

**MINUTES-REGULAR MEETING  
CITY OF GODDARD  
118 NORTH MAIN, GODDARD, KS  
MONDAY, APRIL 19, 2021**

The Goddard City Council met in a Regular Session at Goddard City Hall on Monday, April 19, 2021. Mayor Larkin 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 Michael Proctor.

Also present were Brian Silcott, City Administrator; Matt Lawn, Finance Director; Brooke Brandenburg, Public Works Director; Micah Scoggan, City Planner; Fred Farris, Police Chief; Thatcher Moddie, Assistant to City Manager; Harlan Foraker, City Engineer and Ryan Peck, City Attorney.

**APPROVAL OF THE AGENDA**

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

**CITIZEN COMMENTS**

None

**PRESENTATION OF POTENTIAL EAGLE SCOUT PROJECT RELATED TO THE COMMUNITY CENTER**

**MOTION:** Councilmember *Proctor* moved to approve Eagle Scout Project on the Community Center as presented. Councilmember *Leland* seconded the motion. The motion carried unanimously.

**CONSENT AGENDA**

The following was submitted to the City Council for approval:

1. Approval of Minutes
  - a. Regular Meeting – April 5, 2021
2. Accounts Payable
  - a. April 7, 2021 for \$42,775.95
  - b. April 14, 2021 for \$132,513.59
3. Receive and File Boards & Commissions
  - a. Library Board (March 8, 2021)
  - b. Planning Commission (March 8, 2021)

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

## **CLOVER LEAF PHASE 1 RESOLUTIONS**

The water main and street improvements serving the Casado-Martens Additions, now known as Clover Leaf Farms Addition, was approved on July 19, 2010 with the passage of Ordinance 701 (*Exhibit B*) levying the property owner petitioned improvements for Waterline and Sidewalk Improvements authorized with Resolution 09-04 and Street and Sidewalk Improvements authorized with Resolution 09-05. The preliminary plat for Clover Leaf Addition was approved by the Goddard Planning Commission on October 15, 2018. The drainage plan was approved January 21, 2019 and the City Council approving the final plat on March 18, 2019.

Upon request of the developer, at the June 3, 2019 City Council meeting, the City Council approved Ordinance 830 (*Exhibit C*). Ord. 830 spreads the assessment of the Casado-Martens Addition water and paving improvements assessed with Ordinance 701 (*Exhibit B*) across the benefitting lots of Clover Leaf Farms Addition. Ord. 830 (*Exhibit C*) allocates the cost of the improvements 37.4% to Clover Leaf Farms Addition, which equates to 1/133 of the 37.4% of the assessment contained within Ord. 701 (*Exhibit B*). The remaining 62.6% continues to be assessed to the parcels unrelated to Clover Leaf Addition.

Brian Silcott stated the proposed resolutions are due to several boundary line adjustments that occurred to accommodate lot size amendments with a boundary line adjustment and resulting knock on effects impacting twenty (20) parcels described as Parcel A through Parcel S. Due to the boundary line adjustment and the action's impact on special assessment cost allocation, the proposed resolution should be adopted by the City Council.

Silcott presented a proposed resolution the authorization of Phase 1 improvements and amends, restates, and repeals Resolution 19-19 for the construction of eight (8") and (10") sanitary sewer improvements. The only change of note is the description of lots described as Parcels A through S. The boundary line adjustment occurred after the construction of the improvements authorized by improvement resolutions.

Silcott recommended the City Council: Approve the proposed resolutions determining the advisability of making certain improvements in the City of Goddard, Kansas; making certain findings with respect thereto; and authorizing and providing for the making of the improvements in accordance with such findings; and amending, restating, and repealing said previous resolutions.

**MOTION:** Councilmember *Proctor* moved to adopt the resolution as presented repealing resolution number 19-19. Councilmember *Leland* seconded the motion. The motion carried unanimously.

### ***Resolution 21-15***

Brian Silcott presented a proposed resolution that affirms the authorization of Phase 1 improvements and amends, restates, and repeals Resolution 19-20 for the construction of storm water drain improvements. The only change of note is the description of lots described as Parcels A through S. The boundary line adjustment occurred after the construction of the improvements authorized by improvement resolutions.

**MOTION:** Councilmember *Zimmerman* moved to adopt the resolution as presented repealing resolution number 19-20. Councilmember *Traylor* seconded the

### ***Resolution 21-16***

Brian Silcott presented a proposed resolution affirming the authorization of Phase 1 improvements and amends, restates, and repeals Resolution 19-21 for the construction of a 30' wide residential standard street and sidewalk improvements. The only change of note is the description of lots described as Parcels A through D. The boundary line adjustment occurred after the construction of the improvements authorized by improvement resolutions.

**MOTION:** Councilmember *Proctor* moved to adopt the resolution as presented repealing resolution number 19-21. Councilmember *Leland* seconded the motion. The motion carried unanimously.

***Resolution 21-17***

Brian Silcott presented a proposed resolution affirming the authorization of Phase 1 improvements and amends, restates, and repeals Resolution 19-22 for the construction of 8" water line improvements. The only change of note is the description of lots described as Parcels A through D. The boundary line adjustment occurred after the construction of the improvements authorized by improvement resolutions.

**MOTION:** Councilmember *Proctor* moved to adopt the resolution as presented repealing resolution number 19-21. Councilmember *Leland* seconded the motion. The motion carried unanimously.

***Resolution 21-18***

**RESOLUTIONS AUTHORIZING PHASE 2 IMPROVEMENTS**

Brian Silcott explained that the water main and street improvements serving the Casado-Martens Additions, now known as Clover Leaf Farms Addition, was approved on July 19, 2010 with the passage of Ordinance 701 levying the property owner petitioned improvements for Waterline and Sidewalk Improvements authorized with Resolution 09-04 and Street and Sidewalk Improvements authorized with Resolution 09-05. The preliminary plat for Clover Leaf Addition was approved by the Goddard Planning Commission on October 15, 2018. The drainage plan was approved January 21, 2019 and the City Council approving the final plat on March 18, 2019.

Upon request of the developer, at the June 3, 2019 City Council meeting, the City Council approved Ordinance 830. Ord. 830 spreads the assessment of the Casado-Martens Addition water and paving improvements assessed with Ordinance 701 across the benefitting lots of Clover Leaf Farms Addition. Ord. 830 allocates the cost of the improvements 37.4% to Clover Leaf Farms Addition, which equates to 1/133 of the 37.4% of the assessment contained within Ord. 701. The remaining 62.6% continues to be assessed to the parcels unrelated to Clover Leaf Addition.

Phase 1 Improvements were authorized on May 6, 2019 with the approval of the following Resolutions and Subsequent bid awards on October 7, 2019 to Mies Construction. A series of resolutions were previously presented to address the assessment of parcels related to a developer request boundary line adjustment that occurred after the installation of Phase 1 improvements.

Silcott added that the proposed resolution authorizes the construction of an eight (8") water line with an estimated cost of \$195,000 and includes a 1 percent per month from the date of passage. The 1% escalator is unlikely to be needed as staff will present the bid award and General Obligation Bond Temporary Note as a forthcoming agenda item at the April 19, 2021 regular city council meeting.

The resolution includes platted properties Lots 41 through 56, Block A. Lots 12 through 26, Block B. Lots 41 through 48, Block B and the Lots 77, 78, 80, 81, 82, 83, and 85 identified as Parcels E through K. Cost for this improvement is 1/46<sup>th</sup> of the cost of improvements spread equally the parcels identified in the resolution.

The cost of the improvement is 100% financed by the improvement district and 0% of the City at-large.

The resolution also authorizes the issuance of bonds and allocate associated costs incurred within sixty days of the passage of this resolution. The resolution is effective upon adoption and shall be published in the Times-Sentinel News as the City's official paper of record.

Silcott recommended the City Council: Approve the proposed resolution determining the advisability of making certain improvements in the City of Goddard, Kansas; making certain findings with respect thereto; ad authorizing and providing for the making of the improvements in accordance with such findings for water line improvements for Clover Leaf Farms Phase 2.

**MOTION:** Councilmember *Leland* moved to adopt the resolution authorizing the waterline improvements for Clover Leaf Farms Phase 2. Councilmember *Proctor* seconded the motion. The motion carried unanimously.

***Resolution 21-19***

The proposed resolution authorizes the construction of thirty-four (34) foot wide residential standard pavement on Cloverleaf St. from the west line of Lot 41, Block B, northeasterly to the north line of Lot 48, Block B; on Casado St. from the south line of Lot 26, Block A, north to the east line of Lot 56, Block A; and on Sunset Cir. from the west line of Casado St., west and south, to and including the cul-de-sac (Lots 44, Block A through Lots 56, Block A).

It also authorizes a thirty (30) foot wide residential standard pavement on Casado Ct. from the east line of Casado St., east to and including the cul-de-sac, to serve Lots 12 through 26, Block B. Sidewalk along one side of Casado St. and Cloverleaf St.

The total estimated cost for these improvements is \$489,000.

The resolution also includes a 1 percent per month from the date of passage. The 1% escalator is unlikely to be needed as staff will present the bid award and General Obligation Bond Temporary Note as a forthcoming agenda item at the April 19, 2021 regular city council meeting.

The resolution includes platted properties Lots 41 through 56, Block A. Lots 12 through 26, Block B. Lots 41 through 48, Block B and the Lots 77, 78, 80, 81, 82, 83, and 85 identified as Parcels E through K. Cost for this improvement is 1/46<sup>th</sup> of the cost of improvements spread equally the parcels identified in the resolution.

The cost of the improvement is 100% financed by the improvement district and 0% of the City at-large.

The resolution also authorizes the issuance of bonds and allocate associated costs incurred within sixty days of the passage of this resolution. The resolution is effective upon adoption and shall be published in the Times-Sentinel News as the City's official paper of record.

Silcott recommended the City Council: Approve the proposed resolution determining the advisability of making certain improvements in the City of Goddard, Kansas; making certain findings with respect thereto; and authorizing and providing for the making of the improvements in accordance with such findings for paving improvements for Clover Leaf Farms Phase 2.

**MOTION:** Councilmember *Proctor* moved to adopt the resolution authorizing the paving improvements for Clover Leaf Farms Phase 2. Councilmember *Leland* seconded the motion. The motion carried unanimously.

***Resolution 21-20***

**DOVE ESTATES FINAL RE-PLAT**

Micah Scoggan, City Planner explained that Baughman Company submitted an application for considering a re-plat application for the Dove Estates 2<sup>nd</sup> Addition inside a property zoned Planned Unit Development (PUD). This property was approved for a PUD in July of 2018. The new proposed plat falls within the guidelines of the existing PUD so no new site plan needs to be considered for this development. The re-plat allows for 31 patio homes to be built on 31 individual lots to be sold independently of one another.

The proposed re-plat falls within a PUD and does not deviate from the parameters of this PUD, allowing the plat to be considered without modifying the PUD site plan.

- Zoned PUD
- Final plat consideration for the re-plating of the Dove Estates patio homes.
- Plat has been changed from one parcel with 35 patio homes to 31 parcels with 31 patio homes.
- Utility and drainage plans have been approved by the City Engineer and Public Works Director

**MOTION:** Councilmember *Proctor* moved to approve the Dove Estates 2<sup>nd</sup> Addition re-plat as submitted. Councilmember *Traylor* seconded the motion. The motion carried unanimously.

**CONSIDER BIDS FOR ANNUAL ROADWAY AND STREET MAINTENANCE PROJECTS**

Brooke Brandenburg, Public Works Director stated in 2011, the Governing Body adopted the Pavement Rehabilitation Cycle for City Streets (Exhibit A). This document provides a timeline for maintenance on city streets in relation to the age of the street, the street's last rehabilitation, and other relevant descriptions. City streets should receive crack repair and a protective sealant every 5 years. The 2021 Annual Street Maintenance RFP was posted to the City's online bid tab and emailed to (10) ten prospective bidders on Friday, March 29<sup>th</sup> at 1:30 pm. Bids were due to City Hall by 2:00 pm Friday April 12<sup>th</sup>. Along with the annual street maintenance RFP, City staff solicited quotes from five (5) prospective bidders for repair of a damaged 1,875 square foot section of street at the intersection of 5<sup>th</sup> and Cindy Streets in the Pate addition. Two (2) companies responded.

The City's 2021 allocation for street maintenance projects is \$200,000. Certain streets in each subdivision are scheduled for crack and seam sealing, and the streets in Pate addition and North Washington Street are scheduled for crack sealing and micro sealing (Onyx) in 2021 (See Maps Exhibit B). While there are many roads needing full depth reconstruction or heavy mill/overlay, work consisting of reconstruction or large-scale mill & overlay are financed as a Capital Improvement Project (CIP) and scheduled out over several years.

The street maintenance RFP called for bids for 40,000 pounds of rubber for crack and seam sealing, as well as micro sealing of select streets. Scope of services include crack sealing, seam sealing of streets in each subdivision, and micro sealing (Onyx) all streets in the Pate addition and Washington Street north of Linear Park.

Local company Circle C provided the lone bid, totaling \$88,171.50.

Circle C also provided the best bid for repair of the damage at the intersection of 5<sup>th</sup> and Cindy street in the Pate Addition, totaling \$12,000.

The total bid amount is \$100,171.50

Brandenburg stated, if approved, staff will allocate the \$100,171.50 for the 2021 Roadway Maintenance Program to the Special Highway-Street fund, Streets Administration, Capital Outlay, line item 40-410-8410.

**MOTION:** Councilmember *Proctor* moved to approve the bid from Circle C Construction for the Roadway Maintenance Program as presented. Councilmember *Leland* seconded the motion. The motion carried unanimously.

### **QUARTERLY REPORTS**

Brian Silcott reviewed the City's Vision, Mission and Visio statements as an introduction of the City's Strategic Plan and submitted the First Quarter Administration Department Report.

Chief Farris, Police Chief, submitted and reviewed the 2021 First Quarter Goddard Police Department Report.

April Hernandez, Library Director, reviewed the Goddard Public Library First Quarter Report.

Brooke Brandenburg, Public Works Director, reviewed the Public Works First Quarter Report.

Micah Scoggan, City Planner, reviewed the 2121 First Quarter Community Development Report.

Matt Lawn, Financial Director, reviewed the 2121 First Quarter Financial Report.

### **CITY ADMINISTRATOR'S REPORT**

Brian Silcott reviewed the City Administrator's Report dated April 19, 2021.

### **GOVERNING BODY COMMENTS**

Councilmember Zimmerman asked for an update on the condemnation cases. Micah Scoggan stated a letter was distributed a letter stating all the issues related to the condemnation on North Cedar Street. Scoggan stated the case will be coming back to the City Council for consideration of a resolution if no further progress is made on the owner's part in a timely manner.

Councilmember Proctor thanked staff for the reports and announced that he will be running for re-election.

**ADJOURNMENT**

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

*Meeting adjourned at 8:35 pm.*  
*Teri Laymon, City Clerk*