

MANAGERS REPORT



DATE: December 14, 2023
TO: Mayor Benage and City Council
FROM: Ty Lasher, City Manager
RE: December 19, 2023 Agenda

Consent Agenda (Item VI)

The consent agenda contains the Minutes of the December 5, 2023 City Council meeting. Also included are two applications to renew Cereal Malt Beverage (beer) Licenses for 2024. Both applicants, Dollar General and Mirai Ramen & Sushi, have met all of the requirements for the State of Kansas and Bel Aire City Codes. Staff recommend approval of the renewed licenses.

Appropriations Ordinance (Item VII)

This reporting period included one payroll period. Cost of issuance fees associated with the 2023 Temporary Note and Bond issue accounted for \$69,229.13 of the total. These expenses are supported by special assessment levied to the benefiting properties.

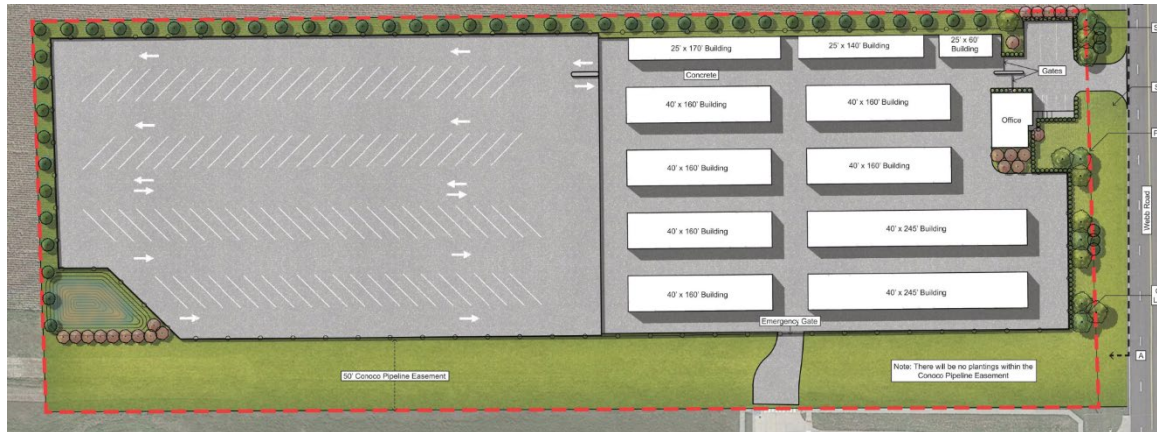
City Requested Appearances (Item VIII)

Ken Lee with Garver would like to update the Governing Body on 53rd Street bid solicitation and has a couple options to consider for incorporation into the bid documents.

IRB Ordinance, Bel Aire Secure Storage LLC (Item A)

Bel Aire Secure Storage, LLC (formerly Block 49, LLC) requested an IRB and PILOT Agreement in 2022 to develop their storage facility located on the west side of Webb north of Tierra Verde. On July 19, 2022, the City Council approved a Letter of Intent to issue an IRB and PILOT payments. A cost benefit analysis was completed that showed a benefit ratio above 1.3 for all government entities. The City Council then approved Resolution R-22-37 on August 2, 2022 authorizing the IRB's. Bel Aire Secure Storage, LLC is responsible for placing the IRB as well as all financial obligations. Bel Aire is in no way responsible for any debt but simply acts as a conduit for the bond. As a final step, the Ordinance to Issue the IRBs, the PILOT Agreement, and related documents now come before Council for

consideration. Kevin Cowan will be at the meeting to answer any questions. Staff recommends approving the Ordinance and related documents.

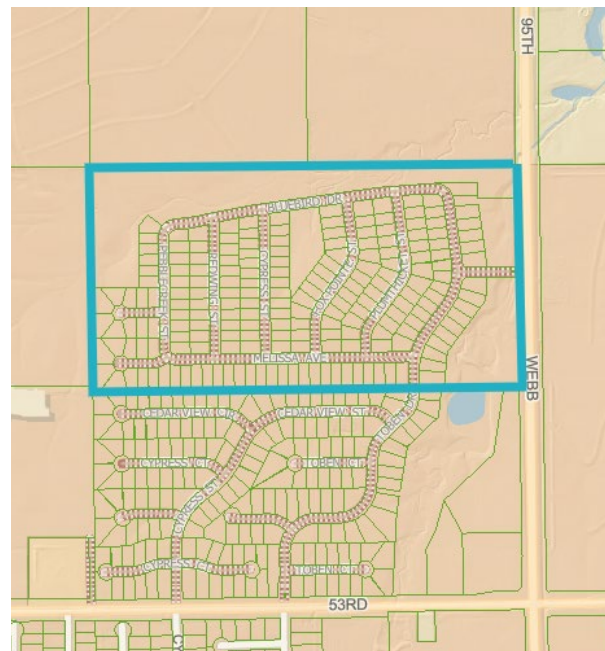


Ordinance, Uniform Requirements for Users of Sanitary Sewer (Item B)

Council engaged Burns & McDonnell to revise and expand the city's wastewater pretreatment program. Representatives from Burns & McDonnell presented a proposed Ordinance at the November City Council workshop and then a final draft at the last Council meeting on December 5th. Council tabled the Ordinance at the last meeting, asking for some additional modifications. Burns & McDonnell representatives have incorporated the input from the Council and will be at the meeting to answer any questions.

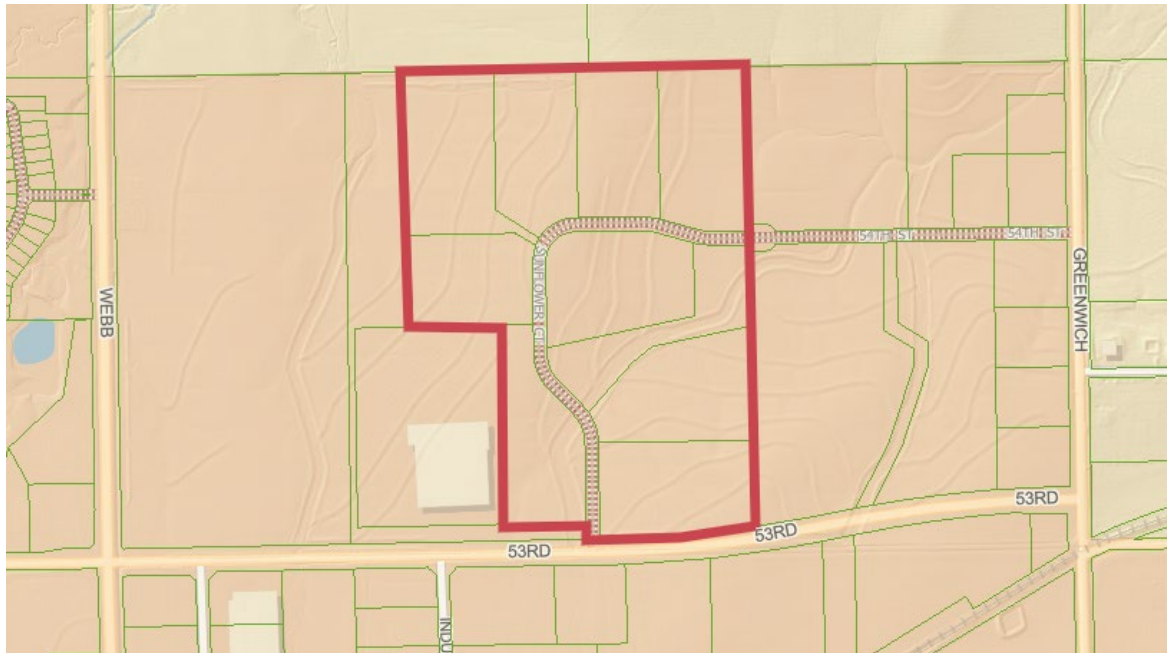
Engineering Agreement for Bel Aire Lakes (Item C)

The Developer is ready to initiate the engineering design on Phase 1 of the Bel Aire Lakes development and has asked Certified Engineering Design (CED) to prepare an agreement for Engineering Design services. The costs associated with the project will be financed through a bond and spread as special assessments against the benefiting lots. Staff recommends that Council accept the Agreements for Professional Services from CED in the amount of \$284,975.



Infrastructure Bids for Sunflower Commerce Park 3rd (Item D)

The Developer is ready to move forward with Phase 1 of infrastructure installation. SEH completed the design and solicited bids for water, sewer, storm water and paving. Four contractors responded with Dondlinger being the low bid. The contractor is happy with Dondlinger and the base bid of \$1,057,755.85 that includes concrete for the street. Staff recommend accepting the low bid from Dondlinger. The costs associated with the project will be financed through a bond and spread as special assessments against the benefiting lots.



2024 Agreement For Senior Center with Sedgwick County (Item E)

The City has been awarded \$18,000.00 from Sedgwick County to fund the Bel Aire Senior Center for 2024. This is the same amount of funding the Senior Center received the last two years. The County grant helps cover part of the expenses for senior programming in Bel Aire. Staff recommends approval of the agreement.

Proposals for ERP System (Item F)

City Staff is experiencing operational issues created by our current 20+ year-old Enterprise Resource Planning (ERP) system. The existing system, which supports finance, court, licensing and permitting, recreation, utility billing, and human resources, has reached a point of obsolescence and is inhibiting our ability to meet the evolving needs of our community.

To address this challenge, staff have engaged the expertise of Mr. Brian Mackey, a Bel Aire citizen, and an expert in deploying enterprise IT solutions. Mr. Mackey

has reviewed our current processes and has played a key role in assisting our staff with the selection of a recommended ERP system that aligns with the specific needs of the City of Bel Aire.

The proposed ERP system will not only replace our outdated technology but also integrate and streamline various standalone systems across different departments. This consolidation includes modules for finance, court, licensing and permitting, recreation, utility billing, and human resources, providing a unified and efficient platform for the operations of our city.

Mr. Mackey presented his findings at the December 12th, 2023, workshop and Ted discussed how the new system would significantly streamline our current processes. Of note is the emphasis on improving online customer service, a crucial aspect of modern governance that aligns with our commitment to providing accessible and efficient services to our community.

Staff developed a Request for Proposal (RFP) for a new Enterprise Resource Planning (ERP) System in September of 2023. Following this, we received a total of four bids, yet only two of them aligned with the RFP requirements, prompting the advancement to the next stage, which involved comprehensive demonstrations of their respective systems.

Our Bel Aire team, with Mr. Mackey, dedicated their time to review and score each proposal put forth by the two finalists. Caselle Software and Tyler Technologies both specialize in delivering ERP solutions tailored specifically for local government entities. Ted and Brian are here to answer any questions.

Executive Session (Item XII)

Staff is requesting two separate executive sessions.