

**MINUTES-REGULAR MEETING
CITY OF GODDARD
118 NORTH MAIN, GODDARD, KS
MONDAY, APRIL 1, 2019**

The Goddard City Council met in a Regular Session at Goddard City Hall on Monday, April 1, 2019. 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, Larry Zimmerman, Sarah Leland, Brent Traylor and Brook Brandenburg. Councilmembers Torske was absent.

Also present were: Craig Crossette, Assistant to City Administrator; Teri Laymon, City Clerk; Micah Scoggan, City Planner; Fred Farris, Police Chief and Harlan Foraker, City Engineer.

APPROVAL OF THE AGENDA

MOTION: Councilmember *Brandenburg* moved to approve the agenda as presented. Councilmember *Traylor* seconded the motion. The motion carried unanimously.

CITIZEN COMMENTS

None

APPOINTMENTS, PROCLAMATIONS, RECOGNITIONS AND NOMINATIONS

Police Chief, Fred Farris swore in Honorary Police Chief Hogan Franklin. Chief Farris announced that Hogan wants to be a police officer when he grows up and his mother won the Oak Street Elementary silent auction bid for Chief for a Day. Farris said they will be “out on patrol” together this Wednesday.

APPROVAL OF THE CONSENT AGENDA

The City Clerk presented the consent agenda consisting of following items:

- Minutes of the regular city council meeting dated March 18, 2019
- Accounts Payable dated March 22, 2019 for \$84,359.90

MOTION: Councilmember *Traylor* moved to approve the consent agenda as presented. Councilmember *Leland* seconded the motion. The motion passed unanimously.

STAR BOND COMMUNITY IMPROVEMENT DISTRICT AMENDMENT TO ORDINANCES 759 AND 773 PUBLIC HEARING

Craig Crossette, Assistant to the City Administrator provided the history of the STAR Bond Community Improvement District and stated at the March 3, 2019 Regular City Council meeting, the Governing body unanimously adopted Resolution 19-04 calling for a public hearing proposing to amend the project description, to update the estimated project costs, to update the District legal description to recognize platted property and to provide for a change of the commencement date of the District sales tax. The notice of public hearing was published in the Times-Sentinel Newspaper on March 14, 2019 and March 21, 2019.

Crossette added that only the project description, the estimated project costs, the District legal description and the commencement date of the sales tax set forth in Ordinance No. 759 and Ordinance No. 773 are amended. No other parts of these ordinances are affected and remain unchanged. Project costs identified in Schedule II are identical and remain unchanged from the approved project costs in the 4th Amendment to the Development Agreement. The ordinance will take effect upon publication in the Times-Sentinel.

Mayor Jamey Blubaugh opened the public hearing for written or oral comments at 7:23 p.m. There being no written or oral comments, Mayor Blubaugh closed the public hearing.

Craig Crossett presented an Ordinance amending and ratifying Ordinance number 759 and Ordinance number 773 and certain matters relating to a previously created Community Improvement District in the City of Goddard, Kansas.

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

MOTION: Councilmember *Brandenburg* moved to adopt said ordinance. Councilmember *Traylor* seconded the motion. The motion passed unanimously.

Roll Call Vote:

Yea: Zimmerman, Leland, Traylor, Brandenburg

Nay:

Ordinance # 826

STAR BOND TRANSPORTATION DEVELOPMENT DISTRICT CREATION

Craig Crossett stated that in accordance with Section 206 of the Fourth Amendment of the STAR Bond Development Agreement, the City received a petition from Goddard Sports & Goddard Destination Development requesting the creation of a Transportation Development District (TDD) requesting a levy of one half of one percent (0.5%) sales tax to be levied and collected for a period of twenty-two (22) years on a maximum \$4,600,000 worth of transportation improvements generally described below. The only two property owners impacted by the creation of the TDD are the two petitioners.

The TDD statute (K.S.A. 12-17,140 *et seq.*) authorizes the construction of street and roadway improvements to Crowne Drive and Grand Slam Way to serve the Goddard Aquatic Center Addition to the City; and, subject to approval by the Kansas Department of Transportation, the construction of a restricted crossing U-turn intersection or signalized intersection on US-54 Highway to serve the Goddard Aquatic Center Addition to the City, which intersection is contiguous to the District and substantially benefits the District.

At the March 4, 2019 regular City Council meeting the City Council adopted Resolution 19-05 directing a public hearing be held to determine the advisability of creating a TDD and levying a ½ cent sales tax for qualifying improvements. The notice of public hearing was published on March 14, 2019 & March 21, 2019.

Mayor Jamey Blubaugh opened the public hearing at 7:32 p.m. for written or oral comments. There being no written or oral comments Mayor Blubaugh closed the public hearing.

Craig Crossette presented an ordinance authorizing the creation of a Transportation Development District, levies a 0.5% local sales tax within the district and only impacts the two petitioning property owners. The levy would finance no more than \$4,600,00 worth of qualifying improvements for a period not to exceed 22 years and commencing on January 1, 2020.

The costs of the proposed Projects and associated reserves, financing costs and costs of issuance are proposed to be financed by issuance of special obligation revenue bonds or pay-as-you-go financing. As mentioned, it is proposed that a transportation district sales tax in the amount of one-half percent (0.5%) is applied on the selling of tangible personal property at retail or rendering or furnishing services within the proposed District. Any revenue bonds will be secured by the pledge of money received from the imposition of a transportation district sales tax in amount and pay-as-you-go-financing will be paid from money received from such tax. The transportation development district sales tax shall expire after sufficient transportation development sales tax has been received to pay the cost of the Projects, but no later than 22 years from the date of commencement of collection of such tax.

The sales tax revenues generated from the TDD shall be applied to reimburse the City for the City Contribution that qualifies as eligible costs under KSA 12-17, 140, plus all interest payments the City paid in connection with issuance of notes and/or bonds to finance such a City contribution.

MOTION: Councilmember *Zimmerman* moved to waive the reading of the Ordinance. Councilmember *Leland* seconded the motion. The motion passed unanimously.

MOTION: Councilmember *Brandenburg* moved adopt said Ordinance. Councilmember *Traylor* seconded the motion. The motion passed unanimously.

Roll Call Vote:

Yea: Zimmerman, Leland, Traylor, Brandenburg

Nay:

Ordinance # 827

CITY HALL SERVER RELOCATION AND COMINGLING

Police Chief Fred Farris stated that over the last few years necessary functions of City Hall and the Police Department have become more automated, requiring increasing server space and computer hardware. Installation of hardware and telecommunications equipment in the past has not utilized space efficiently and often leads to extended service time due to multiple locations of equipment throughout the building in addition to old and unused equipment remaining in place.

Farris added that during the city hall renovation, we asked Gilmore Solutions to analyze our current setup of equipment and present a bid for the three (3) available options regarding the cleanup of our systems and installation of needed equipment.

1. Installation of a 24-port switch into the current supply closet and movement of the PD switch into the supply closet. That bid was \$2,185.00 but did nothing to remove old equipment or consolidate equipment into the new mechanical/server room.

2. Clean up of current network equipment and relocation of PD networking equipment into the new mechanical/server room. This bid was \$12,939.82 but also left the supply closet with a great deal of unsecured equipment and old telecom equipment.
3. Relocation of all current city hall and PD networking equipment into the new mechanical/server room. This amount is \$14,914.32 and would consolidate all of our IT and networking equipment into a single and more suitable location.

Farris recommended the City Council approve Option 3 at an amount of \$16,405.00, which includes a 10% contingency.

MOTION: Councilmember *Leland* moved approve Option 3 at an amount of \$16,405. Councilmember *Zimmerman* seconded the motion. The motion passed unanimously.

PAVILION RENTAL POLICY

Craig Crossette stated that the Linear Park Pavilion has proven to be a very popular amenity in the Park system. Due to many inquiries to allow for the rental of the Pavilion facility, the City established a rental policy during the May 21, 2018 Regular City Council Meeting. The City has continued to receive many inquiries for reservation from neighbors, non-profits, and for-profit organizations. City Staff believes that amending the reservation policy could allow for more pavilion utilization by residents who wish to frequent the facility without a reservation. This promotes the idea that the pavilion is a shared space for all neighbors to enjoy.

Staff has revised the Pavilion rental policy to:

- Increase fees for for-profit organizations interested in pavilion rental (\$300 for for-profit organizations that are Goddard residents and \$600 for for-profit organizations that are not Goddard residents)
- Remove the requirement that the pavilion allows only “full-day” rentals from 10:00 a.m. to 9:00 p.m., and rather, allows reservation time slots to be customized at City Staff discretion.
- Include liability protections to hold the City of Goddard harmless.
- Include the City’s right to prohibit any person or group from using the building if the rules are violated or if inappropriate activities have occurred.

MOTION: Councilmember *Zimmerman* moved approve the Park Shelter and Pavilion Rental Policy as amended. Councilmember *Brandenburg* seconded the motion. The motion passed unanimously.

APPROVE PORTABLE STAGE PURCHASE FOR COMMUNITY EVENTS

Craig Crossette stated staff currently pays rental fees to outside equipment companies, often paying \$400 or more each time we rent a stage for community events. Our goal is to use this stage for Goddard Gatherings, where there are live performances four or more times per year.

Crossette proposed the purchase of a stage that will include two stage carts for transporting stage equipment and easy storage at the public works building. The stage will be 16 inches tall and not require additional stairs or rails as it meets ADA standards. There are 16 individual 4 x 4 stage

panels that connect. Stage risers are also accounted for, which give the stage panels a base. This is enough to build one 16 x 16 stage, or two 8 x 16 stages at once. Also, the panels can be shifted to create many different sizes and configurations.

The benefits of purchasing extra stage panels is that two stages can be used at once, different events require different sizes and the additional panels fit onto a compact, easy to move cart. The stage also features TuffCoat, the longest lasting, most durable surface material for outdoor use. The proposed cost of the stage is \$7,795.77

MOTION: Councilmember *Zimmerman* moved approve the purchase of a stage up to \$7,795.77 but requested staff to try to find one that is less expensive. Councilmember *Leland* seconded the motion. The motion passed unanimously.

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 April 1st Regular City Council Meeting
Date: April 1, 2019

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

2019 Quarterly Report: City staff is preparing the quarterly reports for presentation at the April 15th regular City Council meeting. The format will look similar to years past. However, the report will be presented in a booklet fashion complete with a transmittal letter. The reports will also include a brief narrative on 2019 goal completion and progress, highlighting goals for the second quarter of 2019.

City Council Chambers Update: A key component for the Mayor & City Council is the update and modernization of the City Council Chambers multi-media update. Staff is working on installing two projectors with motorized receding display screens, a big screen television, and a computer control work station. We believe this can be achieved under the City Administrator's \$5,000 discretionary purchase authority. Due to cost, any upgrade for broadcasting on Channel 7 will require the authorization of the City Council. The discussion of Channel broadcasting will occur in May.

Monument Sign Ordinance: Staff is working on a policy framework for discussion in May to address the monument sign ordinance. As many are aware, one of the feedback items we receive from site selectors, commercial, and residential developers is the need to clean up the visual clutter along the Kellogg corridor. Area businesses desire new rooftops and a diversified commercial base. During my more than 11 years serving the citizens and community members of this beautiful community, we have made "Attraction Over Promotion" as a hallmark of our community development and marketing efforts. The development of this policy frame continues to meet this objective while at the same striving to balance the desire to grow Goddard's commercial and residential base while safeguarding the economic interests of our existing property owners. I believe the policy framework that we will present honorably

attempts to achieve this difficult task. Simply put we can A) do nothing, B) grandfather existing businesses, C) fully fund any upgrades or D) cost share the improvements.

2020 Budget Development: The budget season is almost upon us! We are working to prepare a draft capital improvement list for review and comment at the May 6th City Council meeting. If you have any potential projects for inclusion on the list, or you think of one that is not included on the draft project list, please reach out to Matt or me. We will also be presenting the water & sewer budgets in May & June with the General Fund following in June & July. Our goal is to have the budget adopted at the July 15th regular meeting or July 22nd or 29th special meeting.

Board & Commissions Update: Staff will present a comprehensive municipal code update for our boards & commissions. You may recall in 2017 that we transitioned to a calendar year for the term date dates of the Planning Commission and Park Board only to have the legislature amend the term dates for all governing bodies throughout the State of Kansas. We now have a situation where an outgoing Mayor and City Council would appoint board members two to four weeks before a new Mayor and City Council would be seated. Staff will present term dates and reappointments to match the recent Library term date ordinance with new board members being seated on July 1st. We will need to discuss the composition of the defunct Activities Committee. The current enabling law requires 22 members serving two-year rotating terms with minutes and agendas required, which has not occurred in more than 11 years serving Goddard. This board could be composed of active community members coordinating current community events such as National Night Out, Neighbors United, Fall Fest, and our wonderful holiday events.

Kellogg & Frontage Road Projects: The Kellogg Traffic Signal & Intersection Improvement (KDOT Project #54-87 KA-4362-01), traffic study was differed to April to coincide with the Community Improvement District amendment and Transportation Development District petition. The project will be designed by the traffic engineering firm Transystems, who is the KDOT consultant and completed the STAR Bond project traffic impact study. The Kellogg & 183rd turn lane & frontage road project is progressing. We will be presenting a modified right-of-way acquisition agreement to adjust for the increased appraisal value that the City is required by federal law to pay. This item should be presented at the April 15th or May 6th regular City Council meeting.

Weekly Reporting Format: I will be sending a weekly, as opposed to a biweekly, report. City Council meeting reports will focus on projects, quarterly goal progression, and community events. Reports on a non-meeting week will be focused on municipal operations and service delivery information, as well as, changes to the upcoming agenda item schedule.

Errant Goddard Pulse Message: Many in our community are aware that Public Works inadvertently sent a street sweeping reminder message at 2:00 am instead its intended 2:00 pm time. I have taken actions to prevent this from reoccurring and I apologize for the inconvenience this has caused the community and the Governing body. Thank you to Mayor Blubaugh & Craig Crossette for helping me field the large volume of citizen complaints we've received from this error.

City Council Minutes
April 1, 2019

Respectfully Submitted,
Brian W. Silcott, City Administrator

GOVERNING BODY COMMENTS

Councilmember Traylor stated that he has played the disc golf in linear park twice and stated it is a great course.

Mayor Blubaugh stated that in the past budget was presented to the City Council with much input from the City Council. Mayor Blubaugh stated he would like to have at least two budget workshops prior to having the budget presented to the City Council.

ADJOURNMENT

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

Meeting adjourned at 8:03 p.m.
Teri Laymon, City Clerk