

# MANAGERS REPORT

**DATE:** May 16, 2024  
**TO:** Mayor Benage and City Council  
**FROM:** Ted Henry, City Manager  
**RE:** May 21, 2024 Agenda



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## **Proclamations (Item V)**

*Memorial Day* - "Decoration Day" was changed to "Memorial Day" after World War II and declared the official name by Federal law in 1967. Memorial Day is an American holiday, observed on the last Monday of May, honoring the men and women who died while serving in the U.S. military.

*National Public Works Week* - Is a celebration of the tens of thousands of men and women in North America who provide and maintain the infrastructure and services collectively known as public works. Since 1960, the American Public Works Association (APWA) has sponsored National Public Works Week. The goal is to use this week to energize and educate the public on the important contribution of public works to our daily lives: planning, building, managing and operating the heart of our local communities and building the quality of life.

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

The Consent Agenda contains the minutes of the May 7, 2024 City Council meeting.

The consent agenda also contains Petitions and Resolutions for Improvements to serve Lycee Addition. The Petitions set the not-to-exceed cost for the improvements and establish a fair division of costs among the lots. The associated Resolutions will authorize the funding for the improvements. The costs for all improvements will eventually be bonded and spread as special assessments to the benefitting lots.

Finally, Bel Aire codes state that the City Manager, City Attorney, and Municipal Court Judge must be reappointed annually in May. These reappointments are also included in the consent agenda.

### **AP Ordinance (Item VIII)**

This appropriation ordinance encompasses 05/01/2024 through 05/14/2024 expenses and one payroll cycle. Expenditures amounted to \$403,330.40. No infrastructure costs were paid during this period.

### **City Requested Appearances**

Herschel West will speak to the Council about Waste Connection's request to increase the rate paid to Waste Connections by the City for solid waste and recycling services.

### **Waste Connections Request for 2% Increase (Item A)**

The solid waste collection and recycling agreement with Waste Connections, approved in 2016, allows Waste Connections to request up to a 2% annual increase from the Utility Operator (the City). Waste Connections has requested another increase due to inflation and other economic pressures that have escalated their operational costs.

Historically, the trash and recycling rates for Utility Customers (primarily Bel Aire residents) have been adjusted through various methods. In recent years, the Council has passed on the cost of these increases to the Customers by the same percentage as the rate increase to the City.

This year, I have directed our staff to explore alternative approaches. Neighboring cities have implemented an Administrative Fee added to the cost of services, which subsequently determines the Customer's trash and recycling rates. The proposed Admin Fee would support the annual transfer for street repairs and help offset Utility Billing expenses. Establishing a set administrative fee, would create a consistent method that would protect customers from unpredictable rate swings, plus remove the possibility of using multiple methods for setting rates. It would also create more transparency with the customer.

Staff recommends that the Council approve the rate increase and authorize staff to present a formal Resolution at a future Council meeting to officially establish the Admin Fee.

### **Quote for Water Pump Replacement (Item B)**

The pump house is essential for controlling the amount of water Wichita supplies to Bel Aire, with a capacity of up to 1.8 million gallons per day. These pumps are crucial as they regulate the water flow through the main lines and ensure our water towers are filled, providing residents with adequate water pressure and clean water daily. As our city's population grows, the demand for water is increasing. The four original pumps, installed in 1985, are now insufficient to meet this growing demand. Currently, only three of the four pumps are operational, and those are not running at full capacity. This situation hampers the city's ability to meet water needs during peak times. Marty McGee, Director of Public Works, will be here to present and answer questions.

### **Proposal for Sewer Manhole Rehab 2024 (Item C)**

There are 13 manholes at various locations that require urgent repairs due to damage caused by corrosive gases. These gases are deteriorating the concrete walls of the manholes, causing the lining to flake off and enter the sewer lift stations. This debris could potentially lead to pump failures and sewer backups in residents' homes. Last year, the city purchased a lining material, Raven-405, for the Rock Road manhole project. However, after further investigation, it was determined that this material could not be used at that location due to the excessive damage to the manhole. The Raven-405 product has a one-year shelf life and must be utilized on other manholes before it expires in January 2025. Staff has solicited bids from three contractors for the manhole repairs. Each contractor has reviewed the installation requirements for the Raven-405 and must agree to the city's terms and conditions before a contract is finalized. Marty McGee, Director of Public Works, will be here to present and answer questions.

### **Proposal for Sewer Camera Equipment (Item D)**

The city is responsible for proper sewer maintenance and monitoring. Bel Aire has approximately 60.5 miles of sewer lines that need regular cleaning and inspection via televising to identify and prevent any damage. Such damages can be caused by the caustic nature of raw sewage, tree roots, shifting ground, or occasionally by other utilities. Each year, staff sections off parts of the city to clean and televise, ensuring the sewer system functions properly and maintains adequate flow. Previously, this work was outsourced because we lacked the necessary equipment, which is costly based on the size and footage of the neighborhoods. Therefore, we believe the city would benefit and save from owning the appropriate equipment for these tasks. Marty McGee, Director of Public Works, will be here to present and answer questions.

### **Appoint 2024 Council President (Item E)**

Each year the City Council selects a council member to serve as Council President. The Council President presides over meetings and represents the Governing Body when the Mayor is not available. Justin Smith has been Council President since 2021. With Justin's resignation, a new Council President must be selected to fill the role.

### **Appoint Councilmember to PBC (Item F)**

The Bel Aire Public Building Commission consists of three members. One is the Mayor, the second is a City Council member and the third is a Bel Aire resident. The terms of the Mayor and the Councilmember on the PBC are served concurrently with their terms on the City Council. Justin Smith is the Council representative, and his term expires in 2025. With Justin's resignation from the City Council, a Councilmember must be appointed to serve on the PBC.

### **Executive Session**

Staff needs an executive session.