

**MINUTES-REGULAR MEETING
CITY OF GODDARD
118 NORTH MAIN, GODDARD, KS
MONDAY, APRIL 17, 2017**

The Goddard City Council met in a Regular Session at Goddard City Hall on Monday, April 17, 2017. Mayor Gregory called the meeting to order at 7:00 p.m. Councilmember Joe Torske provided the invocation. Council members present were Joe Torske, Larry Zimmerman, Enrique Ramirez and Todd Wentz. Councilmember Hahn was absent.

Also present were: Brian Silcott, City Administrator; Justin Constantino, Assistant to City Administrator; Teri Laymon, City Clerk; Tim Johnson, Community Development Director; Lance Beagley, Police Lieutenant; and Matt Lawn, City Treasurer..

APPROVAL OF THE AGENDA

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

CITIZEN COMMENTS

Sarah Gooding, 1925 East Sunset Court introduced herself as the new Executive Director for the Goddard Chamber of Commerce.

APPROVAL OF CONSENT AGENDA

Teri Laymon, City Clerk presented the following to the City Council for approval: Minutes of the Regular Meeting of the City Council dated April 3, 2017, and two accounts payable lists dated April 6, 2017 and April 12, 2017 for a total of \$96,199.39.

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

DISCUSSION OF CIP PRIORITIZATION

Brian Silcott, City Administrator presented the 2017-2022 Capital Improvement Program Priorities that was adopted at the December 19, 2016 City Council Meeting. Silcott explained that the Capital Improvement Program is designed to be an ever-adaptable plan, and changes in scheduling and project scope are to be expected.

Silcott submitted an updated project priority list to allow the highest priority projects to be completed during the 2017 and 2018 budget years, without putting a heavy burden on cash flows and fund balances.

Below is the updated Capital Improvement Program schedule, which better redistributes these projects over the next five years.

City of Goddard, Kansas
 Capital Improvement Plan Projects
 2017 thru 2022
 UPDATED PROJECT PRIORITY LIST

Project Name	2017	2018	2019	2020	2021	2022	Total
Splash Pad	411,000	-	-	-	-	-	411,000
Pine & Spruce Streets Drainage	18,440	-	-	-	-	-	18,440
Pool Deck Improvements	12,550	-	-	-	-	-	12,550
183rd ST Pathway	200,000	-	-	-	-	-	200,000
Front Porch / Gateway	500	73,000	-	-	-	-	73,500
Pavillion	-	411,000	-	-	-	-	411,000
North City Park	-	-	255,250	86,250	80,500	-	422,000
183rd ST Redesign	-	-	-	2,110,200	-	-	2,110,200
Wastewater TF Remodel	-	-	-	-	-	67,000	67,000
Salt Storage Building	-	-	-	-	-	50,000	50,000
Public Works Building	-	-	-	-	-	500,000	500,000
Year Totals	642,490	484,000	255,250	2,196,450	80,500	617,000	4,275,690

STAR BOND	2017	2018	2019	2020	2021	2022	Total
City's Contribution to Project	3,100,000	-	-	-	-	-	3,100,000

Staff feels that this plan is the most responsible course to fulfill the City's obligation to provide new quality of life and roadway improvements as were promised when our neighbors approved the sales tax in 2014.

Silcott added, another option might be to consolidate the splash pad and pavilion projects into a single Construction Manager at Risk (CMAR) project this year (2017). The City would then issue temporary notes and each year set aside sales tax funds/CIP fund balance each year to retire the temporary note at the time of maturity. This would likely occur in three years but no more than four years.

It was the consensus of the Governing Body to try to consolidate the splash pad and pavilion projects into a single construction manager at risk project for the year 2017.

AWARD POOL IMPROVEMENT BID

Brian Silcott stated that the Council authorized this project at the February 26 regular meeting. The 2017 Capital Improvement Program (CIP) contains \$30,000 for proposed swimming pool improvements. Staff presented an estimate of \$79,808 to remove all of the concrete deck work around the pool and replace it with new concrete. It was the consensus of the Governing Body to proceed with the issuance of an RFP for the nearest 4' of concrete immediately adjacent to the pool basin. A summary of work for the RFP calls for the removal & pouring of 1300 square feet of 4" reinforced concrete.

Brian Silcott presented two bids that have been received for the removal and pouring of 1,300 square feet of 4" reinforced concrete around the pool decking.

PPJ Construction Inc provided the lowest bid at \$11,440.00. Staff recommended including a project contingency of \$1,110 for a total project cost of \$12,550 and allocating this project to the CIP line item 90-690-813

MOTION: Councilmember *Torske* moved to approve the project bid from PPJ not to exceed \$12,550 and to direct staff to add a deadline date and a penalty if the project exceeds the deadline. Councilmember *Wentz* seconded the motion. The motion carried unanimously.

AWARD PINE AND SPRUCE STREET DRAINAGE IMPROVEMENTS BID

Brian Silcott said the Council authorized the drainage improvement project at the February 26 regular meeting. The 2017 Capital Improvement Program (CIP) contains \$10,000 for proposed drainage improvements. Staff presented an estimate of \$6,500 to install a concrete flume from the Pine & Spruce Streets curb gutters to the Linear Park storm water system. After the meeting, and authorization, Staff subsequently noticed that the bid estimate was for one flume only and should have been quadrupled. The Council unanimously authorized the project of 3' wide and 60' long reinforced concrete on a sand base.

Silcott presented two bids that were received for the project. Dondlinger presented the lowest bid but would do no modification to the existing subbase. PPJ Construction provided a bid of \$18,400 with modification to the existing subbase. Staff recommended going with PPJ Construction due to the noted ground shift in the area and having to repour the Linear Trail pathway with reinforced concrete. Staff recommended allocating this project to the CIP line item 90-665-8430

MOTION: Councilmember *Torske* moved to approve the project bid from PPJ Construction not to exceed \$18,400.00 as presented. Councilmember *Ramirez* seconded the motion. The motion carried unanimously.

CONSIDER BID SUBMISSION FOR SPLASH PAD

Brian Silcott stated that Goddard's vision statement reads, "Goddard: A vibrant community, growing and accessible; the destination for a family oriented, active lifestyle." In an effort to achieve this vision, the 2017 Capital Improvement Plan contains funding for the design and construction of a splash pad. The project accomplishes the community goals by supporting high quality parks and recreation system, toward being a model community. It also achieves the goals of beautification of open space and improving and supporting community connectedness. The project budget that was presented and approved at the August 16, 2016 meeting was for a total project cost of \$411,000.

Silcott explained that the solicitation of bids was advertised in regional construction trade publications and roughly a half dozen firms were contacted directly. The pre-bid meeting did not entertain any potential bidders. Additional calls were made to area firms with little to no response. Dondlinger Construction submitted the only bid for \$412,800 for the site work, preparation, and construction of the pump house, splash pad and concrete slab and walkways.

Aquatix final cost for the splash pad features is \$117,008.00. This amount finances the play structures, system design, installation, set-up, and operations training. Some of the site and

concrete work contained in the initial Aquatix estimate is being contained within the Dondlinger submission.

The total cost for Dondlinger Construction and Aquatix is \$529,808 and the authorized construction budget is \$300,000 an overage of \$229,808.

Based upon consultation with Park Board the additional cost alternatives were also solicited with the RFP:

Alt. #1 Truss Pump House: Replace prefab trusses & provide steel rod truss; \$5,434

Alt. #2 Boulderling Shade Sail: Provide all slab work & boulderling at Westside shade sail w/ foundations. Steel columns, & shade sails; \$56,805

Alt. #3 Boulderling Pump House & Splash Pad: Provide boulderling surrounding pump house & splash pad up to shade sail boulderling; \$8,725

Alt. #4 Electrical: electrical light bollards, components, trench wiring & install; \$7,445

Alt. #5 Performance Bond: \$3,217

The alternatives are \$81,626, which brings the total with all alternatives \$611,434, an overage of \$311,434.

Silcott said several communities have constructed splash pads in the area. In 2016, City of Wichita's Buffalo Park totaled \$1.65 million (\$500,000 is a recirculating splash pad) and the City of Maize spent \$250,000 for a non-recirculating splash pad. In 2007, the City of Valley Center spent \$160,000 on a splash pad. These figures do not include additional structures or amenities and are solely related to the splash pad.

Staff recommended the City Council consider the following options:

- A. Approve the base project as presented at \$529,808 with Dondlinger Construction.
- B. Approve the base project and the desired alternatives for the requisite amount.
- C. Consider options not contained in this report.
- D. Reject the bid.

It was the consensus of the Governing Body to try to consolidate the splash pad and pavilion projects into a single construction manager at risk project for the year 2017.

RECEIVE AND FILE 1ST QUARTER REPORTS

Teri Laymon, City Clerk presented the Administration first quarter report.

Tim Johnson, Community Development Director, presented the first quarter report for Community Development and Code Enforcement.

Lance Beagley, Police Lieutenant, presented the first quarter report for the Police Department.

Brian Silcott, City Administrator, presented the first quarter report for Public Works.

Matt Lawn, City Treasurer, presented the financial first quarter report.

CONSIDER AN ORDINANCE SUSPENDING ALCOHOL PROHIBITION DURING GODDARD GATHERING

Brian Silcott presented a proposed Ordinance relating to the temporary suspension of the ban on beer or wine in linear park for the Goddard Gathering on April 21, 2017.

MOTION: Councilmember *Torske* moved to waive the reading of the Ordinance. Councilmember *Ramirez* seconded the motion. The motion carried unanimously.

MOTION: Councilmember *Torske* moved to adopt said Ordinance. Councilmember *Ramirez* seconded the motion.

Roll Call Vote: Torske-Yes, Zimmerman- Yes, Ramirez – Yes, Wentz - Yes

CONSIDER A PRAIRIE TRAVELERS REQUEST TO POST DONATION BOX IN LINEAR PARK

Brian Silcott stated that Mayor Gregory was approached by the Prairie Travelers to post a money collection point in Linear Park for donations to maintain the trail.

Staff recommended a hold harmless/indemnification agreement with Prairie Travelers to minimize the City's liability for lost, stolen, damaged, or misplaced donations. An adoption of an indemnification agreement would minimize the City's financial exposure.

It was the consensus of the Governing Body to allow the Prairie Travelers to post a money collection point in Linear Park as long as it was on the Prairie Travelers' Sign and after signing an indemnification agreement.

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 April 17th Regular City Council Meeting
Date: April 17, 2017

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

STAR Bond Project: There is nothing new to report, we anticipate construction commencing later this month but certainly mi early May at the latest. I will pass along a more definitive construction schedule once a firm date is known.

US-54/400/Kellogg Traffic Impact Study: Staff will present this item for discussion at the May 1 City Council meeting. Staff will seek direction on the Council's desire to pursue additional funding to the maximum allowed, which is \$2,000,000. The City's initial project estimate submitted to KDOT is for an at grade signalization. KDOT desires a desire feature known as an RCUT, which is estimated to cost \$2.5 - \$2.6 million. The Kellogg & Barber intersection would serve as direct access from Kellogg into the STAR Bond project site. The State's award is to fund

City Council Minutes
April 17, 2017

100% of the project cost up to the \$1.5 million. It is unknown if the same percentage will remain the same with an increased application. If so, the City would then be responsible for the engineering cost and the excess construction amount above the \$2 million. The City is not obligated to participate.

Citywide Clean-Up: The annual citywide clean-up and area wide Neighbors United clean-up is scheduled for Saturday, April 22. 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. Staff will be onsite beginning at 6am to place plant material and items for volunteers. The City is receiving four 20-yard dumpsters and three 40-yard dumpsters for the event. The waste site operation at the City yard will run from 8am until noon. However, at the request of Neighbors United City staff will remain on site until 1pm to assist volunteer stragglers.

Goddard Gathering: April is “jazz appreciation” month. Following up on last year’s successful Goddard Gathering of Jazz in the Park; the Goddard & Eisenhower High School Jazz Bands, will kick start this year’s Neighbors United clean-up. Please reserve Friday, April 21 from 6 pm to 8pm for an evening of jazz in the Park. EHS will kick us off performing from 6:00 p.m. to 6:55 p.m. and GHS will round the evening out with a performance from 7:05 p.m. to 8:00 p.m.

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 at the May 1 regular meeting. The 2017 equipment reserve fund budget contains this item.

False Alarm & Address Ordinances: These ordinances will be presented at the May 15 regular meeting 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.

Elk Ridge Assessment Bond Sale Resolution: Staff will present resolution at the May 1 regular meeting authoring the sale of bonds on June 5.

2016 Audit: The auditor Randy Ford will present the 2016 audit to the Governing Body at the May 15 regular meeting.

Planning Commission Meeting: As reported on the March 27 and April 3 reports, the Planning commission conducted a public hearing on an annexation & zoning change request for a parcel of ground generally located at the northwest corner of 23rd & Walnut for duplexes. The item has been tabled so the planning commission can assess other similar developments by the applicants. Staff anticipates a discussion occurring at the next regular meeting on May 8; however, a special meeting occurring later this week or sometime next week is possible. A meeting notification will be sent by letter and by the Goddard Pulse to those in the City in advance of any special meeting.

New GPD Officer: Officer Kelsey McCann started service today. Officer McCann is a lifelong Wichita, holds a Master's Degree in Criminal Justice from Wichita State, and spent 3 months as a volunteer in Tanzania East Africa. I will share her recruit class date as soon as a recruit class date is known.

2017 Budget Award: I am pleased to report that the City has received its third consecutive Distinguished Budget Award from the Government Finance Officers Association (GFOA). Goddard is the smallest population community of the 24 entities in Kansas to receive this award. This accomplishment is due to the diligent work of City Treasurer Matt Lawn. Thank you Matt!

Certified Public Finance Officer (CPFO) Designation: The Festival de Matt continues! I am proud to report that Matt has received formal acknowledgement (we previously reported his accomplishment) from GFOA that he has successfully completed the CPFO certification. To earn the CPFO designation, candidates must demonstrate their knowledge of public finance by passing five examinations representing the following core functions:

- Governmental Accounting, Auditing, and Financial Reporting
- Cash Management and Investments
- Debt Management
- Operating and Capital Budgeting
- Pension and Benefits, Risk Management, and Procurement

There are currently only 501 active CPFOs working in the United States and only 12 in the State of Kansas. Goddard is by far the smallest city in Kansas to have a CPFO serving its community.

Workers Comp Audit: City Clerk Teri Laymon is working to complete the annual audit. We do not anticipate any significant issues.

First Impressions Presentation: Staff is working to complete tours and reports for the Louisburg trip for the City's participation in the program. The City will receive its report from Kansas State Extension Service from the Louisburg participants at the May 15 regular meeting.

Elk Ridge Assessment Bonds: At the May 1 regular meeting, Staff will present a bond sale resolution scheduling a bond sale date for June 5. At the June 5 meeting the City Council will actions to accept the best (low) bid and adopt a bond resolution and ordinance to effectuate the bond sale.

Respectfully Submitted,

Brian

Brian W. Silcott,
City Administrator

GOVERNING BODY COMMENTS

Mayor Marcey Gregory thanked Gary Medley, Public Works Foreman, in advance for this help with the upcoming events this weekend.

Mayor Gregory announced that she will be out of town for the weekend and is attending the League of Kansas Municipalities conference in Dodge City Kansas.

EXECUTIVE SESSION

MOTION: Councilmember *Zimmerman* moved to recess into executive session pursuant to the non-elected personnel matters exception, K.S.A. 75-4319(b)(1), in order to discuss a performance matter involving a city employee and pursuant to the financial affairs or trade secrets of a second party to discuss STAR Bond project K.S.A. 75-4319(b)(4), to include the City Administrator. The City Council will reconvene the open meeting in the City Council Chamber at 9:05 p.m. Councilmember *Ramirez* seconded the motion. The motion carried unanimously.

The City Council recessed into executive session at 8:50 p.m. and reconvened at 9:05 p.m. Mayor Gregory announced that there was no binding action taken in executive session.

ADJOURNMENT

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

*Meeting adjourned at 9:07 p.m.
Teri Laymon, City Clerk*