726
Bond & Interest Fund	627,592	638,743	484,036	331,421	181,055	246,005
Equipment Reserve Fund	704,262	569,262	534,262	684,262	684,262	684,262
Water Reserve Fund	322,568	322,568	362,568	177,568	217,568	257,568
Capital Improvement Fund	848,646	799,096	305,046	426,446	413,246	464,946

CASH FORECAST 2021-2026



City of Goddard, Kansas
Capital Improvement Plan Projects
 2020 thru 2025
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Project Name	2020	2021	2022	2023	2024	2025	Total	
ARBOR CREEK PHASE I 2019-01	\$2,891,000	\$0	\$0	\$0	\$0	\$0	\$2,891,000	7
ELK RIDGE PHASE III 2019-02	830,800	0	0	0	0	0	830,800	8
CLOVERLEAF FARMS 2019-03	2,211,000	0	0	0	0	0	2,211,000	9
RUSTIC CREEK PHASE I 2019-05	1,500,000	0	0	0	0	0	1,500,000	10
ELK RIDGE PHASE IV 2019-06	530,000	0	0	0	0	0	530,000	11
RCUT - US54 & BARBER 2020-01	0	0	1,809,310	0	0	0	1,809,310	12
FRONTAGE RD REALIGNMENT 2020-02	0	249,550	128,300	0	0	0	377,850	13
SEWER CLEANING PROGRAM	19,800	17,600	20,100	19,000	23,600	25,000	125,100	14
HAWKINS LANE PAVING	0	100,000	0	0	0	0	100,000	15
LIFT STATION SE-GC 2019-01.1	550,000	250,000	250,000	250,000	0	0	1,300,000	16
STREET PROJECTS - MAINTENANCE	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000	17
PUBLIC WORKS FLEET & EQUIPMENT	120,000	60,000	60,000	60,000	60,000	60,000	420,000	18
NORTH PARK IMPROVEMENTS	0	75,000	443,250	0	100,000	0	618,250	19
DOG PARK	0	0	0	200,000	0	0	200,000	20
KELLOGG CORRIDOR BEAUTIFICATION	0	0	0	135,000	0	0	135,000	21
MAIN STREET BEAUTIFICATION	0	0	0	0	200,000	0	200,000	22
183RD STREET REDESIGN	0	0	0	2,110,200	0	0	2,110,200	23
STREET PROJECTS - REBUILDING	0	0	0	0	350,000	0	350,000	24
WATER WELLS SECURITY	0	0	225,000	0	0	0	225,000	25
WWTF REMOD	0	0	0	0	0	67,000	67,000	26
SALT STORAGE BUILDING	0	0	0	0	0	50,000	50,000	27
PUBLIC WORKS BUILDING	0	0	0	0	0	500,000	500,000	28
Totals	\$8,852,600	\$952,150	\$3,135,960	\$2,974,200	\$933,600	\$902,000	\$17,750,510	

PROJECT NAME: ARBOR CREEK PHASE I 2019-01

DEPARTMENT: Administration
 CONTACT: City Administrator

ESTIMATED COST: \$2,891,000
 COMPLETION DATE: 2020

PRIOR EXPENDITURES: \$0
 COSTS REMAINING: \$2,891,000



PROJECT DESCRIPTION: Infrastructure (streets, storm sewer, water, sewer) for a new residential subdivision.

PROJECT JUSTIFICATION: The project complies with city policy for residential subdivision development. Costs for new infrastructure will be assessed back on the individual lots within the subdivision and repaid thru special assessments.

Expenditures	2020	2021	2022	2023	2024	2025
GRADING	\$287,000	\$0	\$0	\$0	\$0	\$0
PAVING	1,172,000	0	0	0	0	0
SANITARY SEWER	537,000	0	0	0	0	0
STORM WATER SEWER	553,000	0	0	0	0	0
WATER	342,000	0	0	0	0	0
Total	\$2,891,000	\$0	\$0	\$0	\$0	\$0

Funding Source	2020	2021	2022	2023	2024	2025
GO BONDS SPEC. ASSESSMENTS	\$2,891,000	\$0	\$0	\$0	\$0	\$0
Total	\$2,891,000	\$0	\$0	\$0	\$0	\$0

Expected Budget Impact: The annual debt service on this project will be funded thru special assessments.

Budget Impact	2020	2021	2022	2023	2024	2025
DEBT SERVICE - SPECIALS	\$0	\$195,000	\$195,000	\$195,000	\$195,000	\$195,000
Total	\$0	\$195,000	\$195,000	\$195,000	\$195,000	\$195,000

PROJECT NAME: ELK RIDGE PHASE III 2019-02

DEPARTMENT: Administration
 CONTACT: City Administrator

ESTIMATED COST: \$830,800
 COMPLETION DATE: 2020

PRIOR EXPENDITURES: \$0
 COSTS REMAINING: \$830.800



PROJECT DESCRIPTION: Infrastructure for a new residential subdivision.

PROJECT JUSTIFICATION: The project complies with city policy for residential subdivision development. Costs for new infrastructure will be assessed back on the individual lots within the subdivision and repaid thru special assessments.

Expenditures	2020	2021	2022	2023	2024	2025
PAVING	\$420,000	\$0	\$0	\$0	\$0	\$0
SANITARY SEWER	260,000	0	0	0	0	0
WATER	111,800	0	0	0	0	0
WATER MAIN	39,000	0	0	0	0	0
Total	\$830,800	\$0	\$0	\$0	\$0	\$0

Funding Source	2020	2021	2022	2023	2024	2025
GO BONDS - SPEC. ASSESSMENTS	\$830,800	\$0	\$0	\$0	\$0	\$0
Total	\$830,800	\$0	\$0	\$0	\$0	\$0

Expected Budget Impact: The annual debt service on this project will be funded thru special assessments.

Budget Impact	2020	2021	2022	2023	2024	2025
DEBT SERVICE - SPECAILS	\$0	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000
Total	\$0	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000

PROJECT NAME: CLOVERLEAF FARMS 2019-03

DEPARTMENT: Administration
 CONTACT: City Administrator

ESTIMATED COST: \$2,211,000
 COMPLETION DATE: 2020

PRIOR EXPENDITURES: \$0
 COSTS REMAINING: \$2,211,000



PROJECT DESCRIPTION: Infrastructure for a new residential subdivision.

PROJECT JUSTIFICATION: The project complies with city policy for residential subdivision development. Costs for new infrastructure will be assessed back on the individual lots within the subdivision and repaid thru special assessments.

Expenditures	2020	2021	2022	2023	2024	2025
PAVING	\$529,000	\$0	\$0	\$0	\$0	\$0
SANITARY SEWER	586,000	0	0	0	0	0
WATER	172,000	0	0	0	0	0
STORM WATER DRAIN	924,000	0	0	0	0	0
Total	\$2,211,000	\$0	\$0	\$0	\$0	\$0

Funding Source	2020	2021	2022	2023	2024	2025
GO BONDS - SPEC ASSESSMENTS	\$2,211,000	\$0	\$0	\$0	\$0	\$0
Total	\$2,211,000	\$0	\$0	\$0	\$0	\$0

Expected Budget Impact: The annual debt service on this project will be funded thru special assessments.

Budget Impact	2020	2021	2022	2023	2024	2025
DEBT SERVICE - SPECIALS	\$0	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000
Total	\$0	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000

PROJECT NAME: RUSTIC CREEK 2019-05

DEPARTMENT: Administration
 CONTACT: City Administrator

ESTIMATED COST: \$1,500,000
 COMPLETION DATE: 2020

PRIOR EXPENDITURES: \$0
 COSTS REMAINING: \$1,500,000



PROJECT DESCRIPTION: Infrastructure for a new residential subdivision.

PROJECT JUSTIFICATION: The project complies with city policy for residential subdivision development. Costs for new infrastructure will be assessed back on the individual lots within the subdivision and repaid thru special assessments. The city will also be contributing \$200,000 from the Capital Improvement Fund to offset some of the infrastructure costs

Expenditures	2020	2021	2022	2023	2024	2025
SANITARY SEWER	\$290,000	\$0	\$0	\$0	\$0	\$0
WATER	188,000	0	0	0	0	0
PAVING	406,000	0	0	0	0	0
DRAINAGE	616,000	0	0	0	0	0
Total	\$1,500,000	\$0	\$0	\$0	\$0	\$0

Funding Source	2020	2021	2022	2023	2024	2025
CAPITAL IMPROVEMENT FUND	\$200,000	\$0	\$0	\$0	\$0	\$0
GO BONDS - SPEC. ASSESSMENTS	1,300,000	0	0	0	0	0
Total	\$1,500,000	\$0	\$0	\$0	\$0	\$0

Expected Budget Impact: The annual debt service on this project will be funded thru special assessments.

Budget Impact	2020	2021	2022	2023	2024	2025
DEBT SERVICE - SPECIALS	\$0	\$88,000	\$88,000	\$88,000	\$88,000	\$88,000
Total	\$0	\$88,000	\$88,000	\$88,000	\$88,000	\$88,000

PROJECT NAME: ELK RIDGE PHASE IV (PAVING) 2019-06

DEPARTMENT: Administration
 CONTACT: City Administrator

ESTIMATED COST: \$530,000
 COMPLETION DATE: 2020

PRIOR EXPENDITURES: \$0
 COSTS REMAINING: \$530,000



PROJECT DESCRIPTION: Infrastructure for a new residential subdivision.

PROJECT JUSTIFICATION: The project complies with city policy for residential subdivision development. Costs for new infrastructure will be assessed back on the individual lots within the subdivision and repaid thru special assessments.

Expenditures	2020	2021	2022	2023	2024	2025
PAVING IMPROVEMENTS	\$530,000	\$0	\$0	\$0	\$0	\$0
Total	\$530,000	\$0	\$0	\$0	\$0	\$0

Funding Source	2020	2021	2022	2023	2024	2025
GO BONDS - SPEC. ASSESSMENTS	\$530,000	\$0	\$0	\$0	\$0	\$0
Total	\$530,000	\$0	\$0	\$0	\$0	\$0

Expected Budget Impact: The annual debt service on this project will be funded thru special assessments.

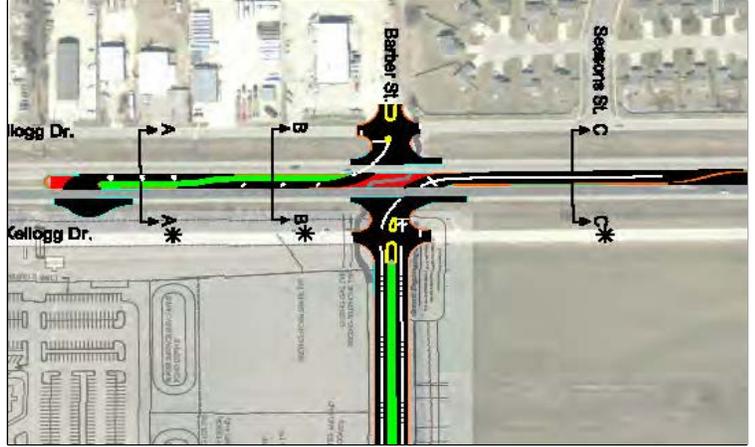
Budget Impact	2020	2021	2022	2023	2024	2025
DEBT SERVICE - SPECIALS	\$0	\$36,000	\$36,000	\$36,000	\$36,000	\$36,000
Total	\$0	\$36,000	\$36,000	\$36,000	\$36,000	\$36,000

PROJECT NAME: RCUT US-54 & BARBER 2020-01

DEPARTMENT: Administration
 CONTACT: City Administrator

ESTIMATED COST: \$1,809,310
 COMPLETION DATE: 2022

PRIOR EXPENDITURES: \$0
 COSTS REMAINING: \$1,809,301



PROJECT DESCRIPTION: New intersection at Kellogg (US-54) and Barber.

PROJECT JUSTIFICATION: This intersection will give access to the STAR Bond district and Goddard Galleria. The terms of the Corridor Management agreement with the Kansas Department of Transportation (KDOT) require the City to pay for the design phase of the project with KDOT covering the costs of construction.

Expenditures	2020	2021	2022	2023	2024	2025
INFRASTRUCTURE	\$0	\$0	\$1,809,310	\$0	\$0	\$0
Total	\$0	\$0	\$1,809,310	\$0	\$0	\$0

Funding Source	2020	2021	2022	2023	2024	2025
CAPITAL IMPROVEMENT FUND	\$0	\$0	\$350,000	\$0	\$0	\$0
KDOT	0	0	1,459,310	0	0	0
Total	\$0	\$0	\$1,809,310	\$0	\$0	\$0

Expected Budget Impact: This project's impact on the annual operating budget will include electric costs for signalization and any additional lighting required.

Budget Impact	2020	2021	2022	2023	2024	2025
Utilities	\$0	\$0	\$2,500	\$2,500	\$2,500	\$2,500
Total	\$0	\$0	\$2,500	\$2,500	\$2,500	\$2,500

PROJECT NAME: Frontage Road Realign (183rd & US 54-400)

DEPARTMENT: Public Works - Streets

CONTACT: City Administrator

ESTIMATED COST: \$377,850

COMPLETION DATE: Fall 2022

PRIOR EXPENDITURES: \$0

COSTS REMAINING: \$377.850



PROJECT DESCRIPTION: Road construction to improve a design deficiency that will alleviate vehicle stacking and improve traffic flow on Kellogg Drive.

PROJECT JUSTIFICATION: To alleviate thoroughfare congestion and improve traffic flow on Kellogg Drive at 183rd St.

Expenditures	2020	2021	2022	2023	2024	2025
ROW Acquisition	\$0	\$0	\$57,000	\$0	\$0	\$0
Design, Inspection, Admin	0	249,550	0	0	0	0
Contingency	0	0	71,300	0	0	0
Total	\$0	\$249,550	\$128,300	\$0	\$0	\$0

Funding Source	2020	2021	2022	2023	2024	2025
Capital Improvement Fund	\$0	\$249,550	\$128,300	\$0	\$0	\$0
Total	\$0	\$249,550	\$128,300	\$0	\$0	\$0

Expected Budget Impact: No additional annual operational costs are anticipated for this project.

Budget Impact	2020	2021	2022	2023	2024	2025
None	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT NAME: SEWER CLEANING PROGRAM

DEPARTMENT: Public Works

CONTACT: PW Director

ESTIMATED COST: \$125,100

COMPLETION DATE: 2025 and later

PRIOR EXPENDITURES: \$0

COSTS REMAINING: \$125,100



PROJECT DESCRIPTION: Annual cleaning of the city's sewer lines.

PROJECT JUSTIFICATION: To preserve and maintain infrastructure. The City has routinely performed sewer cleaning maintenance projects in the past, but budget constraints in recent years have forced staff to forego regular cleaning until the sewer utility's funding was corrected. Now that the funding is secure, the maintenance program can continue.

Expenditures	2020	2021	2022	2023	2024	2025
SEWER CLEANING	\$19,800	\$17,600	\$20,100	\$19,000	\$23,600	\$25,000
Total	\$19,800	\$17,600	\$20,100	\$19,000	\$23,600	\$25,000

Funding Source	2020	2021	2022	2023	2024	2025
SEWER RESERVE FUND	\$19,800	\$17,600	\$20,100	\$19,000	\$23,600	\$25,000
Total	\$19,800	\$17,600	\$20,100	\$19,000	\$23,600	\$25,000

Expected Budget Impact: These programs will be funded thru the Sewer Replacement Reserve Fund, which is already funded thru a budgeted transfer from the Sewer Utility Fund.

Budget Impact	2020	2021	2022	2023	2024	2025
NO OPERATING BUDGET IMPACT	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT NAME: LIFT STATION SOUTHEAST GROWTH CORRIDOR

DEPARTMENT: Public Works
 CONTACT: City Administrator

ESTIMATED COST: \$1,300,000
 COMPLETION DATE: 2020

PRIOR EXPENDITURES: \$0
 COSTS REMAINING: \$1,300,000



PROJECT DESCRIPTION: Construction of lift station to serve new residential developments in the City's Southeast Growth Corridor.

PROJECT JUSTIFICATION: This addition to the City's wastewater system, will serve a new residential subdivision and future residential development.

Expenditures	2020	2021	2022	2023	2024	2025
CONSTRUCTION	\$778,110	\$0	\$0	\$0	\$0	\$0
ENGINEERING'	77,820	0	0	0	0	0
INSPECTION	116,720	0	0	0	0	0
CONTINGENCIES	38,910	0	0	0	0	0
ADMIN & ISSUANCE COSTS	288,440	0	0	0	0	0
Total	\$1,300,000	\$0	\$0	\$0	\$0	\$0

Funding Source	2020	2021	2022	2023	2024	2025
GO BOND SPEC. ASSESSMENTS	\$300,000	\$0	\$0	\$0	\$0	\$0
CAPITAL IMPROVEMENT FUND	250,000	250,000	250,000	250,000	0	0
Total	\$550,000	\$250,000	\$250,000	\$250,000	\$0	\$0

Expected Budget Impact: This project will require additional budget spending for utilities and maintenance.

Budget Impact	2020	2021	2022	2023	2024	2025
SPECIAL ASSESSMENTS	\$21,200	\$21,200	\$21,200	\$21,200	\$21,200	\$21,200
ELECTRIC	0	2,400	2,400	2,400	2,400	2,400
MAINTENANCE	0	1,500	1,500	1,500	1,500	1,500
Total	\$21,200	\$25,100	\$25,100	\$25,100	\$25,100	\$25,100

PROJECT NAME: HAWKINS LANE PAVING

DEPARTMENT: Public Works
 CONTACT: City Administrator

ESTIMATED COST: \$100,000
 COMPLETION DATE: 2021

PRIOR EXPENDITURES: \$0
 COSTS REMAINING: \$100,000



PROJECT DESCRIPTION: Cold mix paving of Hawkins Lane

PROJECT JUSTIFICATION: Paving for this stretch of Hawkins lane at the request of the Mayor.

Expenditures	2020	2021	2022	2023	2024	2025
CONSTRUCTION	\$0	\$73,000	\$0	\$0	\$0	\$0
DESIGN, INSPECTION, LEGAL, AD	0	18,000	0	0	0	0
CONTINGENCIES	0	9,000	0	0	0	0
Total	\$0	\$100,000	\$0	\$0	\$0	\$0

Funding Source	2020	2021	2022	2023	2024	2025
CAPITAL IMPROVEMENT FUND	\$0	\$100,000	\$0	\$0	\$0	\$0
Total	\$0	\$100,000	\$0	\$0	\$0	\$0

Expected Budget Impact: This project is not expected to add any significant operating costs to the annual budget.

Budget Impact	2020	2021	2022	2023	2024	2025
None	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT NAME: STREET PROJECTS – MAINTENANCE PROGRAM

DEPARTMENT: Public Works
 CONTACT: City Administrator

ESTIMATED COST: \$200,000 Annually
 COMPLETION DATE: Summer & Fall Annually

PRIOR EXPENDITURES: \$200,000 Annually
 COSTS REMAINING: \$200,000



PROJECT DESCRIPTION: Annual resurfacing of City Streets in the summer and structural street maintenance in the fall.

PROJECT JUSTIFICATION: To preserve and maintain infrastructure. The City has routinely performed street maintenance projects during the summer months. Beginning in 2019, the City will schedule street resurfacing during the summer, and follow up with structural street maintenance in the fall. Structural maintenance could include crack sealing or other remediation as determined by need.

Expenditures	2020	2021	2022	2023	2024	2025
Maint Program - Resurfacing	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Maint Program - Structural	100,000	100,000	100,000	100,000	100,000	100,000
Total	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000

Funding Source	2020	2021	2022	2023	2024	2025
Special Highway Fund - Cap. Out.	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
Total	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000

Expected Budget Impact: These programs are already included in the annual operating budget.

Budget Impact	2020	2021	2022	2023	2024	2025
None	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT NAME: PUBLIC WORKS FLEET & EQUIP. REPLACEMENT

DEPARTMENT: Public Works
 CONTACT: City Administrator

ESTIMATED COST: \$60,000 Annually
 COMPLETION DATE: Depending on need.

PRIOR EXPENDITURES: \$0
 COSTS REMAINING: \$60,000 Annually



PROJECT DESCRIPTION: Staff is currently creating a multi-year plan to replace aging Public Works equipment and vehicles. More detailed information about the plan will be established in 2020.

PROJECT JUSTIFICATION: Public Works department heavy equipment and vehicles are old and difficult to maintain. This program will establish a schedule for replacing the older vehicles in the fleet, and it will explore opportunities for replacing heavy equipment. Staff is looking at opportunities to purchase both new and used heavy equipment, as well as opportunities for lease/purchase and cost sharing with other entities. A more detailed plan is forthcoming in 2020.

Expenditures	2020	2021	2022	2023	2024	2025
Fleet/Equipment	\$120,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000
Total	\$120,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000

Funding Source	2020	2021	2022	2023	2024	2025
Equipment Reserve Fund	\$120,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000
Total	\$120,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000

Expected Budget Impact: No impact is expected on the annual budget.

Budget Impact	2020	2021	2022	2023	2024	2025
None	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT NAME: NORTH PARK IMPROVEMENTS

DEPARTMENT: Parks & Recreation

CONTACT: City Administrator

ESTIMATED COST: \$928,250

COMPLETION DATE: 2024

PRIOR EXPENDITURES: \$210,000

COSTS REMAINING: \$718,250



PROJECT DESCRIPTION: Purchase land and construct a park north of Kellogg in Goddard. To include playground equipment and other park amenities TBD.

PROJECT JUSTIFICATION: Citizen input through the pedestrian and bike survey indicated a need for a park on the north side of the City.

Expenditures	2020	2021	2022	2023	2024	2025
Design/Inspection/Admin	\$0	\$0	\$30,000	\$0	\$0	\$0
Platting	0	25,000	0	0	0	0
Park Equipment & Facilities	0	0	80,000	0	0	0
Trails/Walkways/Drive	0	0	70,000	0	0	0
Site Prep	0	0	75,000	0	0	0
Amenities	0	0	150,000	0	100,000	0
Boundary Fencing	0	50,000	0	0	0	0
Contingency (15%)	0	0	38,250	0	0	0
Total	\$0	\$75,000	\$443,250	\$0	\$100,000	\$0

Funding Source	2020	2021	2022	2023	2024	2025
Special Parks & Recreation Fund	\$0	\$75,000	\$100,000	\$0	\$0	\$0
Capital Improvement Fund	0	0	343,250	0	100,000	0
Total	\$0	\$75,000	\$443,250	\$0	\$100,000	\$0

Expected Budget Impact: Additional staff costs for grounds maintenance and plant/tree purchasing. Staff estimates an increase in the operating budget of approximately \$10,000 annually.

Budget Impact	2020	2021	2022	2023	2024	2025
Maintenance	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Trees/Plants	0	2,000	2,000	2,000	2,000	2,000
Total	\$0	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000

PROJECT NAME: DOG PARK

DEPARTMENT: Parks & Recreation

CONTACT: City Administrator

ESTIMATED COST: \$200,000

COMPLETION DATE: Summer 2023

PRIOR EXPENDITURES: \$0

COSTS REMAINING: \$200,000



PROJECT DESCRIPTION: Construction of a dog park using City owned land at 199th and 23rd Street. Project will include fencing and other amenities.

PROJECT JUSTIFICATION: Citizen input through surveys and social media have shown a desire for more park amenities in the City, and specifically the addition of a dog park.

Expenditures	2020	2021	2022	2023	2024	2025
Dog Park	\$0	\$0	\$0	\$200,000	\$0	\$0
Total	\$0	\$0	\$0	\$200,000	\$0	\$0

Funding Source	2020	2021	2022	2023	2024	2025
Capital Improvement Fund	\$0	\$0	\$0	\$100,000	\$0	\$0
Parks & Recreation Fund	0	0	0	100,000	0	0
Total	\$0	\$0	\$0	\$200,000	\$0	\$0

Expected Budget Impact: Additional costs for utilities and grounds maintenance. Staff estimates an increase in the operating budget of approximately \$3,500 annually.

Budget Impact	2020	2021	2022	2023	2024	2025
Utilities	\$0	\$0	\$0	\$1,500	\$1,500	\$1,500
Maintenance	0	0	0	2,000	2,000	2,000
Total	\$0	\$0	\$0	\$3,500	\$3,500	\$3,500

PROJECT NAME: KELLOGG CORRIDOR BEAUTIFICATION

DEPARTMENT: Parks & Recreation

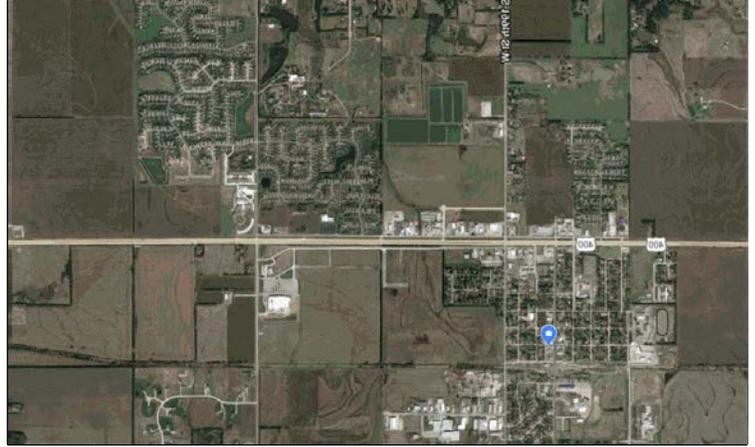
CONTACT: City Administrator

ESTIMATED COST: \$135,000

COMPLETION DATE: Fall 2023

PRIOR EXPENDITURES: \$0

COSTS REMAINING: \$135,000



PROJECT DESCRIPTION: Flower boxes, lighting, and other aesthetic amenities at the intersections along Kellogg Ave. (US-54). Creating a front porch / gateway to the community.

PROJECT JUSTIFICATION: The City Council and staff have long prioritized improving the City's aesthetics to meet citizen demands for beautification and for economic development.

Expenditures	2020	2021	2022	2023	2024	2025
Beautification Ammenities	\$0	\$0	\$0	\$135,000	\$0	\$0
Total	\$0	\$0	\$0	\$135,000	\$0	\$0

Funding Source	2020	2021	2022	2023	2024	2025
Capital Improvement Fund	\$0	\$0	\$0	\$135,000	\$0	\$0
Total	\$0	\$0	\$0	\$135,000	\$0	\$0

Expected Budget Impact: Additional annual expenses for utility and maintenance costs.

Budget Impact	2020	2021	2022	2023	2024	2025
Maintenance	\$0	\$0	\$0	\$7,000	\$7,000	\$7,000
Utilities	0	0	0	1,000	1,000	1,000
Total	\$0	\$0	\$0	\$8,000	\$8,000	\$8,000

PROJECT NAME: MAIN STREET BEAUTIFICATION

DEPARTMENT: Parks & Recreation

CONTACT: City Administrator

ESTIMATED COST: \$200,000

COMPLETION DATE: Fall 2024

PRIOR EXPENDITURES: \$0

COSTS REMAINING: \$200,000



PROJECT DESCRIPTION: Lighting, aesthetic, and curb improvements along the Main St. corridor from Santa Fe to Kellogg Ave (US-54).

PROJECT JUSTIFICATION: The City Council and staff have long prioritized improving the City's aesthetics to meet citizen demands for beautification and for economic development.

Expenditures	2020	2021	2022	2023	2024	2025
Updated Amenities	\$0	\$0	\$0	\$0	\$50,000	\$0
Construction	0	0	0	0	115,000	0
Design	0	0	0	0	15,000	0
Contingency	0	0	0	0	20,000	0
Total	\$0	\$0	\$0	\$0	\$200,000	\$0

Funding Source	2020	2021	2022	2023	2024	2025
Capital Improvement Fund	\$0	\$0	\$0	\$0	\$200,000	\$0
Total	\$0	\$0	\$0	\$0	\$200,000	\$0

Expected Budget Impact: Additional annual expenses for maintenance costs.

Budget Impact	2020	2021	2022	2023	2024	2025
Maintenance	\$0	\$0	\$0	\$0	\$1,000	\$1,000
Total	\$0	\$0	\$0	\$0	\$1,000	\$1,000

PROJECT NAME: 183rd STREET REDESIGN

DEPARTMENT: Administration
 CONTACT: City Administrator

ESTIMATED COST: \$2,110,200
 COMPLETION DATE: Fall 2023/Winter 2024

PRIOR EXPENDITURES: \$0
 COSTS REMAINING: \$2,110,200



PROJECT DESCRIPTION: Redesign of 183rd Street between Kellogg and Maple. The current plan is to expand the road 4 lanes with curb and gutter, and it will include a sidewalk on the East side of the road.

PROJECT JUSTIFICATION: Traffic studies conducted on 183rd St. have shown that the road no longer meets the necessary capacity requirements, and needs to be expanded.

Expenditures	2020	2021	2022	2023	2024	2025
Survey, Design, Inspection	\$0	\$0	\$0	\$215,000	\$0	\$0
Asphalt/Curb and Gutter	0	0	0	1,300,000	0	0
Sidewalk	0	0	0	136,000	0	0
Contingency	0	0	0	215,000	0	0
Legal, Bonding, etc...	0	0	0	144,000	0	0
5% Contingency	0	0	0	100,200	0	0
Total	\$0	\$0	\$0	\$2,110,200	\$0	\$0

Funding Source	2020	2021	2022	2023	2024	2025
GO Bonds	\$0	\$0	\$0	\$2,110,200	\$0	\$0
Total	\$0	\$0	\$0	\$2,110,200	\$0	\$0

Expected Budget Impact: This project is not anticipated to have a significant impact on the annual operating budget.

Budget Impact	2020	2021	2022	2023	2024	2025
None	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT NAME: STREET PROJECTS – REBUILD PROGRAM

DEPARTMENT: Public Works
 CONTACT: City Administrator

ESTIMATED COST: \$350,000 Biannually
 COMPLETION DATE: Summer/Fall 2024

PRIOR EXPENDITURES: \$0
 COSTS REMAINING: \$350,000 Biannually



PROJECT DESCRIPTION: Biannual rebuild of City streets determined by need.

PROJECT JUSTIFICATION: Beginning in 2024, the City will begin rebuilding, streets that have outlived their useful life on a semi-annual basis.

Expenditures	2020	2021	2022	2023	2024	2025
Street Rebuilding	\$0	\$0	\$0	\$0	\$350,000	\$0
Total	\$0	\$0	\$0	\$0	\$350,000	\$0

Funding Source	2020	2021	2022	2023	2024	2025
Capital Improvement Fund	0	0	0	0	350,000	0
Total	\$0	\$0	\$0	\$0	\$350,000	\$0

Expected Budget Impact: Because these projects will be funded through the Capital Improvement Fund, they will have no impact on the annual operation budget.

Budget Impact	2020	2021	2022	2023	2024	2025
Annual Street Rebuild Projects	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT NAME: WATER WELLS SECURITY UPGRADES

DEPARTMENT: Public Works
 CONTACT: City Administrator

ESTIMATED COST: \$225,000
 COMPLETION DATE: Fall 2022

PRIOR EXPENDITURES: \$0
 COSTS REMAINING: \$225,000



PROJECT DESCRIPTION: Addition of security fencing and generators at the City's water wells 4 & 5 and the chlorination building.

PROJECT JUSTIFICATION: Improved security for the City's water supply.

Expenditures	2020	2021	2022	2023	2024	2025
Security Fencing	\$0	\$0	\$120,000	\$0	\$0	\$0
Generator - Wells 4 & 5	0	0	60,000	0	0	0
Generator - Chlorinator Bldg.	0	0	20,000	0	0	0
Generator - Other Infrastructure	0	0	25,000	0	0	0
Total	\$0	\$0	\$225,000	\$0	\$0	\$0

Funding Source	2020	2021	2022	2023	2024	2025
Water Reserve Fund	\$0	\$0	\$225,000	\$0	\$0	\$0
Total	\$0	\$0	\$225,000	\$0	\$0	\$0

Expected Budget Impact: There will be additional operational costs for utilities and maintenance.

Budget Impact	2020	2021	2022	2023	2024	2025
Utilities	\$0	\$0	\$1,500	\$1,500	\$1,500	\$1,500
Maintenance	0	0	1,000	1,000	1,000	1,000
Total	\$0	\$0	\$2,500	\$2,500	\$2,500	\$2,500

PROJECT NAME: WWTF REMODIFICATION & UPGRADES

DEPARTMENT: Public Works
 CONTACT: City Administrator

ESTIMATED COST: \$67,000
 COMPLETION DATE: 2025 or later

PRIOR EXPENDITURES: \$0
 COSTS REMAINING: \$67,000



PROJECT DESCRIPTION: Modification of the wastewater treatment facility to help remediate regulated nutrients found in wastewater. Will bring the WWTF into compliance with KDHE requirements.

PROJECT JUSTIFICATION: EPA regulations on phosphorous have not been met with the current plant design. It has become necessary to modify the plant to meet those requirements.

Expenditures	2020	2021	2022	2023	2024	2025
WWTF Upgrades	\$0	\$0	\$0	\$0	\$0	\$60,300
10% Contingency	0	0	0	0	0	6,700
Total	\$0	\$0	\$0	\$0	\$0	\$67,000

Funding Source	2020	2021	2022	2023	2024	2025
Capital Improvement Fund	\$0	\$0	\$0	\$0	\$0	\$67,000
Total	\$0	\$0	\$0	\$0	\$0	\$67,000

Expected Budget Impact: This project will not change the plant maintenance schedule or upkeep costs. It is not anticipated that this project will lead to a significant impact on the operating budget.

Budget Impact	2020	2021	2022	2023	2024	2025
None	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT NAME: SALT STORAGE BUILDING

DEPARTMENT: Public Works
 CONTACT: City Administrator

ESTIMATED COST: \$50,000
 COMPLETION DATE: 2025 or later

PRIOR EXPENDITURES: \$0
 COSTS REMAINING: \$50,000



PROJECT DESCRIPTION: Provide additional storage for materials including public works vehicles, salt, winter storm equipment, and machinery.

PROJECT JUSTIFICATION: Shortages of salt has created the need for greater material storage space. Additional storage space will allow for greater winter storm preparation and response.

Expenditures	2020	2021	2022	2023	2024	2025
Storage Facility / Garage	\$0	\$0	\$0	\$0	\$0	\$31,000
Concrete Pad	0	0	0	0	0	11,000
Contingency	0	0	0	0	0	8,000
Total	\$0	\$0	\$0	\$0	\$0	\$50,000

Funding Source	2020	2021	2022	2023	2024	2025
Capital Improvement Fund	\$0	\$0	\$0	\$0	\$0	\$50,000
Total	\$0	\$0	\$0	\$0	\$0	\$50,000

Expected Budget Impact: This project may require additional budgeted costs for maintenance.

Budget Impact	2020	2021	2022	2023	2024	2025
Maintenance	\$0	\$0	\$0	\$0	\$0	\$1,000
Total	\$0	\$0	\$0	\$0	\$0	\$1,000

PROJECT NAME: PUBLIC WORKS BUILDING

DEPARTMENT: Public Works
 CONTACT: City Administrator

ESTIMATED COST: \$500,000
 COMPLETION DATE: 2025 or later

PRIOR EXPENDITURES: \$0
 COSTS REMAINING: \$500,000



PROJECT DESCRIPTION: Construction of a building to house materials, vehicles, and machinery for the Public Works Department.

PROJECT JUSTIFICATION: Current facilities are nearing the end of their useful life. Additional storage space will help maintain the quality of tools and infrastructure that is left uncovered currently.

Expenditures	2020	2021	2022	2023	2024	2025
Design	\$0	\$0	\$0	\$0	\$0	\$50,000
Contingency	0	0	0	0	0	40,000
Construction	0	0	0	0	0	400,000
Trees/Plants	0	0	0	0	0	10,000
Total	\$0	\$0	\$0	\$0	\$0	\$500,000

Funding Source	2020	2021	2022	2023	2024	2025
Capital Improvement Fund	\$0	\$0	\$0	\$0	\$0	\$500,000
Total	\$0	\$0	\$0	\$0	\$0	\$500,000

Expected Budget Impact: This project would add an additional \$5,000 to the annual operating budget for maintenance of the building and grounds.

Budget Impact	2020	2021	2022	2023	2024	2025
Building/Grounds Maint.	\$0	\$0	\$0	\$0	\$0	\$5,000
Total	\$0	\$0	\$0	\$0	\$0	\$5,000



GODDARD

H.9

**Lions Club Request for Funding
for Fourth of July
Fireworks Show**

Attachments:

Exhibit A: Letter From Lions Club

Exhibit B: Emails from Lions Club



Goddard Lions Club

PO Box 405

Goddard, KS 67052

Eric Mathews, President

May 14, 2020

To The Honorable Mayor and Goddard City Council,

The Goddard Lions Club wishes to present a Fourth of the July fireworks display for the community. We have preliminary plans for a show appropriate for the current pandemic conditions.

With the cooperation of Genesis owner ,Rodney Stevens, we have secured a location to shoot a high (aerial only) fireworks display from a location at the south end of the Genisis Ball Field property near the linear trail.

Lions Club would provide the following:

- Secure the necessary permits for the show
- Promotion of the event
- Secure a \$1 million liability insurance policy – designating the City of Goddard and the property owner as additional insured
- Hire and pay for a licensed shooter
- Provide clean-up of the site following the event.

The Lions Club is seeking \$5,000 from the city to fund the show the actual fireworks for the show.

The event would be promoted as a watch from your car (limited parking available) and watch from the comfort on your lawn chair in your yard in Goddard. With the Covid-19 pandemic and after conferring with our insurance carrier, we have decided that no food, concessions or on-site entertainment should be provided.

We appreciate your consideration as Lions Club strives to continue this important community tradition.

Sincerely,

Eric Mathews
President, Goddard Lions Club
316-213-4675

Thatcher Moddie

From: Jamey Blubaugh
Sent: Friday, May 15, 2020 10:57 AM
To: Brian Silcott; Rodney Stevens
Subject: Fwd: Request for fireworks letter to City
Attachments: Fireworks Letter to City.docx

Will you please put this on the agenda for discussion Monday and I have already talked to Rodney and he is OK with it. Get [Outlook for iOS](#)

From: Jamey Blubaugh <jameyblu@gmail.com>
Sent: Thursday, May 14, 2020 7:42:49 PM
To: Jamey Blubaugh <blubaugh@goddards.gov>
Subject: Fwd: Request for fireworks letter to City

Sent from my iPhone

Begin forwarded message:

From: "Funke, Daniel" <dfunke@goddardusd.com>
Date: May 14, 2020 at 3:51:40 PM CDT
To: "jameyblubaugh8577@yahoo.com" <jameyblubaugh8577@yahoo.com>
Cc: "bugandtoadsdad@yahoo.com" <bugandtoadsdad@yahoo.com>
Subject: Request for fireworks letter to City

I have not sent to the City. This is being sent to you to pas on Thanks for your support and positive response.

Dan

If it is put on the agenda Eric will speak, but I am his backup if there are specific questions on insurance or other maters.