



P.O. Box 667 • 118 North Main Street • Goddard, Kansas 67052 • ph 316-794-2441 • fax 316-794-2401

To: Honorable Mayor and City Council  
From: Brian W. Silcott, City Administrator  
Cc: Department Directors & Staff  
Re: City Administrator Report for the week of March 16, 2020  
Date: March 16, 2020

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

*183<sup>rd</sup> Street Frontage & Intersection:* This project continues to proceed including a discussion with KDOT on the addition of Right-Turn Lanes at one or both lanes of travel on 183<sup>rd</sup> & Kellogg. We hope to advertise the project for construct within 30-60 days after design approval. Plan review often takes several weeks and once approved will proceed.

*STAR Bond & Goddard Galleria RCUT:* This project is currently in the field check plans phase of design. The City Engineer and City Administrator participated in a progress and design review meeting with Transystems design team on March 10<sup>th</sup>. The project design is on schedule. The design team and City staff plan to meet with KDOT staff in the next several weeks to finalize the design and complete the environmental assessment and plan before KDOT's final review of the design. This review process is scheduled to take six (6) weeks to complete. After the office check plans are approved by KDOT, final plans will be completed in late June with an advertising of bids occurring in late August and a project bid Award planned for the October 5<sup>th</sup> regular City Council meeting.

The approved design budget is \$186,210 with \$3,494.35 being expensed to date. The estimated total cost of construction is \$1,810,000 with KDOT covering the cost of construction. This is project # 2020-01 and KDOT Project #54-87 KA-4362-01.

*STAR Bond Project:* This project continues to progress and we should see significant movement on the construction of exterior walls to the aquatic center within the next two weeks. Weather dependent of course.

*Rustic Creek Addition:* There is nothing to report since the City Council's directive to draft a development agreement with City participation identified by improvements with a not to exceed dollar amount. Staff is proceeding on the basis of \$193,916.23 as presented at the March 2, 2020 regular City Council meeting. The specific request and the cost contained in the development agreement is as follows:

- Modifications required to onsite SWS System \$38,010.00
- Cost of Detention Improvements \$92,858.33
- Cost of Roundabout Pavement \$18,298.00
- 30% project costs at 30% \$44,749.90

Tanganyika CID: There will be a public hearing and special meeting on Monday, March 23, 2020 at 7pm. The meeting will live streamed on Facebook and will also include an open gallery at City Hall for the Public to present testimony on the proposed self-petitioned 2.00% CID sales tax to finance the capital improvements within the park.

COVID-19 Impact on City Operations: City Hall is currently operating in restricted capacity. This means restricting access to City Hall and conducting business electronically or over the telephone. Staff anticipates operating in this capacity for at least three to six weeks. The City is taking the lead from the CDC and the Sedgwick County Department of Health. **I am attaching the City's COVID-19 Corona Virus News Release for reference HERE**. Additionally the following language was posted to the City's Facebook page:

### **Goddard City Hall is Open but Closed for Visitation**

Goddard City Hall is open for online and telephone business transactions but is closed for in person visitation on Monday, March 16, 2020, in a precautionary action in response to COVID19 / coronavirus and will remain so until further notice. Utility payments may be made online or over the phone. If you require the Goddard Police Department please call 911 or for non-emergency contact 316-794-2051.

Tonight's City Council meeting is still scheduled, we are strongly encouraging people to watch the City's Facebook page where the meeting will be streamed on Facebook Live. For up to date information please follow up via the City's webpage: [www.goddardks.gov](http://www.goddardks.gov) and our other social media outlets.

The city urges everyone to follow the CDC's general guidelines as this situation progresses:

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose, and mouth.
- Stay home when you are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.
- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol. Always wash hands with soap and water if hands are visibly dirty.

Respectfully Submitted,



Brian W. Silcott,  
City Administrator

## **COVID-19 Corona Virus News Release**

Governor Laura Kelly has issued an emergency declaration for the State of Kansas in response to COVID-19 (coronavirus). The declaration authorizes the use of state resources and personnel to assist with response and recovery operations in affected counties that meet certain criteria. Sedgwick County Public Health Officer Dr. Garold Minns, M.D. has issued a public health order prohibiting gathering in excess of 250 people and remains in effect until cancelled.

**PUBLIC ORDER:** <https://www.sedgwickcounty.org/media/56814/local-health-officer-order-prohibiting-public-gatherings-in-excess-of-250-people.pdf>

Because of the increased risk of spreading during gatherings limiting gatherings of any sort are discouraged in order to reduce the probability of further introduction and spread of the COVID-19 (Corona Virus) in our community.

Here is how the City of Goddard is responding to the appearance of COVID-19 within Sedgwick County. These operational plans begin Monday, March 16, and will be in effect until further notice, unless indicated differently below. As this is an evolving situation, please check back here for additional details. You may follow the latest on City operations at [www.goddardks.gov](http://www.goddardks.gov)

**CITY HALL: Goddard City Hall and other City offices will remain open during regular business hours for online and telephone business transactions. In person transactions are restricted.** If you need to conduct business with the City please conduct business over the phone 316-794-2441 or online at [www.goddardks.gov](http://www.goddardks.gov) or for utility payments <https://portal.goddardks.gov:54982/Internetpayments/>

**MUNICIPAL COURT:** The Court Clerk's Office will remain open during normal business hours. Please contact [court@goddardks.gov](mailto:court@goddardks.gov) for questions about current transactions or filings. Specific information regarding court dates will be posted Monday, March 16<sup>th</sup>.

### **GODDARD POLICE DEPARTMENT:**

**Patrols will not decrease.** Officers will exercise great discretion in their proactive enforcement activities. The following remain our highest priority calls for service:

- Crimes in progress
- Issues affecting public safety
- Issues affecting traffic safety and traffic flow
- Medical calls in which officers could perform life-saving measures
- Calls otherwise deemed critical in nature and time sensitive

**When individuals call to request police services, it is possible that in rare instances we would take the report over the phone rather than dispatch an officer.** We will still dispatch officers on high priority calls. Please do not hesitate to call 911 or our non-emergency line at 316-794-2051 if you need police services. We will then determine the best response to that request based on the information we receive.

**The following services which ordinarily take place at our station are being suspended until further notice:**

- Fingerprinting services
- Child car-seat inspections and/or installations

## Resources

Reliable, updated information on COVID-19 can be found on these websites:

[Centers for Disease Control and Prevention](#)

[Kansas Department of Health and Environment](#)

[Sedgwick County Community Health News](#)

[EPA Listing of Antimicrobial Products](#)

[STOPPING GERMS](#)

If you have symptoms such as fever, cough or shortness of breath and believe you may have had contact or have had contact with someone with a laboratory confirmed case of COVID-19, stay home and call your healthcare provider.

# 15 DAYS TO SLOW THE SPREAD

Listen to and follow the directions of your **STATE AND LOCAL AUTHORITIES**.

**IF YOU FEEL SICK**, stay home. Do not go to work. Contact your medical provider.

**IF YOUR CHILDREN ARE SICK**, keep them at home. Do not send them to school. Contact your medical provider.

**IF SOMEONE IN YOUR HOUSEHOLD HAS TESTED POSITIVE** for the coronavirus, keep the entire household at home. Do not go to work. Do not go to school. Contact your medical provider.

**IF YOU ARE AN OLDER PERSON**, stay home and away from other people.

**IF YOU ARE A PERSON WITH A SERIOUS UNDERLYING HEALTH CONDITION** that can put you at increased risk (for example, a condition that impairs your lung or heart function or weakens your immune system), stay home and away from other people.



For more information, please visit  
**CORONAVIRUS.GOV**

