

MANAGER’S REPORT

DATE: January 29, 2026
TO: Mayor Benage and City Council
FROM: Ted Henry, City Manager
RE: February 3, 2026 Agenda



Appropriations Ordinance (Item VI)

This appropriation ordinance encompasses 01/14/2026 through 01/27/2026 expenses and one payroll cycle. Expenditures amounted to \$717,445.11. No special assessment infrastructure costs occurred during this period.

Election of City Council President (Item X.A.)

The current City Council President is Emily Hamburg. The City Council President is elected yearly. This can be accomplished by a simple motion and vote. Bel Aire City Code, Chapter 2 Article 1.7 defines the position of City Council President.

“Council shall elect from its membership a President of the Council, in February of each year. The President of the Council shall exercise the duties of the office of the Mayor when the Mayor is temporarily unable to serve, but shall retain the rights and obligations of a council member. If a vacancy occurs in the office of the Mayor by death, resignation, removal from the City, removal from office, refusal to qualify, or otherwise, the President of the Council shall become Mayor and shall serve until the next regular election for that office. A vacancy will be created in the office of the council member becoming Mayor, which shall be filled in the same manner as any other council position vacancy. The council shall elect from its membership a new President of the Council.”

Amendment to Development Agreement for Chapel Landing 7th (Item X.B.)

On July 2, 2024, the City Council approved the Final Plat and Development Agreement for Chapel Landing 7th Addition. The developer then placed the project on hold but is now prepared to move forward. In late 2025, the developer approached the City requesting an amendment to the original Development Agreement. Specifically, the developer has requested to pay for the installation of the water line directly rather than having those costs spread as special assessments. Staff has prepared the proposed amendment for Council consideration.

Contract for 2026 Computer Replacements, ImagineIT (Item X.C.)

The City has been utilizing our IT vendor to purchase computer replacements each year since our partnership began in 2022. The City is on a 4-year replacement schedule for computers (based on age) to ensure all equipment stays under warranty and is kept up to date. The City computer replacement schedule averages 16.5 devices per year. The FY26 Equipment Reserve Fund budget includes 19 computer replacements at an average cost of \$2,000 each. ImagineIT utilizes Lenovo

as their primary provider for computer equipment. ImagineIT receives special pricing as they are a preferred vendor for Lenovo. The total cost for 11 devices, materials, and labor is \$14,955.89. The quote includes all devices, required warranties, materials, and setup labor cost for all devices. The labor cost will not increase, but it could possibly decrease if installation is quicker than anticipated. The remaining 8 devices are for the Police Department vehicles and will be presented at a later date. The 8 vehicle laptops are recommended to be Panasonic laptops because they integrate the best with the CAD and Dispatch systems the City utilizes in partnership with Sedgwick County. City staff recommend approval of the first 11 computer replacements for 2026 at a cost not to exceed \$14,955.89 and authorize the City Manager or designee to sign.

Consent Agenda (Item XI)

The consent agenda contains the Minutes of the January 20th regular meeting and January 27th special meeting.

A Resolution is also on the consent agenda. The Resolution will rescind a previous Resolution (R-2024-25) related to Water Distribution System Improvements in Chapel Landing 7th Addition.

Executive Session (Item XII)

There is one Executive Session on the agenda.

Discussion and Future Issues: Workshop February 10, 2026 (Item XIII)

The next City Council Workshop is scheduled for February 10, 2026 at 7:00 p.m.