

# MANAGERS REPORT

**DATE:** April 11, 2024  
**TO:** Mayor Benage and City Council  
**FROM:** Ted Henry, Assistant City Manager  
**RE:** April 16, 2024 Agenda

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## **Proclamation for Arbor Day 2024 (Item V)**

Arbor Day is an annual event in the United States that highlights the importance of trees in our lives and encourages the planting and care of trees. Bel Aire demonstrates its commitment to this cause by maintaining a Tree Board and earning the designation of Tree City USA through the Arbor Day Foundation. The Tree Board has designated April 20th as Arbor Day in Bel Aire. A celebration will take place on Saturday, April 20th, from 9:00 AM to 12:00 PM in the Community Room at City Hall.

## **Consent Agenda (Item VII)**

The Consent Agenda contains only the Minutes of the April 2, 2024 City Council meeting.

## **Appropriations Ordinance (Item VIII)**

This appropriations ordinance encompasses 03/27/2024 through 04/08/2024 expenses and one payroll cycle. Expenditure amounted to \$324,861.28. Of the reported expenses, \$9,322.82 are infrastructure costs for new developments. These costs are paid through special assessments.

## **City Requested Appearances – Bel Aire Chamber of Commerce (Item IX)**

President Aaron Maxwell will give the Chamber's quarterly report.

### **Public Hearing – IRB, Aspen Funds, LLC (Item XI)**

At the April 2nd meeting, the Council approved a Letter of Intent for issuing Taxable Industrial Revenue Bonds to Aspen Funds, LLC. Following this, on April 4th, a Notice of Public Hearing was published in the city's official newspaper and mailed to local taxing entities, including Circle School District and the Sedgwick County Clerk, as required by state statute. The Council is now set to conduct this public hearing. The purpose is to gather feedback from taxpayers, citizens, and other stakeholders on the proposed bond issuance. Later in the meeting, the Council will consider a Resolution of Intent to proceed with issuing the bonds.

### **Resolution Of Intent, IRB Issuance for Aspen Funds, LLC (Item A)**

A related public hearing will take place immediately before this agenda item. If the resolution is approved, the bonds will be used to finance the costs of acquiring land and constructing and equipping approximately five buildings, totaling about 912,925 square feet, for industrial, manufacturing, warehouse, distribution, flex, and office purposes. The city plans to lease these facilities to Aspen Funds LLC, or a related entity referred to as 'the Tenant.' The facility will be located just northeast of the intersection of 53rd Street North and Webb Road.

### **Bid for Paving Improvements to serve Cozy Drive (Item B)**

The City of Bel Aire engaged Garver Engineering to determine the best solution for upgrading the gravel road and addressing several drainage issues on Cozy Drive.

In January 2023, each property owner in the benefit district received a letter and petition outlining the planned work, the engineer's estimate, and an explanation of how special assessments function. The city received the necessary number of returned petitions to proceed with the project. Additionally, the city has committed \$105,000 towards drainage improvements, bringing the estimated special assessments to approximately \$173 per month per lot.

On April 3, 2024, three contractors submitted bids for the project. The base bid includes asphalt paving, while Alternate 1 involves re-grading and clearing a ditch, and Alternate 2 proposes substituting concrete for asphalt paving, with a 7.94% price difference between the two materials.

The cost of these improvements will be financed through a bond and distributed as special assessments across the benefiting lots. The bids align with the estimated costs provided in January 2023. Staff will present options for moving forward, and

a spreadsheet attached to the staff report shows the potential impact of each option on the special assessments to be levied against the benefited lots. Ken Lee from Garver will also be present at the meeting to discuss.

### **Bid for Paving Improvements to serve Aurora Park (Item C)**

Similar to Cozy Drive, the City of Bel Aire contracted Garver Engineering to determine the best solution for upgrading the gravel roads and addressing several drainage issues in Aurora Park, particularly on Parkwood and 40th Street.

In January 2023, each property owner in the benefit district along these streets received a letter and petition detailing the planned work, the engineer's estimate, and an explanation of how special assessments function. The city received the required number of returned petitions to proceed with the project. Additionally, the city has committed \$96,000 towards drainage improvements on Parkwood and 40<sup>th</sup> Street, which reduces the estimated special assessments to approximately \$146 per month per lot.

On April 3, 2024, three contractors submitted bids for the project. The base bid includes asphalt paving with a concrete intersection at Parkwood and 40th Street. The base bid plus alternate 1 proposes asphalt paving with an asphalt intersection. The costs of these improvements will be financed through a bond and distributed as special assessments across the benefiting lots. The received bids are significantly higher than the original costs outlined in the January 2023 petition and the letter sent to residents.

Staff will present options for moving forward, and a spreadsheet attached to the staff report will demonstrate the potential impact of each option on the special assessments to be levied against the benefited lots. Ken Lee from Garver will be present at the meeting to discuss our options.

Alternate 2 covers the cost of ditch improvements for the entire Aurora Park neighborhood. This will prompt a separate discussion on how much the city is prepared to invest in ditch improvements throughout Aurora Park

### **Quote for 550 Crane Truck (Item D)**

The Public Works Department currently operates a crane truck purchased as a used vehicle in 2006 for \$65,000. This truck is used for daily operations, including water services, sewer repairs, and lift station pump removal. Recently, the truck has required numerous repairs, and it currently needs replacement of hydraulic seals and lines to ensure safe operation. Additionally, the crane is underpowered for its routine tasks. Our sewer pumps weigh 3,000 pounds each, but the crane is only rated for a maximum lifting capacity of 3,300 pounds, which has compromised its performance over years of hard use.

Funding for a new crane truck is available from the Equipment Reserve Fund. Given the specialized nature of this vehicle and the limited number of manufacturers and suppliers in our region, staff reached out to local suppliers. Three submitted quotes that meet our specifications. Due to the high demand for this type of vehicle, staff recommends that the Council authorize the Public Works Department to purchase a new vehicle for a price not to exceed \$187,857. This will ensure the department can acquire a suitably equipped vehicle promptly before it is sold to another buyer. Marty will be available at the meeting to discuss how we utilize this piece of equipment and to answer any questions.

### **Executive Session (Item XIV)**

Will need 1 executive session.