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To: Honorable Mayor and City Council  
From: Brian W. Silcott, City Administrator  
Cc: Department Directors & Staff  
Re: City Administrator Report for the week of May 4, 2020  
Date: May 4, 2020

Below is a brief update on City operations, projects, and future agenda items for the City. The next City Council meeting is scheduled for Monday, May 18, 2020. The plan is for the Governing Body and Staff to meet in person, respecting social distancing protocol, and live streaming the meeting. There is a Planning Commission meeting scheduled for Monday, May 11<sup>th</sup> at 7pm with a digital link to be provided with the agenda packet distribution and on the City's YouTube Channel, [search City of Goddard or click HERE](#).

183<sup>rd</sup> Street Frontage & Intersection: There is not much new to report, Staff is working with KDOT to coordinate the intersection, frontage road realignment, and the RCUT project. The 183<sup>rd</sup> & complies with the RCUT traffic study and project coordination be desired by KDOT. More information will be shared as it is known, but we do not believe this will cause much of delay to the project. I anticipate presenting coordination agreement with KDOT and Transystems, in June.



**STAR Bond & Goddard Galleria RCUT:** There is nothing new to report as the design process is underway. KDOT is conducting a plan review which should take approximately six (6) weeks to complete. The project continues to be on pace for a September 24, 2020 bid letting. The approved design budget is \$186,210 with \$59,085.97 being expensed to date. The estimated total cost of construction is \$1,810,000 with KDOT covering the cost of construction. This is project # 2020-01 and KDOT Project #54-87 KA-4362-01.



**STAR Bond Project:** Construction of the aquatic center/natatorium continues to make significant progress the construction of the exterior walls is complete, and the roof trusses will soon in place. After the roof is constructed work on the interior will begin. Almost the entirety of the interior work requires preorder processing. Below is a brief description of the project fund disbursement and remaining project balance and an image of the work to date.

<b>Disbursement #</b>	<b>Date</b>	<b>Amount</b>	<b>Developer</b>	<b>Total to Developer</b>
1	09.29.2014	\$ 2,907,966.48	Worner	\$ 2,907,966.48
2	11.20.2018	\$ 2,131,225.20	R. Steven	
3	02.08.2019	\$ 2,552,466.60		
4	04.17.2019	\$ 1,914,790.50		
5	06.06.2019	\$ 2,290,951.80		
6	08.09.2019	\$ 1,839,832.20		
7	10.29.2019	\$ 1,910,912.40		
8	12.20.2019	\$ 2,034,346.14		
9	02.24.2020	\$ 1,791,610.20		
10	03.31.2020	\$ 2,045,210.40		
				<b>\$ 18,511,345.44</b>
<b>TOTAL</b>		<b>\$ 21,419,311.92</b>	Tie Line	\$ 21,419,311.92
			\$ -	
County Fund Initial Deposit		\$ 25,400,000.00	% Remaining	% Expended
Project Balance:		<b>\$ 3,980,688.08</b>	15.67%	84.33%



Rustic Creek Addition: Staff is currently working with the Rustic Creek development team to put together a development agreement, project improvement petitions, engineering services agreement, and simple breakeven analysis for consideration by the City Council at an upcoming regular City Council meeting. The documents are being constructed based upon the unanimous City Council directive of March 3, 2020 to "...draft a development agreement with City participation identified by improvements with a not to exceed dollar amount." The documents completely mirror the developer's request for financial assistance to provide a total amount of \$193,916.23 apportioned as listed below:

- Modifications required to onsite SWS System \$38,010.00
- Cost of Detention Improvements \$92,858.33
- Cost of Roundabout Pavement \$18,298.00
- 30% project costs at 30% \$44,749.90

The 20-year debt service assuming 3.00% interest on 20-year bonds requires an estimated annual cash flow, including estimated fees, of \$14,000/year. The developer will market homes ranging in value from \$200,000 to \$250,000 with 35 lots being included in Phase I. Using the \$200,000 amount provided by Mr. Relph, the development agreement draft document contains a minimum house value of \$200,000. Using a \$14,000 annual debt service with a base value of \$200,000 requires 20 homes to cash flow the debt service on the current mill levy of 30.323 (this figure excludes the 3.0 mills for Library operations).

The developer has submitted petitions for three phases of development to construct sanitary sewer, water distribution, paving, and stormwater improvements for 20 years and a per lot annual payment estimated at 3.5% interest of \$176.20. The petitions include the cost of the City of Goddard contributing \$193,916.23 for the improvements listed above. I hope to present this item at the June 15, 2020 regular meeting. Approval of the petitions negates the need for a development agreement and obligates the City to the terms of the petition. Petition estimates follow: Sanitary Sewer \$368,000; Water Ph.1 \$213,000; Paving Ph.1 \$637,200, City contribution is \$23,800; Drainage Ph.1 \$694,900, City contribution is \$170,100; Drainage Ph.2 \$368,000.

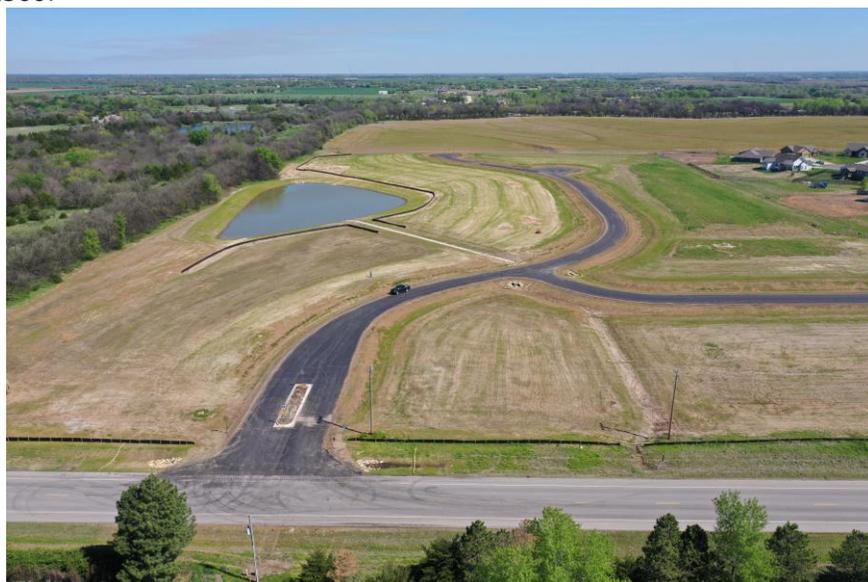
Arbor Creek Addition: Work continues to on Phase 1 of this this addition, which includes 55 homes, sanitary sewer mains & laterals, and paving the middle of the subdivision's club house. Total special assessments for this phase is \$2,891,000. The estimated average home value of this addition is \$300,000 each home generating approximately \$1,150 in municipal property tax with Phase 1 generating an estimated \$63,250 annually and \$281,750 annually at full build out. Arbor Creek has 245 lots with 12 lots already sold with 43 phase 1 lots and 233 total lots remaining. Current work includes construction paving of the streets with a forthcoming change order to backfill to the curb, the change order total is \$8,300 and a not to exceed amount of \$10,000. The work should be completed within the next five to ten days and will be completed by a contractor hired from bids to specifically complete the backfill task, saving an estimated \$35,700 in project cost.



Clover Leaf Addition: Work on the water, sanitary sewer, and stormwater is complete, however we do not yet have a construction schedule from Kansas Paving on the date paving will commence. A preconstruction conference was held on April 29, 2020 and staff provide an update in a future report once a construction schedule is known. Clover Leaf contains 133 total lots. Phase 1 consists of 50 total homes with 22 lots sited along Martens Ct. for duplex units which will increase water and sewer customer count by 44 users. Phase 1 also includes 28 lots for single family residential homes. Clover Leaf Phase 1 has \$2,211,000 in special assessments.



Elk Ridge: I am pleased to report that Phase 3 is complete! This final phase of Elk Ridge includes 24 lots bringing the total lots in Elk Ridge to 77 total homes. There are currently 53 homes in Elk Ridge with 31% of the lots available for purchase. This phase includes \$830,800 in special assessments. The average home value is \$300,000, an assessed valuation of \$34,500, and generates \$1,150 in municipal property taxes. At full build out Phase 3 will generate \$27,600 in City taxes and a total subdivision generation of more than \$88,500.



Code Items of Note: I would like to make you aware of a situation where staff and Sedgwick County code enforcement has received several complaints in the 900 Block of Oakridge Ct. concerning a home occupation business. Neighbors have complained about noise and traffic for a furniture rehabilitation and furnishings enterprise. The Code Enforcement Officer has spoken to the neighbors making the complaint as well as the individual. I have visited with the St Andrew's HOA on the matter. The property owner has agreed to limit operation to between 8am and 2pm. In short, this is allowable use under the City's zoning code (Article 6 Section C.4). This item is also allowed in the City of Wichita under Section 5.b of their home occupation code.

Platting Discussion: Staff has had discussions with property owners located in the 900 block of 199<sup>th</sup> Street. The parcel contains multiple multi-acreage parcels that are in the City of Goddard. As such the parcels are required to be platted before a single-family occupancy building permit can be issued. Staff is working with the homeowners to come to an understanding that to neither Goddard, the City of Wichita, nor Sedgwick County would issue such a permit until platted. Staff has worked with our legal staff to try to find a workable solution, unfortunately, unless the zoning code is amended to run contrary to existing practice and professional best practices, a plat is required. Staff is trying to work with the property owners, unfortunately we haven't found a workable solution other than platting.

2020 Budget Process: The 2021 budget season is upon us! Finance Director Matt Lawn & I are working on a "status quo" budget that maintains the same property tax neutral mill levy of 33.323. This means staff will be present a budget that maintains the same property tax mill levy as the 2020 fiscal year. The City of Goddard has the lowest property tax level of any City in Sedgwick County except the City of Viola which lacks any fulltime staff members of a municipal paved road. The 2020 Assessed Valuation notice is received around or by July 1, 2020. The budget calendar is below:

- May 18<sup>th</sup> Capital Improvement Plan & Capital Budget
- June 1<sup>st</sup> Utility Funds (Water & Sewer Funds)
- June 15<sup>th</sup> Non-Property Tax Funds & Utility Fund Follow-Up
- July 6<sup>th</sup> General Fund & Set Public Hearing
- July 15<sup>th</sup> Conduct Budget Hearing & Adopt 2021 Operating Budget

Respectfully Submitted,



Brian W. Silcott,  
City Administrator