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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 29, 2020
Date: June 29, 2020

Below is a brief update on City operations, projects, and future agenda items for the City. The next City Council meeting is scheduled for Monday, July 6, 2020. City Administrator reports can be found online on the City webpage for City Administration reports from 2008 to present. ([CLICK HERE](#))

CDBG COVID Grant Application: Unfortunately, there is nothing new to report on the City's submittal for funding up to \$300,000 to assist Goddard Businesses. The City's application has been received and is being reviewed for an additional allocation of \$7,000,000 for the program. I will provide an update once we receive an update on the status of our application.

2020 Road Maintenance Program: We're tentatively planning to request authorization to proceed with a rebuild of the roadway base along the entirety of the unpaved section of 2nd Street at the July 6th meeting. We hope to be able to apply the same solution to other unpaved roadways as well. The repair of the alleyway behind City Hall will be requested later this summer.

North Park Update: Staff continues to prepare for the development of the North Park. We anticipate presenting the preliminary & final plat to the Planning Commission for their July 13th regular meeting. Once approved by the Planning Commission the plat will be presented to the City Council for approval, which could occur as soon as the July 20th regular City Council meeting. The platting process is no different for City owned property than any other parcel undergoing the platting process. Task items staff is currently working on include: Property Platting, Defining the short-term Capital Budget and long-term Capital Plan, Demolition & Removal of Buildings, Plan Improvements, Building the Plan.

The 2020-2025 CIP contains \$343,250 in the 2022 fiscal year. Should the City Council decide not to accept a forthcoming purchase offer and with the current CIP calendar, staff anticipates North Park planning to begin 1st quarter 2021. The calendar can be amended but would require foregoing/delaying a planned project or the issuance of debt that would be financed with either an increase in property taxes or the reduction of projects through a dedication of local sales tax.

Main Street Lot: There is nothing new to report on this item. Staff has been in contact with representatives of a local business to discuss the purchase of the vacant lot and once an offer is received, it will be presented to the City Council for consideration.

Water Well Distribution Main: Public Works Director Brooke Brandenburg reports there is a leak on the 8" distribution main running between Water Wells 7& 8 that is need of repair. To help maintain a continuous flow of water from the well filed, an 8" water valve will be installed off of 119th Street. Once installed, Public Works will assess the situation and begin to make the repair. Communication has been ongoing with adjacent property owners to minimize the impact of the work in the right-of-way behind their properties. This item will be presented at the July 6th regular meeting.

St Andrews 4th Addition Assessment Roll: It is time to transition the temporary notes for the construction of St Andrews 4th Addition into permanent financing and assessments for the property owners receiving the improvement benefits. Staff will present the City Council with statement of final of costs, the assessment roll, and a request for authorization to call the notice of public hearing at the July 20th meeting. The notice of public hearing will be mailed to the impacted property owners with the time and date of the hearing. At the public hearing, the City Council must pass the assessment ordinance. The Bond resolution will be considered at the August 17th regular City Council meeting with the bond sale occurring at the Tuesday, September 8th meeting. The September 8th meeting will entail the acceptance of the best bid, and adoption of bond sale resolution and ordinance. The total amount being assessed for Series 2017-01 is \$767,000 in principle amount.

Braum's: I am happy to report that Micah is working with Braum's architect on a minor revision to the site plan. We are cautiously optimistic that construction could occur in 2020 Q4.

2020 Budget Process: Finance Director Matt Lawn & I are working on a "status quo" budget that maintains the same property tax neutral mill levy of 33.323. This means staff will be present a budget that maintains the same property tax mill levy as the 2020 fiscal year. The City of Goddard has the lowest property tax level of any City in Sedgwick County except the City of Viola which lacks any fulltime staff members or municipal paved road. The 2020 Assessed Valuation for the 2021 budget has been received and has increased from \$43,702,384 to \$46,897,259. This is an increase of 7.31% or \$3,194,875 in valuation. The 2021 budget calendar is below:

- July 6th General Fund & Set Public Hearing
- July 15th Conduct Budget Hearing & Adopt 2021 Operating Budget

Respectfully Submitted,



Brian W. Silcott,
City Administrator