

# MANAGERS REPORT

**DATE:** February 15, 2024  
**TO:** Mayor Benage and City Council  
**FROM:** Ty Lasher, City Manager  
**RE:** February 20, 2024 Agenda



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## **Consent Agenda (Item VI)**

The Consent Agenda contains the Minutes of the February 6, 2024 City Council meeting. It also contains the 2023 Inventory Report from the Bel Aire Land Bank. The Land Bank will meet just prior to the City Council meeting to approve publication of the annual report. The only action requested of the council is to accept and file the report.

## **Appropriations Ordinance (Item VII)**

This appropriations ordinance encompasses 01/30/2024 through 02/13/2024 expenses and one payroll cycle. Expenditure amounted to \$547,694.08. Of the reported expenses, \$82,775.02 are infrastructure costs for new developments. These costs are paid through special assessments.

## **City Requested Appearances (Item VIII)**

Ken Lee, Garver, will speak about preliminary work on the 45<sup>th</sup> Street Design Project.

## **Design Concept, 45<sup>th</sup> Street - Oliver to Woodlawn Design Project (Item A)**

Garver is requesting Council's input on key aspects of the 45<sup>th</sup> Street Design Project. Garver would like to present their Design Concept and the findings of a community survey, and then get direction from Council. One major decision is whether to have a roundabout or a signalized intersection at the corner of 45<sup>th</sup> and Oliver. Ken Lee will talk about the Design Concept and answer questions from Council.

## **Zoning Ordinance, Tierra Verde South Addition (Item B)**

On January 11, 2024, the Planning Commission reviewed and held a public hearing on an application to rezone property located about ½ mile north of 45<sup>th</sup> on the west side of Webb. One interested party, the Owner of 87 lots directly north of the proposed development, spoke in opposition to the rezoning. He was primarily concerned with apartment complexes being allowed in Block 2, Reserve A. Later in the meeting, following communication between the owner of the neighboring property and the agent for the applicant, the agent indicated that they had reached a mutual agreement. The agent

then amended his application for the re-zoning. The revised request exempted R-6 zoning from Reserve A, Block 2 and Lot 3, Block 1.

Following the public hearing Planning Commission considered the evidence and discussed the factors based on the Criteria for Review established in section 5.02 (D) of the Zoning Regulation and the Golden Factors. Having thoroughly reviewed the issue, the Planning Commission voted (by passing a 6-0 motion) to recommend changing the Tierra Verde South Addition PUD to include R-5 and R-6 multi-family zoning with the change that R-6 zoning would not be allowed in Reserve A, Block 2, or on Lot 3, Block 1. The Zoning Ordinance to adopt this PUD now comes before Council for final approval. Because this is a zoning matter, this will require a roll call vote of the Governing Body including the Mayor.

### **53rd Street Bids (Item C)**

For several years, the City has been doing preliminary work for the reconstruction of 53rd Street from Oliver to Woodlawn. The cost of the improvements will be financed through a general obligation bond. Garver was selected to provide design services and bids were accepted on February 13th for the project. The project was bid with two alternatives – Alternate 1 is for concrete paving in lieu of asphalt paving. Alternate 2 is for the asphalt overlay of 53rd from Woodlawn to Rock Road. Start and Completion dates were also bid out. Four contractors submitted bids. Staff is of the opinion that any of the four contractors will do a good job for the City if selected for this project. One thing to note: the importance of an earlier project completion date will need to be discussed by the Council and what, if any, impact the completion date should have on bid selection.

### **KLBP Agreement (Item D)**

The City applied for grant funding in 2023 for assistance in removing the culvert bridge underneath Oliver, just south of 45<sup>th</sup>. KDOT considers a series of culvert pipes a “bridge” anytime the opening is greater than 20’. This series of culverts was intended to be replaced with the 45th Street, Oliver to Woodlawn project, but when the funding opportunity came up, the City applied and was eventually awarded the grant. The City intends to replace the culvert bridge with a box culvert (that does not meet bridge criteria). The Agreement for this work is included in your packet. There will be some additional engineering fees associated with breaking out the bridge into a separate set of bidding documents, but it will be significantly less than the benefits that the City is gaining from accepting the grant funds. That amendment to Garver’s Engineering Services Agreement will be forth-coming. The cost of the improvements for this project will be financed through a general obligation bond. Staff recommend approval of the agreement with KDOT.

### **Server Migration and Upgrade Proposal (Item E)**

One of our current on-site servers, which contains our domain controller, has reached its end of life and is experiencing critical hardware and software issues. To mitigate these

risks, we propose migrating to a cloud-based solution. By moving to a scalable, secure, and compliant cloud environment, we can guarantee the continuity and efficiency of our operations.

### **Security Shield Enrollment Proposal (Item F)**

Due to increased cybersecurity threats to organizations in the State of Kansas, the City's IT provider, ImagineIT, is proposing enrollment in their Security Shield program. Reflecting on the evolution of security over the past 2 to 3 years, and in light of heightened requirements for obtaining and retaining Cyber Insurance, it is crucial for the City to enhance its security posture to maintain a safe and stable environment.

The proposed security enhancement will introduce additional layers of security beyond the existing frontline defenses and monitoring. This will include a comprehensive suite of vulnerability scanning and remediation tools, both automated and led by security experts. These enhancements, encompassing scans, tools, and cleanup processes, will provide multiple layers of protection. Tools will be implemented to scan for threats from known malicious sites, identify malicious content, and monitor login attempts.

### **Resolutions, Authorized Signers for Stryv Bank and KMIP (Item G-H)**

With the hiring of Finance Director Barry Smith and the retirement of myself, the authorized signers need to be updated for a couple of financial accounts, specifically Stryv Bank and the Kansas Municipal Investment Pool (KMIP).

*Stryv Bank* – The City's checking account is held by Stryv Bank. All checks, payroll and utility billing ACH, and wire transfers require two signatures or authorizations. It is necessary to have multiple signers on the checking account in case one or more signers is out for vacation, family emergencies, or illness. The finance director and treasurer are the primary signers and authorizers of financial transactions. This Resolution updates signers for the account to align with current officials and staff.

*KMIP* - The State of Kansas offers a local government investment pool entitled State of Kansas Municipal Investment Pool (MIP), which is a voluntary investment alternative for municipalities in the state of Kansas and is governed by the State of Kansas Pooled Money Investment Board (PMIB). The city has invested funds with KMIP. The current authorized signer on the account is Assistant City Manager Henry. The Resolution before Council includes the addition of Barry Smith and Treasurer Deborah Appel.

### **Software Data Conversion Agreement with gWorks (Item I)**

The current provider for the City's primary software, or ERP system, is gWorks. The City contracted Tyler Technologies in December 2023 to provide a new ERP system. Master

data from the current system will need to be provided by gWorks to Tyler Technologies. The cost of the data conversion was taken into account during the planning for a new ERP system. A minimum of two data pulls will be required for each module: Accounts Payable, General Ledger, Utility Billing, Utility Billing Bad Debt, and Payroll. Because the Court Module is structured differently and a more complicated module, gWorks will be converting 10 different files which involves further programming. Due to the extra development team's time, the cost is \$3,000 per data pull. Staff recommend Council approve the Agreement.

**Executive Session (Item XII)**

Will need 3 executive sessions.