

**MINUTES-REGULAR MEETING
CITY OF GODDARD
118 NORTH MAIN, GODDARD, KS
MONDAY, MAY 1, 2017**

The Goddard City Council met in a Regular Session at Goddard City Hall on Monday, May 1, 2017. Mayor Gregory called the meeting to order at 7:00 p.m. Councilmember Zimmerman provided the invocation. Council members present were Larry Zimmerman, Enrique Ramirez and Chris Hahn. Councilmember Torske and Wentz were 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; Matt Lawn, City Treasurer; Gary Medley, Public Works Foreman; and Harlan Foraker, City Engineer.

APPROVAL OF THE AGENDA

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

CITIZEN COMMENTS

Lyle Cage, President of the Seasons Homeowners Association, commented on a drainage problem in the Seasons.

PRESENTATIONS, PROCLAMATIONS, RECOGNITIONS & NOMINATIONS

Justin Constantino, Assistant to the City Administrator, explained that in December 2015 staff applied for an International City/County Management Association (ICMA) fellowship program. The program offers participants from Southeast Asia to visit local governments in the United States to focus particularly on environmental sustainability challenges in their communities, specifically on climate change, sustainable energy and environmental justice. Constantino introduced Kar Lye Tam from Malaysia and Ashley Monsanto from the Philippines, and said that they will be here in Goddard through the month of May.

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 17, 2017, and two accounts payable lists dated April 19, 2017 and April 25, 2107 for a total of \$83,652.72.

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

ST. ANDREWS 4TH ADDITION WATER IMPROVEMENT BID AWARD

Brian Silcott stated the City Council accepted petitions and adopted resolutions on the April 3, 2017 regular City Council meeting authorizing water system improvements. On April 3, 2017,

the City Council entered into an engineering services agreement with Baughman & Company to design paving and waterline improvements. The engineer's estimate for the waterline improvements is \$129,029.00.

Bids were solicited for the construction of the water system improvements and Silcott presented the lowest bid received by Mies Construction for a total of \$92,953.00. 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.

Staff recommended the City Council award the phase II waterline improvements to Mies construction in the total amount of \$92,953.00.

MOTION: Councilmember *Zimmerman* moved to approve the bid from Mies Construction for \$92,953.00. Councilmember *Hahn* seconded the motion. The motion carried unanimously.

CONSIDER CONSTRUCTION MANAGER AT RISK FOR SPLASH PAD AND PAVILION PROJECTS

Brian Silcott stated that during the April 17 City Council meeting, the governing body considered bids on the splash pad projects in Linear Park. During the review and discussion of the item, it was the consensus of the Governing Body to explore the consolidation of the splash pad and pavilion projects into a single project utilizing the construction manager at risk (CMAR) project delivery system. The City Administrator, Project Architect David Beaver, and representatives from Dondlinger Construction met Friday, April 21 to discuss value engineering and the CMAR system. Dondlinger is receptive to utilizing this approach. The City currently utilizes the traditional "Design-Bid-Build" (DBB) system, which, like the CMAR has its unique set of pros and cons.

Silcott presented a comparison of the Design-Bid Build (DBB) and the Construction Manager at Risk (CMAR). The reason for the exclusion of the Design-Build system is that the City has already spent time and money on the design portion of the project. This includes numerous hours working with the wonderful volunteers of the City's Park Advisory Board.

If initiated in May, it is possible for one, and possibly both, amenities to be in use by the end of the 2017 summer season.

Staff recommends creating a construction budget of \$822,000 for the project constructing the splash pad and pavilion and to direct staff to present a CMAR Agreement with Dondlinger at the soonest possible regular City Council meeting.

MOTION: Councilmember *Ramirez* moved to create a construction budget of \$822,000 for the project constructing the splash pad and pavilion and to direct staff to present a CMAR Agreement with Dondlinger at the May 15, 2017 City Council Meeting. Councilmember *Hahn* seconded the motion. The motion carried unanimously.

AWARD DIVE SERVICES WATER STORAGE TANKS CLEANING AND INSPECTION BID

Justin Constantino stated a Request for Bids for Dive Services was posted on the City of Goddard municipal website and solicited from four companies, with three companies submitting bids for the project. MidCo Diving and Marine Services, Inc. of Rapid City, South Dakota submitted the lowest bid for diving services for both the water tower and storage tank for \$2,545.00. The consultant will provide interior inspection by means of an underwater diver. The debris removed from the tanks will be placed at a location specified by the city in close proximity to the water tower.

Following completion of the inspection, the consultant will provide the city with a written report containing a narrative, video, photographic documentation, and a recommendation for any corrective actions or findings that warrant repair, servicing, or replacement by the city, including any cost estimates for the maintenance, repair, and/or service of the water tower.

The total cost for diving services for both the water tower and storage tank is for \$2,545.00. The project cost is budgeted in line item 20-830-6150.

MOTION: Councilmember *Hahn* moved accept the bid from MidCo Diving and Marine Services, Inc for \$2,545.00 as presented. Councilmember *Ramirez* seconded the motion. The motion carried unanimously.

CONSIDER KDOT INTERSECTION IMPROVEMENT APPLICATION AMENDMENT

In March of this year staff reported that, Kansas Department of Transportation (KDOT) awarded 100% construction costs for the signalization of the platted Barber Street/Crowne Drive. The award is based on a standard intersection design with a cost estimate of \$1,500,000. KDOT has requested the installation of an RCUT (Reduced Conflict Intersection) that is based on a KDOT traffic impact study. The estimate for an RCUT design is \$2,192,110. The cost with a 17% contingency increases the proposal to \$2, 564,770.

Silcott asked for permission to submit an amended application to the maximum allowed amount of \$2,000,000. With the amended submission, the City is not obligated to construct the project. It is staff's recommendation to complete the submission, if the state is willing to finance 100% of the \$2,000,000, the City may then solicit bids, and assess the desire to proceed given the bids received. The design of the project would not occur until KDOT's funding status is known and the City Council determines to proceed with the project. The project's design cost is estimated at \$372,660.

It was the consensus of the Governing Body to proceed with the amended application for the maximum allowed amount of \$2,000,000.

AWARD 2017 STREET MAINTENANCE BID

Justin Constantino stated on March 30, 2017, staff presented the City Council with the 2017 Street Rehabilitation Plan. The plan indicated which streets in the City would require maintenance during the 2017 street maintenance season. The 2017 budget contains \$200,000 in capital outlay line item 40-410-8410 for street maintenance and rehab.

The 2017 street maintenance schedule calls for 39 sections of street to undergo pavement preservation work. The request for bids (RFB) was posted on the City of Goddard municipal website and solicited from four companies, with two companies submitting proposals for the work. Circle C Paving and Construction, LLC of Goddard, KS submitted the lowest bid for the 2017 Street Maintenance Project for \$278,236.24. In addition to the scope of work requested by the City of Goddard, Circle C Paving recommends performing crack-sealing work before any surface treatment is applied. Circle C Paving estimates the use of 10 palates of crack seal for \$30,000 and 3 palates of mastic crack seal for \$10,500.00, thus bringing the total cost for 2017 street maintenance to an estimated \$318,736.24.

The scope of work in the RFB initially called for crack and fog sealing, chip sealing, and mill and overlay work. After consulting with Circle C Paving, it was determined that the streets slated for maintenance during the 2017 season were in better condition than originally thought. Circle C Paving suggested an "Option B," which entails chip sealing and fog sealing where necessary and the application of Onyx, a frictional mastic surface treatment and pavement sealing solution designed to extend the life of the pavement. As with the first option, Circle C Paving recommends performing crack sealing work before any surface treatment is applied. Circle C Paving estimates the use of 10 palates of crack seal for \$30,000 and 3 palates of mastic crack seal for \$10,500.00, thus bringing the total cost for "Option B" to an estimated \$183,692.75. In the event that fewer palates of crack seal are used during the street maintenance project, the cost of the palates will be deducted from the overall cost of the project.

The project cost is budgeted within capital outlay line item 40-410-8410.

Staff recommended choosing Option B with crack sealing. The estimated cost for the 2017 Street Maintenance Project is \$183,692.75 with a contingency of \$16,307.25 for the total amount not to exceed \$200,000.

MOTION: Councilmember *Ramirez* moved accept Option B with crack sealing for a total of \$183,692.75 with a contingency of \$16,307.25 for a total amount not to exceed \$200,000. Councilmember *Hahn* seconded the motion. The motion carried unanimously.

CONSIDER GODDARD POLICE DEPARTMENT CRUISER PURCHASE

Lieutenant Lance Beagley explained the City budgeted \$60,000 for the purchase of one fully equipped patrol vehicle in 2016, which was never purchased. Beagley added that the 2017 budget includes the purchase amount of \$62,000 for one fully equipped new police vehicle.

Beagley provided a list of the current police fleet that consists of the primarily of Chevrolet Tahoes.

Lieutenant Beagley presented two options of patrol vehicle(s) purchase.

Option 1 is for the purchase of a 4WD 2017 Tahoe equipped with new laptop, radar system, and video system, for a cost of \$65,377. Norris Collision Center in Goddard presented of painting the doors white for \$1,053 and Auto Craft Collision in Maize presented a bid to paint the doors white for \$1,700.

Option 2 is for the purchase of two used 2016 Dodge Chargers with less than 50,000 miles, two laptops, 1 Radar Systems (one free radar from KDOT funds awarded in 2016), and 2 video systems for a total of \$67,527. Norris Collision presented a bid for painting both cars for \$2,000 and Auto Craft presented a bid for painting both cars for \$1,700.00. Beagley stated, for a difference of \$2,950.00 the department would have one more additional vehicle, an additional new laptop, new camera system and new radar system.

Beagley recommended the City Council approve the purchase of 2 Kansas Highway Patrol 2016 Dodge Chargers for \$69,227.

Councilmember Hahn expressed his concern with purchasing two used vehicles that are similar in mileage with other vehicles in the fleet. Hahn did not want the City to be in a situation that would force the future purchase of several vehicles at one time.

MOTION: Councilmember *Ramirez* moved to approve option 2 for the purchase of two used 2016 Dodge Chargers fully equipped and to use Norris Collision in Goddard for painting the doors of the vehicles. Councilmember *Zimmerman* seconded the motion. The motion carried with Councilmember Hahn voting no.

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 May 1st Regular City Council Meeting
Date: May 1, 2017

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

STAR Bond Project: I hope to have additional word on the project later this week. Last weekend was spent turning around portions of the bond indenture with transmittals and hyperlinks answer additional questions for one of the capital stack's closing. We do anticipate construction commencing later this month. I will pass along a more definitive construction schedule once a firm date is known.

Goddard Gathering: The Goddard Gathering for April was cancelled due to weather. We plan to hold another event in June. I will report more information as the plan for June's event evolves.

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 15 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: The Planning commission will consider the tabled action on an annexation & zoning change request for a parcel of ground generally located at the northwest corner of 23rd & Walnut for duplexes. The public hearing was conducted on April 10 and the matter was tabled to give planning commissioners time to view other developments by the applicants. No special meeting or action was taken for this item; the regular meeting is the only time this matter has been considered.

New GPD Officer: Goddard's newest police officer, Kelsey McCann has an academy class date for May 22 with a graduation date planned for September 2.

Drug Take-Back Program: Once again, the Goddard Police Department participated in the nationwide Drug Enforcement Agency's "Drug Take-Back" day. City Hall was opened on Saturday, April 29 from 8am to noon for residents and community members to deliver expired prescription drugs. This program helps removed expired, unused, unneeded drugs from circulation. The program also benefits wastewater treatment compliance. Residents often flush drugs down the toilet, which can cause permit compliance issues as they adversely impact the microbes eating the waste.

First Impressions Presentation: We will receive its report from Kansas State Extension Service from the Louisburg participants at the May 15 regular meeting.

ICMA International Fellows: We are proud to host two ICMA international fellows! Ms. Ashley Monsanto and Kar Lye Tam. I have included brief bio's for these impressive young ladies below:

Ms. Kar Lye Tam is the Rural Outreach Coordinator for Impian Malaysia movement. Impian Malaysia is a community-service initiative established by the Democratic Action Party Malaysia to help remote villages that are in need of basic infrastructures and services. The projects and programs are based in the rural interiors of Sabah and Sarawak.

The outreach movement is led by Ms. Tam who was the very first "recruit" for Impian Malaysia, which started off a long-string of projects throughout the past 3 years since 2013. There are currently over 70 projects and 500 volunteers involved in the movement.

Ms. Tam has the uncanny ability to adapt to the harsh environment and living conditions - lack of clean water, electricity, road access, phone and internet connectivity. With very limited resources and amenities, she has managed to work with the local community to complete the projects within the timeline set.

Ms. Ashley May Alison M. Monsanto has a Master's Degree from the School of Urban and Regional Planning (SURP), University of Philippines-Diliman. Moreover, she is granted with Civil Service Eligibility for having graduated Cum Laude as she completed her Undergraduate Degree in B.A. Public

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Administration at the National College of Public Administration and Governance (NCPAG) of the same university.

Currently, she works as Associate Project Officer at the Development Academy of the Philippines (DAP). Her expertise includes project management and program development with focus on good governance, planning, and legislation.

Ashley serves as Project Manager and provides technical assistance to the Department of the Interior and Local Government's (DILG) Program Management Office (PMO) in implementing its Assistance to Disadvantaged Municipalities (ADM) program.

Respectfully Submitted,
Brian W. Silcott,
City Administrator



GOVERNING BODY COMMENTS

Mayor Marcey Gregory thanked City Staff and all who were involved in Neighbors United. Mayor Gregory announced that an individual, who wishes to remain anonymous, would like to donate to the Goddard Police Department.

ADJOURNMENT

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

Meeting adjourned at 8:40 p.m.
Teri Laymon, City Clerk