

**MINUTES-REGULAR MEETING
CITY OF GODDARD
118 NORTH MAIN, GODDARD, KS
MONDAY, MARCH 19, 2018**

The Goddard City Council met in a Regular Session at Goddard City Hall on Monday, March 19 2018. Mayor Jamey Blubaugh called the meeting to order at 7:00 p.m., followed by the Pledge of Allegiance. Council President Enrique Ramirez provided the invocation. Council members present were Larry Zimmerman, Enrique Ramirez, Brent Traylor and Brook Brandenburg. Councilmember Torske was absent.

Also present were: Brian Silcott, City Administrator; Teri Laymon, City Clerk; Justin Constantino, Assistant to City Administrator; Matt Lawn, City Treasurer, Fred Farris, Police Chief, and Harlan Foraker, City Engineer.

APPROVAL OF THE AGENDA

Brian Silcott, City Administrator requested to remove Item H.1 authorizing an Eagle Scout Project due to the absence of the Eagle Scout.

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

CITIZEN COMMENTS

John Kimple, 101 Cedar Street, stated that he is ready to retire and said he will be putting his house on the market. Kimple offered to give the City first rights to purchase his house before listing it for sale.

Jim Butler, 127 Cedar Street, stated that he owns a house behind City Hall and that he has a problem with water draining from the alleyway directly into his garage. Brian Silcott stated that staff was working on ways to resolve the issue.

APPROVAL OF THE CONSENT AGENDA

The City Clerk presented the consent agenda consisting of the following items for the City Council's review.

1. Regular Meeting Minutes of the March 5, 2018 Meeting
2. Approval of Accounts Payable dated March 8, 2018 for \$41,844.87
3. Approval of Accounts Payable dated March 13, 2018 for \$211,519.19

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

CONSIDER AN ORDINANCE AMENDING ARTICLE 6.100.B.3 OF THE ZONING REGULATIONS

Brian Silcott, City Administrator presented a recommendation of the Goddard Planning Commission to amend Article 6.100.B.3 of the Zoning Regulations. The amendment increases the maximum gross square footage of a residential storage unit allowed from 200 square feet to 280 square feet. Silcott explained that the City has received multiple requests for building storage sheds, with the most common requested size of 14' x 20', or 280 square feet. The current zoning regulations require storage units to be no greater than 200 square feet in gross floor area unless a Conditional Use Permit is granted.

Silcott added that at their March 12 meeting, the Planning Commission conducted the necessary public hearing on this matter. Following the public hearing, the Planning Commission voted 4-0 to approve and recommend to the Governing Body approval of a text amendment to the Goddard Zoning Regulations amending the maximum gross square footage allowed under Article 6-100. B.3 from 200 square feet to 280 square feet, affirming the recommended change is consistent with the intent and purposes of the Zoning Regulations, and that the change is made necessary due to the city receiving frequent requests for building storage sheds greater than 200 square feet.

There upon, an Ordinance was presented to the City Council for approval entitled:

AN ORDINANCE AMENDING THE CITY OF GODDARD ZONING REGULATIONS BY INCREASING THE MAXIMUM SIZE ALLOWED FOR BUILDINGS FOR STORAGE AND OTHER ENCLOSED PURPOSES UNDER ARTICLE 6-100.B.3 FROM 200 SQ. FEET TO 280 SQ. FEET.

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

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

Roll Call Vote:

Yea: Zimmerman, Ramirez, Traylor, Brandenburg
Nay

Ordinance #805

CONSIDER AN ORDINANCE VACATING UTILITY EASEMENT FOR AMELIA EARHART BOND ISSUES

Brian Silcott presented a petition for vacation of a portion of a 20' wide utility easement located along the west side of Earhart Elementary School, as well as vacation of a portion of the access control along 23rd Street, and South 199th Street. Silcott explained that the purpose for vacation of the utility easement is to allow for a proposed building addition on this site. The school district proposes to reroute the existing water line to the west of the proposed addition to a junction with the existing water line at 23rd Street South.

Silcott explained that the second element of the District's request concerns vacation of a portion of

the access control along both 23rd Street South and 199th Street West (Attachment B). Access control was put in place as part of the original platting process. The intent was to provide for safe and predictable vehicular movement into and around the site. The access control in question is not intended to be permanent or inflexible. Rather it exists to give the City some control in determining the best and safest traffic movements around and onto the site. This is especially important in this instance because of the high volumes of traffic and children at peak arrival and departure times.

At their March 12 meeting, the Planning Commission conducted the necessary public hearing on this matter. Following the public hearing, the Planning Commission voted 4-0 to approve and recommend to the Governing Body approval of an Ordinance of Vacation of a portion of the access control to and of a utility easement located on Lot 1, Block A, U.S.D. #265 Addition to the City of Goddard, Kansas, affirming that no private rights will be injured or endangered by such vacation or exclusion, and that the public will suffer no loss or inconvenience thereby, and that in justice to the petitioner or petitioners the request ought to be granted.

There upon, an Ordinance was presented to the City Council for approval entitled:

AN ORDINANCE VACATING A PORTION OF AN EXISTING PUBLIC UTILITY AND ACCESS CONTROL ACROSS CERTAIN REAL PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF GODDARD, KANSAS.

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

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

Roll Call Vote:

Yea: Zimmerman, Ramirez, Traylor, Brandenburg
Nay

Ordinance #806

AUTHORIZE THE PURCHASE OF A BLOWER MOTOR FOR THE WASTE WATER TREATMENT FACILITY

Justin Constantino explained to the City Council that the Goddard Wastewater Treatment Facility currently utilizes four blowers that operate on a 24/7 basis, with one of the four blowers used solely for the purpose of aiding the fuzzy filters. The four original blowers were installed during the construction of the wastewater treatment facility and are roughly nine years old. In March 2018, staff identified a blower malfunction in Blower 2 caused by motor failure. Without four properly functioning blowers, the wastewater treatment facility cannot properly operate or meet the quantitative requirements set forth by the Kansas Department of Health and Environment (KDHE) and the Environmental Protection Agency (EPA).

In March 2018, staff sought pricing for a new motor to be installed in Blower 2. Staff sought three quotes for the installation of the new motor and received two responses. B&B Electric Motor Co. of Wichita, Kansas submitted the lowest quote in the amount of \$8,150.00, which

includes both the cost of the new motor and the labor to install the new motor in Blower 2.

Constantino recommend the purchase and installation of a new motor for Blower 2 at the wastewater treatment facility in the amount not to exceed \$8,150.00. The proposed purchase will be made from the sewer utility fund, line item 30-860-6130.

MOTION: Councilmember *Zimmerman* moved to approve the purchase and installation of a new motor for Blower 2 at the wastewater treatment facility in the amount not to exceed \$8,150.00 as presented. The motion carried unanimously. Councilmember *Ramirez* seconded the motion.

AUTHORIZE 2018 PAVEMENT PRESERVATION REQUEST FOR BIDS

Justin Constantino, Assistant to the City Administrator explained to the City Council that in 2011, the City Council adopted the Goddard Pavement Rehabilitation Cycle for city streets maintenance. This document provides a timeline for maintenance on city streets in relation to the age of the street, the last rehabilitation that was to be done to the street, and future rehabilitation to the street.

Constantino stated that in 2015, staff used the Goddard Pavement Rehabilitation Cycle to create a comprehensive Street Maintenance Master Plan designed to inventory the city's existing streets and to forecast the maintenance of streets throughout the city. The plan categorizes every street in the city by year built, previous rehabilitation, future rehabilitation, and estimated cost for future rehabilitation.

Constantino submitted an updated Street Maintenance Master Plan to include work that was completed the previous year and to determine which streets in the city require rehabilitation during the current year.

According to the master plan, portions of Old Town and the Seasons Addition are currently in good condition but scheduled for a slurry seal application. The slurry seal application is a preventative maintenance task that extends the life of the asphalt and improves the bond of the repair to the original concrete surface. Staff also identified the poor condition of roads within the Pate Addition and is seeking the ability to obtain pricing for mill and overlay work to occur in the area. A mill and overlay consists of removing the top layer of a street and the application of a new layer of bituminous pavement.

Staff asked the City Council for authorization to release the 2018 proposed street maintenance projects list and to seek bids from capable contractors for street maintenance work to be completed during fiscal year 2018. Once staff receives bids from contractors, the costs will be presented to the City Council at the April 16th City Council meeting.

The 2018 budget contains \$200,000 in capital outlay line item 40-410-8410 (Streets-Administration-Streets) for major street rehabilitation projects. The Street Fund (Fund 40) is used for the maintenance and upkeep of streets while any reconditioning would occur in the Capital Improvement Fund (Fund 90).

MOTION: Councilmember *Ramirez* moved to authorize staff to seek bids from capable contractors for street maintenance. The motion carried unanimously. Councilmember *Brandenburg* seconded the motion.

REVIEW AND COMMENT ON THE 2018-2023 PROPOSED CAPITAL IMPROVEMENT PLAN

Matt Lawn, City Treasurer presented and reviewed the 2018-2023 proposed Capital Improvement Plan. Lawn explained that the CIP is a plan that outlines short to mid-term priorities for the community. To the greatest extent possible the use of adopted community master plans is used to help establish project priorities. Master plans identify economic, land use, and infrastructure development and/or redevelopment, which may include transportation, housing, and public facilities.

Goddard currently has a Master Park Plan, adopted in January of 2016; the Comprehensive Plan, adopted in April of 2015; the Community Vision Plan, adopted in July of 2014; the current Capital Improvement Plan, in April of 2017; and the City is currently undertaking a comprehensive walkability plan and Library strategic plan. These plans have been developed with broad community participation. Regular updates to these plans are imperative to ascertain development or infrastructure needs as local conditions change. It is important to remember that this is a planning document, which can and will change over time.

Lawn said that this proposal is a starting point, offered to Governing Body through consultation with and comments made by the Governing Body, our neighbors, and City staff. The list and its priorities can change to fit the needs of the community and the Governing Body’s priorities. Included in the proposal is the Funding Source Summary to show how each project is funded. Sources include: transfers in the Capital Improvement Fund (Fund 90), the Parks & Recreation Fund (Fund 60), Equipment Reserve Fund (Fund 81), and General Obligation Bonds within the Bond & Interest Fund (Fund 70). Also included is a Cash Forecast for fiscal years 2018-2023, ***please note, these figures assume 100% budgeted expenditure, so actual fund balances will be significantly higher.***

Project Name	2018	2019	2020	2021	2022	2023	Total
Splash Pad / Pavillion	645,600	-	-	-	-	-	645,600
Frontage Road Realignment	500,000	-	-	-	-	-	500,000
183rd St South, Sidewalk	100,000	-	-	-	-	-	100,000
Public Works Equip. / Fleet	200,000	250,000	100,000	250,000	250,000	100,000	1,150,000
Playground - Linear Park	-	250,000	-	-	-	-	250,000
Dog Park	-	150,000	-	-	-	-	150,000
Front Porch / Gateway	-	500	73,000	-	-	-	73,500
183rd ST Redesign	-	-	-	2,110,200	-	-	2,110,200
Wastewater TF Remodel	-	-	-	-	-	67,000	67,000
North City Park	-	-	-	-	-	422,000	422,000
Salt Storage Building	-	-	-	-	-	50,000	50,000
Public Works Building	-	-	-	-	-	500,000	500,000
Year Totals	1,445,600	650,500	173,000	2,360,200	250,000	1,139,000	6,018,300

Individual project sheets are presented and provide a general description of the project, a base budget estimate, and for projects currently underway, current and remaining project budget balances.

The Governing Body discussed the possibilities of having a workshop, open house or walkthrough of the Waste Water Treatment Facility.

CITY ADMINISTRATORS REPORT

Brian Silcott reviewed the following City Administrator's Report dated March 19, 2018.

To: Honorable Mayor and City Council
From: Brian W. Silcott, City Administrator
Cc: Department Directors & Staff
Re: City Administrator Report for the March 19th Regular City Council Meeting
Date: March 19, 2018

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

Video Public Meetings: Staff testing a low cost but good quality video stream for public meetings such as City Council, Planning Commission, Park Advisory Board, etc. We plan to go live in April, and ideally, at the April 2nd regular meeting but this may be pushed back for the second meeting in April. These meetings will be streamed on Facebook and Youtube and archived on Youtube. Links will be provided on the City's website agenda center.

Community Marketing: Due to a heavy agenda load for tonight's meeting, this agenda item has been rescheduled for an April meeting. Staff will present a community marketing framework that will include flyers for handout at show homes throughout Goddard. The flyer will include community information, a map of the City, with neighborhoods highlighted for the seasonal parade of homes, with showcase homes flagged on the map. The program would include costs for television, radio, print & social media, and billboard advertising. We anticipate the cost of the program running between \$15,000 to \$20,000. The City would also secure a domain name that will redirect to the City's website for potential, new, and existing residents in our community.

Housing Incentives: At the April 4th regular meeting, there will be a discussion on options to address lagging new home starts for Goddard, compared to other first tier suburbs. Staff will present an overview of incentive programs used in the metro area and identify potential options and opportunities.

Splash Pad & Pavilion Update: Work is substantially complete on the splash pad and pavilion. Picnic tables should arrive this week and staff is soliciting bids for the Linear Park's sprinkler system to extended coverage to the area around the new amenities. ***To recap the planned usage policy, the pavilion will not currently be available for private use.*** When the picnic shelter in Means Park was available for reservation GPD and the City Administrator spent several after hour callouts to address user conflicts over reservations. It is likely the pavilion would generate even more strife. The intent of the structure is to bring friends and neighbors together in harmony, friendship, and community. A ribbon cutting is planned for the next regularly scheduled Park Advisory Board meeting, on April 19th at 6PM. Please be looking for information on "***Goddard Gatherings,***" including a kick-off gathering followed soon by the annual Jazz Appreciation concert by the EHS & GHS jazz bands.

Chamber Funding Request & Annual Report: The Chamber of Commerce annually receives \$15,000 from the City. At the April 16th meeting the Chamber will present an annual report and funding request.

Water Well #5 Repairs: Public Works is currently soliciting bids to assess and repair to Water Well #5. This item could cost as much as \$30,000 but we are holding out hope that it will be much less.

Building & Construction Code: To recap the upcoming agenda item that is the result of Sedgwick County Code Enforcement’s merger with the City of Wichita Code Enforcement department creating the Metropolitan Area Building & Construction Department (MABCD). This has created numerous amendments to the codes used for construction and trades. The City of Goddard uses MABCD as building & trade code inspectors. The City of Goddard needs to update at least four (4) of the seven (7) codes being used in our municipal code. Below is a chart comparing the current codes used by MABCD and the City of Goddard. Codes listed in red, bold, italic font should be amended to match the current code in use by MABCD.

CODE	MABCD CODE	GODDARD CODE
<i>UPC: Plumbing</i>	<i>2015</i>	<i>2000</i>
IRC: Residential Building	2012	2012
<i>IBC: Intl. Building</i>	<i>2012</i>	<i>2006</i>
IFC: Intl. Fire	2012	2012
<i>IMC/IRC/IFGC: Mech & Gas</i>	<i>2015</i>	<i>2006</i>
<i>NFC: Electrical</i>	<i>2017</i>	<i>2008</i>
Manufactured Housing	2003	2003
Elevator Safety Code	2017	N/A

If you are interested in learning more about the City’s building and construction in Chapter IV of the municipal code, they may be accessed directly [HERE](#). Additional information may also be found the City’s website by selecting the Transparency drop down menu located at the top of every City webpage; or from the Community Development Department’s page located [HERE](#). Information on MABCD can be found [HERE](#), specific code information is located [HERE](#), and MABCD contracted community information may be found [HERE](#). Staff will present an ordinance incorporating automatic updates at the March 19th regular City Council meeting.

Library Strategic Plan: Please get in touch with Teri or I to schedule your conversation with Wichita State’s Public Policy Center for input on the Library’s strategic planning process. Your input as a stakeholder is greatly appreciated.

This is Justin Constantino’s last meeting with us as he moves to College Station, Texas to undertake the next stage of his career as Principal Planner for the community. Thank you to Justin for his 2 ½ years of service to Goddard and we wish him all the best in his career.

Respectfully Submitted,
Brian W. Silcott, City Administrator

GOVERNING BODY COMMENTS

Councilmember Zimmerman asked about putting lighting in the linear park. Brian Silcott stated

that lighting was a priority.

Councilmember Ramirez wished Justin Constantino well and said he enjoyed working with him.

Councilmember Traylor asked for clarification of how the City acquired the playground equipment that is currently in the linear park. Brian Silcott explained that the equipment was donated by the Lion's Club and City Staff pieced it together.

Councilmember Traylor asked how to solve the drainage problem at 127 Cedar Street. Silcott stated that staff along with the City Engineer will be working together to solve the problem.

Mayor Blubaugh commented on the accounts payable spreadsheet and asked if the list of accounts payable could be linked to individual invoices. Silcott said that staff could look into it.

EXECUTIVE SESSION

MOTION: Councilmember *Ramirez* moved to recess into executive session to discuss acquisition of Real Estate [K.S.A. 75-9319(B)(6)] and to discuss data related to the financial affairs of a second party [K.S.A. 75-9319 (B) (4)] for 30 minutes and will reconvene the open meeting in the City Council Chambers at 9:00 p.m. Councilmember *Traylor* seconded the motion. The motion carried unanimously.

The City Council recessed into executive session at 8:30 p.m. and reconvened at 9:00 p.m. Mayor Blubaugh announced there was no binding action taken in executive session.

ADJOURNMENT

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

Meeting adjourned at 9:05 p.m.
Teri Laymon, City Clerk