

**MINUTES-REGULAR MEETING
CITY OF GODDARD
118 NORTH MAIN, GODDARD, KS
MONDAY, OCTOBER 7, 2019**

The Goddard City Council met in a Regular Session at Goddard City Hall on Monday October 07, 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 Hunter Larkin.

Also present were: Brian Silcott, City Administrator, Micah Scoggan, City Planner; Fred Farris, Chief of Police; Brook Brandenburg, Public Works Director; Thatcher Moddie, Administrative Fellow; Matt Lawn, City Treasurer and Harlan Foraker, City Engineer.

APPROVAL OF THE AGENDA

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

CITIZEN COMMENTS

None

APPROVAL OF THE CONSENT AGENDA

The following was submitted to the City Council for approval:

- Minutes of the regular city council meeting dated September 16, 2019
- Accounts Payable dated September 17, 2019 for \$616,011.53
- Accounts Payable dated September 24, 2019 for \$186,360.34
- Accounts Payable dated October 3, 2019 for \$128,526.30

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

ARBOR CREEK REPETITION AND RESOLUTIONS WITH GRADING AND STORMWATER IMPROVEMENTS

The City Council accepted petitions and adopted resolutions for improvement to the next phase of development for Arbor Creek Addition on May 6, 2019. At the August 19, 2019 regular City Council meetings, the City Council awarded water & sanitary sewer improvement bids to Mies Construction.

On October 1, 2019 bids for Stormwater Collector (main), Stormwater Phase 1, and Grading were received. The bid process included 3 alternate additions for the Phase 1 grading improvements. Four (4) contractors submitted bids with the best overall base bid being Nowak Construction in the amount of \$543,686.65.

Silcott presented a draft resolution authorizing and providing for the making of the improvements and repealing Resolution No. 19-06 grading improvements for Arbor Creek Addition Phase 1.

MOTION: Councilmember *Traylor* moved to accept the petition and adopt the proposed Resolution repealing Resolution 19-06 and award the bid to construct the stormwater and Grading improvements to Nowak Construction for the amount of \$543,686.65. Councilmember *Larkin* seconded the motion. The motion carried unanimously.

Resolution 19-30

BID AWARD CLOVER LEAF FARMS

The City Council accepted petitions and adopted resolutions for improvement to the next phase of development for Clover Leaf Addition on May 6, 2019. The petitions and resolutions authorized improvements to construct Phase I sanitary sewer, stormwater, paving and water infrastructure.

The developers financing institution has issued a letter of credit for the improvements at 35% of the total improvement costs. Terms for the release of the letter of credit will follow that at 50% occupancy of the improvement district, 50% of the letter of credit will be released. At 80% occupancy the full letter of credit will be released. The proposed apportionment of cost between the improvement district and the city at large is 100% to be assessed against the improvement district, and 0% to be paid by the city at large. Special taxes will be assessed over twenty (20) years. The yearly payments will be the same amount each year with the interest and principal portions of the payments fluctuating to make the yearly payments equal.

Bids for all improvements were received on October 2, 2019. The best bids are below. Five (5) bids were received for this competitive bid process.

Improvement	Engineer's Estimate	Best Bid	Amount
Sanitary Sewer Res. 19-19	\$434,072.00	Mies Const.	\$364,567.38
Stormwater Res. 19-20	\$684,678.50	McCullough Const.	\$490,700.00
Water Res. 19-21	\$134,157.00	Mies Const.	\$134,156.04
TOTAL	\$1,252,907.50		\$989,423.42

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In accordance with the approved petition, these improvements will be financed through the issuance of temporary notes, which upon reaching the maturity date will be converted into special assessments that will be paid by the property owner.

Silcott recommended the City Council: Award the bid for Clover Leaf Phase I Improvements to

- Mies Construction for the Sanitary Sewer Improvement totaling \$364,567.38, Water Improvements in the amount of \$134,156.04; and
- McCullough Construction for Stormwater Improvements totaling \$490,700.00

MOTION: Councilmember *Traylor* moved to award the bid for Clover Leaf Phase 1 improvements to Mies Construction for the sanitary sewer improvement totaling \$364,567.38, and water improvements in the amount of \$134,156.04; and award the bid to McCullough Construction for Stormwater Improvements totaling \$490,700.00. Councilmember *Leland* seconded the motion. The motion carried unanimously.

LAGOON SLOPE STABILIZATION

Public Works Director Brook Brandenburg stated the City operates and maintains four man-made waste-water stabilization lagoons located to the northeast of the wastewater treatment facility. Prior to the construction of the current wastewater treatment facility in 2008, the stabilization ponds served as the primary wastewater treatment system designed to naturally treat the city's wastewater. The stabilization ponds currently serve as a backup wastewater treatment system and are designed to control additional flow into the wastewater treatment facility in the event that the facility reaches full capacity. Wastewater treatment facility staff regularly maintain the stabilization ponds, including mowing and weeding. In 2016 the City added 100 tons of rip rap and crushed concrete to the lagoon banks to strengthen areas affected by erosion.

Brandenburg explained the lagoons have 11,207 linear feet of sloped banks protected from erosion by D50 Rip Rap Rock. Over the years, the fluctuating water level and strong North and South winds have eroded the slopes to the point that there is very little Rip Rap left protecting the banks causing severe erosion. During prior inspections the Kansas Department of Health & Environment listed the condition of the lagoons as 'marginal' due the amount or bank erosion. If erosion continues to the point the banks fail, the City would face regulatory issues and fines from the Kansas Department of Health & Environment.

Staff sought pricing for rip rap from three vendors capable of providing and distributing the desired material. Staff chose B&B Klassen Enterprises Inc. based on their ability to complete the job and references. The purchase amount is for the import and install of 1935 tons of 3"x 6" D50 Rip Rap Rock around all slopes of the existing lagoons.

The proposed cost of the package is \$119,912 and will be allocated 100% to the Sewer Replacement Fund.

MOTION: Councilmember *Zimmerman* moved to award the bid B & B Klassen Enterprises, Inc., for \$119,912 and to allocate the expenditure as presented. Councilmember *Leland* seconded the motion. The motion carried unanimously.

GODDARD CITY WEBSITE REDESIGN

Thatcher Moddie, Administrative Fellow, stated the City of Goddard website was last redesigned in mid-2016 and the CivicPlus platform was chosen as the new company to host the site. This organization handles a large portion of local government website hosting platforms. The goal of city staff is to make the website functional and easy to navigate for both internal use by staff and external use by the public. Also, staff hopes to make the website more visually appealing and marketable to the public in the future. We paid the design cost in 2016 and pay a yearly subscription for the hosting service. CivicPlus recommends redesigning websites every four years to keep up with industry design standards. In order to address design flaws and issues of organization, city staff believes a full redesign is the most viable option at this point. In the future, city staff recommends a recurring redesign, where a service is added to automatically include another redesign in four years.

A redesign of the current website would total \$9,671.43. In addition, a recurring redesign could be purchased, where every four years the city would get a free redesign. This would increase the current subscription price by \$1,185.17 per year but save money in the overall cost. Our yearly subscription bill to CivicPlus would go from \$2,575.86 to \$3,761.03 on the next billing cycle. The estimated cost saving would be nearly \$5,000 and ensure a redesign occurs again in four years, no matter what staff changes may take place.

If approved, the \$9,671.43 immediate redesign cost would be split amongst the following funds:

General Fund	IT Web Services	10-110-6345	\$2,417.85
Water Utility Fund	IT Web Services	20-810-6345	\$2,417.86
Sewer Utility Fund	IT Web Services	30-810-6345	\$2,417.86
Special Highway/Street Fund	IT Web Services	40-410-6345	\$2,417.86
			<u>\$9,671.43</u>

Councilmember Larkin said he thinks that the cost is way overpriced and said he would like to see comparisons. Larkin added that he would like to see how many people use the website.

No action was taken

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 October 7th
Date: October 7, 2019

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

North Park: Staff is working with the City Attorney and property surveyor to accurately describe the proposed land purchase. I believe that we are close to an accurate property description and should have the "final" draft to the property owners this week. I hope to have this item on the October 21st City Council meeting.

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STAR Bond District Update: The project is progressing; however, rain continues to hamper construction progress. Below is an image of the progress as of Friday. Overcast skies, the white color of the base layer, and standing water make for an image that communicates the weather's impact on the ballfield construction. For contrast, I have also included an image of the field from the week prior with a sunny sky. Construction of the aquatic center's foundation footings should begin next week, subject to weather of course.



STAR Bond Refinance: I expect to present a bond sale ordinance for your consideration in November. The district's sales tax analysis should be finalized this week. We are looking to save the City in excess of an estimated \$4,368,534 in potential interest rate & net present value savings. This figure doesn't include an early payoff, for the City to begin collecting the local 1-cent sales tax and 6% transient guest tax collections from within the STAR Bond district.

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Playground Expansion: As staff reported at the September 16th meeting, numerous weather delays both in Goddard and at the contractor's job sites around country have led to a significant delay in the completion of the playground expansion. Public Works Director Brook Brandenburg is pleased to report that work on the material for the surface is on site and the pour in place surface work will begin tomorrow. The playground expansion approved by the Governing Body in May was relocated to accommodate a USD 265 fiber right-of-way line that was donated by the City in 2006. Brook will present a request for additional concrete and shade & park bench purchases as the play area was relocated to accommodate the fiber line running through the center of the park later this year.

183rd Turn Lane & Frontage Road Realignment: Project Design is under review by KDOT. We look forward to proceeding with the bid process 4th Quarter 2019. Once the design is finalized, staff will meet with First National Bank of Hutchinson & Holy Spirit Roman Catholic Church to review the project, its timeline, and how we can best accommodate those directly impacted.

Monument Sign Zoning Text Amendment: The Goddard Planning Commission's public hearing to discuss revocation of the City's requirement for monument signage throughout the business and commercial corridor is being presented on October 14th at 7:00 p.m. at the regular Planning Commission meeting. The proposed ordinance negates the mandatory provision for monument signage.

Respectfully Submitted,
Brian W. Silcott

GOVERNING BODY COMMENTS

Councilmember Zimmerman asked when the Genesis would be constructed. Brian Silcott said the construction on the Genesis is not anticipated until after the year.

Councilmember Leland thanked the Police Chief, Brook Brandenburg and their staff for the hard work that was put into the Fall Festival.

Councilmember Larkin asked who was managing the Ball Field. Councilmember Leland responded that Scott with Play-it-Again Sports is managing the ball field.

Mayor Blubaugh thanked everyone that was involved with Fall Fest. Mayor Blubaugh asked if the utility billing proposal was ready. Matt Lawn stated that it would be forthcoming before the end of the year.

ADJOURNMENT

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

Meeting adjourned at 8:12 pm.
Teri Laymon, City Clerk