

MANAGERS REPORT



DATE: August 1, 2024
TO: Mayor Benage and City Council
FROM: Ted Henry, City Manager
RE: August 6, 2024 Agenda

Consent Agenda

- Minutes of July 16, 2024 regular City Council meeting.
- Mayor's Appointment of Jesse Miller to the Sedgwick County Fire District No. 1 Steering Committee. Mayor Benage currently serves in this role. If appointed, Jesse will serve out the remaining term, until February 1, 2027. Jesse is a Bel Aire resident and currently serves on the Bel Aire Tree Board.

Appropriations Ordinance

This appropriation ordinance encompasses 7/09/2024 through 7/25/2024 expenses and one payroll cycle. Expenditures amounted to \$936,802.73. Of the reported expenses, \$91,552.84 are infrastructure costs for new developments. These costs are paid through special assessments.

City Requested Appearances

Tara Gibbs, Allen, Gibbs & Houlik, L.C. (AGH) will give the annual audit presentation.

Zoning Ordinance (ZON-24-01)

At their July meeting, the Planning Commission held a public hearing regarding this requested rezoning. The subject property is approximately 80 acres generally located at the frontage on the north side of E 53rd St N, between N Oliver and N Woodlawn. The applicant proposed to rezone the subject property from R-4 to AG Agricultural in order to allow a non-business horse-riding barn and stable to be built. The current zoning has been in place since 2006 when it was zoned R-6, in anticipation of future residential growth. However, since that time, the land has remained vacant. Many of the surrounding properties to the north and east are zoned AG Agricultural or rural residential. The applicant, Kirby Smith, spoke to the commission and stood for questions. No others spoke at the hearing. Bel Aire did receive a letter in support of rezoning the land to Agriculture, which was included in the agenda packet for the meeting. Following the hearing, the Commission discussed the "Golden Factors" in relation to this application including: the suitability of the proposed uses; the character of the neighborhood; the length of time the property has been vacant; and the relative gain to the public health, safety and welfare. Following the discussion, the Commission voted 4-0 to recommend approval of the rezoning request. Now the request comes before the City Council for consideration, in the form of an Ordinance to rezone the property. As this is a zoning matter, a roll call vote of the Governing Body including the Mayor will be necessary.

PUD, Sunflower Commerce Park 4th Addition

Also at the July meeting, the Planning Commission heard this request for a Planned Unit Development (PUD). In approximately 2015, this parcel was rezoned M-1 as part of the city project related to Sunflower Commerce Park 2nd addition. The land has remained vacant since that time. The applicant is proposing a Final PUD for office/warehouse uses in a M-1 Industrial zoned district as part of the Sunflower Commerce Park 4th platting. Per state statutes, prior to the hearing, the city placed a Notice of Hearing in the Ark Valley Newspaper and sent out notifications to the property owners within the 200' and 1,000' notification area. At the public hearing during the July meeting, the Planning Commission heard from the applicant. No others spoke. Following the hearing, the Planning Commission voted 4-0 to approve the final PUD as presented. The PUD now comes before the City Council for consideration, in the form of an Ordinance. As this is a zoning matter, a roll call vote of the Governing Body including the Mayor will be necessary.

Dedication of streets and public ways, Final Plat of Sunflower Commerce Park 4th

Also at the July meeting, the Planning Commission considered the Final Plat of Sunflower Commerce Park 4th Addition. Following the discussion, the Commission voted 4-0 to approve the Final Plat. The plat now comes before the Council for acceptance of the dedication of streets, public easements and other public ways, as presented in the plat.

Development Agreement for Sunflower Commerce Park 4th Addition

City Code requires that the Developer file a Development Agreement with the final plat. The Development Agreement outlines the Developer's responsibilities before and after construction. The agreement now comes before Council for approval.

Select Architecture & Engineering Firm for Public Works Facility Project

The City of Bel Aire was awarded BASE Grant funding for improvements to the Sunflower Commerce Park. The purpose of the amended grant award is to improve and enhance the reliability and service capabilities of critical infrastructure, supporting economic development efforts. Specifically, the City is in the process of expanding infrastructure service capabilities by constructing a Utilities and Public Works Facility within the Sunflower Commerce Park. This critical piece of infrastructure will house water and sewer materials and equipment, as well as added administrative space with increased cybersecurity measures.

On July 14, 2024, the Bel Aire City Council selected PEC to be the ownership representative for the project. The agreement for the ownership representative will be considered later at this same Council meeting.

On June 24, 2024, a Request for Qualifications (RFQ) was issued to engage an architectural and engineering firm to design and engineer the project. The RFQ was distributed to seven reputable firms, receiving responses from four experienced companies: LK Architecture, Schaefer Architecture, Tessere, and Gravity Works Architecture.

On July 23, 2024, a selection committee consisting of the City Manager and the Ownership Representative was formed to evaluate each proposal and rank each firm based on the completeness of the RFQ responses. The top two firms were selected for in-person interviews.

On July 30, 2024, the interview committee, comprised of Council Member Dehn, Council Member Schmitz, the City Engineer, the Public Works Director, and the City Manager, conducted interviews with LK Architecture and Schaefer Architecture. Each firm presented their vision for the project and responded to questions from the committee. Following the interviews, the committee scored the firms (see next page), deliberated, and made a recommendation.

The interview committee recommends selecting Schaefer Architecture for the design of the new public works facility. The committee felt that while both firms were well qualified, Schaefer provided the most aggressive schedule (bidding the project at the end of November versus early January with LK) and were more in tune with the City's desires. They mentioned a few curiosities of the concept drawing presented in the RFQ and had some ideas on how to get the building to flow more cohesively. Schaefer was also more definitive and direct in their fee presentation than LK. Schaefer also seemed more eager and excited to tackle this project and is ready to get started as soon as the project is awarded.

Work Order No 24-08, Owner's Representation for Public Works Facility Project

Bel Aire, as one of the fastest-growing communities in our region, faces challenges with limited staff resources and expertise in constructing public facilities. With impending deadlines approaching for the BASE grant, we have issued a Request for Qualifications (RFQ) to engage an owner's representative who will oversee and ensure the successful completion of this project.

The RFQ was distributed to seven reputable firms, receiving responses from three experienced companies: Burns and McDonnell, PEC, and SEH, all of whom we have previously worked with.

A selection committee was formed to evaluate each proposal and score each firm based on several key areas: their knowledge of Bel Aire, experience with grant management, and ability to handle the project in-house. Additionally, we considered their expertise in public building projects, the experience of their project teams, and their proposed processes and approaches. We also valued their project management skills, particularly in owner representation, as well as their capabilities in staff reporting, financial tracking, and construction. Finally, the local presence of each firm was an important factor in our decision-making process. Based on the committee's scoring matrix PEC had the best proposal, experience, and knowledge to represent the City.

On July 16, 2024 Bel Aire City Council selected PEC as the ownership representative.

Staff met with PEC on July 23, 2024 to discuss terms of the agreement. Following thorough discussions, we reached a fair resolution. The agreement has been reviewed by Bel Aire's legal counsel and is now prepared for consideration by the City Council.

Executive Session

Staff requests one executive session.

Discussion And Future Issues – Workshop August 13th at 6:30 p.m.

The next City Council workshop is scheduled for 6:30 p.m. on August 13, 2024.