

**AGENDA-REGULAR MEETING  
GODDARD CITY COUNCIL  
118 NORTH MAIN  
GODDARD, KANSAS  
September 21, 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. Special Meeting – September 8, 2020
- 2. Accounts Payable
  - a. September 9, 2020 for \$51,179.93
  - b. September 16, 2020 for \$117,256.57
- 3. Receive & File Boards and Commissions
  - a. Library Board – August 10, 2020
  - b. Planning Commission – August 10, 2020

**G) UNFINISHED BUSINESS**

- 1. None

**H) NEW BUSINESS**

- 1. Arbor Creek Easement Purchase
- 2. Consider Purchase of New Bulk Water Meters
- 3. Consider Purchase of Splash Pad descaling device
- 4. Approve Standard Traffic Ordinance for 2020
- 5. Approve Uniform Public Offense Code for 2020
- 6. Arbor Creek Construction Agreement Cancellation & Release
- 7. Arbor Creek Bid Award

**I) CITY ADMINISTRATOR'S REPORT**

**J) GOVERNING BODY COMMENTS**

**K) EXECUTIVE SESSION**

**L) ADJOURNMENT**

Next Assigned Numbers for:  
Charter Ordinance No 14  
Ordinance No. 856  
Resolution 20-14

**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 September 8, 2020 Special Meeting Minutes**

#### **F.2 Review of Accounts Payable**

September 9, 2020 for \$51,179.93  
September 16, 2020 for \$117,256.57

#### **F.3 Boards and Commissions Receive & File**

Library Board (August 10, 2020)  
Planning Commission (August 10, 2020)

- \$99,667.94 Kansas Paving: Pay Request #2/Final-Cloverleaf Addition Project 2019-03
- \$30,167.05 Blue Cross Blue Shield of Kansas: September 2020 Employee Health & Dental Premiums
- \$7,565.16 CARD Services-UMB Purchase Card: July 2020 Purchases- Laymon, Farris, Shelite, Herron, Scoggan, Keith, Moddie, Brandenburg, Public Works, Beagley
- \$4,802.67 TranSystems Professional Services Rendered Through 08.28.20-RCUT Project 2020-01
- \$3,073.10 Lubbers Ford, INC. Fleet Vehicle Repair/Maintenance-Public Works 2013 F350
- \$2,703.00 Core & Main Water Parts

**MINUTES-REGULAR MEETING  
CITY OF GODDARD  
118 NORTH MAIN, GODDARD, KS  
TUESDAY, SEPTEMBER 8, 2020**

The Goddard City Council met in a Regular Session at Goddard City Hall on Tuesday, September 8 2020. Mayor Larkin called the meeting to order at 4:00 p.m. followed by the Pledge of Allegiance and the Invocation. Council members present were Larry Zimmerman, Sarah Leland, Brent and Michael Proctor. Councilmember Traylor was absent.

Also present were; Brian Silcott, City Administrator; Teri Laymon, City Clerk; Micah Scoggan, City Planner; Fred Farris, Police Chief; Thatcher Moddie, Administrative Fellow; Harlan Foraker, City Engineer; and Brook Brandenburg, Public Works Director; Matt Lawn, City Treasurer and Ryan Peck, City Attorney.

**APPROVAL OF THE AGENDA**

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

**CITIZEN COMMENTS**

Kelli Reid, Candidate for Sedgwick County Clerk, introduced herself to the Governing Body. Reid stated that Cities in the County work directly with the County Clerk's Office and said she wanted to personally introduce herself. Reid stated she has background in education and has worked with various Governing Bodies in non-profit administration and student government leadership. Reid said she has provided training on *Roberts Rules of Order*, and open meeting laws, etc. Reid added that she has been a Real Estate Agent and have owned a few small businesses and feels that she is well prepared for the job. Reid said she wanted to reach out to community leaders in particular to find a solution to how the County Clerks Office can better work with Kansas small towns.

**NOMINATIONS FOR COUNCIL PRESIDENT**

**MOTION:** Councilmember *Leland* moved to nominate Councilmember Zimmerman as Council President. Councilmember *Proctor* seconded the motion. The motion carried unanimously.

**APPROVAL OF THE CONSENT AGENDA**

The following was submitted to the City Council for approval:

Approval of Minutes:

Regular Meeting – August 17, 2020

Accounts Payable:

August 19, 2020 for \$56,224.65

August 26, 2020 for \$310,043.69

August 28, 2020 for \$294,452.84

September 2, 2020 for \$29,446.38

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

**ACCEPTANCE OF BIDS FOR THE PURCHASE OF GENERAL OBLIGATION BONDS, SERIES 2020-03 DATED SEPTEMBER 30, 2020**

The Clerk reported that pursuant to the Notice of Bond Sale heretofore duly given, bids for the purchase of General Obligation Bonds, Series 2020-03 dated September 30, 2020, of the City had been received. A tabulation of said bids is set forth as **Exhibit A** hereto.

The Governing Body reviewed and considered the bids and it was found and determined that the bid of 1.919604% from Central States Capital was the best bid for the bonds, a copy of which is attached hereto as **Exhibit B**.

**MOTION:** Councilmember *Leland* moved that the bid be accepted and that the Mayor and Clerk be authorized and directed to execute the bid form selling to the best bidder on the basis of the bid and the terms specified in the Notice of Bond Sale. The motion was seconded by Councilmember *Proctor*. The motion carried unanimously.

**ORDINANCE AUTHORIZING BOND SALE FOR ST. ANDREWS 4<sup>TH</sup> WATER AND PAVING**

There was presented an Ordinance entitled:

**AN ORDINANCE AUTHORIZING AND PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION BONDS, SERIES 2020-3, OF THE CITY OF GODDARD, KANSAS; PROVIDING FOR THE LEVY AND COLLECTION OF AN ANNUAL TAX FOR THE PURPOSE OF PAYING THE PRINCIPAL OF AND INTEREST ON SAID BONDS AS THEY BECOME DUE; AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS IN CONNECTION THEREWITH; AND MAKING CERTAIN COVENANTS WITH RESPECT THERETO.**

**MOTION:** Councilmember *Zimmerman* moved waive the reading of the ordinance. The motion was seconded by Councilmember *Leland*. The motion passed unanimously.

**MOTION:** Councilmember *Zimmerman* moved to adopt said ordinance. The motion was seconded by Councilmember *Leland*.

Roll Call Vote:

Yea: Zimmerman, Leland, Proctor

Nay:

**Ordinance #855**

**RESOLUTION DIRECTING AN AUTHORIZING ST. ANDREWS 4<sup>TH</sup> WATER AND PAVING GENERAL OBLIGATION BONDS**

There was presented a Resolution entitled:

**A RESOLUTION PRESCRIBING THE FORM AND DETAILS OF AND AUTHORIZING AND DIRECTING THE SALE AND DELIVERY OF GENERAL OBLIGATION BONDS, SERIES 2020-3, OF THE CITY OF GODDARD, KANSAS, PREVIOUSLY AUTHORIZED BY ORDINANCE NO. 855 OF THE ISSUER; MAKING CERTAIN COVENANTS AND AGREEMENTS TO PROVIDE FOR THE PAYMENT AND SECURITY THEREOF; AND AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS CONNECTED THEREWITH.**

**MOTION:** Councilmember *Leland* moved to adopt said resolution. The motion was seconded by Councilmember *Proctor*. The motion passed unanimously.

***Resolution #20-13***

**CONSIDER SALE OF PUBLIC WORKS TRUCK #5**

Brooke Brandenburg, Public Works Director, stated that Truck number 5 is a 2006 Ford F150 with 66,096 miles. It has significant body rust and an inoperable transmission. The cost to repair and keep this truck operational exceeds the \$2,000 estimated value of the truck.

Brandenburg recommended the advertisement and sale of truck number 5.

**MOTION:** Councilmember *Proctor* moved to authorize the advertisement and sale of truck number 5. The motion was seconded by Councilmember *Leland*. The motion passed unanimously.

**FARMLAND LEASE AGREEMENT PROPOSAL**

Brooke Brandenburg stated as part of the north park land exchange with Tanganyika Wildlife Park, the City received approximately 19 acres of farm ground that lies directly north of the public works facility. The previous owners leased the property to a local farmer on a cash rent basis. Lease terms include an annual fixed fee cash payment of \$765.60 and automatic lease renewal on March 1st for the upcoming year.

The lessee, Mr. Alan Smarsh, approached the City and asked to continue farming the property following the same terms as in prior year leases. Due to a lapse in communication between he and the prior owners, Mr. Smarsh was not aware that the City had taken ownership of the property. As a result, Mr. Smarsh assumed the lease had automatically renewed and began working the ground to prepare for planting a winter wheat crop to be harvested in the summer of 2021. He put a significant amount of work into the property, including tilling the ground three times to work under the prior crop's wheat stubble, and the application of fertilizer.

The City currently has no short-term plans for use of the property beyond planting and maintaining grass.

Continuation of the lease would allow the City to accrue revenue from the property and it will not require City maintenance. Due to the fact the lessee has already prepared the property for planting, it would be in the City's best interest to adhere to the terms existing lease. Lease year is March 1<sup>st</sup> – February 28<sup>th</sup> renewals to be reviewed and approved annually by the City Council until a plan is developed for other use of the property.

Brandenburg recommend the City Council allow the City to enter into a cash rent lease agreement with Mr. Alan Smarsh allowing crop production on the City owned farm ground.

**MOTION:** Councilmember *Zimmerman* moved to authorize staff to enter into a cash rent lease agreement with Alan Smarsh allowing crop production on the City owned farm ground. The motion was seconded by Councilmember *Proctor*. The motion passed unanimously.

### **183<sup>rd</sup> STREET FRONTAGE ROAD BID AWARD**

Brian Silcott stated that Thursday, September 3, 2020 the City received five (5) bids from contractors interested in constructing the 183<sup>rd</sup> Street frontage road. Bids were solicited for asphalt and concrete pavement.

The best bids are as follows:

- Asphalt: Pearson Construction, LLC for \$265,660.45
- Concrete: Prado Construction for \$291,836.00

The City has historically considered concrete as the preferred method when price between asphalt and concrete are comparable.

Silcott stated the cost for the construction of the project is contained within the 2020 Capital Improvement Program and is being financed entirely by the Kansas Department of Transportation (KDOT).

Silcott recommended the City Council: Award the bid to the best bid for the desired pavement

Discussion ensued regarding the difference between the asphalt and concrete maintenance going forward. Harlan Foraker, City Engineer stated that while the asphalt and concrete paving should have an equal life, asphalt will probably need more maintenance, but there are a lot of factors that need to be considered.

Harlan Foraker shared the following comments:

Pearson Construction LLC was low on the asphalt bid and they have recently completed a job in Sedgwick for him and did an excellent job. Foraker added that they also did a concrete job here in Goddard for Goddard Galleria Development about a year ago and so they do have some experience in Goddard.

Prado did a sidewalk project in Goddard, which the first time working in the City, and we feel like they did a good job for the City. Foraker said he also talked with Kevin Yale in Wichita and he said they did a subdivision asphalt job in Cedar Creek in 2019. Prado also did a mile and a half of concrete sidewalk job near McConnell and did a base and repair concrete job for KDOT on K-96/235.

Mayor Larkin asked what Pearson's bid was for concrete. Foraker stated the Pearson's bid for concrete was \$303,660.45 so roughly \$12,000 higher than Prado. Larkin stated that this job is bigger than a sidewalk and said he feels that he would be more comfortable with someone that can manage it themselves.

Harlan Foraker stated that it is his job to present the information and the Council's job to make the decision. Foraker stated that from a personable prospective and for his bid specifications, it

calls for the lowest responsible bidder. Foraker added that there is no reason why he would not consider Prado a responsible bidder, even though they have not done a street concrete job for the City of Goddard. Brian Silcott, City Administrator reiterated that Prado does have experience with concrete work and should qualify as a responsible bidder.

Foraker explained that he did hear back from KDOT and they confirmed that either of the bids submitted would be acceptable to them, however, if you jumped over Prado and went with Pearson for the concrete work, it might be a problem.

Councilmember Proctor stated he would prefer concrete since it is right next to the highway and would match the south frontage road, which is concrete. Proctor also mention Pearson has a strong track record in the area.

**MOTION:** Councilmember *Proctor* moved to award the concrete bid to Pearson for \$303,660.45 subject to KDOT approval. Councilmember *Leland* seconded the motion. The motion carried unanimously.

### **CITY ADMINISTRATOR REPORT**

To: Honorable Mayor and City Council  
From: Brian W. Silcott, City Administrator  
Cc: Department Directors & Staff  
Re: City Administrator Report for the week of September 8, 2020  
Date: September 8, 2020

Below is a brief update on City operations, projects, and future agenda items for the City. The next City Council meeting is scheduled for Monday, September 21.

STAR Bond: Construction of the aquatic center/natatorium continues to make significant progress the construction of the pool roof trusses is complete, and installation of the rooftop is ongoing. After the roof is constructed work on the interior will begin. Further dirt work around the site has also increased in the last two weeks. The open area at the top left-hand side is the aquatic park, which is privately funded and beyond the scope of the City's participation in the project. The picture on the right is looking east at the dirt work for the health club. Almost the entirety of the interior work requires preorder processing. Below is a list of STAR Bond project funds and updated pictures of the development. There have been no new project fund distributions since March.

**City Council Minutes**  
**September 8, 2020**

Disbursement #	Date	Amount	Developer	Total to Developer
1	09.29.2014	\$ 2,907,966.48	Goddard Destination	\$ 2,907,966.48
2	11.20.2018	\$ 2,131,225.20	Goddard Sports	
3	02.08.2019	\$ 2,552,466.60		
4	04.17.2019	\$ 1,914,790.50		
5	06.06.2019	\$ 2,290,951.80		
6	08.09.2019	\$ 1,839,832.20		
7	10.29.2019	\$ 1,910,912.40		
8	12.20.2019	\$ 2,034,346.14		
9	02.24.2020	\$ 1,791,610.20		
10	03.31.2020	\$ 2,045,210.40		
11	05.20.2020	\$ 1,524,619.26		
12	07.20.2020	\$ 1,230,108.14		
				\$ 21,266,072.84
TOTAL		\$ 24,174,039.32	Tie Line	\$ 24,174,039.32
			\$ -	
	Project Accounty Fund Initial Deposit	\$ 25,400,000.00	% Remaining	% Expended
	Project Balance:	\$ 1,225,960.68	4.83%	95.17%

**Arbor Creek Addition:** Work continues to on Phase 1 of this this addition, which includes 55 homes, sanitary sewer mains & laterals, and paving the middle of the subdivision’s club house. Total special assessments for this phase is \$2,891,000. The estimated average home value of this addition is \$300,000 each home generating approximately \$1,150 in municipal property tax with Phase 1 generating an estimated \$63,250 annually and \$281,750 annually at full build out. Arbor Creek has 245 lots with 12 lots already sold with 43 phase 1 lots and 233 total lots remaining. The project has issued \$2,939,300 in temporary notes having paid \$1,267,691.08.

**Clover Leaf Addition:** Work on the water, sanitary sewer, and stormwater is complete, and the installation of paving is underway. Clover Leaf contains 133 total lots. Phase 1 consists of 50 total homes with 22 lots sited along Martens Ct. for duplex units which will increase water and sewer customer count by 44 users. Phase 1 also includes 28 lots for single family residential homes. Clover Leaf Phase 1 has \$2,211,000 in special assessments. Below is an updated picture of the dirt work and recent paving completed for the development. Clover Leaf has \$2,211,000 issued with A-1 rated (AAA equivalent) special temp notes issued and \$1,427,819.33 paid.

**UT Project:** KDOT has completed its preliminary field plan review. The City Engineer and staff is meeting with TranSystems late this week to review the changes. The project continues to be on pace for a September 24, 2020 bid letting. The approved design budget is \$186,210 with \$59,085.97 being expensed to date. The estimated total cost of construction is \$1,810,000 with KDOT covering the cost of construction. This is project # 2020-01 and KDOT Project #54-87 KA-4362-01.

**183<sup>rd</sup> Street Frontage & Intersection:** Thanks to the assistance and shepherding of the City Engineer and his team at Certified Engineering Design, we’ve submitted a request for funding for the intersection improvement at 183<sup>rd</sup> Street West & US-54/400/Kellogg. On June 9<sup>th</sup> we submitted the request to advertise for bids on the Kellogg Drive Relocation Project (KDOT Project #87 KA-5215-01). The notice to proceed with the solicitation of bids is anticipated any day. The approved construction budget is \$656,000 with KDOT covering the cost of construction. This is project # 2020-02 and KDOT Project #87 KA-5215-01.

**2<sup>nd</sup> Street Project:** The project was approved at the July 6<sup>th</sup> meeting and was completed the week of July 27<sup>th</sup>. The project budget is \$16,234 allocated to the Street Fund’s annual Street Maintenance Program



(40-410-8410). As discussed at the July 6th meeting and during the CIP discussion, upon completion the City Engineer & Public Works Director will assess the repair and if successful and approved by the City Council will be applied to the remaining unpaved streets as part of the 2020 road maintenance program. If unsuccessful, staff will present additional options in the autumn as part of the 2020 street maintenance program.

119<sup>th</sup> Street Water Valve: The water valve installation that was approved at the July 6th meeting and was found to have a non-standard size valve that required a special order briefly delaying the project has been completed. The 8" water valve cost totaled \$6,630.00 and is being allocated to line item 82-620-6150

CDBG COVID Grant: The City's application for the Small Cities Community Development Block Grant (CDBG) Corona Virus Supplement Program funding has been approved for \$132,000. City staff will be reaching out to local businesses over the next several weeks to receive applications for the distribution of funds. Fund distribution must be completed by September 20, 2020 as the unspent funds will be returned to HUD after that date.

St. Andrews 4<sup>th</sup> Addition Assessment Bonds: Staff will present a bond sale resolution at the August 17th City Council meeting. This resolution will authorize the solicitation of bids for the 20-year General Obligation Bonds. The final action of the City Council on this item will occur at the Tuesday, September 8th City Council meeting where another bond resolution and bond ordinance will be considered to accept the best bid (due at 1100) and finalize the sale of the bonds.

Respectfully Submitted,  
Brian W. Silcott,

City Administrator

### **GOVERNING BODY COMMENTS**

Councilmember Zimmerman commented on the number of untagged cars in the City.

Councilmember Leland asked that the Splash Pad stay open as long as possible.

Mayor Larkin thanked everyone for bearing with him for his first meeting as Mayor.

### **EXECUTIVE SESSION**

**MOTION:** Councilmember *Proctor* moved recess into executive session for 30 minutes to discuss an individual employee's performance pursuant to the Non-Elected Personnel Exception (K.S.A. 75-4319 (b)(1), with the City Attorney and City Administrator to attend; and, for consultation with an attorney on matters that would be deemed privileged in attorney-client relationship (K.S.A. 75-4319(b)(2)). Councilmember *Leland* seconded the motion. The motion carried unanimously.

*The City Council recessed into executive session at 5:05 p.m. and reconvened at 5:45 p.m.*

*Mayor Larkin announced there was no binding action taken in executive session.*

**ADJOURNMENT**

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

*Meeting adjourned at 5:42 pm.*  
*Teri Laymon, City Clerk*

**CITY OF GODDARD**  
**ACCOUNTS PAYABLE LIST: SEPTEMBER 09, 2020**  
**COUNCIL REVIEW: SEPTEMBER 21, 2020**

<b>VENDOR NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
ASCENSION VIA CHRISTI OCC MEDICINE	IMMUNIZATION ADMIN, HEP B VACCINE - PUBLIC WORKS	\$ 85.00
BLUE CROSS BLUE SHIELD OF KANSAS	SEPTEMBER 2020 EMPLOYEE HEALTH & DENTAL PREMIUMS	\$ 30,167.05
CANON SOLUTIONS AMERICA	MONTHLY METERED MAINTENANCE FEE - POLICE COPIER	\$ 102.14
CARD SERVICES-UMB PURCHASE CARD	JULY 2020 PURCHASES- BEAGLEY	\$ 508.52
CORE & MAIN	WATER PARTS	\$ 809.04
COX BUSINESS	MONTHLY INTERNET/PHONE SERVICE-CITY HALL	\$ 688.91
DULTMEIER SALES DAVENPORT, INC	STAINLESS STEEL CENTRIFUGAL 3HP/1 PHASE TRANSFER PUMP	\$ 1,370.75
EVERGY	MONTHLY ELECTRICAL SERVICE - STREETLIGHTS	\$ 2,759.91
FIRESTONE COMPLETE AUTO CARE	PURCHASE & INSTALLATION OF (4) NEW TIRES-POLICE UNIT #32	\$ 655.35
FLUID EQUIPMENT	ANNUAL MAG METER CALIBRATION/CERTIFICATION-WWTF	\$ 1,037.50
GALLS	UNIFORM ITEMS-POLICE	\$ 215.40
GILMORE	EMERGENCY TECH SERVICE - POLICE EMAIL ACCESS	\$ 405.00
HACH	CHLORINE RESIDUAL TESTER-WATER	\$ 526.95
LEAGUE OF KANSAS-LKM	(36) HARDCOPIES EACH OF STO & UPOC	\$ 435.56
LUBBERS CHEVROLET	FLEET VEHICLE REPAIR/MAINTENANCE-2018 CHEVY 3500 TRUCK	\$ 222.04
LUBBERS FORD, INC	FLEET VEHICLE REPAIR/MAINTENANCE-PUBLIC WORKS 2013 F350	\$ 3,073.10
MISSOURI FILTER & PROCESS EQUIPMENT CO	POLYMER PUMP PARTS - WWTF	\$ 82.00
QUILL	(2) APC-RBC17 REPLACEMENT BATTERIES FOR BATTERY BACKUPS	\$ 98.98
SEDGWICK COUNTY DEPARTMENT OF FINANCE	AUGUST 2020 INMATE HOUSING FEES	\$ 1,017.45
SEDGWICK COUNTY ELECTRIC COOPERATIVE	MONTHLY ELECTRICAL SERVICE - ELKRIDGE SEWER LIFT STATION, SPRINGHILL STREETLIGHTS, NORTH PARK	\$ 260.03
THE DATA CENTER	PRINT/MAIL (1953) UTILITY BILLS, (369) DELINQUENT BILLS, (1869) NEWSLETTERS. REPLACE POSTAGE FUNDS USED IN AUGUST 2020.	\$ 1,602.62
TRANSYSTEMS	PROFESSIONAL SERVICES RENDERED THROUGH 08.28.20-RCUT PROJECT 2020-01	\$ 4,802.67
VERIZON	MONTHLY CELL PHONE SERVICE-POLICE	\$ 253.96
<b>TOTAL</b>		<b>\$ 51,179.93</b>

**CITY OF GODDARD**  
**ACCOUNTS PAYABLE LIST: SEPTEMBER 16, 2020**  
**COUNCIL REVIEW: SEPTEMBER 21, 2020**

<b>VENDOR NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
BEALL & MITCHELL, LLC	SEPTEMBER 2020 MUNICIPAL JUDGE SERVICES	\$ 1,625.01
CARD SERVICES-UMB PURCHASE CARD	JULY 2020 PURCHASES- LAYMON, FARRIS, SHELITE, HERRON, SCOGGAN, KEITH, MODDIE, BRANDENBURG, PUBLIC WORKS, BEAGLEY	\$ 7,565.16
CERTIFIED ENGINEERING DESIGN	SEPTEMBER 2020 ENGINEERING SERVICES	\$ 1,000.00
CINTAS	STOCK/ORGANIZE FIRST AID CABINET-PUBLIC WORKS/WWTF	\$ 149.61
CORE & MAIN	WATER PARTS	\$ 2,703.00
COX BUSINESS	MONTHLY INTERNET/PHONE SERVICE-WWTF/PUBLIC WORKS	\$ 403.25
CREATIVE AWARDS	(72) PROMOTIONAL BALLCAPS	\$ 723.60
DAVIS-MORE AUTOMOTIVE	FLEET VEHICLE REPAIR/MAINTENANCE- UNIT #30	\$ 972.95
EMC INSURANCE CO	DEDUCTIBLE AMOUNT DUE ON CLAIM #1596960 FOR SEWER BACKUP ON 05.28.20 AT 306 S MAIN ST.	\$ 500.00
FAMILY HEALTH AMERICA	SEPTEMBER 2020 FSA FEES & ANNUAL RENEWAL FEE	\$ 350.00
KANSAS PAVING	PAY REQUEST #2/FINAL-CLOVERLEAF ADDITION PROJECT 2019-03	\$ 99,667.94
KANZA COOPERATIVE ASSOCIATION	RUBY DYED DIESEL FUEL-PUBLIC WORKS	\$ 76.62
KRIER, CHRYSTAL-ATTORNEY AT LAWS	COURT APPOINTED ATTORNEY FEES-201900106, 201900381, 202000121, 202000104	\$ 400.00
LAVEIST, ARLENE-VISION ALLIANCE MARKETING LLC	SEPTEMBER 2020 COURT PROBATION SERVICES	\$ 250.00
LEO ON GUARD, LLC	PRE-EMPLOYMENT CVSA EXAMINATION-POLICE	\$ 469.48
MEL HAMBELTON	FLEET VEHICLE REPAIR/MAINTENANCE- UNIT #37	\$ 99.95
SECURITY 1ST TITLE	TITLE REPORT - NORTH PARK PROJECT 2020-03	\$ 300.00
	<b>TOTAL</b>	<b>\$ 117,256.57</b>

**Goddard Public Library Regular Board Meeting Minutes**  
**August 10, 2020 @ 7:05 pm**

1. Roll Call: Present: April Hernandez, Vickie Luthi, Lisa Fouts, Frank Petsche, Margo Rakes, Lisa Coyne, Tamara Judd, and Stephanie Mount. Sherry Lauer, Deanna Highfill, and Lisa Stoller attended via Zoom. Paul Hawkins, from the South Central Library System, was present to do Board training via Zoom.
2. Approval of Agenda Sherry made a motion to approve the agenda and Tamara seconded. Motion passed 10 – 0
3. Approval of Minutes of Regular Meeting July 13, 2020 Motion to approve minutes by Lisa S. and seconded by Frank. Motion approved 10 – 0.
4. Citizen Comments: None
5. Correspondence and communications – National Libraries of Medicine grant award - we are supposed to be getting a \$2500 grant to do another story walk and Fitness Fridays. We should be getting \$750 from State Library for programming technology.
6. Director's Report - The End-of-Summer Reading Party had 60 people in attendance to wrap up the summer reading program. The balloon artist was a big hit. Going to try having a STEAM activity weekly and offer tutoring both in person and virtually for school aged kids. We are looking for volunteers to help.
  - a. Circulation - circulation is coming back up. E library has had a lot of use.
7. Financial Report Financial looks really good because of the CARES grant money. We are over \$18,000 under budget. Sherry moved to accept the financial report. Margo seconded. Motion approved 10 - 0
  - a. Summer Reading update – We had good participation of activities in the Community Center. We divided groups up by age with flexibility for families. We were able to social distance and do miniature painting, cook, and other fun things. We also had activity kits that could be picked up from the library and completed at home. Most of the Story Times were outside and several were done remotely at Tanganyika and the Museum of World Treasures.
  - b. Staying in Phase 3 Covid-19 precautions with addition of some programming.
  - c. Amazing Race we had several people come in and take pictures with the dragon. It is over now.
  - d. Council updates- Hunter Larkin is the new mayor of Goddard. We did not get any additional funds from the city.
  - e. Friends/Foundation update – none

9. New Business

a. Board Training

Paul thanked us for our support of safe provision of services during the Covid-19 K 35 years he has been working with the Goddard Library.

There are 72 libraries in the South Central Kansas Library System. Only about a third have a mission and vision statement. He commended us on our work in this area.

He recommended that we may want to set a limit to public comment in either time or have comments submitted in writing.

Training encompassed Kansas Statutes on Board Authority, how libraries differ from nonprofit organizations, insurance considerations, Building Authority, and Board Authority as it pertains to ethics and conduct. He also talked about tax levy and city ordinance and other revenue streams. Last, he covered Kansas Open Records Act (KORA) requirements.

b. Board self-evaluation Board members are supposed to complete the evaluation and get it to Vickie as soon as possible. We are also to sign the Ethics and Code of Conduct forms and keep them in our Board Policy binders.

A motion was made to go into executive session by Lisa C. at 8:36 to discuss matters of personnel and to resume open meeting at 8:46 Lisa F. seconded. Motion carried 10 – 0. No action was taken. Lisa C. moved to end the executive session at 8:46. Tamera seconded. Motion carried 10 – 0.

10. As may be presented

Frank made a motion to adjourn the meeting at 8:48 p.m., Sherry seconded. Motion carried 10 – 0.

\*Next meeting is September 14, 2020.

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**MINUTES-REGULAR SESSION  
CITY OF GODDARD  
118 NORTH MAIN, GODDARD, KS  
August 10, 2020**

The Goddard Planning Commission met in a Regular Session at Goddard City Hall on Monday August 10, 2020. Chairman VanAmburg called the meeting to order at 6:56 p.m. Chairman VanAmburg led in the Pledge of Allegiance and Commissioner Cline led the Invocation.

Commission members present were:

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

Commissioners absent were:

None

Also present were: Micah Scoggan, City Planner; Thatcher Moddie Fellowship Intern

**APPROVAL OF THE AGENDA**

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

**5-1**

Commissioner *Dendurent* voiced opposition to the agenda stating there was an agenda item mentioned in the packet but not listed for voting consideration. Upon review it was shown to be in the City Planner report as a receive and file not to be considered for a vote.

Commissioner *Dendurent* rescinded her opposition vote and the following vote became unanimous.

**6-0**

**APPROVAL OF THE MINUTES**

**MOTION:** Commissioner *Grafing* moved to approve the minutes from July 13, 2020. Commissioner *Cline* seconded the motion. The motion carried unanimously.

**CITIZEN COMMENTS**

None

## **BOARD OF ZONING**

### **F.1 Conditional Use Permit for 1609 E Elk Ridge Ave.**

*Scoggan* introduced the subject. He stated Ryan Sumner is the owner of the property at 1609 E Elk Ridge Ave. He would like to build a detached garage on his lot and this by itself does not require a CUP but his desire is to build one that exceeds 720 Sq ft. Consideration for a Conditional Use Permit must go before the Planning commission if the detached garage exceeds 720. His proposed garage is 40x50 or 2000 square feet.

*Scoggan* stated A notice was published in the City newspaper to inform anyone who would be interested in this case and letters were sent out to all the property owners within 200 feet of the property. No one has shown concern and most people when they called think the letter they received is about their property.

Under Article 6.100.B.1

Off-street parking and loading space as regulated by Article 5 of these regulations, including detached garages and carports. On lots for single and two-family dwelling units and all types of manufactured and mobile homes such structures may contain incidental space for storage and other uses and are limited to one each per zoning lot not over 720 square feet in gross floor area for a garage and 400 for a carport, unless a conditional use is approved by the Board of Zoning Appeals for a larger structure.

*Chair VanAmburg* asked if it was two separate buildings or one.

*Scoggan* replied it was one

*Chair VanAmburg* asked if the existing garage was already attached.

*Scoggan* replied it was.

*Scoggan* stated that the owner was building a detached garage that had slightly better materials to match the house.

*Commissioner Parks* asked if the lot coverage was okay for that zoning classification.

*Scoggan* replied it was.

**MOTION:** *Commissioner Grafing* motioned to approve the Conditional Use Permit for the detached garage at 1609 E Elk Ridge Ave. *Commissioner Cline* seconded the motion.

Motion carried **6-0**

*Doug VanAmburg* stated that while they were on the subject the 720 square feet for a detached garage seemed inadequate.



*Scoggan* replied he thought it was reasonable but then he moved to Kansas so perhaps he was right.

*Scoggan* replied that the Planning Commission could amend the subdivision regulations to include a number that they thought was reasonable.

*Commissioner Grafing* mentioned that they had spoke about changing it in the past to 1,200 square feet.

*Commissioner Parks* mentioned that a two-car garage was 620 square feet. He said that was not as important lot coverage.

*Commissioner Dendurent* asked if lot coverage was considered now.

*Scoggan* replied it was a current requirement.

*Commissioner Dendurent* said they would not be seeing it now if it exceeded that coverage.

*Scoggan* replied they would not.

*Commissioner Parks* stated the average lot is 1/3 of an acre.

*Scoggan* replied a quarter acre is average.

*Commissioner Parks* said thirty five percent of a quarter acre would be around four thousand square feet.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

None

### **CITY PLANNER REPORT**

*Scoggan* spoke on the Residential growth in the City giving an update on the several subdivisions and how many lots had sold and how many remained.

*Scoggan* also spoke on the Cedar Addition which was approved on March 11, 2019 and he mentioned that they might be moving forward with the duplexes for the development.

*Scoggan* also mentioned the upcoming sign variance request for Goddard Outdoor Power as well as the upcoming sign variance request for Clover Leaf Farms

*Scoggan* also mentioned that the Baptist church located on 2<sup>nd</sup> street has sold and will need to go through a rezoning request.

**PLANNING COMMISSIONER COMMENTS**

*Commissioner Cline* asked if the sign variance was a condition Braums asked for so they could market their business.

*Commissioner Grafing* said it was and they wanted thirty-five feet.

*Commissioner Cline* asked what it about the sign was that required a variance.

*Commissioner Grafing* mentioned the sign was taller than the Wal-Mart sign.

*Commissioner Dendurent* said the other Braum's sign was not that tall. Did they just want it taller because it was on Kellogg?

*Commissioner Park* said yes it was.

**ADJOURNMENT**

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

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

*Meeting adjourned at 7:28 pm.  
Micah Scoggan, City Planner*