

MANAGERS REPORT

DATE: February 2, 2023
TO: Mayor Benage and City Council
FROM: Ty Lasher, City Manager
RE: February 7, 2023 Agenda



Consent Agenda (Item VI)

The consent agenda contains the minutes of the regular City Council Meeting on January 17th and the special City Council Meeting on January 30th.

Appropriations Ordinance (Item VII)

This reporting period includes one payroll period. The city paid annual Work Comp to KMIT in the amount of \$55,419 which is spread across funds based on the number of employees in each department. This report also shows December P-Card purchases for end of year expenses.

City Requested Appearances (VIII):

County Commissioner Pete Meitzner would like to have more dialogue with Bel Aire whom he represents. His plan is to attend a few meetings throughout the year and update Council on what is happening with Sedgwick County as well as answer any questions.

Reappointments of Yops and McCombs to the Tree Board (Item A)

Both Hildegard “Hilde” Yops and Sylvia McCombs have served on the Tree Board for several years. Tree Board members volunteer their time to educate citizens about proper tree planting and care. Their work has contributed to the City’s designation as a “Tree City USA” by the Arbor Day Foundation for several years now. Mayor Benage has asked Sylvia and Hilde if they would like to be reappointed and they both said yes. If confirmed, their new terms will last for two years.

Appointment to the Sedgwick County Fire District #1 Steering Council (Item B)

The Sedgwick County Commission, acting as the Sedgwick County Fire District Board (SCFD), created a SCFD #1 Steering Council. The Council shall act in an advisory capacity to the SCFD Board as outlined in Resolution #913-2022. The composition shall consist of 9 members: One representative from the cities of Goddard, Maize, Bel Aire, Park City and Haysville respectively. Additionally, four members shall be at-large from within the SCFD. The term shall be four years with a maximum of two terms. The

commissioners would like to appoint members by the end of March. This topic was discussed at the January 10th workshop and Mayor Benage asked for a volunteer from city staff, chamber of commerce and others. No one expressed interest so he is volunteering for this committee.

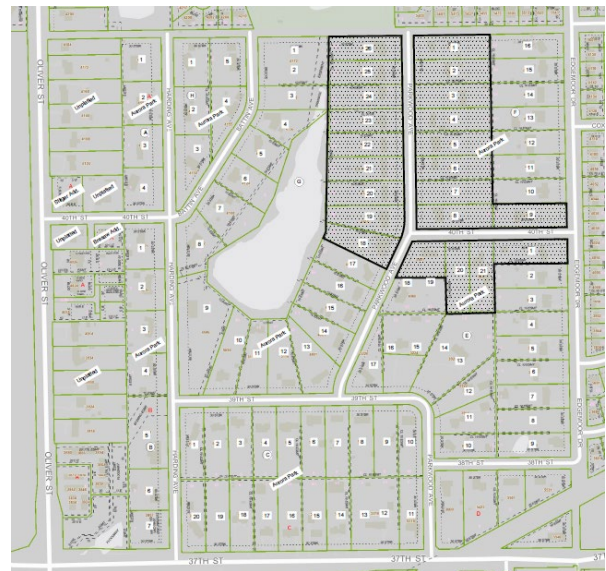
Paving Petition for Cozy Drive (Item C)

The City of Bel Aire engaged Garver Engineering to determine the best solution to upgrade the gravel road and remedy several drainage issues on Cozy. A letter and petition were sent to each property owner in the benefit district at the end of last year that detailed the work to be done, engineers estimate and how special assessments work. The city received the required number of returned petitions for the project to move forward. The city pledged \$100,000 towards the project reducing the cost of special assessments to roughly \$160 per month per lot. Kevin Cowan from Gilmore & Bell will be at the meeting to explain the petitions, required signatures and action being considered.



Paving Petition for North Parkwood and 40th Street in Aurora Park (Item D)

The City of Bel Aire engaged Garver Engineering to determine the best solution to upgrade the gravel roads and remedy several drainage issues in Aurora Park. A letter and petition were sent to each property owner in the benefit district last year that detailed the work to be done, engineers estimate and how special assessments work. The city did not receive the required number of returned petitions for the project to move forward so the project ended. In December of 2022, several neighbors asked if a portion of the roads in Aurora Park could create a benefit district and still have the improvements. Garver stated this could occur and created a new district with petitions. Those petitions were circulated by homeowners. The city pledged \$96,000 towards the project reducing the cost of special assessments to roughly \$160 per month per lot. Kevin Cowan from Gilmore & Bell will be at the meeting to explain the petitions, required signatures and action being considered.



Resolution for Paving Improvements, Cozy Drive (Item E)

Once petitions are accepted for public improvements, resolutions are required to authorize the work and allow for financing. This resolution approves paving and drainage improvements on Cozy Drive. The cost of these improvements will ultimately be bonded and spread as special assessments against the benefitting lots. Kevin Cowan will be at the meeting to answer any questions.

Resolution for Paving Improvements, North Parkwood and 40th Street (Item F)

Once petitions are accepted for public improvements, resolutions are required to authorize the work and allow for financing. This resolution approves paving and drainage improvements on north Parkwood and 40th street. The cost of these improvements will ultimately be bonded and spread as special assessments against the benefitting lots. Kevin Cowan will be at the meeting to answer any questions.

Letter of Intent to Issue IRB's for Spec Facilities, Bayside Development, LLC (Item G)

Bayside Development is looking to develop 120 acres into a warehouse park containing 10 warehouses ranging in size from 80,000 to 230,000 square feet. The exact location is on the north side of 53rd, right next to Epic Sports, and about halfway between Webb and Greenwich. Based on the value of the buildings, number of employees and IRB policy, staff has determined a 100% property tax exemption for 10 years could be warranted.

A cost benefit analysis was completed by Wichita State University and required by the State of Kansas before any tax abatements can be issued. We focus on pages 4 -7 to see the ratio of benefit for each taxing entity. You will see Bel Aire is at 1.04, Sedgwick County is 1.2, State of Kansas is 6.3 and USD 375 is 151. Our goal is to be above 1 meaning for every dollar in lost taxes we receive a dollar in benefit. In this case, every entity receives more than a dollar in return for each dollar given up. The Developer will be at the meeting to explain the project. Kevin Cowan and staff will be available for questions.



Ordinance for a Conditional Use Accessory Apartment (Item H)

At their January meeting, the Planning Commission considered an application to allow for an Accessory Apartment to be placed at 4046 N Harding Ave in Aurora Park. At the hearing, the applicant stated that he wishes to rebuild a garage in the same location as one that burned down, and he would like to add living quarters for guests and/or aging parents. After hearing from the applicant, several citizens requested a chance to speak both in favor and against the application. After closing the hearing, the Planning Commission discussed the conditional use request, the definition of an “Accessory Apartment” in the Zoning Code, the size of the proposed structure in relation to the density regulations for the R-1 lot, and the concerns of those who spoke. After review, the Planning Commission voted (by passing a 6-0 motion) to



recommend allowing the accessory apartment in an R-1 district for use exclusively by the owner of 4046 Harding Ave or guests as presented without conditions. The Ordinance to approve the conditional use now comes before Council for consideration.

Quote for Sidewalk Installment Project at Isely School on Woodlawn (Item I)

Woodlawn is an arterial street and as such sidewalks are often installed by the city unless a large landowner has agreed to pay for installation. The current sidewalk runs from 37th (once Woodlawn from 37th to 45th is complete) to 53rd street. The section from Central Park Avenue to Isely was never constructed. Council determined this to be #10 on the capital improvement projects list. Funding is available in the 2023 CIP budget to cover this cost. Three bids were received with Opp Concrete being the low bid at \$25,700. Staff recommends accepting the low bid and authorizing the work.

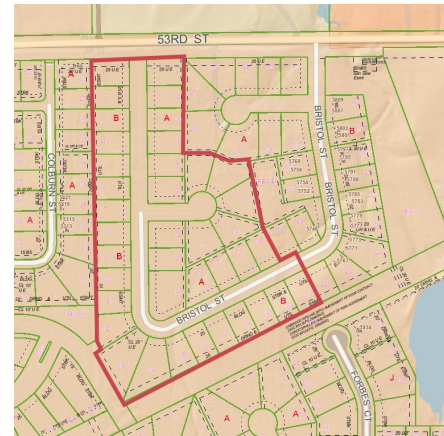


Ordinance Adopting 2023 City Code (Item J)

As ordinances are approved throughout the year, the city's code book also needs updated. The ordinance on the agenda codifies, or updates, all the changes completed in 2022. Codification is typically done annually to bring City Codes in line with changes that may have occurred locally or at the state level which impact city codes. Ranson Citycode was hired to complete the codification project and will be at the meeting to answer questions.

Bid for Bristol Hollows Phase 2 Paving Improvements (Item K)

The Developer of Bristol Hollows is ready to begin Phase 2 construction of paving improvements. The cost of the improvements for this project will be financed through a bond and spread as special assessments against the benefiting lots. Four contractors submitted bids, with Kansas Paving being the lowest bidder. Staff recommends Council accept the bid from Kansas Paving in the amount of \$515,245.10. Anne Stephens, City Engineer, will be at the meeting to discuss the project and answer question.



Appoint Delegates to Kansas Rural Water Association annual meeting (Item L)

The City is a member of the Kansas Rural Water Association and has taken advantage of many services they offer such as GIS mapping assistance, map printing services, water meter testing, training events, etc. Their annual meeting will be held on Thursday, March 30th at 8:00 am during their annual conference March 28 – 30th at the Century II Convention Center in Wichita. Anne Stephens, City Engineer and Jon Stehman, Water Operator are currently registered to attend this conference. As a member, Bel Aire receives one vote at their annual business meeting. It is suggested that Council nominate Anne Stephens as Delegate, and Jon Stehman as Alternate Delegate unless any Council Members are interested in attending the conference.

Bel Aire Land Bank 2022 Ending Sales and Financial Report (Item M)

The Land Bank Ordinance requires an annual inventory be taken as well as sales, revenues and expenses be reported. Included in your packet is a report detailing revenues and expenditures for 2022 by the Land Bank. Action is to simply receive and file.

City Attorney Resignation (Item N)

Jaci has accepted the position of City Attorney for the City of Derby. She submitted her letter of resignation to Mayor Benage on February 3, 2023 with her last day being March 9, 2023. City policies required a letter of resignation be submitted and accepted.

Executive Session (Item XII)

Staff is requesting two separate executive sessions with details included in the motions.

Discussion And Future Issues (Item XIII)

The next regularly scheduled workshop is on February 14th at 6:30 pm. That is Valentine's Day, so will that day still work or should it be moved?