

**MINUTES-REGULAR MEETING
CITY OF GODDARD
118 NORTH MAIN, GODDARD, KS
TUESDAY, FEBRUARY 21, 2017**

The Goddard City Council met in a Regular Session at Goddard City Hall on Monday, February 21, 2017. Mayor Gregory called the meeting to order at 7:00 p.m. Mayor Gregory provided the invocation. Council members present were Joe Torske, Enrique Ramirez, Larry Zimmerman, Chris Hahn and Todd Wentz.

Also present were: Brian Silcott, City Administrator; Justin Constantino, Assistant to City Administrator; Tim Johnson, Community Development Director; Lorie DeVaney, Assistant City Clerk; and Harlan Foraker, City Engineer.

APPROVAL OF THE AGENDA

MOTION: Councilmember *Ramirez* moved to approve the agenda. Councilmember *Torske* seconded the motion. The motion carried unanimously.

CITIZEN COMMENTS

Linda Ternes, 510 South Walnut, commented on the issue of barking dogs within the City of Goddard. Brian Silcott, City Administrator explained that if a citizen has an issue with a barking dog they must file a complaint with the Police Department.

Kevin Beatson, 405 Richard Road also complained about a barking dog in the neighborhood.

Susan Miles, 1705 North McRae Court, commented on the distribution of free papers from local companies and suggested that they be banned.

Lyle Case, President of the Seasons Homeowners Association, 1508 Autumn Place also commented on the distribution of free papers.

Rich Putnam, 1705 North McRae, commented on the distribution of free papers, and suggested that it is legalized littering.

PROCLAMATIONS, AWARDS, RECOGNITIONS AND NOMINATIONS

Mayor Gregory presented the Goddard Gratitude Award to Matthew Davis, for his Eagle Scout Project which contributed to the repair and maintenance of the Community Center.

APPROVAL OF CONSENT AGENDA

Lorie DeVaney, Assistant City Clerk presented the following to the City Council for approval: Minutes of the Regular Meeting of the City Council dated February 6, 2017; Minutes of the Special Meeting dated February 20, 2017; and an Accounts Payable list dated February 10, 2017 for \$ 22,946.56.

MOTION: Councilmember *Torske* moved to approve the consent agenda. Councilmember *Hahn* seconded the motion. The motion carried with Councilmember Wentz abstaining.

SPLASH PAD DESIGN REVIEW AND AUTHORIZATION OF REQUEST FOR PROPOSAL

Justin Constantino explained to the City Council that on November 7, 2016, the City Council approved an agreement with Aquatix of Eden Prairie, Minnesota for the construction of a splash pad in Linear Park in the amount not to exceed \$219,547.90. The agreement with Aquatix for the construction of a domestic splash pad system contains water play structure design, assembly, and installation, which includes earthwork, concrete pad construction, electrical hookup, and mechanical system installation.

Justin stated that on behalf of the City, Sheldon Architecture is seeking bids for the construction of a pump house, shade structures, and additional concrete work. The concrete work will include a new sidewalk that connects to the existing sidewalk currently adjacent to the proposed splash pad site.

Constantino added that staff is seeking authorization for Sheldon Architecture to release the request for proposals (RFPs) for supplementary splash pad work, including the construction of a pump house, shade structures, and additional concrete work.

David Beaver, with Sheldon Architecture was available to answer any questions.

It was the consensus of the Governing Body to proceed with the release of the request for proposals for supplementary splash pad work.

PAVILION DESIGN REVIEW

Justin Constantino presented a design of a three-season pavilion created by Sheldon Architecture based upon the October 17 discussion with the Governing Body. The design presented was the preferred design of three presented to the Park Board at the January 19th Park Board meeting,

Mr. David Beaver of Sheldon Architecture explained that the design is not an exact plan for the construction of the pavilion, but a design theory that the Park Board was trying to achieve.

No action was taken.

EXECUTIVE RECRUITER SELECTION

Brian Silcott, City Administrator, presented two proposals for executive recruiter services for the vacant Police Chief position.

Selection was tabled to the March 6 City Council meeting.

ALS LETTER OF SUPPORT FOR DEMENTIA FRIENDLY COMMUNITIES

Brian Silcott stated that at the November 21, 2016 meeting the Governing Body received and filed a presentation by Mr. James Covell of the ALS Society. During the presentation the Governing Body expressed interest in supporting the ALS's efforts to create a statewide taskforce seeking opportunities to reduce the impact of dementia on the state and its residents.

It was recommended the City Council: consider authorizing the Mayor to support the creation of a state plan to move towards a dementia friendly Kansas.

MOTION: Councilmember **Ramirez** moved to authorize the Mayor to support the creation of a state plan to move towards a dementia friendly Kansas. Councilmember **Hahn** seconded the motion. The motion carried unanimously.

CONSIDER VARIANCE REQUEST ON COMMERCIAL WATER SERVICE METER

Brian Silcott presented a request from Mr. Russ Lowen, owner/developer of the property at 19894 W. Kellogg, to waive the requirements of the Goddard City Code Section 15-115(c).

Goddard City Code Section 15-115(c) states:

(c) Each and every dwelling, apartment unit, business or place of business, shall be on a separate water line and meter. The City of Goddard shall permit no master metering of water except as follows:

- (1) Fire protection as provided in Section 15-106;
- (2) Where, due to unusual circumstances, approval has been explicitly given by a recorded vote of the Governing Body of the City of Goddard.
- (3) Where water has been supplied through one service line and one meter to more than one dwelling, apartment unit, business or place of business, the City of Goddard may, at its discretion, refuse to furnish water until separate service lines and meters are provided.

Silcott recommended existing sewer minimums continue to be enforced if the variance is approved. Approval of a waiver will have little or no impact on water revenues, and only a one-time impact on water tap fees.

MOTION: Councilmember *Zimmerman* moved to grant the request from Mr. Russ Lowen, owner/developer of the property at 19894 W. Kellogg, to waive the requirements of the Goddard City Code Section 15-115(c). Councilmember *Torske* seconded the motion. The motion carried unanimously.

AUTHORIZE 2017 MOWING REQUEST FOR PROPOSAL

Justin Constantino, Assistant to the City Administrator stated the 2017 mowing services Request for Proposal (RFP) will contain the same mowing schedule preference as 2016, including the mowing of the City's public parks on either Thursday or Friday prior to the weekend and the option for the city to request additional mowing services prior to public community events. Staff intends to release the 2017 Mowing Services RFP to prospective proposers on Wednesday, February 22, 2017 with a pre-bid conference to be held on February 28, 2017. The submission deadline for the 2017 Mowing Services RFP is March 13, 2017. If the release of an RFP for 2017 Mowing Services is approved for by the City Council, bids from contractors will be presented at the March 20, 2017 City Council Meeting.

Constantino added that there will be a small mailing cost associated with the distribution of the 2017 Mowing Services RFP. Once the City reaches an agreement with the successful proposer for 2017 mowing services, costs will be expended from the General Fund, line item 10-320-6458.

MOTION: Councilmember *Ramirez* moved to authorize the distribution of the Requests for Proposal as presented. Councilmember *Hahn* seconded the motion. The motion carried unanimously.

RECEIVE AND FILE JANUARY 2017 FINANCIAL REPORT

Brian Silcott presented and reviewed the January 2017 Financial Report.

CITY ADMINISTRATOR'S REPORT

Brian Silcott reviewed the following City Administrator's Report dated February 21, 2017:

To: Honorable Mayor and City Council
From: Brian W. Silcott, City Administrator
Cc: Department Directors & Staff
Re: City Administrator Report for the February 21st Regular City Council Meeting
Date: February 21, 2017

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

STAR Bond Project: All parties continue to communicate regarding the loan closing date, which I hope to have closing date late this month. As soon as it is known, or there is a change in status, the information will be immediately communicated. I am hopeful for a closing in March.

US-54/400/Kellogg Traffic Impact Study: As reported in last week's report, the City has received notification from KDOT that the Kellogg & Barber intersection has been selected for funding. This intersection would serve as direct access from Kellogg into the STAR Bond project site. The State's award is to fund 100% of the project cost. The City is not obligated to participate and project authorization forms, including specific scope and funding details are pending. Once these items are received, the project will be presented as a future agenda item.

Citywide Clean-Up: The annual city wide clean-up and area wide Neighbors United clean-up is scheduled for Saturday, April 22nd. The same procedure as last year will occur again with this spring clean-up. City staff will be providing support and dumpsters at the City yard.

Planning Commission: The next planning commission meeting that was planned for 7pm on Monday, February 13th was not held due to a lack of quorum. Agenda items were to include: approval of the September 12, 2016 meeting minutes; a review of the powers & duties of Kansas Planning Commissions by Community Development Director, and former Hugo Wall School adjunct instructor of Planning & Development Tim Johnson; a city update by the Director; and an update on the 2017-2021 CIP. Another meeting is planned for March 13th.

Water Supply Line Repair Update: As reported last week the water supply repairs between water wells #7 & #8. The total cost for the in-house repair was \$2,700. The water wells are online and operational with no known water leaks.

Wireless/Invisible Fence Ordinance: Staff will present a draft ordinance for review and comment at the March 6th regular meeting with an anticipated adoption date of March 20th. The intent of ordinance is to create a permit process that verifies fence location and right-of-way clearance. We intend to utilize the current fence permit process in an effort to reduce bureaucracy and red tape for our neighbors.

Water Storage Tank Items: Assistant to the City Administrator, Justin Constantino present a request for RFPs on the and a water tower cleaning and exterior painting at the March 20th regular meeting.

Public Works Truck: Staff will present a request to solicit bids for the budgeted purchase of the 2017 public works 1-ton heavy duty work truck in April. The 2017 equipment reserve fund budget contains this item.

Waste Water Treatment Plant: Staff will present several items contained in the 2017 operating budget for scheduled replacement. These items include the annual purchase of replacement UV lights for the final treatment of processed water as it leaves the facility and cascades into the discharge creek that eventually makes its way to Dry Creek, then into Cow Skin Creek, and ultimately the Arkansas River. The second item for the waste water facility is the IMLR pump, which transfers waters from the aeration basin into the anoxic basin for nitrogen removal.

USD 265 Bond Issue: The school district has requested agenda time at the March 6th meeting to provide an update on their bond issue.

2018-19 Operating Budget: Starting in March, the City Treasurer and I begin draft budget work with a focus on the regional & local financial outlook and strategic budget priorities. In late April and early May, the departments will begin fine tuning budget needs with water and sewer utility budgets being presented at the May 15th regular meeting. It is staff's goal to have all items finalized by the July 3rd regular meeting and the 2018 budget hearing scheduled for the July 17th regular meeting.

2017 Street Maintenance RFP Authorization: At the March 20th regular meeting, staff will present the streets scheduled for repair as part of the annual \$200,000 pavement preservation program. This program does not include full street rebuilds as those require funds in excess of \$200,000 and are historically funded through use of the local one-cent sales tax money and/or a combination of debt service.

False Alarm & Address Ordinances: Also at the March 20th regular meeting, staff will present ordinances for review and comment giving residential and commercial alarm customers a simplified three strikes per year before fines are assessed. Additionally, staff will present a draft ordinance for discussion on requiring homes and businesses to have address numbering clearing visible from the street.

Respectfully Submitted,
Brian W. Silcott, City Administrator

GOVERNING BODY COMMENTS

Councilmember Joe Torske stated that he can feel the pain of the citizens regarding the barking dogs.

Councilmember Joe Torske welcomed Todd Wentz as a returning Councilmember to the City Council.

Councilmember Zimmerman asked about the operations of the Police Department in absence of a Police Chief. Brian Silcott assured that the police department is carrying on business as usual and is managing the situation well.

Councilmember Ramirez states he wants to make sure Council is able to choose the best company to recruit candidates that fit well within our community for the Chief of Police position.

Councilmember Ramirez states it is exciting to see the splash pad and pavilion plans coming together and construction starting. He states it is great to see community members attending the meeting and hopes they help spread the word as to the great things that are happening in our community.

Councilmember Hahn also commented about the nuisance of barking dogs and the littering of newspapers. He would like to see if the City could come up with a solution to the issue.

Councilmember Wentz inquired about the current city identification badges that allow City personnel to enter an area in the event of a disaster and the annual recertification workshop.

Mayor Gregory thanked all who participated with the Pancake feed on Saturday. She stated Dan Funke, Lions Club member, asked her to pass along his Thank you to the City for upgrading the electrical system in the Community Center.

Mayor Gregory requested an update on the status of the hiring process for the vacant Police Officer position. Silcott stated interviews were conducted on Wednesday and the second round of interviews will happen in the near future.

ADJOURNMENT

MOTION: Councilmember *Ramirez* moved to adjourn the regular City Council Meeting. Councilmember *Wentz* seconded the motion. The motion carried unanimously.

*Meeting adjourned at 8:48 p.m.
Lorie DeVaney, Assistant City Clerk*