

**MINUTES-REGULAR MEETING
CITY OF GODDARD
118 NORTH MAIN, GODDARD, KS
MONDAY, JUNE 3, 2019**

The Goddard City Council met in a Regular Session at Goddard City Hall on Monday June 3, 2019. Mayor Blubaugh called the meeting to order at 7:00 p.m. Councilmember Zimmerman led in the Pledge of Allegiance and the Invocation. Council members present were, Larry Zimmerman, Brent Traylor and Brook Brandenburg. Councilmember Leland arrived at 8:28 p.m. Councilmember Torske was absent.

Also present were: Brian Silcott, City Administrator; Teri Laymon, City Clerk; Micah Scoggan, City Planner; Harlan Foraker, City Engineer; Fred Farris, Chief of Police; Craig Crossette, Assistant City Manager; and Thatcher Moddie, Administrative Intern.

APPROVAL OF THE AGENDA

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

CITIZEN COMMENTS

Russ Lowen, ACE Hardware, 19894 West Kellogg, expressed his concern regarding the exchange from pole signs to monument signs. Lowen stated that Pole signs are a business tool and said he does not want them taken away. Lowen suggested, if the City wants the signs to look more aesthetically pleasing, pass a standard on what they should look like, but don't take away the pole.

APPROVAL OF THE CONSENT AGENDA

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

- Minutes of the regular city council meeting dated May 20, 2019
- Accounts Payable dated May 30, 2019 for \$96,433.27

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

APPROVE A SPECIAL ASSESSMENT RE-SPREAD AGREEMENT FOR CLOVER LEAF ADDITION

Brian Silcott stated that In July 2010 the City approved the assessment of improvements for the construction of Martens Drive and the installation of 1,950 linear feet of 8" water main to serve the parcels abutting Martens Drive. The improvement was approved with the adoption of Resolutions 2009-04 for the water main and Resolution 2009-05 for the construction of Casado Street and Martens Drive. The Governing Body also adopted Ordinance 701 in July 2010 to levy special assessments. The apportionment of the specials is listed in Ordinance. With the approval

of the Clover Leaf Farm Addition the special assessments for the lots platted along Martens Drive will be re-spread across a portion of newly platted Clover Leaf parcels.

Silcott presented an ordinance for the approval of an agreement for Lots 9 through 89, Block A and Lots 1 through 52, Block B Clover Leaf Farms Addition to pay 1/133 of the 37.4 percent of the remaining special assessments apportioned to “Tract A” under Ordinance 701 (Adopted July 19, 2010). This agreement is being presented by and at the request of the Clover Leaf Farms Addition developer Paul Kelsey of Kick’n’ Development Corporation.

The agreement and ordinance have been authored by City Bond Counsel Kevin Cowan of Gilmore & Bell and reviewed and approved as to form by City Attorney Ryan Peck.

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

MOTION: Councilmember *Zimmerman* moved adopt said ordinance. Councilmember *Brandenburg* seconded the motion.

Roll Call Vote:

Yeah: Zimmerman, Brandenburg, Traylor

Ordinance #830

APPROVE AMENDMENT #2 FOR THE 183RD TURN LANE AND FRONTAGE ROAD RIGHT-OF-WAY PURCHASE AGREEMENT

Brian Silcott explained that on February 4, 2019, the Governing Body unanimously approved a right-of-way purchase agreement for the for the 2019 Capital Improvement Program (CIP) project to install a turn lane and realign the existing frontage road on the Kellogg north frontage road & 183rd Street. The agreed upon purchase price was \$50,000.

Because the project is utilizing Federal Highway Funds two property appraisals are required with the median value of the two appraisals. The median valuation is \$56,335 and is based upon appraisals performed by Martens Appraisal (\$59,670) and the Roger Turner Group (\$53,000). The total difference is \$6,335. This amount exceeds staff authorization authority and necessitates Governing Body action.

The Governing Body approved Amendment #1 on May 6, 2019 that defined the purchase price to \$56,335.00. Specifically, it amends Paragraph 2 “2. Purchase Price” to \$56,335.00. The amendment also inserts Paragraph 11 “11. Brokers” clarifying that the Seller (Marilyn & John Dugan) are paying a 4% sales commission.

After further consideration, the seller requested several minor changes that do not materially change the amended agreement approved at the May 6, 2019 meeting. The changes are listed below:

- Contingency Period is extended to May 31, 2019
- The Closing Date is extended to on or before June 13, 2019
- The Agency Disclosure is further amended to state “In addition, Dwayne M. Dugan is an immediate family member to the Seller(s)”

- A separate section to specifically identify the legal description of the property.

Silcott recommend the City Council: Authorize the Mayor to execute the purchase agreement as presented.

MOTION: Councilmember *Zimmerman* moved to direct the Mayor to sign the 2nd amendment right-of-way purchase agreement as presented. Councilmember *Traylor* seconded the motion. The motion passed unanimously.

CONSIDER A PARK ADVISORY BOARD REQUEST TO PURCHASE LINEAR PARK PLAYGROUND EQUIPMENT AND POURED IN PLACE SURFACING

Craig Crossette, Assistant City Administrator stated that during the April 5th, 2019 City Council meeting, the Governing Body approved the purchase and installation of poured in place (PIP) rubber surfacing for the Linear Park Playground. After this approval, the Park Board convened on April 18th, 2019, and at the behest of Mayor Blubaugh, approved a recommendation that the City Council consider purchasing new free-standing play equipment, and consider a new bid for the PIP rubber surfacing to coincide with the existing and potential future play equipment. The Park Board selected the free-standing equipment, and staff compiled estimates for total costs related to the purchase and installation of new free-standing play equipment and the adjusted costs for PIP rubber surfacing.

Crossette provided the estimates to the Governing Body with the Park Board's recommendation (Option A), and three alternatives (Options B, C, and D).

Option A: Includes the purchase and installation of: (1) Igloo Net w/ Frame; (1) Roller Table; (1) Whirl w/ Merry-Go Round; (1) Arch Swing Set with four regular swings and two reflections selfie swing for child/adult. See layout and equipment illustrations in Exhibit A attached.

Free-standing play equipment cost: \$49,634.17

PIP rubber surfacing cost: \$68,911.39

Total Cost: \$118,545.56.

Option B: Includes the purchase and installation of all items in *Option A* excluding the Igloo Net and requisite PIP surfacing.

Free-standing play equipment cost: \$27,513.61

PIP rubber surfacing cost: \$62,057.94

Total Cost: \$89,571.55

Option C: Includes the purchase and installation of all items in *Option A* excluding the Swing Set with four regular swings and two reflection selfie swing for child/adult and requisite PIP surfacing.

Free-standing play equipment cost: \$38,442.76

PIP rubber surfacing cost: \$52,961.14

Total Cost: \$91,403.90

Option D: Do nothing and initiate the pea-gravel removal and PIP surfacing project awarded to Eco-turf during the regularly scheduled Council Meeting on April 5, 2019.

Should the Governing Body approve Option A, B, or C, the expenditures will be split between the Capital Improvement fund and Special Parks and Recreation fund cost centers. The free-standing play equipment expenditures would be allocated to the Capital Improvement fund, Parks/Trails, Equipment Parts and Supplies line item 90-670-7220 and the PIP Rubber Surfacing expenditures would be allocated to the Special Parks and Recreation fund, Parks/Recreation, Capital Outlay line item 60-320-8600.

Crossette recommended the City Council: Consider approving the Park Board recommendation described in Option A to include the purchase and installation of: (1) Igloo Net w/ Frame; (1) Roller Table; (1) Whirl w/ Me Merry-Go Round; (1) Arch Swing Set with four regular swings and two reflections selfie swing for child/adult and requisite PIP rubber surfacing for an estimated amount of \$118,545.56

Councilmember Zimmerman stated that he spotted a much larger igloo net in another community and didn't think that the smaller one would be a challenge. Councilmember Traylor agreed.

MOTION: Councilmember *Brandenburg* moved to approve the purchase of the free-standing park equipment and the pour in place rubber surfacing for up to \$150,000 as to purchase a bigger igloo net. Councilmember *Traylor* seconded the motion. The motion passed unanimously.

CONSIDER THE PURCHASE OF HARDWARE AND SOFTWARE FOR ECONOMIC DEVELOPMENT AND COMMUNITY MARKETING

Thatcher Moddie, Administrative Intern, stated that the City currently has a digital and social media presence that includes over 3,200 followers on Facebook page, 1400 followers on Twitter, a newly established Instagram page, and hundreds of daily visits to the City website. Marketing to these followers with information on Goddard Gatherings, the STAR Bond District, the Goddard Farmer's Market and community service events like Neighbors United will help engage our current social media base and expand our reach to new potential followers.

Moddie presented a proposal to purchase equipment necessary to produce content that will market our community and events. With a still/video camera, city staff can take footage of our city and new developments. The drone could be used to shoot aerial footage of new developments and community events. A computer with a large processor can be used for editing video and images on-the-go for social media content as it happens. This equipment will give city staff capacity for its marketing need. If in the future, the city expands and decides to hire a marketing position, the department will have equipment ready to utilize.

1. MacBook Pro 15 inch (Editing Computer with large Processor and Memory)- \$4,149
2. Canon Mark IV (Video/Still Camera)- \$3,799
3. DJI Mavic Pro 2 (Drone)- \$3,499

Moddie said If approved, \$15,000 total cost will be allocated to Tourism Promotion Fund Economic Development Cost Center (line items 60-510).

The budget for the camera and accessories (\$5,000-line item 60-510-7360), the budget for the editing computer and accessories (\$5,000-line item 60-510-7340), and the budget for the drone and other accessories (\$5,000-line item 60-510-7360).

MOTION: Councilmember *Brandenburg* moved to approve the purchase of the Camera, computer, drone and accessories up to \$15,000. Councilmember *Traylor* seconded the motion. The motion passed unanimously.

DISCUSSION OF 2020-2021 WATER AND SEWER BUDGETS

Matt Lawn, City Treasurer presented a proposed 2020-2021 Water and Sewer Budget for City Council's review including a new rate structure that would decrease the water and sewer base rate but increase the usage rates for higher usage customers. The proposed change would benefit approximately 84% of residential in city customers.

CITY ADMINISTRATORS 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 June 3rd
Date: June 3, 2019

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

Kellogg & Crowne Drive Signalization/RCUT: This project is waiting on word from KDOT on the allocation of an additional \$300,000 and we to present the construction agreement and design scope of services at the June 17th or July 1st regular City Council meeting. This item will be presented in a single multi-action agenda item. Staff will present the construction & corridor agreement, and the RCUT design scope of services as a single item that can be taken as a single motion by the City Council

183rd Pathway: This project was initially delayed due to intense rains; however, construction began today with the initial framing of the pathway on the stretch from Holy Spirit crosswalk to the Kellogg Right-of-way line.

North Park: The property survey for a potential north Park location and sale agreement is scheduled for Wednesday, June 5th. Once this complex boundary survey is complete, we plan to present an agreement for the purchase of park land that will serve the North end of town at the June 17th or July 1st meeting.

Arbor Creek Engineering Service Agreement: Staff will present an engineering services agreement with MKEC as the engineer for improvements serving the Arbor Creek subdivision at the June 17th meeting. Additionally, the developer is petitioning the rural water district as well as verifying the district's boundary area incorporation documents. Petitions for improvements were received and approved at the May 6th City Council meeting.

Fee Resolution Update: The City periodically updates its fee resolution. Staff will present an update in July 1st regular City Council meeting.

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Chamber of Commerce: At the June 17th regular City Council meeting, the Chamber will present an update on its activities for the previous year and make a request for a budget allocation in the City's 2020 operating budget. The City has historically allocated \$10,000 to the Chamber for operations.

Medical Lodges Senior Housing: Construction has commenced on the project. All necessary building permits have been issued and MABCD is currently reviewing the addition's community building. We anticipate build out being completed within the next 90 days.

STAR Bond Project: Construction has resumed on the site with a focus on the baseball field complex. We anticipate work commencing on the natatorium and the remainder of the complex in the coming weeks, after technical review of the building plans are completed by MABCD.

Old Chicago: The Planning Commission is set to review to the site plan at its June 10th meeting. After site plan approval, the technical plans will then be reviewed by MABCD, following approval, the building permit can be issued.

Burger King: The Kwik Shop is submitting a site plan for a Burger King restaurant and drive through and once approved can proceed with a technical plan review and building permit issuance.

Water Well Meter Installation: The installation of the magnetic meters for the water wells is planned for late next week or the following week.

Sewer Main Issues: The sewer line between Main Street & Cedar and 3rd & 4th Streets is in dire need of replacement as its collapse is imminent. This repair runs through a heavily developed area with extensive trees. The City Engineer and Assistant City Administrator are working to determine if a directional bore is feasible and a prudent use of fiscal resources. The sewer main at Argon, which has a service line stubbed several inches into the main, which is the cause of the issues in the area. The segment removal is currently out for bid and if it exceeds the City Administrator's \$5,000 authorization amount, we will present the bid for City Council approval in July.

Dory Ct & Hopper Dr Concrete Repair: This item was authorized at the May 20th City Council meeting and is currently underway. An update will be provided once completed, including before & after images.

Splash Pad Bucket: The splash pad bucket has ceased functioning and was repaired last summer as a warranty item. The bucket continues to be covered by the manufacturer's warranty and is scheduled for replacement in two weeks.

Respectfully Submitted,
Brian W. Silcott,
City Administrator

Councilmember Leland arrived at 8:28 p.m.

GOVERNING BODY COMMENTS

Councilmember Brandenburg thanked Matt Lawn for working on lowering the base rate of the utility bills.

Mayor Blubaugh thanked staff for all their hard work.

ADJOURNMENT

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

Meeting adjourned at 8:30 p.m.
Teri Laymon, City Clerk