

MANAGER'S REPORT

DATE: January 2, 2025
TO: Mayor Benage and City Council
FROM: Ted Henry, City Manager
RE: January 7, 2025 Agenda



Proclamation for Martin Luther King Jr Day (Item V)

Legislation was signed in 1983 creating a federal holiday marking the birthday of Rev. Dr. Martin Luther King, Jr. This federal holiday was first observed in 1986. In 1994, Congress passed the King Holiday and Service Act, designating the Martin Luther King Jr. Federal Holiday as a National Day of Service and charged the Corporation for National and Community Service with leading this effort. The MLK Day of Service empowers individuals, strengthens communities, bridges barriers, and creates solutions to social problems.

Consent Agenda (Item VII)

The consent agenda contains only the Minutes of the December 17, 2024 City Council meeting.

Appropriations Ordinance (Item VIII)

This appropriation ordinance encompasses 12/11/2024 through 12/31/2024 expenses and one payroll cycle. Expenditures amounted to \$1,175,502.54. Of the reported expenses, \$661,151.38 are infrastructure costs for new developments. These costs are paid through special assessments.

City Requested Appearances (Item IX)

Aaron Maxwell, Bel Aire Chamber of Commerce, will give a presentation.

Resolution New Public Works Facility (Item A)

The City of Bel Aire operates under Kansas's Cash Basis Laws, which require that no debts exceed available cash or budgeted funds. An authorizing resolution under these laws enables municipalities to undertake specific financial actions, such as issuing bonds, entering into lease-purchase agreements, utilizing temporary notes, or securing grants, all while ensuring compliance with financial regulations.

The Public Works Facility project will be funded through a combination of grant proceeds and matching cash contributions from the city. This resolution is designed to maintain compliance with the Cash Basis Laws before we consider approving bids for the Public Works Facility (Item B). Grant proceeds will be distributed as invoices for eligible improvements are submitted and verified.

Bids for Public Works Facility (Item B)

The City has been working with Schaeffer Architects and PEC (Owner's Representative) for several months to design and bid a new Public Works Facility to be located in Sunflower

Commerce Park. The City held a bid opening on Friday, December 20th at 10:00 am. Four contractors responded to the solicitation; their bids are included the Council's agenda packet. Staff recommends that the City Council accept the base bid, Alternate #1 and Alternate #2 from Crossland Construction, LLC in the amount of \$5,648,000.

2025 Street Preservation Projects Engineering Services (Item C)

The Street Maintenance Plan was presented at the November 12th City Council Workshop. This agreement includes provisions for developing bidding documents, assisting with contractor procurement, and providing construction observation and administration services. The costs for these improvements will be funded through the Capital Improvement Program (CIP).

Staff recommends that the City Council approve Work Order 24-11 from PEC in the amount of \$125,000.00. This work order covers design, bidding, and construction observation and administration services for the 2025 Street Preservation Program projects.

Reimbursement to Dondlinger Construction for waterline replacement (Item D)

Public Works staff was called out to address a broken waterline. At the same time, Dondlinger was installing storm sewer improvements in Aurora Park, where the same 8-inch waterline was found to conflict with the storm sewer being installed. To proceed with the project, the waterline needed to be lowered.

During on-site discussions between the City, Dondlinger, and Garver, the City faced a choice: have Dondlinger repair the broken waterline or lower the waterline at an additional cost. After consulting with Garver, it was determined that lowering the waterline was the only viable option to allow the storm sewer installation to proceed. The decision was made to have Dondlinger lower the waterline.

Given the emergency nature of the situation and the fact that Dondlinger was already on-site, no additional quotes were obtained. Staff recommends that the City Council approve Dondlinger's request for \$15,442.00 to cover the cost of lowering the waterline.

Ordinance, Zoning Map Update (Item E)

From time to time, Cities should update their zoning maps. The last zoning map update was completed in 2023 and since then several areas have been annexed or rezoned. Per City Code the map was then reviewed and approved by Planning Commission, and now comes before City Council for final approval.

PUD Ordinance and Dedication of Streets, Easements, etc. Spring Pines (formerly Homestead at Spring) (Item F & G)

The Planning Commission held a public hearing for this PUD and voted to recommend its approval in November. Subsequently, at their December meeting, the Planning Commission approved the final plat.

The Planning Commission's recommendation is now before the City Council for consideration. If the City Council accepts the Commission's recommendation, the PUD may be adopted through an Ordinance. City Attorney Maria Schrock has provided motion language in the Council's agenda,

along with a draft Ordinance. Director of Community Development Paula Downs will also be present at the Council meeting to address any questions.

Staff recommends that the City Council approve the findings of fact and the Planning Commission's recommendation for PUD-24-02 and adopt the Ordinance as presented.

If the PUD is approved by the Council, the Council may then formally accept the dedication of streets, alleys, and public ways as presented in the final plat for Spring Pines (Item G in the Council's packet).

PUD-24-04, Chapel Landing Phase 2 (Item H)

PUD 24-04 proposes a Final Planned Unit Development (PUD) to convert approved duplexes into townhouses with zero interior lot lines on reduced lot sizes within an R-4 zoning district, located in a portion of Chapel Landing Phase II.

At their November meeting, the Planning Commission held a public hearing for this PUD and tabled it for further consideration. At their December meeting, the Planning Commission recommended approval of the proposed Final PUD with modifications. (please review Planning Commission minutes)

The Planning Commission's recommendation is now before the City Council for consideration. City Attorney Maria Schrock has provided motion language in the Council's agenda, along with a draft Ordinance. Director of Community Development Paula Downs has prepared a detailed report for the City Council and will be present at the meeting to address any questions.

Executive Session (XIII)

Will need one executive session.

Discussion And Future Issues (XIV)

The Council may discuss availability for the next Council workshop, scheduled for January 14th at 7:00 p.m. Also, Mayor Benage would like to have a discussion about roads that are shared between Bel Aire and Sedgwick County.