**AGENDA-REGULAR MEETING**
**GODDARD CITY COUNCIL**
**118 NORTH MAIN**
**GODDARD, KANSAS**
**MARCH 2, 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**

1. Introduce new Planning Intern Justin Lloyd

**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 – February 18, 2020
2. Accounts Payable
    a. February 21, 2020 for $54,805.56

**G) OLD BUSINESS**

**H) NEW BUSINESS**

1. Consider a Request for the Creation of a Community Improvement District for Tanganyika Wildlife Park Improvements
    a. Consider a Petition for the creation of Community Improvement District
    b. Consider a Resolution Calling for a Public Hearing on the Advisability of Creating the Tanganyika Wildlife Park Community Improvement District
2. Receive and File an update from the Chamber of Commerce
3. Authorize the 2020 Fleet Purchase for Public Works
4. Consider a Request for Assistance with Road and Stormwater Improvements for Rustic Creek Addition

**I) CITY ADMINISTRATOR'S REPORT**
**J) GOVERNING BODY COMMENTS**
**K) EXECUTIVE SESSION**

1. Non-Elected Personnel to Discuss the Performance of the City Administrator K.S.A. 75-4319(b)(1)

**L) ADJOURNMENT**

Next Assigned Numbers for:
Charter Ordinance No 14
Ordinance No. 847
Resolution 20-04

**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.**

**Agenda Item E.1**

**City of Goddard**
**City Council Meeting**
**March 2, 2020**

| | |
|---|---|
| **TO:** | Mayor and City Council |
| **SUBJECT:** | Planning Intern |
| **INITIATED BY:** | City Planner |
| **AGENDA:** | Appointments, Proclamations, Recognitions, & Nominations |

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**Background:** As the City grows and expands opportunities arise to offer the next generation of professionals an opportunity to experience the rigors and joys of working in the Public Sector.

The City recruits the young professionals that are about to transition into a career by offering an opportunity for them to work as an intern for the City to expose them to the day to day work and challenges that could arise in their own profession.

These internships provide a mutually beneficial experience as it allows the intern to bolster their resume as well as capture necessary credits for graduating from their college program.

The City in turn benefits from the infusion of new ideas as well as technical skills that can be leveraged towards projects that are in the pipeline for completion.

**Analysis:** This year the City has selected Justin Lloyd as just such an intern.

- Justin is completing his bachelor's degree in Geo-computing from Brigham Young University
- This internship will give him the necessary credits to complete this degree.
- He has an exceptional technical skill set that he brings with him.
- He will be working from February – June
- He will be working under Micah Scoggan (City Planner) on various commercial and residential projects.

**Financial:**

**Legal Considerations:** Approved as to form

**Recommendations/Actions:** It is recommended the City Council: Receive and file, no action required.

**Attachments:** Exhibit E.1a Planning Intern short biography and photo (1 Page)

Justin Lloyd is a recent graduate of Brigham Young University-Idaho, where he studied Geospatial Computing.

It was on the campus of BYU where he met his wife, Brookelynn and the two are now happily married with two kids age 2 and 5 months

When he is not spending time delving into the intricacies of geographical, spatial computing he is spending time with his wife and kids exploring the outdoors and going on family vacations.

City of
GODDARD

# CONSENT AGENDA HIGHLIGHTS

## F.1 Approval of February 18, 2020 Regular City Council Minutes

## F.2 Review of Accounts Payable

February 21, 2020 for $54,805.56

- $18,826.84 UMB Purchase Card January 2020: Silcott, Laymon, Circle, Herron, Farris, McCann, Fulcher, Brandenburg, Keith, Shelite, Lamar, Roney, Mincks, Beagley, Public Works/WWTF, Scoggan, Moddie
- $10,456.50 Morris, Laing, Evans, Brock & Kennedy, Chtd: January 2020 Attorney Fees
- $3,764.50 Gilmore Solutions: March 2020 Licenses & Infocus Agreement Fees
- $3,250.00 Mayer Specialty Services, LLC: Raise Existing Manhole Ring and Cover To Grade On Saint Andrew Ct. High Pressure Jet Clean Of Sanitary Sewer Lines.
- $2,924.34 Norris Collision: Paint & Add Graphics to Police Unit #27 For Future Use By Public Works Director
- $2,813.76 Core & Main: Water Parts

**MINUTES-REGULAR MEETING**
**CITY OF GODDARD**
**118 NORTH MAIN, GODDARD, KS**
**MONDAY, FEBRUARY 18, 2020**

The Goddard City Council met in a Regular Session at Goddard City Hall on Monday February 18, 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, 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; Matt Lawn, City Treasurer; Harlan Foraker, City Engineer; Ryan Peck, City Attorney; and Kevin Cowan, Bond Counsel.

## APPROVAL OF THE AGENDA

**MOTION:** Councilmember ***Zimmerman*** moved to amend the agenda by moving item E.2 after Governing Body Comments. Councilmember ***Leland*** seconded the motion. The motion carried unanimously.

## CITIZEN COMMENTS

Larry Hatfield with Prairie Traveler's, 1803 North Smarsh, Wichita, provided an update on the sale of memorial bricks for the park surrounding the Cecile Kellenbarger Memorial Statue in the Goddard Linear Park. Hatfield stated they have secured a bricklayer and are now accepting purchases of the bricks and Eck Monument will be the engraver for the project. Hatfield thanked the City Council for their support for the project and stated the pledge for $2,000 is very much appreciated.

Hatfield announced that the Prairie Travelers' visited with both Garden Plain and Cheney and they are excited about the potential to extend the Prairie Sunset Trail an additional 7 miles west. Hatfield stated that there is another $55,000 matching challenge grant from Sunflower Foundation which would help both Garden Plain and Cheney to achieve this vision.

Janine Eilert, President of the Goddard Women's Club, thanked City Staff and Thatcher Moddie in particular for opening up the City Council room at the last minute to allow the Goddard Women's Club to watch a power point. Eilert stated the Community Center is to dark during the day to see a power point.

## APPOINTMENT OF DEANNA HIGHFILL TO GODDARD PUBLIC LIBRARY BOARD

Mayor Blubaugh announced the appointment of Deanna Highfill to the Goddard Public Library Board.

**MOTION:** Councilmember ***Leland*** moved to approve the appointment of Deanna Highfill to the Goddard Public Library Board. 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 of February 3, 2020
- Accounts Payable
  - February 4, 2020 for $398,572.87
  - February 11, 2020 for $477,828.78

**MOTION:** Councilmember ***Leland*** moved to approve the consent agenda as amended. Councilmember ***Zimmerman*** seconded the motion. The motion carried unanimously.

## DISCUSSION OF REDUCING RESIDENTIAL STREETS SPEED LIMIT

Brian Silcott, City Administrator stated that Councilmember Leland has asked for this to be a discussion item. Councilmember Leland desires to see speed limits in residential neighborhoods reduced to 20 mph. Staff has generated a street map of Goddard, indicating the speed limits for each roadway.

Silcott requested the City Council discuss and direct staff to a desired course of action. Given the significant number of children residing in our community, Staff is supportive of the idea of reducing the speed limit from 30 mph in residential areas to a slightly lower speed limit. Any reduction in the residential speed limit will not impact school zone areas or the 20 mph speed limit within an active school zone. Should a reduction in the speed limit for residential streets be directed, an ordinance will be presented at the March 2nd regular City Council meeting for consideration.

**MOTION:** Councilmember ***Larkin*** moved to draft an Ordinance reducing the residential speed limits to 20 mph. The motion was seconded by Councilmember ***Leland***. The vote was 2-2 with Mayor Blubaugh voting in favor breaking the tie.

## DISTRIBUTE DRAFT GOVERNING BODY HANDBOOK

The City Administrator presented a document to assist newly elected and appointed members of the Governing Body as they "onboard" the City organization. Over the course of the next several City Council meetings, the City Administrator will be working with the Governing Body to refine the draft. Brian Silcott noted that the document excludes the appendices, which will be presented at the March 2nd City Council meeting for review and comment on the entire document.

## 2020 CITY COUNCIL WORK PLAN

Brian Silcott presented a work plan that staff presents each year for the Governing Body to consider as a guide for strategic tasks and meetings. Included with this report is a list items for review, which is intended to spur ideas and discussion: the organization's Vision, Mission, Values, & Objectives; the City's Business Plan for 2017-2022); City of Goddard Strategic Process/Cycle; and the Community Vision plan developed by our neighbors and community members.

The Governing Body and Staff work cooperatively to develop strategic goals that fulfill the desires of our neighbors for improving our corner of the world while maintaining fiscal prudence and maintaining the lowest municipal property tax levy in Sedgwick County after Viola. Silcott stated he often refers to this approach as "eating the elephant a bite at a time." Please see the chart below for the mill levy comparison of 1st tier suburbs:

| City | General Fund | Bond & Interest | Library | Special Public Building | Library Emp. Benefits | Police | Employee Benefits | Special Liability | Emergency Equip | Total |
|---|---|---|---|---|---|---|---|---|---|---|
| Andover | 24.567 | 0.098 | 3.000 | 1.530 | | | 11.777 | | | **40.972** |
| Derby | 31.900 | 11.535 | 4.159 | | 0.455 | | | | | **48.049** |
| **Goddard** | **29.275** | **0.980** | **2.968** | | | | | | | **33.223** |
| Haysville | 38.770 | 1.491 | 5.254 | | | 2.001 | | 0.723 | | **48.239** |
| Kechi | 36.760 | | | | | | | | | **36.760** |
| Maize | 41.670 | 1.373 | | | | | | | | **43.043** |
| Park City | 36.076 | 5.344 | 3.00 | | 0.221 | | | | | **44.641** |
| Valley Center | 23.052 | 11.501 | 4.504 | | | | 14.884 | | 1.014 | **54.955** |

Below is a tentative timeframe for discussion & consideration of the work plan and CIP.

- March 2nd Regular Meeting
  - Adoption or Consensus of the 2020 Work Plan (alternate date is the March 16th regular City Council meeting)
  - Review & Comment on 2020-2025 Capital Improvement Program & Equipment Replacement Plan
- March 16th Regular Meeting
  - Discuss/Adopt 2020-2025 Capital Improvement Program & Equipment Replacement Plan

This discussion should extend beyond capital improvements, as the bulk, but not all of 2020 CIP funding is already programmed, and focus on programs, projects, initiatives.

| PROJECT | TOTAL AMOUNT | LOCAL COST |
|---|---|---|
| Kellogg Signalization & RCUT Improvement | $1,995,520 | $200,000 |
| 183rd St. Turn Lane & Frontage Realignment | $815,000 | $115,000 |
| North Park Purchase | $200,000 | $200,000 |
| SE Growth Corridor Lift Station | $1,000,000 | $1,000,000 |

## CITY ADMINISTRATOR'S 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 February 17, 2020
Date: February 18, 2020

Below is a brief update on City operations, projects, and future agenda items for the City.

STAR Bond: The building permit for the Genesis Health Club at the Goddard STAR Bond was pulled in December of 2019. The dirt work and pad for the build are currently in progress. To date $14.67 Million has been dispensed with a STAR Bond eligible fund balance of $11 Million remaining for use on the aquatic center. Below is an updated picture of the STAR Bond Site:

Arbor Creek: The first phase of Arbor Creek Addition is progressing nicely. Phase 1 consists of 55 homes and includes sanitary sewer mains and laterals as well as the paving that will reach into the middle of the new subdivision's club house. The current total for special assessments is $2,891,000 in phase 1 and collector improvements. The SE Growth Corridor Sewer Lift Station should be presented at the January 21st regular city council meeting. Special assessment costs are paid entirely by the developer and the home buyers. Arbor Creek will have a total of 245 homes with an average value of approximately $300,000 at build out.

Revenue/Tax Burden estimates follow: The assessed valuation of a $300,000 home at the assessment rate of 11.5% is $34,500/home and $1,150 average municipal tax bill at the current and historical mill levy of 33.323 mills. Phase 1 will generate $63,250 in property tax collections and full build out is an estimated valuation of $8,452,500, generating $281,750 in City of Goddard (municipal) property tax collections.

Clover Leaf: Work on Clover Leaf Addition is picking up momentum. The image below shows work on the storm water system for Phase I. 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, although this amount may be somewhat less as stormwater and paving work concludes. The exact value of an average home is currently unknown. More information will be provided to the Governing Body as it is known.

Elk Ridge: This final phase of Elk Ridge includes 24 lots bringing the total lots in Elk Ridge to 77 total homes. There are currently 53 homes in Elk Ridge with 31% of the lots available for purchase. This phase includes $830,800 in special assessments. The average home value is $300,000, an assessed valuation of $34,500, and generates $1,150 in municipal property taxes. At full build out Phase 3 will generate $27,600 in City taxes and a total subdivision generation of more than $88,500.

Rustic Creek Addition: The plat for this project was approved at the February 2, 2020 regular City Council meeting, with nothing new to report from two weeks ago. This addition contains 106 single family lots for construction. The anticipated average home value is not yet known but it is anticipated to be in line with St. Andrews Addition average values totaling $200,000, which is an assessed valuation of $23,000 and generating roughly $770 in municipal property taxes at the current mill levy of 33.323. This addition is located immediately to the east of Autumn Blaze Addition and the homes along 199th Street West behind the Orscheln's. Access is planned to the south from Main Street between Orscheln's and Kwik Shop, from the west through Autumn Blaze Addition, and to the east off of 199th Street West.

Medical Lodge Sr. Housing: Work is progressing on this senior housing project that was approved in 2017. The development adds 12 parcels and 24 utility customers plus the club house to Goddard's housing inventory. The average value is approximately $160,000/$80,000 per unit/duplex. Each unit valued at approximately $80,000 will generate an assessed valuation of $9,200 and a total assessment of $220,800 (excluding the clubhouse). Each unit generates a municipal property tax of $307 or an estimated total municipal property tax generation of $7,360 plus the clubhouse valuation.

RCUT Project: This project that was approved at the August 19, 2019 regular meeting with the approval of KDOT agreement #126-19 for Project #54-87 KA-4362-01 is officially underway. The design process is formally underway with surveying and geotechnical investigation completed. Field check plans began the last week of January and should be completed before March 20th. We anticipate advertising and awarding the bid by the October 5, 2020 regular City Council meeting. The design cost for this project totals $186,210 and is the responsibility of the City of Goddard with KDOT financing 100% of the project's construction, which is estimated to be $1,809,310.

183rd Street Frontage Rd Realignment: KDOT is reviewing recommended changes to the initial design, Staff anticipates advertising the project soon after KDOT approval, ideally within the next 6-8 weeks with a May bid award. This project is KDOT project #5215-01 and approved with agreement #28-19 on May 20, 2019. The City is responsible for the design and preliminary construction costs with KDOT financing 100% of the construction. To date the City has spent $56,335 for right-of-way acquisition required by KDOT for future US-54/400/Kellogg expansion, which was approved at the June 3, 2019 regular City Council meeting.

Tentative items for the March 2nd meeting include:

- Introduction of spring semester Planning Intern Justin Lloyd
- SE Growth Corridor lift station petition & bid award
- 2020 Fleet Purchases
- Request to waive water tap fee for Tanganyika Wildlife Park splash pad
- Goddard Chamber of Commerce Presentation

Respectfully Submitted,
Brian W. Silcott,
City Administrator

## GOVERNING BODY COMMENTS

Councilmember Zimmerman tanked the Fire Department staff for attending the City Council meeting.

Councilmember Proctor thanked the Fire Department for coming out as well.

Mayor Blubaugh thanked staff for all their hard work.

## GODDARD POLICE OFFICERS SWEARING IN CEREMONY

### RYAN MINCKS

Ryan grew up in central Iowa where he graduated high school in 2010 playing baseball, football and ran track. He attended college at Iowa State graduating in 2014 with BA in Liberal Arts. Ryan worked at Ames Municipal Airport and obtained his private pilot's license and worked for Iowa Department Of Corrections in Newton, Iowa for 3 years before moving to Indiana in 2017. There he worked for Tippecanoe County Juvenile Probation as a juvenile probation officer for 2 years.

In 2019 Ryan moved to Wichita with his fiancé and was hired to Goddard Police Department in October Ryan recently graduated the KLETC 262nd basic class. Ryan enjoys spending time with his fiancé, bow hunting, fishing and grilling.

### SHAWN ENGEL

Shawn grew up in Monterey Bay California area through age 12 before moving to North California where he graduated high school in 2006 and entered USMC as Embarkation Specialist where he served four years. Shawn served one tour in Iraq, one tour on USS Bataan with the 22nd Marine Expeditionary Unit and attained the rank of Corporal.

Concluding his service in the USMC he moved to Indiana to attend college where he met his fiancé. In May 2016 Shawn's son was born and in 2018 his wife accepted a job in Wichita with Koch Industries. Shawn worked for Signature Flight Support in Wichita as a line service technician until accepting position with Goddard Police Department in October. Shawn has since moved to the City of Goddard and has recently graduated the KLETC 262nd basic class.

Police Chief Fred Farris stated both officers will now begin 12 weeks of field training with Field Training Officers where they will begin applying what they have learned. They will also learn the Goddard Police Department way of doing things as well as practice and procedures used within Sedgwick County. Farris added that they hope to have them patrolling on their own by June.

***Officers' Ryan Mincks and Shawn Engel recited the Oath of Office administered by the Chief of Police Fred Farris.***

## EXECUTIVE SESSION

**MOTION:** Councilmember ***Larkin*** moved to recess into executive session for consultation with an attorney on matters that would be deemed privileged in attorney client relationship (K.S.A.75-4319) (b)(2) for 45 minutes after a 10 minute break, to include the City Administrator, City Attorney and City Bond Counsel. The City Council will reconvene the open meeting in the City Council Chambers at 8:50 p.m. The motion was seconded by Councilmember ***Proctor.*** The motion carried unanimously.

***The City Council recessed into executive session at 8:05 p.m. and reconvened at 8:50 p.m. Mayor Blubaugh announced there was no binding action taken in executive session.***

**MOTION:** Councilmember ***Larkin*** moved to recess into executive session for consultation with an attorney on matters that would be deemed privileged in attorney client relationship (K.S.A.75-4319) (b)(2) for an additional 15 minutes, to include the City Administrator, City Attorney and City Bond Counsel. The City Council will reconvene the open meeting in the City Council Chambers at 9:05 p.m. The motion was seconded by Councilmember ***Proctor*.** The motion carried unanimously.

***The City Council recessed into executive session at 8:50 p.m. and reconvened at 9:05 p.m. Mayor Blubaugh announced there was no binding action taken in executive session*.**

**MOTION:** Councilmember ***Leland*** moved to recess into executive session for consultation with an attorney on matters that would be deemed privileged in attorney client relationship (K.S.A.75-4319) (b)(2) for an additional 10 minutes, to include the City Administrator, City Attorney and City Bond Counsel. The City Council will reconvene the open meeting in the City Council Chambers at 9:15 p.m. The motion was seconded by Councilmember ***Proctor*.** The motion carried unanimously.

***The City Council recessed into executive session at 9:05 p.m. and reconvened at 9:15 p.m. Mayor Blubaugh 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 9:17 pm.***
***Teri Laymon, City Clerk***

| CITY OF GODDARD<br>ACCOUNTS PAYABLE LIST: FEBRUARY 21, 2020<br>COUNCIL REVIEW: MARCH 02, 2020 | | |
|---|---|---|
| ***VENDOR NAME*** | ***DESCRIPTION*** | ***AMOUNT*** |
| ACCIDENT FUND | WORKMAN'S' COMPENSATION INITIAL INSTALLMENT - LIBRARY | $ 248.00 |
| ACCUSHAPE INC. | BODY ARMOR - POLICE | $ 310.00 |
| AT&T | MONTHLY INTERNET/PHONE SERVICE -PUBLIC WORKS SCADA SYSTEM | $ 179.22 |
| BEALL & MITCHELL, LLC | FEBRUARY 2020 MUNICIPAL JUDGE SERVICES | $ 1,625.01 |
| CARD SERVICES - UMB PURCHASE CARDS | JANUARY 2020 PURCHASES - SILCOTT, LAYMON, CIRCLE, HERRON, FARRIS, MCCANN, FULCHER, BRANDENBURG, KEITH, SHELITE, LAMAR, RONEY, MINCKS, BEAGLEY, PUBLIC WORKS/WWTF, SCOGGAN, MODDIE | $ 18,826.84 |
| CERTIFIED ENGINEERING DESIGN - CED | FEBRUARY 2020 ENGINEERING SERVICES | $ 1,000.00 |
| CHAMPS WIPING RAG CO | GREASE RAGS - PUBLIC WORKS/WWTF | $ 60.00 |
| CORE & MAIN | WATER PARTS | $ 2,813.76 |
| COX BUSINESS | MONTHLY INTERNET/PHONE SERVICE - LIBRARY, POOL | $ 465.29 |
| DECKER ELECTRIC, INC | (50) GALLAGHER ACCESS CARD, TROUBLE SHOOT CAMERAS AT PUBLIC WORKS DEPARTMENT | $ 250.00 |
| DOUGHERTY, TIM | COMMUNITY CENTER RENTAL FEE REFUND | $ 100.00 |
| ENGEL, SHAWN | MILEAGE REIMBURSEMENT - KLETC TRAINING<br>*(02.10.20 - 02.14.20)* | $ 39.10 |
| FAMILY HEALTH AMERICA, L.C. | FEBRUARY 2020 FSA ADMINISTRATIVE SERVICES | $ 100.00 |
| GILMORE SOLUTIONS | MARCH 2020 LICENSES & INFOCUS AGREEMENT FEES | $ 3,764.50 |
| GODDARD USD 265 | JANUARY 2020 & FEBRUARY 2020 FLEET FUEL - POLICE, PUBLIC WORKS/WWTF | $ 1,775.56 |
| GREATER WICHITA YMCA | JANUARY 2020 HEALTHY LIFESTYLE COACHING FEES | $ 356.00 |
| HACH COMPANY | DO PROBE SENSOR CAP-WWTF | $ 626.13 |
| IMAGE QUEST | MONTHLY METERED MAINTENANCE FEE - ADMIN COPIER | $ 181.83 |
| KANSAS FIRE EQUIPMENT | ANNUAL CHECK & SERVICE OF FIRE EXTINGUISHERS | $ 724.75 |
| KRIER, CHRYSTAL | COURT APPOINTED ATTORNEY FEES - 201900489, 201900487, 202000004, 201900575. | $ 400.00 |
| LAVEIST, ARLENE | FEBRUARY 2020 COURT PROBATION SERVICES | $ 250.00 |
| LEWIS STREET GLASS COMPANY | LOCK REPAIR - LIBRARY | $ 180.00 |
| MAYER SPECIALTY SERVICES, LLC | RAISE EXISTING MANHOLE RING AND COVER TO GRADE ON SAINT ANDREW CT.<br>HIGH PRESSURE JET CLEAN OF SANITARY SEWER LINES. | $ 3,250.00 |
| MERIDIAN ANALYTICAL LABS | LAB ANALYSIS - DRINKING WATER, WASTEWATER | $ 515.00 |
| MIDWEST SINGLE SOURCE | BONDS COMPOSITION CHARGES - GO SERIES 2020-1 | $ 270.00 |
| MINCKS, RYAN | MILEAGE REIMBURSEMENT - KLETC TRAINING<br>(02.07.20 - 02.14.20) | $ 55.20 |
| MORRIS, LAING, EVANS, BROCK & KENNEDY, CHTD. | JANUARY 2020 ATTORNEY FEES | $ 10,456.50 |
| NORRIS COLLISION | PAINT & ADD GRAPHICS TO POLICE UNIT #27 FOR FUTURE USE BY PUBLIC WORKS DIRECTOR | $ 2,924.34 |
| OPENGOV | RENEWAL OF MANAGEMENT REPORTING | $ 2,022.63 |

| CITY OF GODDARD<br>ACCOUNTS PAYABLE LIST: FEBRUARY 21, 2020<br>COUNCIL REVIEW: MARCH 02, 2020 | | |
|---|---|---|
| ***VENDOR NAME*** | ***DESCRIPTION*** | ***AMOUNT*** |
| PHIL HAMILTON HEATING & AIR-CONDITIONING, INC | REPAIR DUCT SYSTEM AT CITY HALL | $ 213.20 |
| PIPER, AUSTIN M | CHANGE FROM COURT FINE PAID IN FULL THAT WAS DROPPED IN THE HALL WAY | $ 10.00 |
| POSTNET | (2500) CITY OF GODDARD WINDOW ENVELOPES WITH RETURN ADDRESS | $ 398.70 |
| SIGN LANGUAGE INTERPRETING SERVICES | COURT SIGN LANGUAGE INTERPRETING SERVICES ON 02.11.20 | $ 84.00 |
| TIMES-SENTINEL NEWSPAPERS, LLC | GODDARD HOMECOMING SUPPORT AD | $ 50.00 |
| TWOTREES | JANUARY 2020 & FEBRUARY 2020 SHELTERBELT FIREWALL & INTERNET MANAGEMENT SERVICES - LIBRARY | $ 200.00 |
| WEDAN PHOTOGRAPHY | PHOTOGRAPHY SERVICE FOR HEADSHOTS - POLICE | $ 80.00 |
| | | |
| | | |
| | TOTAL | $ 54,805.56 |

**Agenda Item 1.A**

**City of Goddard**
**City Council Meeting**
**March 2, 2020**

| | |
|---|---|
| **TO:** | Mayor and City Council |
| **SUBJECT:** | Consider a Petition for the Creation of Community Improvement District for Tanganyika Wildlife Park |
| **INITIATED BY:** | City Administrator |
| **AGENDA:** | New Business |

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**Background:** The owners of Tanganyika Wildlife Park have presented the City with a petition for the creation the Tanganyika Wildlife Park Community Improvement District (CID). The location of the district is legally described as LOT 1, BLOCK 1, TANGANYIKA WILDLIFE PARK ADDITION. A map of the district is contained in the petition as *Exhibit A*. The district is limited to the Tanganyika Wildlife Park (TWP) grounds proper.

**Analysis:** The petition requests the levying of a 2.00% sales tax limited solely to the confines of the district. The tax is essentially a self-imposed sales tax on TWP. The tax would finance park improvements. The proposed project to be constructed within the District includes but is not limited to: construction, acquisition, furnishing and equipping of a Splash Park, event facilities, enlarged playground, Safari Park, Education building, Children's zoo, new lion facility, enlarged gift shop, expanded parking; utilities; landscaping; lighting; signage; marketing, advertising and promotion; cleaning, maintenance, and upkeep of the property; art, sculptures and other cultural amenities; security personnel and facilities; water management and drainage related items; professional services; eligible financing costs; additional soft costs of the Project; and the City's administrative and permit costs and fees in establishing, permitting and maintaining the CID.

**Financial:** The proposed park expansion will cost an estimated $8,300,000 with approximately $1,650,000 financed through the CID's 2% revenue. The CID financed portion of the project will generate an approximate assessed valuation of $412,500 and $13,750 in City property taxes, $29,920 to the USD 265, and $20,330 to the state of Kansas for a total CID improvement tax revenue of $64,000. $69,145.23 is estimated City property tax revenue to be generated at the City's current mill levy of 33.323. No special assessments are being requested and project financing is 100% "pay go."

**Legal Considerations:** Approved as to form. The City's "full faith and credit" is not applicable to the issuance of these special use bonds.

**Recommendations/Actions:** It is recommended the City Council: Accept the Petition for the creation of the Tanganyika Wildlife Park Community Development District.
**VOICE**

**Attachments:** Petition (4 pages)

**PETITION**

**FOR THE CREATION OF THE TANGANYIKA WILDLIFE PARK COMMUNITY IMPROVEMENT DISTRICT**

**TO:** The Governing Body of the City of Goddard, Kansas (the "Governing Body")

The undersigned, being the owners of record, whether resident or not, of more than 55% of the land area and assessed value contained within the hereinafter described proposed Community Improvement District (the "District") to be located within the City of Goddard, Kansas (the "City"), does hereby request that the Governing Body create such District and authorize the construction of the District project improvements hereinafter set forth, all in the manner provided by K.S.A. 12-6a26 *et seq*. (the "Act"). In furtherance of such request, the petitioners state as follows:

**General Nature of the Proposed District Project**

This project will improve that certain real estate in the City of Goddard, Sedgwick County, Kansas commonly known as 1000 S. Hawkins Lane, Goddard, Kansas (PIN Number 00572901) and legally described as LOT 1, BLOCK 1, TANGANYIKA WILDLIFE PARK ADDITION, CITY OF GODDARD, SEDGWICK COUNTY, KANSAS.

The general nature of the proposed project to be constructed within the District (the "Project") includes but is not limited to: construction, acquisition, furnishing and equipping of a Splash Park, event facilities, enlarged play ground, Safari Park, Education building, Children's zoo, new lion facility, enlarged gift shop, expanded parking; utilities; landscaping; lighting; signage; marketing, advertising and promotion; cleaning, maintenance, and upkeep of the property; art, sculptures and other cultural amenities; security personnel and facilities; water management and drainage related items; professional services; eligible financing costs; additional soft costs of the Project; and the City's administrative and permit costs and fees in establishing, permitting and maintaining the District.

**Estimated Costs of the Proposed District Project**

The estimated cost of the entire Project is approximately $8,300,000. The CID sales tax will only be able to finance a portion of the overall Project. The approximate amount of the Project paid by CID sales taxes is estimated to be $1,650,000 (the "CID Sales Tax") plus interest.

**Proposed Method of Financing the Proposed Project**

The proposed method of financing the Project is 100% from the sales tax imposed pursuant to the Act on a "pay as you go" basis and funds of the developer of the Project. No special assessments are requested to be imposed pursuant to the Act and no bonds or other notes

are requested to be issued by the City pursuant to the Act, unless the City, in its sole discretion, elects to issue such bonds or notes.

**Proposed Amount and Method of Assessment**

There will be no CID special assessments on property within the boundaries of the proposed District to pay the costs of the Project described by this Petition.

**Proposed Amount of Community Improvement District Sales Tax**

A CID Sales Tax will be imposed in the amount of 2.0% on the selling of tangible personal property at retail or rendering or furnishing of taxable services within the proposed District. The duration of the CID Sales Tax is twenty-two (22) years.

**Boundaries of Proposed Community Improvement District**

The boundaries of the proposed District are identical to the boundaries of the legal description described above. A map generally outlining the boundaries of the proposed District is attached as **Exhibit A** hereto, and incorporated by reference herein.

**Notice to Petition Signers**

The names of the signers of this Petition may not be withdrawn from this Petition by the signers hereof after the Governing Body commences consideration of this Petition, or, later than seven (7) days after the filing hereof, whichever occurs first.

**IN WITNESS WHEREOF**, we the undersigned petitioners have executed the above foregoing Petition to create the Tanganyika Wildlife Park Community Improvement District on the date recorded below:

**OWNER:**

By: _____
Jim Fouts

By:_____
Sherri Fouts

**STATE OF KANSAS )**
**) ss.**
**COUNTY OF SEDGWICK )**

On this __ day of February, 2020, before me personally appeared Jim Fouts and Sherri Fouts, husband and wife, and that said instrument was signed and delivered and acknowledged to me that they executed the same as their free act and deed.

**IN TESTIMONY WHEREOF**, I have hereunto set my hand and affixed my official seal the day and year first above written.

_____
Notary Public

My Commission expires: _____.

**EXHIBIT A**

**MAP OF CID BOUNDARY**

**Agenda Item 1.B**

**City of Goddard**
**City Council Meeting**
**March 2, 2020**

| | |
|---|---|
| **TO:** | Mayor and City Council |
| **SUBJECT:** | Consider a Resolution Calling for a Public Hearing on the Advisability of Creating the Tanganyika Wildlife Park Community Improvement District |
| **INITIATED BY:** | City Administrator |
| **AGENDA:** | New Business |

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**Background:** The owners of Tanganyika Wildlife Park have presented the City with a petition for the creation the Tanganyika Wildlife Park Community Improvement District (CID). Staff presented the petition for consideration as an earlier agenda item. Should the petition not be accepted by the City Council, this resolution will not be considered.

**Analysis:** The CID statute (K.S.A. 12-6a26 *et seq.*) authorizes the creation of a CID to finance allowed uses stipulated by the statue. The proposed $8,300,000 project would utilize $1,650,000 through a 22-year, 2% sales tax within the CID. The resolution calls for a Public Hearing on Monday, March 23, 2020 at 7:00 PM in the City Council Chambers (*Resolution Exhibit A: Public Hearing Notice*).

**Financial:** There is a small publication cost to public the notice of public hearing once a week for two consecutive weeks. Publication Dates will be March 5, 2020 and March 12, 2020. The cost of the certified mail notification is required to mailed to all property owners within the proposed CID at least ten days prior to the hearing, with a mail date of no later than March 13, 2020. The petitioner is the sole property owner within the CID.

**Legal Considerations:** Approved as to form. The resolution gives notice of a public hearing on the advisability of creating the Tanganyika CID, the intention to levy such community improvement district sales tax and the financing of CID projects, and publish notice of the hearing by publication at least once a week for two consecutive weeks in the official City newspaper and by certified mail to all property owners within the proposed CID, the second of such publications to be at least seven days prior to the hearing and such certified mailing to be at least ten days prior to such hearing;

**Recommendations/Actions:** It is recommended the City Council: Adopt the proposed resolution calling and providing for the giving of notice of a public hearing on the advisability of creating a community improvements district in the City of Goddard, Kansas and undertaking and financing of certain community improvement district projects therein; and providing for the giving of notice of said hearing..

**Attachments:** Resolution (4 pages)

(Published in ***The Times Sentinel***, on March 5, 2020
and subsequently on March 12, 2020)

**RESOLUTION NO. 2020-__**

**A RESOLUTION CALLING AND PROVIDING FOR THE GIVING OF NOTICE OF A PUBLIC HEARING ON THE ADVISABILITY OF CREATING A COMMUNITY IMPROVEMENT DISTRICT IN THE CITY OF GODDARD, KANSAS AND UNDERTAKING AND FINANCING OF CERTAIN COMMUNITY IMPROVEMENT DISTRICT PROJECTS THEREIN; AND PROVIDING FOR THE GIVING OF NOTICE OF SAID HEARING.**

**WHEREAS**, K.S.A. 12-6a26 *et seq.* (the "Act") authorizes the governing body of any city or county to create community improvement districts ("Community Improvement Districts") within such jurisdiction, to undertake construct any "project," which means (1) Any project within the district to acquire, improve, construct, demolish, remove, renovate, reconstruct, rehabilitate, maintain, restore, replace, renew, repair, install, relocate, furnish, equip or extend: (A) Buildings, structures and facilities; (B) sidewalks, streets, roads, interchanges, highway access roads, intersections, alleys, parking lots, bridges, ramps, tunnels, overpasses and underpasses, traffic signs and signals, utilities, pedestrian amenities, abandoned cemeteries, drainage systems, water systems, storm systems, sewer systems, lift stations, underground gas, heating and electrical services and connections located within or without the public right-of-way, water mains and extensions and other site improvements; (C) parking garages; (D) streetscape, lighting, street light fixtures, street light connections, street light facilities, benches or other seating furniture, trash receptacles, marquees, awnings, canopies, walls and barriers; (E) parks, lawns, trees and other landscape; (F) communication and information booths, bus stops and other shelters, stations, terminals, hangers, rest rooms and kiosks; (G) paintings, murals, display cases, sculptures, fountains and other cultural amenities; (H) airports, railroads, light rail and other mass transit facilities; and (I) lakes, dams, docks, wharfs, lakes or river ports, channels and levees, waterways and drainage conduits; (2) within the district, to operate or to contract for the provision of music, news, child-care, or parking lots or garages, and buses, minibuses or other modes of transportation; (3) within the district, to provide or contract for the provision of security personnel, equipment or facilities for the protection of property and persons; (4) within the district, to provide or contract for cleaning, maintenance and other services to public or private property; (5) within the district, to produce and promote any tourism, recreational or cultural activity or special event, including, but not limited to, advertising, decoration of any public place in the district, promotion of such activity and special events and furnishing music in any public place; (6) within the district, to support business activity and economic development, including, but not limited to, the promotion of business activity, development and retention and the recruitment of developers and business; (7) within the district, to provide or support training programs for employees of businesses; and (8) to contract for or conduct economic impact, planning, marketing or other studies (collectively, "Community Improvement Projects"); and

**WHEREAS**, the Act further authorizes said governing body, in order to pay the costs of such Community Improvement Projects, to impose a community improvement district sales tax on the selling of tangible personal property at retail or rendering or furnishing services within Community Improvement Districts in any increment of .10% or .25%, not to exceed 2.0% and/or the levy of special assessments upon property within such Community Improvement Districts, and to issue bonds or utilize "pay-as-you-go financing" payable from such sales taxes and/or special assessments; and

**WHEREAS**, a petition (the "Petition") was heretofore filed with the City Clerk of City of Goddard, Kansas (the "City"), proposing the creation of a Community Improvement District, the undertaking of Community Improvement Projects therein and the imposition of a community improvement district sales tax in order to pay the costs of such Community Improvement Projects; and

**WHEREAS**, said Petition was signed by the owners of record, whether resident or not, of all of the land area (and all of the assessed value) within the proposed Community Improvement District; and

**WHEREAS**, the Act provides that prior to creating the proposed Community Improvement District, the governing body shall adopt a resolution to give notice of a public hearing on the advisability of creating such Community Improvement District, its intention to levy such community improvement district sales tax and the financing of such Community Improvement Projects therein, and publish notice of the hearing by publication at least once a week for two consecutive weeks in the official City newspaper and by certified mail to all property owners within the proposed Community Improvement District, the second of such publications to be at least seven days prior to the hearing and such certified mailing to be at least ten days prior to such hearing; and

**WHEREAS**, such published and mailed notices shall contain the following information: (a) the time and place of the hearing; (b) the general nature of the proposed Community Improvement Projects; (c) the estimated cost of the proposed Community Improvement Projects; (d) the proposed method of financing the costs of the Community Improvement Projects; (e) the proposed amount of any community improvement district sales tax, if any; (f) the proposed amount of any special assessments and the method of assessment, if any; and (g) the map and legal description of the proposed Community improvement District; and

**WHEREAS**, the governing body hereby finds and determines it to be necessary to direct and order a public hearing on the advisability of creating a Community Improvement District and the undertaking and financing of Community Improvement Projects therein as set forth in the Petition pursuant to the authority of the Act; and further to provide for the giving of notice of said hearing in the manner required by the Act.

**THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GODDARD, KANSAS:**

**SECTION 1**. **Petition**. The governing body hereby finds that the Petition meets the requirements of the Act.

**SECTION 2**. **Public Hearing**. It is hereby authorized, ordered and directed that the governing body shall hold a public hearing, in accordance the provisions of the Act, on the advisability of creating a Community improvement District, its intention impose a community improvement district sales tax in the amount of 2%, for a period of 22 years, and the undertaking and financing of Community Improvement Projects therein, as set forth in the Petition, such public hearing to be held on [March 23, 2020], at __:__ _.m., or as soon therafter as the matter can be heard, at City Hall, 118 N. Main, Goddard, Kansas 67052, under the authority of the Act.

**SECTION 3**. **Notice of Hearing**. The City Clerk is hereby authorized, ordered and directed to give notice of said public hearing by publication of this Resolution, including the Notice of Public Hearing attached hereto as ***Exhibit A*** once a week for two consecutive weeks in the official City newspaper, the second of such publications to be at least seven days prior to the date of the hearing. The City Clerk is hereby further ordered and directed to mail a copy of such Notice of Public Hearing, via certified mail, to all property owners within such proposed Community Improvement District at least ten days prior to the date of the hearing.

**SECTION 4**. **Effective Date.** This Resolution shall be effective upon adoption by the governing body.

**ADOPTED** by the governing body of City of Goddard, Kansas, on March 2, 2020.

(Seal)

_____
Jamey Blubaugh, Mayor

ATTEST:

_____
Teri Laymon, City Clerk

**CERTIFICATE**

I hereby certify that the above and foregoing is a true and correct copy of Resolution No. 2020-__ of City of Goddard, Kansas adopted by the governing body on March 2, 2020 as the same appears of record in my office.

DATED: March 2, 2020.

_____
Teri Laymon, City Clerk

***EXHIBIT A***

**NOTICE OF PUBLIC HEARING**

The governing body of the City of Goddard, Kansas (the "City"), will meet for the purpose of holding a public hearing, as provided by K.S.A. 12-6a26 *et seq.* (the "Act") for the purpose of considering the advisability of creating a proposed community improvement district, the levy of a community improvement district sales tax therein and undertaking and financing certain hereinafter described community improvement project improvements.

**Time and Place of Hearing**

[March 23, 2020], at __:__ _.m., or as soon therafter as the matter can be heard, at City Hall, 118 N. Main, Goddard, Kansas 67052.

**Boundaries of Proposed Community Improvement District**

The legal description of the property to be contained in the proposed community improvement district (the "District") is LOT 1, BLOCK 1, TANGANYIKA WILDLIFE PARK ADDITION, CITY OF GODDARD, SEDGWICK COUNTY, KANSAS, commonly known as 1000 S. Hawkins Lane, Goddard, Kansas.

A map generally outlining the boundaries of the proposed District is attached as ***Schedule I*** hereto, and incorporated by reference herein.

**Proposed Community Improvement District Projects**

The general nature of the proposed community improvement district projects (the "Projects") to be constructed within the proposed District is as follows: construction, acquisition, furnishing and equipping of a Splash Park, event facilities, enlarged playground, Safari Park, Education building, Children's zoo, new lion facility, enlarged gift shop, expanded parking; utilities; landscaping; lighting; signage; marketing, advertising and promotion; cleaning, maintenance, and upkeep of the property; art, sculptures and other cultural amenities; security personnel and facilities; water management and drainage related items; professional services; eligible financing costs; additional soft costs of the Projects; and the City's administrative and permit costs and fees in establishing, permitting and maintaining the District.

**Estimated Costs**

The *estimated* acquisition and construction costs of the proposed Projects are $8,300,000.

**Proposed Method of Financing and Amount of Community Improvement District Sales Tax**

The costs of the proposed Projects proposed is to be financed by "Pay-as-you-go financing," as defined in the Act, and paid from the fund of the City identified in the Act. It is estimated that the City will pay $1,650,000 to the petitioner/property owner, or its successor(s) or a related business entity, which amount shall not be limited in amount by the Resolution authorizing the Projects.

**Proposed Sales Tax**

A community improvement district sales tax (the "Sales Tax") in the amount of 2% is proposed in the District for the purpose of financing the costs of the Projects. It is proposed that the Sales Tax will commence on July 1, 2020, and expire 22 years from the date its collection begins.

**Special Assessments**

There will be **no** special assessments on property within the boundaries of the District.

The public hearing may be adjourned from time to time. At the conclusion of the public hearing, the governing body may, by adoption of a resolution, create the District and establish the boundaries thereof, authorize the Projects, approve the estimated costs of such Projects, levy the community improvement district sales tax and approve the method of financing the same; ***provided***, however, that the resolution shall become effective upon publication in the official City newspaper.

ALL PERSONS DESIRING TO BE HEARD WITH REFERENCE TO THE PROPOSED IMPROVEMENT SHALL BE HEARD AT THE PUBLIC HEARING.

**DATED:** March 2, 2020.

/s/Teri Laymon, City Clerk

*SCHEDULE I*

**MAP OF PROPOSED COMMUNITY IMPROVEMENT DISTRICT**

**Agenda Item H.2**

**City of Goddard**
**City Council Meeting**
**March 2, 2020**

**TO:** Mayor and City Council
**SUBJECT:** Chamber Update
**INITIATED BY:** City Administrator
**PREPARED BY:** Management Fellow
**AGENDA:** New Business

---

**Background:** The mission of the Chamber of Commerce is to improve the overall business climate and quality of life for Goddard area through sponsorships of programs which promote, facilitate, and stimulate economic growth, civic participation, and development, business advocacy, and education. The vision of the Chamber of Commerce is to provide innovative leadership in developing a thriving local business community. At the November 18, 2019 Council meeting, the Chamber presented a proposal for funding to coordinate the marketing, planning and managing of major community events such as Neighbors United, National Night Out, and various other new and existing events. The Chamber hopes to present an updated proposal for funding in the coming months.

Below is a chart detailing the City's historical funding allocation to the Goddard Chamber of Commerce:

| Year | Total Cash Contributions |
|---|---|
| 2007 | $3,000 |
| 2008 | $3,000 |
| 2009 | $25.00 |
| 2010 | $6,120 |
| 2011 | $5,120 |
| 2012 | $10,000 |
| 2013 | $10,120 |
| 2014 | $10,120 |
| 2015 | $10,000 |
| 2016 | $16,135 |
| 2017 | $15,000 |
| 2018 | $15,000 |
| 2019 | $17,000 |
| **TOTAL CONTRIBUTIONS** | **$120,640* omits in-kind & support costs** |

**Analysis:** The 2018-2019 Goals & Objectives as identified in the 2019 budget include:

**General investment goals ($12,000)**
2019 Goals:
- Strategic Plan – establish three main goals in a 3-year plan
- Increase Membership – potential reach 450 businesses in approx. 5-mile radius
- Evaluate By-Laws
- Setup monthly meetings with USD 265 directors
- Create Business Welcome Packets for new businesses in Goddard area
- New Special Events to highlight members and increase community awareness
    - Amazing Race
    - Disc Golf Tournament
    - Health Fair
    - And more!

**Young professional investment goals ($5,000)**
2019 Goals:
- 3 Experiences that engage and inspire personally, professionally, or civically
    - 4th year of Neighbors United with approximately 40 projects and 500 volunteers each year
    - A Behind the Scenes Goddard tour
    - Speakers to help with leadership
- Build a membership of 30 engaged YP's
- Build a pipeline of leadership and development into 5 community institutions
    - City council
    - USD 265 school board
    - Goddard Chamber of Commerce
    - Goddard Lions Club
    - Goddard Women's Club

**Financial:** The 2019 allocation was $12,000 for the Chamber in funding and $5,000 for Young Professionals of Goddard (Now Lead G)

**Legal Considerations:** Approved as to form

**Recommendations/Actions:** It is recommended the City Council:

**Attachments:** 2018 Chamber of Commerce Goals, Objectives, & Budget Pages (4-Pages)

# 2017/2018 Goals and Objectives
# Goddard Chamber of Commerce

**General investment goals ($10,000)**

• Work alongside community stakeholders toward existing goals, including those outlined in the Goddard Business Plan.

- sell the Goddard area to potential investors
- build relationships between stakeholders
- market the community's amenities

• Aid in recruiting, welcoming and supporting businesses locating in the Goddard area.

• Support the city and community via promotion and marketing through chamber outlets.

• Continue active participation in community events

**Education investment goals ($2,000)**

• Community and member educational events

• Continuing education for the executive director and/or members of the board

**Young professional investment goals ($3,000)**

• Facilitating network-building opportunities for young professionals who live or work in the Goddard community

• Activities fostering the development of young professional leaders through educational training or service opportunities

# Chamber of Commerce

| DEPARTMENT EXPENDITURE | ACTUAL 2016 | ADOPTED 2017 | ESTIMATED 2017 | PROPOSED 2018 | PROJECTED 2019 |
|---|---|---|---|---|---|
| CONTRACUTAL SERVICES | $983 | $1,400 | $1,120 | $1,400 | $1,400 |
| COMMODITIES & SUPPLIES | 0 | 0 | 0 | 0 | 0 |
| NON-OPERATING | 16,000 | 10,000 | 15,000 | 15,000 | 15,000 |
| **TOTAL EXPENDITURE** | **$16,983** | **$11,400** | **$16,120** | **$16,400** | **$16,400** |

## 2016 Accomplishments

- Assist and partner with Community Events
  - Easter Egg Hunt
  - National Night Out
  - Fall Festival
- Grown Member ship
- Host Annual Mixer
  - January 2015 at Tanganyika Wildlife Park.

## 2017/2018 Goals and Objectives

- Assist and partner with Community Events
  - Easter Egg Hunt
  - National Night Out
  - Fall Festival
- Grown Member ship
- Host Annual Mixer
  - January 2016 – Tanganyika

# CITY OF GODDARD 2018/2019 PROPOSED BUDGET

**MULTI-YEAR FUND OVERVIEW - GENERAL FUND** **FUND: 10**

| | 2016 ACTUAL | 2017 ADOPTED | 2017 ESTIMATE | 2018 PROPOSED | 2019 PROJECTED |
|---|---|---|---|---|---|
| Budgeted revenues: | | | | | |
| Taxes & Franchise Fees | 2,805,446 | 2,752,602 | 2,870,456 | 2,922,146 | 2,978,600 |
| Licenses, Permits, & Fees | 186,637 | 88,510 | 74,730 | 88,510 | 92,110 |
| Use of Money & Property | 4,824 | 2,360 | 3,510 | 2,360 | 2,360 |
| Charges for Services | 161,179 | 164,350 | 145,480 | 164,350 | 164,350 |
| Contribution | 47,788 | 0 | 5,750 | 0 | 0 |
| Sales of Property & Merchandise | 8,720 | 0 | 7,200 | 0 | 0 |
| Transfers From Other Funds | 0 | 0 | 0 | 0 | 0 |
| **Total budgeted revenues:** | **3,214,594** | **3,007,822** | **3,107,126** | **3,177,366** | **3,237,420** |
| General Government | | | | | |
| 110 - Administration | 338,288 | 828,280 | 370,270 | 709,260 | 310,180 |
| 120 - Mayor & Council | 22,836 | 25,450 | 22,150 | 35,980 | 35,280 |
| 150 - City Hall | 23,402 | 31,990 | 26,400 | 31,990 | 31,990 |
| | 384,526 | 885,720 | 418,820 | 777,230 | 377,450 |
| Law Enforcement | | | | | |
| 180 - Municipal Court | 124,995 | 178,760 | 159,520 | 224,690 | 226,270 |
| 210 - Police Administration | 1,006,819 | 1,244,270 | 1,159,410 | 1,503,630 | 1,646,840 |
| 220 - Community Outreach | 5,200 | 6,100 | 4,950 | 8,950 | 8,950 |
| 240 - Crime Prevention | 0 | 0 | 0 | 0 | 0 |
| 280 - Animal Control | 2,810 | 3,500 | 3,500 | 3,500 | 3,500 |
| 580 - Code Enforcement | 77,661 | 68,960 | 65,710 | 130,970 | 134,660 |
| | 1,217,484 | 1,501,590 | 1,393,090 | 1,871,740 | 2,020,220 |
| Recreation & Culture | | | | | |
| 310 - Municipal Pool | 79,477 | 105,230 | 105,780 | 105,280 | 105,280 |
| 320 - Parks & Recreation | 56,525 | 73,600 | 74,800 | 73,600 | 73,600 |
| 330 - Community Center | 10,308 | 17,150 | 16,800 | 17,150 | 17,150 |
| 350 - Library Services | 9,319 | 14,330 | 13,330 | 14,330 | 14,330 |
| 360 - Community Events | 8,282 | 10,000 | 10,000 | 11,000 | 11,000 |
| | 163,911 | 220,310 | 220,710 | 221,360 | 221,360 |
| Community & Economic Development | | | | | |
| 510 - Economic Development | 6,949 | 15,150 | 16,400 | 15,700 | 15,700 |
| 520 - Special Revenue Projects STAR | 625 | 0 | 0 | 0 | 0 |
| 530 - Planning & Zoning | 15,171 | 13,550 | 14,800 | 13,550 | 13,550 |
| 550 - Activities Committee | 7,487 | 15,000 | 8,000 | 15,000 | 15,000 |
| 560 - Chamber of Commerce | 16,983 | 11,400 | 16,120 | 16,400 | 16,400 |
| 581 - Public Health | 60 | 1,690 | 530 | 530 | 560 |
| | 47,275 | 56,790 | 55,850 | 61,180 | 61,210 |
| Transfer to Other Funds | | | | | |
| Special Highway (Street) | 540,000 | 590,150 | 590,150 | 590,150 | 607,200 |
| Equipment Reserve | 100,000 | 200,000 | 100,000 | 200,000 | 200,000 |
| Capital Improvement | 500,000 | 685,150 | 600,000 | 600,000 | 600,000 |
| Special Parks & Recreation | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| | 1,190,000 | 1,525,300 | 1,340,150 | 1,440,150 | 1,457,200 |
| **Total budgeted expenditures** | **3,003,195** | **4,189,710** | **3,428,620** | **4,371,660** | **4,137,439** |
| Total budgeted revenues over (under) total budgeted expenditures | 211,399 | (1,181,888) | (321,494) | (1,194,294) | (900,019) |
| Unencumbered cash/fund balance as of January 1 (includes restricted assets) | 1,366,766 | 1,258,337 | 1,578,164 | 1,256,670 | 62,376 |
| **Unencumbered cash/fund balance as of December 31** | **1,578,164** | **76,449** | **1,256,670** | **62,376** | **(837,643)** |

# CITY OF GODDARD 2018/2019 PROPOSED BUDGET

**MULTI-YEAR FUND OVERVIEW - GENERAL FUND - COMMUNITY DEV.**

**FUND: 10**
**DEPARTMENT: 560**
**Chamber of Commerce**

| | 2016 ACTUAL | 2017 ADOPTED | 2017 ESTIMATE | 2018 PROPOSED | 2019 PROJECTED |
|---|---|---|---|---|---|
| 5110 Salaries - Base Pay | 0 | 0 | 0 | 0 | 0 |
| **Subtotal Personal Services** | **0** | **0** | **0** | **0** | **0** |
| 6230 Utilities - Telephone | 773 | 800 | 800 | 800 | 800 |
| 6335 Legal Services | 0 | 500 | 0 | 500 | 500 |
| 6347 IT Services | 209 | 0 | 200 | 0 | 0 |
| 6349 Software Support/Licenses | 0 | 0 | 20 | 0 | 0 |
| 6570 Travel, Meals, Lodging | 0 | 100 | 100 | 100 | 100 |
| **Subtotal Contractuals** | **983** | **1,400** | **1,120** | **1,400** | **1,400** |
| 7120 Office Supplies | 0 | 0 | 0 | 0 | 0 |
| 7130 Tokens/Software | 0 | 0 | 0 | 0 | 0 |
| 7370 Furniture / Fixtures | 0 | 0 | 0 | 0 | 0 |
| **Subtotal Commodities** | **0** | **0** | **0** | **0** | **0** |
| 9920 Refunds | 0 | 0 | 0 | 0 | 0 |
| 9970 Payments to Chamber of Commerce | 16,000 | 10,000 | 15,000 | 15,000 | 15,000 |
| **Subtotal Non-Operating Expenses** | **16,000** | **10,000** | **15,000** | **15,000** | **15,000** |
| **TOTAL** | **16,983** | **11,400** | **16,120** | **16,400** | **16,400** |

**Agenda Item H.3**

**City of Goddard**
**City Council Meeting**
**March 2, 2020**

| | |
|---|---|
| **TO:** | Mayor and City Council |
| **SUBJECT:** | Public Works Pickup Purchase |
| **PREPARED BY:** | Public Works Director |
| **AGENDA:** | New Business |

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**Background:** The City's Public Works department currently has 6 pickups. Four of the trucks are over ten years old and the other two are 2013 and 2017 model years. Many of the pickups have severe body rust and some are experiencing mechanical issues. They are used on daily basis for all types of projects and work.

Public Works would like to start a vehicle replacement program where all pickups are replaced on a 7-year schedule. In order to do so we are requesting the purchase of new fully outfitted pickups to begin the process. The purchase of 2 pickups in 2020 and 1 additional new pickup in 2022 and 2023, then skip 2024 and purchase another in 2025.

**Analysis:** The purchase of new pickups allows public works to begin updating our aging fleet and provides a good starting point for a scheduled pickup replacement program. We are requesting to purchase two (2) 2020 Dodge Ram 3500 4-wheel drive pickups that include a full light package, snowplow and salt-sand spreader. The additional spreaders give us some redundancy in our winter weather road prep process. Currently the only spreader the City has is the unit used in the 1997 International dump truck, if it has a mechanical breakdown, there is no backup and are unable to properly treat roadways for ice.

**Financial:** Below is a list of costs that would be associated with the purchase and outfitting each vehicle:

- 2020 vehicle purchase from Davis-Moore - $39,060.00
- Western Pro Plus 9' Snowplow - $6,319.00
- Western Striker 8' spreader - $6,055.00
- Light bar w/controller with front & rear strobes - $3,002.60

The total cost of replacement is $54,436.60 per pickup.

The proposed cost of two (2) pickups is $108,873.20 and will be allocated to the Equipment Reserve Fund.

**Legal Considerations:** Approved as to form

**Recommendations/Actions:** It is recommended the City Council approve the purchase of two (2) fully outfitted 2020 Dodge Ram 3500 pickups.

**Attachments:** Example of Truck (1 page)

RAM
3500
Firestone
DESTINATION A/T

**Agenda Item H.4**

**City of Goddard**
**City Council Meeting**
**March 2, 2020**

| | |
|---|---|
| **TO:** | Mayor and City Council |
| **SUBJECT:** | Consider a Request for Assistance with Road and Stormwater Improvements for Rustic Creek Addition |
| **INITIATED BY:** | Mayor |
| **PREPARED BY:** | City Administrator |
| **AGENDA:** | New Business |

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**Background:** Thursday, mid-afternoon, on February 27th the Mayor emailed the City Administrator requesting this item be placed on the agenda for March 2, 2020. Staff's calendar had previously slotted this item for March 16th. The City Administrator and City Planner met with the developer on September 5, 2019 at City Hall for the preliminary discussion regarding the possibility of developing the land requesting the assistance. At that time City staff discussed the history of the land and stormwater issues to the west. It was also noted that the property had a blanket drainage easement on the property, which should be on the title work for the property. Staff also stated that any activity or cost share on the part of the City requires City Council approval and would also incorporate adoption of a development agreement. The City Engineer has reviewed the following request:

"Attached is a revised request for assistance. In this request, the first section is the anticipated cost of upsizing the SWS system to accommodate the flow from Autumn Blaze. We are estimating that the cost of upsizing the storm sewer raised the cost by roughly $38,000. FWIW, the total cost for the on-site storm sewer on the project is approximately $491,000…..so Mr. Relph is requesting less than 10% assistance in this area.

The second request for assistance is in the cost of the detention improvements. The total cost of building the ponds, outflow pipe, equalization pipes and improvements at 199th St W is roughly $279,000. In evaluating the drainage areas that drain to the ponds, 19.1 acres of the drainage basin is from Autumn Blaze and 37.8 acres is from Rustic Creek. That indicates that Autumn Blaze should be responsible for approximately 34% of the costs of detention or $94,700.

The third item in the request for assistance is the construction of the roundabout to provide traffic calming for the area. I evaluated the cost of the concrete pavement, base and curb and deducted out the costs that would be required to build a normal straight roadway. That amounts to a cost of $18,300.

That yields a total request for assistance of $196,300. The impact of this assistance will drop the estimated 20 year specials from $186 per month down to approximately $175 per month. Mr. Relph would prefer the higher assistance level that was previously requested since that yielded an estimated monthly assessment closer to $170/month, but said that he can move forward with the project at this level of assistance. Please let me

know if the assumptions that we are making appear reasonable to you. Whether or not the assistance request is feasible for the City is between Mr. Relph and the City of Goddard."

The City Engineer believes the request for stormwater modification cost is difficult, if not impossible to validate without engineering documents.

**Analysis:** Staff has not assessed the impact of this request pending stormwater cost validation. Staff recommends incorporation of a development agreement with City participation identified by improvements with a not to exceed dollar amount.

**Financial:** Staff has not assessed the impact of this request pending stormwater cost validation.

**Legal Considerations:** Approved as to form

**Recommendations/Actions:** It is recommended the City Council: Direct staff acco

**Attachments:** Request Costs (1 page); Initial Request (2 Pages)

# Goddard Participating Cost Estimate for Rustic Creek

**2/6/2020**

| | Quantity | | Unit Price | Total |
|---|---|---|---|---|
| **Modifications Required to onsite SWS** | | | | |
| 30" RCP | 120 | lf | 60.00 | $7,200.00 |
| 10' x 3' inlet | 1 | ea | 4000.00 | $4,000.00 |
| 18" to 30" | 150 | lf | 25.00 | $3,750.00 |
| 24" to 36" | 36 | lf | 45.00 | $1,620.00 |
| 30" to 36" | 476 | lf | 40.00 | $19,040.00 |
| 36" to 42" | 60 | lf | 40.00 | $2,400.00 |
| **Onsite SWS Modifications Subtotal** | | | | **$38,010.00** |
| | | | | |
| **Cost of Detention Improvements** | | | | |
| Excavation for ponds | 51000 | cy | 3.00 | $153,000.00 |
| 36" RCP | 95 | lf | 100.00 | $9,500.00 |
| 48" RCP | 635 | lf | 140.00 | $88,900.00 |
| 48" RCP End Section | 2 | ea | 1,700.00 | $3,400.00 |
| 5' x 3' Inlet | 2 | ea | 3,500.00 | $7,000.00 |
| Sand Flush, Jet, & Vibrate | 475 | lf | 15.00 | $7,125.00 |
| Remove & Replace 199th St W Pavement | 1 | ls | 3,500.00 | $3,500.00 |
| Ditch Regrading | 300 | lf | 15.00 | $4,500.00 |
| Rip Rap, Light Stone | 22 | sy | 75.00 | $1,650.00 |
| East Side Drainage Subtotal | | | | $278,575.00 |
| **Autumn Blaze Share (33% based on area)** | | | | **$92,858.33** |
| | | | | |
| **Cost of Roundabout Pavement** | | | | |
| RGCG Pavement (6") | 630 | sy | 35.00 | $22,050.00 |
| Curb & Gutter | 181 | lf | 10.00 | $1,810.00 |
| Additional Crushed Rock Base | 214 | sy | 9.00 | $1,926.00 |
| deduct cost of AC Pavement | 416 | sy | 18.00 | -$7,488.00 |
| **Cost of Roundabout Pavement Subtotal** | | | | **$18,298.00** |
| | | | | |
| Construction Total | | | | $149,166.33 |
| With Project Costs at 30% | | | | $44,749.90 |
| **Total Requested Assistance** | | | | **$193,916.23** |

**From:** Lee, Ken W.
**Sent:** Monday, December 16, 2019 10:03 AM
**To:** Russ Relph
**Subject:** Cost Assistance breakdown for Rustic Creek

Russ,

See the attached spreadsheet. Please review and provide comment as necessary. We are estimating the assistance for the project in the following amounts:

Entrance Paving: $140,000
West Side Drainage: $38,000 (oversizing of pipes)
East Side Drainage: $85,000

Total Construction Cost: $263,000

Total Project Cost including engineering/inspection/staking/administration: $342,000

You also asked about the cost of upgrading the site to concrete pavement throughout. There is approximately 20,500 sy of pavement. In my experience, it could cost about $15 per sy extra to use concrete, for an extra construction cost of $307,500. This cost can be highly variable depending on Andale and other contractor's desire to get involved.

GARVER

**Kenneth W. Lee, PE, FNSPE**
Senior Project Manager
*Transportation Team*

316-221-3029
316-258-3190

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# Goddard Participating Cost Estimate for Rustic Creek

12/16/2019

| | Quantity | | Unit Price | Total |
|---|---|---|---|---|
| **Entrance Paving Items** | | | | |
| AC Pavement 5" (3" Bit Base) | 156 | sy | 18.00 | 2,808.00 |
| RGCG Pavement (6") | 2338 | sy | 40.00 | 93,520.00 |
| Reinforced Crushed Rock Base (5") | 3106 | sy | 9.00 | 27,954.00 |
| Comb. C & G (3 5/8" RL & 1 1/2") | 1559 | lf | 10.00 | 15,590.00 |
| **Entrance Paving Subtotal** | | | | **139,872.00** |
| | | | | |
| **West Side Drainage Assistance (oversizing of pipes)** | | | | |
| 30" RCP | 120 | lf | 60 | 7,200.00 |
| 10' x 3' inlet | 1 | ea | 4000 | 4,000.00 |
| 18" to 30" | 150 | lf | 25.00 | 3,750.00 |
| 24" to 36" | 36 | lf | 45.00 | 1,620.00 |
| 30" to 36" | 476 | lf | 40.00 | 19,040.00 |
| 36" to 42" | 60 | lf | 40.00 | 2,400.00 |
| **West Side Drainage Assistance Subtotal** | | | | **38,010.00** |
| | | | | |
| **East Side Drainage Assistance** | | | | |
| 36" RCP | 95 | lf | 100.00 | 9,500.00 |
| 48" RCP | 447 | lf | 140.00 | 62,580.00 |
| 48" RCP End Section | 2 | ea | 1,700.00 | 3,400.00 |
| Remove & Replace 199th St W Pavement | 1 | ls | 3,500.00 | 3,500.00 |
| Ditch Regrading | 300 | lf | 15.00 | 4,500.00 |
| Rip Rap, Light Stone | 22 | sy | 75.00 | 1,650.00 |
| **East Side Drainage Subtotal** | | | | **85,130.00** |
| | | | | |
| | | | | |
| Construction Total | | | | $263,012.00 |
| With Project Costs at 30% | | | | $78,903.60 |
| **Total Requested Assistance** | | | | **$341,915.60** |

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