

**MINUTES-REGULAR MEETING
CITY OF GODDARD
118 NORTH MAIN, GODDARD, KS
MONDAY, APRIL 16, 2018**

The Goddard City Council met in a Regular Session at Goddard City Hall on Monday, April 16, 2018. Mayor Jamey Blubaugh called the meeting to order at 7:00 p.m., followed by the Pledge of Allegiance. Father Matt Marney provided the invocation. Council members present were Joe Torske, Larry Zimmerman, Enrique Ramirez, Brent Traylor and Brook Brandenburg.

Also present were: Brian Silcott, City Administrator; Teri Laymon, City Clerk; Matt Lawn, City Treasurer; Fred Farris, Police Chief; and Harlan Foraker, City Engineer.

APPROVAL OF THE AGENDA

MOTION: Councilmember *Ramirez* moved to approve the agenda. Councilmember *Torske* seconded the motion. The motion carried unanimously.

CITIZEN COMMENTS

Susan Mills, 1705 McRae Court, commented on sidewalk crossing at 183rd and Kellogg, loose gravel at 183rd and Maple, littering papers thrown in driveways, barking dogs, and wanted to know if the status on having chickens in the City limits has changed. Brian Silcott confirmed that Chickens are currently not allowed in the City limits of Goddard.

Jim Butler, 127 North Cedar commented on the drainage surrounding his house and stated that he is worried about flooding every time it rains.

APPROVAL OF THE CONSENT AGENDA

The City Clerk presented the consent agenda consisting of the following items for the City Council's review.

1. Regular Meeting Minutes of the April 2, 2018
2. Approval of Special Meeting Minutes of April 9, 2018
3. Accounts Payable dated April 3, 2018 for \$46,623.73
4. Accounts Payable dated April 12, 2018 for \$137,637.06
5. Approval of Disposition Report

MOTION: Councilmember *Brandenburg* moved to approve the consent agenda. Councilmember *Torske* seconded the motion. The motion carried unanimously.

BOND INDENTURE SUPPLEMENT FOR SALES TAX SPECIAL OBLIGATION BONDS

Brian Silcott, City Administrator explained to the City Council that the City issued \$30,000,000 in STAR Bonds on September 29, 2014. Section 302(c) & Section 1002 of the original trust indenture contains language mandating redemption of used project funds on June 1, 2018. The project has experienced significant delays and as a result, requires an amendment to avoid the

mandatory redemption provision. The mandatory redemption provision has been noted periodically by staff during discussion of the project status. The most recent mention of this redemption and the need for the amendment contained within this agenda item was the February 20, 2018 regular meeting when the City Administrator presented a detailed project update to the Governing body and community.

The current Section 302(c) reads:

(c) *Mandatory Redemption from Project Fund.* The Series 2014 Bonds are subject to special mandatory redemption on June 1, 2018 from any funds remaining in the Project Fund unless an Opinion of Bond Counsel is delivered prior to such date to the Trustee that such redemption is not required.

This supplemental bond trust indenture modifies Section 302(c) to read:

(c) *Mandatory Redemption from Project Fund.* The Series 2014 Bonds are subject to special mandatory redemption, at the Redemption Price of **100%** (expressed as a percentage of the principal amount, plus accrued interest thereon to the Redemption Date, on April 1, 2019, from any funds remaining in the Project Fund, except that if a Certificate of Commencement of Construction is delivered to the Trustee on or before February 15, 2019, the Series 2014 Bonds shall instead be subject to special mandatory redemption on December 1, 2020.

Silcott stated the amendment is delayed until April 1, 2019 and requires a certificate of commencement of construction on the project on or before February 15, 2019 and requires a special mandatory redemption on December 1, 2020. The approval of the agreement requires 100% approval of the bond holders. The bond holder is agreeable to the terms of the amendment.

Silcott provided a side note to the STAR bond project, that staff anticipates presenting a development agreement for the City Council's consideration within the next 90 days. Staff believes this is a realistic estimate and will continue to update the Governing Body and public as information is available for dissemination.

Silcott added that failure to adopt this provision will effectively terminate the STAR Bond project.

MOTION: Councilmember *Tralor* moved to adopt the first Supplemental Bond Trust Indenture as presented. Councilmember *Ramirez* seconded the motion. The motion carried unanimously.

CONSIDER FEE SCHEDULE

Teri Laymon, City Clerk presented a proposed fee schedule for the City Council to consider. Laymon stated that City fees are designed to cover the costs of providing selected services to individuals, groups, or business entities.

At the November 17, 2014 City Council Meeting, the City Council adopted a resolution establishing a consolidated Master Fee Schedule to assist City staff and the public in quickly locating the appropriate fees.

Laymon explained that from time to time the City has events in which we encourage participation from local food trucks. The Kansas Department of Agriculture regulates the operations of food trucks and vendors can pay up to \$450.00 to the state for application and license fees. The City currently charges \$150.00 annually.

Laymon stated that City staff has researched and analyzed the costs for services provided to the food trucks and determined the appropriateness of the charges relative to the costs for the services and fees exceeds the reasonable cost of providing said services.

Staff recommended the City Council: Adopt the Resolution that will reduce the Food Truck City License fee from \$150.00 per year to \$100.00 per year prorated quarterly.

MOTION: Councilmember *Torske* moved to amend the Master Fee Schedule reducing the Food Truck City License fee from \$150.00 to \$100 per year or \$25.00 per quarter. Councilmember *Zimmerman* seconded the motion. The motion carried unanimously.

AUTHORIZE IRRIGATION SYSTEM EXPANSION FOR LINEAR PARK

Brian Silcott expressed that the long-awaited splash pad & pavilion projects are complete. The 2018 budget includes \$25,000 to expand the irrigation system (system) in the park. The current system was installed incrementally starting in 2011, with the largest expansion occurring in 2014 to irrigate the immediate area around the storm shelter area.

Bids were solicited from five companies with three companies submitting proposals. Bids were received from Apex Irrigation (APEX), Legendary Lawn (Legendary), and Ryan Lawn & Tree (Ryan). The two companies who did not submit a proposal stated that they are interested in future projects but are too busy to comply with the 30-day installation window. Due to the construction of the splash pad & pavilion, segments of the existing system were damaged. Bids were requested to repair the existing system, and to expand the coverage of the system to the entire eastern segment of Linear Park. The bids below are listed from the lowest/best to highest bid:

1. Legendary: \$17,190.00
2. Apex: \$23,259.50
3. Ryan: \$29,637.08

Silcott recommend allocating the expenditure to Special Parks & Recreation Fund, line item 60-320-8600. Silcott stated staff does not anticipate any further expenditures for the remainder of 2018. The current fund balance in this fund is \$202,922.20 with \$683.39 being expensed in 2018 to purchase trees for linear park. Staff recommends carrying over as large a fund balance as possible for 2019, which includes a \$125,000 allocation to the 2019 CIP program for the Linear Park playground equipment project.

Silcott recommended the City Council: Award the project to Legendary Lawn in the amount of \$17,190 allocated to the Special Parks & Rec Fund, line item 60-320-8600.

MOTION: Councilmember *Torske* moved to award the project to Legendary Lawn for \$17,190 as presented. Councilmember *Ramirez* seconded the motion. The motion carried unanimously.

CONSIDER AN ORDINANCE SUSPENDING ALCOHOL PROHIBITION DURING JAZZ IN THE PARK

Brian Silcott stated that beginning in 2016 the City has begun allowing limited and temporary consumption of alcohol for all legal aged adults during a brief window for Goddard Gathering concerts. This last occurred for the Jazz in the Park on April 21, 2017.

The ordinance allows consumption of alcohol by legal aged adults on Friday, April 27, 2018 between the hours of 5:00 pm CDT until 9:00 pm CDT. The ordinance takes effect upon publication in the Times-Sentinel News, the City's paper of record.

Silcott added that the proposed ordinance was authored by City Attorney Bob Coykendall and staff recommends the City Council:

- A. Waive the Reading of the Ordinance
- B. Consider the Ordinance

MOTION: Councilmember *Torske* moved to waive the reading of the Ordinance. Councilmember *Ramirez* seconded the motion. The motion carried unanimously.

MOTION: Councilmember *Torske* moved to adopt said Ordinance. Councilmember *Ramirez* seconded the motion.

Roll Call Vote:

Yea: Torske, Zimmerman, Ramirez, Traylor, Brandenburg

Ney:

Ordinance 809

AUTHORIZE WATER WELL #5 REPAIR

Brian Silcott stated that in August of 2017, Water Well #5 experienced a prolific leak under the floor of the well house. It has taken several months to assess and identify the best approach to fix the problem. The first problem is the leak that is causing the soil underneath the floor to give way, and the second problem is filling the hole created by the leak.

Two firms were contacted to diagnosis and identify the water pipe leak. Both firms have worked with the City and are in good standing. Clarke Well Service provided the best bid of \$25,075.59, which is \$8,955.26 less than the Layne Christensen Company. Due to parts lag time and workflow scheduling of the contractor, it is estimated that work will occur within four (4) to six (6) weeks from approval.

The repairs will encompass jetting the well pipe screen, replacing the damaged column of pipe, replacing and setting the 2-stage 40+ year old pump with a 10-stage pump, performing a visual inspection of the work completed via camera, and then sanitizing the system in accordance with KDHE standards.

Staff recommended allocating the project cost to Water Reserve Fund “Water Reserve” Transmission line item 82-830-8240. The Water Reserve has a fund balance totaling 506,633

with \$10,147 expensed in 2018. This expense was the initial diagnosis and pump repair to Water Well #5 by Layne Christensen.

It was recommended the City Council: Authorize Clarke Well Service to repair Water Well #5 in the amount of \$25,075.59.

MOTION: Councilmember *Ramirez* moved authorize Clarke Well Service to repair Water Well #5 for \$25,075.59. Councilmember *Torske* seconded the motion. The motion carried unanimously.

RECEIVE AND FILE FIRST QUARTER REPORTS

Brian Silcott presented a Business Work Plan for the Governing Body to consider as a guide for strategic tasks and meetings. Silcott reminded the Governing Body that the work plan is a “living document” that will be amended from time to time and the accountability will be maintained through routine City Administrator reports with a more detailed focus on quarterly updates the first meeting of each new quarter.

Teri Laymon presented the Administration 2018 First Quarter Report.

Brian Silcott presented the Community Development 2018 First Quarter Report.

Police Lieutenant Lance Beagley reviewed the Goddard Police Department 2018 First Quarter Report.

Brian Silcott reviewed the Public Works 2018 First Quarterly Report.

Matt Lawn, City Treasurer reviewed the 2018 First Quarter Financial Report.

CITY ADMINISTRATORS REPORT

Brian Silcott reviewed the following City Administrator’s Report dated April 16, 2018.

To: Honorable Mayor and City Council
From: Brian W. Silcott, City Administrator
Cc: Department Directors & Staff
Re: City Administrator Report for the April 16th Regular City Council Meeting
Date: April 16, 2018

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

Community Marketing & Development Incentives: The discussion of development incentives was planned for the special meeting. However due to time, the discussion was deferred to a future meeting. Staff has planned for the May 21st meeting to discuss the item. If there is a desire to have the discussion earlier, a special meeting can be held or the May 7th facility tour can be relocated to another meeting date. We hope to present a possible community marketing framework with an immediate focus to include flyers for handout at model show homes throughout Goddard. The flyer will include community information, a map of the City, with neighborhoods highlighted for the seasonal parade of homes, with showcase homes flagged on the map. The goal of the Fall 2018 & Spring 2019 program would include costs for television, radio, print & social media, and billboard advertising. We anticipate the cost of the program running between \$15,000 to \$20,000. The City would also secure a domain name that will

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redirect to the City’s website for potential, new, and existing residents in our community as well as creating several attraction videos for online streaming and local television.

Splash Pad & Pavilion Update: A ribbon cutting will occur at the next regularly scheduled Park Advisory Board meeting, on April 19th at 6:00 PM. We will have live acoustic performance 30 minutes before & after the event. Information will be distributed on social media over the next three days to advertise the event. We have also posted information on the latest “**Goddard Gathering**,” to kick-off the “**Gathering**” in the pavilion with our annual Jazz Appreciation concert by the EHS & GHS jazz ensembles.

Building & Construction Code: This agenda item will be presented at the May 21st Regular City Council meeting and is the result of Sedgwick County Code Enforcement’s merger with the City of Wichita Code Enforcement department creating the Metropolitan Area Building & Construction Department (MABCD). This has created numerous amendments to the codes used for construction and trades. The City of Goddard uses MABCD as building & trade code inspectors. The City of Goddard needs to update at least four (4) of the seven (7) codes being used in our municipal code. Below is a chart comparing the current codes used by MABCD and the City of Goddard. Codes listed in red, bold, italic font should be amended to match the current code in use by MABCD.

CODE	MABCD CODE	GODDARD CODE
<i>UPC: Plumbing</i>	<i>2015</i>	<i>2000</i>
IRC: Residential Building	2012	2012
<i>IBC: Intl. Building</i>	<i>2012</i>	<i>2006</i>
IFC: Intl. Fire	2012	2012
<i>IMC/IRC/IFGC: Mech & Gas</i>	<i>2015</i>	<i>2006</i>
<i>NFC: Electrical</i>	<i>2017</i>	<i>2008</i>
Manufactured Housing	2003	2003
Elevator Safety Code	2017	N/A

If you are interested in learning more about the City’s building and construction in Chapter IV of the municipal code, they may be accessed directly [HERE](#). Additional information may also be found the City’s website by selecting the Transparency drop down menu located at the top of every City webpage; or from the Community Development Department’s page located [HERE](#). Information on MABCD can be found [HERE](#), specific code information is located [HERE](#), and MABCD contracted community information may be found [HERE](#). Staff will present an ordinance incorporating automatic updates at the March 19th regular City Council meeting.

City Facilities Tour: The next regular meeting is Monday, May 7th. Mayor Blubaugh will call the meeting to order at City Hall at our normal time, we will conduct a light business meeting before then adjourning to one of the many facilities, where the meeting would reconvene for a tour that includes a question and answer session with the staff members responsible for the facility. The meeting would then adjourn, in accordance with the pre-published agenda, to another location, and the process is repeated. Please let Teri or I know if you are unable to attend this meeting. Details of the planned agenda are below.

Upcoming May 7th Agenda Items:

- Award 2018 Street Maintenance Program Bid

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- Authorize the Means Park Municipal Pool Shade Sail Project
- Authorize the 183rd Street Sidewalk Project
- Receive a Brief Overview of the Water & Sewer Utility Budgets (*May be Deferred Due to Time*)
- Tour of City Facilities

- 2019-2020 Budget Calendar
 - Water & Sewer Funds
 - May 7th & Finalize May 21st
 - General & Property Tax Supported Funds
 - June 4th, June 18th, & Finalize July 2nd, July 16th (Finalize No Later Than)
 - Finalized Budget & Direct Publication of the Notice of Public Hearing
 - July 2nd
 - Budget Hearing & Adoption
 - July 16th (August 6th alternate adoption date)

GPD Fleet Purchase: The Lt.'s vehicle is complete and in service. Cruiser 35 has been painted and the graphics have been applied, the upgraded WatchGuard system that was approved in February should arrive within the next week or two. Once the hardware is installed the cruiser will be ready for service. The total project cost for the two cruisers ended up being \$2,000 less than originally estimated. This unused portion remains in the Equipment & Fleet Reserve Fund (Fund 81) as it was a capital outlay and not an operating expenditure.

GPD Video Server & Storage Upgrade: The server equipment arrived last week, however we are waiting for the arrival of the remainder of the WatchGuard system, which is scheduled to ship tomorrow. Everything should be online the same time as GPD Cruiser #35 goes into service.

GPD Staffing Highlights: Officer Ogden has tendered his resignation effective Sunday, April 29th after nearly 7 years of service. Officer Ogden has served as a Field Training Officer and Firearms Instructor. We wish him well as a member of the USD 265 police service.

Linear Park Security Camera Installation: Work continues on the cameras that will cover Linear Park, including the splash pad, pavilion, playground, and surrounding area. The installation of the wiring for the cameras started today (4/16/18) and will take several days, after which the cameras will be installed.

City Hall Renovation: This project is progressing with City Engineer Harlan Foraker assisting in the preliminary plan development. With Justin Constantino's departure for College Station, TX, Chief of Police Farris has graciously volunteered to lead this project. Chief has met with several potential contractors for the project.

Water Tower Painting: The tower is scheduled for cleaning & painting the first week of May. The project was approved in the summer of 2017 with a budgeted cost of \$80,500 to McGuire Iron allocated to the Water Reserve Fund (82-830-6150). This date is subject to weather conditions at the contractor's current job. Any changes will be communicated in future reports.

167th & Kellogg Traffic Light: The traffic camera for the intersection has malfunctioned and will be repaired tomorrow. Because of this malfunction, the signal time for the eastbound turn lane off Kellogg and onto 167th will be brief, allowing approximately 4 vehicles per light cycle to make the turn. This is the default signal duration for malfunctions. We will also post onto social media to make people aware of the short-term issue.

MABCD Fees: I am pleased to report that the Sedgwick County Commissioners unanimously voted to reduce the MABCD permit fees. The fees charged to Goddard, and other communities using their code inspection service will reduce by 10%. A 2,500-finished square foot residence will save \$95 and a \$1,000,000 commercial building will save \$632.80 on permit costs. More information may be found at www.sedgwickcounty.org/MABCD

Respectfully Submitted,
Brian W. Silcott, City Administrator

GOVERNING BODY COMMENTS

Councilmember Zimmerman asked if the School Police pays more for their officers than the City. Chief Farris said that he does not know what the School District pays.

Councilmember Ramirez said that he is excited for the opening of the Splash pad and Pavilion.

Mayor Blubaugh asked staff to focus on inspecting and cleaning out culverts and drains as necessary to prevent flooding.

ADJOURNMENT

MOTION: Councilmember *Ramirez* moved to adjourn the regular City Council Meeting. Councilmember *Zimmerman* seconded the motion. The motion carried unanimously.

Meeting adjourned at 8:40 p.m.
Teri Laymon, City Clerk