



REPORT SETTING FORTH
PLANS FOR EXTENSION OF SERVICES

CITY OF MAIZE

MARCH 22, 2010

The Report Setting Forth Plans for Extension of Services has been prepared pursuant to the requirements of K.S.A. 12-520 (b) which applies to annexations to be accomplished unilaterally under K.S.A. 12-520 (a) (1) – (6). The annexation under consideration will be accomplished under the authority of K.S.A. 12-520 (a) and such other authority as may exist under Kansas law.

The Governing Body of the City of Maize, Kansas (City) has expressed interest in the annexation of the area as shown in “Attachment A.”

Unilateral annexation is made possible because current City of Maize city limits touch the proposed land tracts to be annexed and the tracts are part of the City’s Area of Influence for zoning. The annexation of the proposed tracts would provide a more definable boundary for the City-at-large.

Area Description

The lands proposed for annexation are located along and within the current boundaries of the City of Maize. There are a total of 25 land tracts proposed for annexation that are a mixture of residential, commercial and agricultural properties. All lands are located within Sedgwick County Fire District #1 and USD #266. The land contained with this proposed unilateral annexation is currently zoned under the authority and regulation of the Wichita-Sedgwick County Metropolitan Area Planning Commission and the Board of County Commissioners of Sedgwick County, Kansas.

Attachment A, attached hereto, graphically displays the lands and their unique relationship to the existing municipal limits of the City.

Attachment B, attached hereto, lists the address or legal description, acreage, and Tax ID numbers for all 25 land tracts proposed for annexation.

Proposed Service Plan: Extension of Municipal Services

Pursuant to the provisions of K.S.A. 12-520 (a), the following service plan is hereby proposed for the annexation of 25 land tracts totaling 65.66 acres.

- **Public Streets**

Tyler Road, Maize Road, 45th Street North, 119th Street West, and Ridge Road are the primary roadways involved in this annexation. The majority of the roads lying within the proposed

annexation area are two paved lanes with graded road ditches. Maize Road improvements are underway from 45th Street North to K-96 Highway. This will be a five-lane curb and gutter street with turn lanes and signalization at 53rd Street. Ridge Road will remain under the authority of Sedgwick County.

Following annexation, it is the City's intent to maintain, for their responsible part, the roadways and to negotiate, where law allows, with County and other governmental officials, for assistance in street maintenance in those areas allowed. The City of Maize Street Maintenance Department provides the City with safe, efficient and responsive transportation infrastructure. This is accomplished through the maintenance, repair and reconstruction of streets, sidewalks, and drainage facilities throughout the City. The City will extend services to the area in such a way that the existing level of service is maintained.

Currently, Sedgwick County provides snow removal on all County streets. All private streets are excluded from any County snow removal. In the City, these services are financed by the City-at-large. The City's snow removal policy also excludes private drives. The City service would be available immediately upon annexation.

Street lighting, if requested by landowners within the proposed area for annexation, would be installed in accordance with City policy.

- **Storm Drainage Improvements**

The City of Maize is continually working with residents and businesses to improve storm drainage issues. Residents and property owners in the area proposed to be annexed, whose tracts abut earthen drainage ditches that are subject to flooding, would be entitled to petition the City for the creation of a benefit district pursuant to City policy. This would be reviewed on a case-by-case basis.

- **Municipal Water Service**

Water improvements will require funding by property owners, prospective developers, or the creation of benefit districts. The timing for improvement is development driven. Because improvements to upgrade water service will be funded by either prospective developers or participants in a benefit district, there is no financial impact on current City residents associated with the provision of water service to the area proposed to be annexed.

Property owners requesting water service are responsible for payment of permit fees, inspection fees, and system development fees. Permit fees vary in amount according to meter size. Additionally, costs associated with physical connection to public infrastructure are funded by the property owners requesting service, consistent with typical development practices within the City. There is no water fee charged until water is made available to those annexed.

- **Municipal Sewer Service**

In the proposed annexation area, residents are currently on septic or lagoon systems. Options are available to provide service following annexation. Provision of sanitary sewer service would require a combination of City-funded improvements and property owner-, developer-, or benefit district-funded main extensions.

Property owners requesting sanitary sewer service are responsible for payment of system development fees. System development fees vary in amount according to land use and meter size. Additionally, costs associated with physical connection to public infrastructure are funded by the property owners requesting service, consistent with typical development practices within the City.

- **Code Enforcement**

The City of Maize provides code enforcement for signage, nuisance control and public health issues. The City's Zoning Administrator enforces zoning issues. The residents in the area proposed for annexation would be allowed immediate enforcement from the City upon annexation. All building permits issued after the effective date of the annexation will be subject to the code and permitting requirements as adopted by the City. A schedule of current fees may be obtained from the City Clerk.

Currently, the City provides enforcement for signage, nuisance control, and public health issues by a Code Enforcement Officer. All building, electrical, mechanical, and plumbing permits are required by the City of Maize and enforced by the Sedgwick County Code Enforcement Office. Permits are pulled through the City and officers from the Sedgwick County Code Enforcement Office inspect all permits.

- **Police Protection**

Police protection in the proposed annexation area is currently provided by the Sedgwick County Sheriff's Department. While the Sheriff's Department responds to calls from the annexation areas for law enforcement needs, it is not unusual for the City of Maize Police Department to provide assistance on routine calls because of the ability for the Maize police officers to arrive at the call more quickly. Because Maize police officers are often closer to the location of the calls within the areas proposed to be annexed, Maize police can and do handle routine calls prior to the Sheriff's Department arrival, when requested.

The City of Maize's Police Department is located at 10100 W. Grady Avenue. City Police protection will begin immediately upon annexation. The City would assume patrol responsibility and respond to calls. The Police Department includes:

- One (1) Police Chief
- One (1) Lieutenant
- One (1) Sergeant
- One (1) Community Police Officer
- Four (4) Full-time Police Officers
- Five (5) Part-time Police Officers
- Three (3) Reserve Officers

Technical Services: The Sedgwick County Emergency Communications is the primary answering point for all 911 calls originating in the area proposed to be annexed.

Cost of Delivery of Police Services: Concerning cost of delivery of police services, analysis of the needs of the area, and the available existing resources have led to the conclusion that police services can be provided at negligible additional cost to the City. Any additional costs associated with the extension of services will be offset by the new revenue generated for the City from the annexation area. The proposed annexation areas will be provided complete patrol coverage and full-service law enforcement resources that are equal to or better than those currently being provided by the County. These City services shall be provided immediately upon annexation.

- **Fire Protection & EMS**

Fire protection and EMS service for the area proposed for annexation would be provided by Sedgwick County Fire District #1. The Sedgwick County Fire Station No. 33 is located on 53rd Street North, just west of Maize Road. The Sedgwick County EMS Post #14 is located at 4030 Reed Avenue, adjacent to the City Hall Complex.

- **Finance & Administration Services**

All services currently provided by the Department of Administration will be provided immediately to the lands proposed to be annexed with no increase in the department's existing resources. The finance and administration services would be delivered through the City's administrative offices located at 10100 Grady Avenue between the hours of 8:00 AM and 5:00 PM, Monday through Friday, and except designated Holidays.

Example of Services Provided:

Voter Privileges – The right to vote in the Maize general elections.

Finance – Provides internal management and operational services, including Capital Project Administration, Debt Administration, Special Assessment Administration, Payroll, as well as Financial Planning and Budgeting.

- **Municipal Court**

Upon annexation, all of the ordinances of the City of Maize will automatically become applicable to and enforceable within the annexation areas. The City's Municipal Court is located in City Hall, 10100 Grady Avenue. The Municipal Court is presided over by a part-time Municipal Court Judge who is supported by a full-time Municipal Court Clerk. The part-time City Prosecutor handles prosecution of Municipal ordinance violations. The court is in session three times per month.

The staffing levels and budget can support the impact of the annexation areas at their current level. Funding for these services will continue to be paid by revenue generated by the City-at-large. Services provided by the City will be equal to or better than services currently being provided by the County. These City services shall be provided immediately upon annexation.

- **Planning and Development**

Currently, the proposed annexation area is served by the Wichita-Sedgwick County Metropolitan Area Planning Department. The Wichita-Sedgwick County Metropolitan Area Planning Department handles all inquiries for the county's land use trends and projections, current zoning, procedures for rezoning, platting and subdividing property, sign permits and floodplain regulations.

The City's Planning and Zoning Department will be available to all residents and/or landowners immediately upon annexation. The City's Planning and Zoning Department consists of one Planning and Zoning Administrator and one Code Enforcement Officer. The Maize Planning Commission consists of one Chairperson, one Vice-Chairperson, one Secretary, and four commissioners.

The Planning and Zoning department offers a full range of services including but not limited to zoning, subdivision and site plan administration, comprehensive long-range planning, and neighborhood planning and special studies. Current zoning for the proposed annexation area would be rezoned to SF-5 Residential once the annexation ordinance passed. The Maize Planning Commission allows zoning to be changed if residents and/or landowners seek rezoning following the City's Zoning Ordinance.

- **Park and Recreation Facilities**

Currently the City of Maize has one park and two recreational facilities for its residents. The City Park is located at 401 S. Khedive. The Community Building is located at 401 S. Khedive and is available for rent to all residents over the age of 18. A rental fee and deposit are required. The City coordinates citizen activities with the Maize Recreation Commission located in the City Hall Complex, 10100 Grady Avenue. The Maize Recreation Commission has a large multi-purpose room located at 10100 Grady Avenue and is available to rent for all residents over the age of 21. A rental fee and deposit are also required.

The City of Maize has additional acres available for park land. The City is actively working on a Master Park Plan to expand park and recreation services.

- **General Government Services**

All general governmental services provided by the City of Maize will be available upon annexation. General government services include those administered by the City Administrator, Deputy City Administrator, City Clerk, City Treasurer, City Engineer, and Planning and Zoning Administrator.

The City Administrator's office assists citizens in finding information about City services and handling citizen complaints. The City Clerk's office is part of the City Administrator's office and is a primary source of information for the public and is responsible for claim forms, property taxes, ordinances, resolutions and minutes of City Council meetings. The office is also responsible for official filing of tax abatements and assessing and certifying special taxes for benefit district projects. The City Treasurer's office is also a part of the City Administrator's office and manages the City Cemetery. The office also issues a variety of permits and licenses including:

- Dog vaccination licenses
- Building Permits (plumbing, electrical, and mechanical)
- Solicitation Permits

Current City staff levels can support the impact of annexation for the areas proposed to be annexed. Therefore, no additional staff will be necessary. Funding for these services will continue to be paid by revenue generated by the City-at-large. Services provided by the City of Maize will be equal to or better than services currently being provided by the County. These City services shall be provided immediately upon annexation.