



MANAGERS REPORT

DATE: September 2, 2022
TO: Mayor Benage and City Council
FROM: Ty Lasher, City Manager
RE: September 7, 2022 Agenda

Consent Agenda (Item VI)

The Consent Agenda contains the Minutes of the August 16th Council meeting. It also contains two Amending Resolutions and a related Amending Petition for Improvements to serve Phase 1 of Skyview at Block 49 2nd Addition. At the August 16th Council meeting, a related petition was approved for Phase 1 Sanitary Sewer, Skyview at Block 49 2nd Addition. As sometimes happens, the bid amounts for these improvements came in over the original petition amount. The Developer has decided to accept the extra costs and re-petition these improvements. The costs will ultimately be bonded and spread as special assessments to the benefitting lots.

Appropriations Ordinance (Item VII)

This reporting period includes one payroll. CMW billed for 4 AC Unit repairs completed in the month of June. Units 5, 9 and Number 6 was fixed twice in that month. The City switched from individual Adobe subscriptions to a single Adobe account. Any individual paid accounts are being credited back to the city. Page 1 shows the annual subscription of \$2,291 for the users. The Adobe expense of \$209.48 will be credited back next month. Page 3 shows an expense to Fuzzy Tacos. This is for two separate meal days for UB staff due to workload and therefore staff working through lunch break.

City Requested Appearances (Item VIII)

There are several requested appearances on the agenda for this meeting. Dakota Zimmerman with Garver will provide his regular update on Woodlawn Construction progress. Gary O'Neal asked to give a report on the Bel Aire Chamber's recent activities. Finally, Larry Kleeman with Ranson City Code Financial will give us a preview of the new searchable City Code.

Public Hearing (Item IX)

Two public hearings are on the agenda.

Revenue Neutral Rate – State law now requires a public hearing be held before the City can approve any tax rate that would go above the “revenue neutral rate” which is 39.722 mills according to the state’s calculations. The purpose of the public hearing is to give property owners and other interested parties the opportunity to speak on exceeding the Revenue Neutral Rate.

2023 City of Bel Aire Budget – State law also requires a public hearing before the annual budget is approved. The purpose of the public hearing is to give property owners and other interested parties the opportunity to speak on the proposed 2023 City of Bel Aire Budget.

Resolution, Revenue Neutral Rate (Item A)

If approved, the Resolution will enable the budget to exceed the Revenue Neutral Rate. The Resolution will require a roll call vote of the councilmembers.

2023 City of Bel Aire Budget (Item B)

Council held final discussions on the proposed 2023 budget at the August 9th workshop. On August 16th the Council approved the summary numbers and mill rate to be published and scheduled a public hearing for September 7th. The public hearing will be held earlier in this meeting. Line items can be adjusted within the budget and dollars lowered before the final budget is approved. However, the total numbers and mill levy cannot be increased once published. Staff feels the final numbers reflect Council direction from the workshops and recommends the budget be adopted.

General Obligation Bonds, Series 2022A (Item C-D)

On August 2nd, Council authorized the sale of general obligation bonds. These bonds will retire temp notes for projects that were special assessed. Bids are scheduled to be taken for the bonds on September 7th, before the Council meeting. The bond will be for 20 years and special assessments collected from the benefiting lots will cover the annual bond payments. Per state statute, a notice of public hearing was published in the Ark Valley News, and the hearing was held at the August 26th Council meeting. Now the Ordinance and Resolution (Items C & D) come before Council for consideration. The Ordinance will finalize the sale to the chosen bidder, and the Resolution will determine further details, such as delivery of the Bonds. Kevin Cowan will be at the meeting to answer any questions. Below are the specific projects with dollar amounts being funded via the GO bond:

<u>Project Description</u>	<u>Res. No.</u>	<u>Authority (K.S.A.)</u>	<u>Amount</u>
<i>Villas at Prestwick Phase 1</i>			
Drainage	R-18-05	K.S.A. 12-6a01 <i>et seq.</i>	\$185,616.19
Street	R-18-07	K.S.A. 12-6a01 <i>et seq.</i>	417,387.68
Sanitary Sewer	R-18-09	K.S.A. 12-6a01 <i>et seq.</i>	209,937.43
Water Distribution	R-18-11	K.S.A. 12-6a01 <i>et seq.</i>	119,210.42
<i>Rock Springs Addition Phase 6</i>			
Paving	R-19-04	K.S.A. 12-6a01 <i>et seq.</i>	337,719.94
Water	R-19-05	K.S.A. 12-6a01 <i>et seq.</i>	51,787.67
<i>Rock Spring 3rd Addition</i>			
Paving, Phase 1	R-21-26	K.S.A. 12-6a01 <i>et seq.</i>	619,746.11
Sewer, Phase 1	R-21-28	K.S.A. 12-6a01 <i>et seq.</i>	181,302.15
Drainage	R-21-30	K.S.A. 12-6a01 <i>et seq.</i>	232,084.52
Water, Phase 1	R-21-31	K.S.A. 12-6a01 <i>et seq.</i>	111,857.77
<i>Webb Road Gravity Sewer Main</i>	R-20-10	K.S.A. 12-6a01 <i>et seq.</i>	214,840.10
<i>Webb Road Lift Station</i>	R-20-11	K.S.A. 12-6a01 <i>et seq.</i>	987,592.60
<i>Total:</i>			<i>\$3,669,082.58</i>

General Obligation Temporary Notes, Series 2022B (Item E)

Also on August 2nd, the Council authorized the sale of temp notes to fund new improvements petitioned by property owners. Now, Council will consider a Resolution (Item E) finalizing the sale of the Temp Notes. Kevin Cowan can also answer any questions related to the Temp Notes.

The temp note is for a period of three years. After the improvements are completed with total costs determined, a GO bond will be issued to pay off the temp note and permanently finance the improvements for 20 years. Below is the list of projects being funded by the temp note:

<u>Project Description</u>	<u>Res. No.</u>	<u>Authority (K.S.A.)</u>	<u>Estimated Cost*</u>
<i>Chapel Landing Addition Phase 2</i>			
Paving	R-21-50	K.S.A. 12-6a01 <i>et seq.</i>	\$554,000
Sanitary Sewer	R-21-51	K.S.A. 12-6a01 <i>et seq.</i>	521,000
Drainage	R-21-52	K.S.A. 12-6a01 <i>et seq.</i>	532,000
Water Distribution	R-21-53	K.S.A. 12-6a01 <i>et seq.</i>	287,000
<i>Skyview at Block 49 Phase 2</i>			
Paving	R-22-01	K.S.A. 12-6a01 <i>et seq.</i>	\$372,000
Sanitary Sewer	R-22-02	K.S.A. 12-6a01 <i>et seq.</i>	173,000
Sidewalk	R-22-03	K.S.A. 12-6a01 <i>et seq.</i>	18,000

Drainage	R-22-04	K.S.A. 12-6a01 <i>et seq.</i>	271,000
Water Distribution	R-22-05	K.S.A. 12-6a01 <i>et seq.</i>	107,000
<i>Bristol Hollows Addition Phase 2</i>			
Paving	R-22-09	K.S.A. 12-6a01 <i>et seq.</i>	616,000
Sanitary Sewer	R-22-10	K.S.A. 12-6a01 <i>et seq.</i>	195,000
Water	R-22-11	K.S.A. 12-6a01 <i>et seq.</i>	173,000
<i>Chapel Landing Addition and Homestead Senior Landing</i>			
Sanitary Sewer Main	R-22-33	K.S.A. 12-6a01 <i>et seq.</i>	153,000
Sanitary Sewer Pump Station	R-22-34	K.S.A. 12-6a01 <i>et seq.</i>	1,685,000
<i>Cedar Pass Addition Phase 1</i>			
Paving	R-22-13	K.S.A. 12-6a01 <i>et seq.</i>	777,000
Sanitary Sewer	R-22-14	K.S.A. 12-6a01 <i>et seq.</i>	472,000
Drainage	R-22-15	K.S.A. 12-6a01 <i>et seq.</i>	1,092,000
Water Distribution	R-22-16	K.S.A. 12-6a01 <i>et seq.</i>	368,000

Easements for Oliver St. Lift Station & Sanitary Sewer Mains (Item F)

During the design of the sanitary sewer improvements for Homestead Senior Landing and Chapel Landing, Phase 2, it was determined that the City could not extend our gravity sanitary sewer mains to either of the developments. A new lift station and force main is our only option for serving these communities. In addition to serving the two new subdivisions, the lift station will open up a significant area for further development. The City has been working with Baughman Company to design the new lift station, located about a quarter- mile north of the intersection of 53rd and Oliver. Since the City does not own or have right to the land on which the lift station and gravity sewer main are proposed, construction cannot begin on these improvements until the City has obtained access rights. Baughman contacted the property owner north of 53rd and worked with them to obtain an easement through their property for the gravity main. The cost of the easements will be financed through a bond and spread as special assessments against the benefiting lots. Council's decision is whether they would like to purchase the access rights to the land proposed for the lift station and gravity main. Staff recommends that Council approve the purchase of the easements for the Oliver Street Lift Station.

Bid for Water, Sewer, and Drainage, Skyview at Block 49 2nd (Item G)

The Developer is ready to begin the development of Skyview at Block 49 2nd. The cost of the improvements will be financed through a bond and spread as special assessments against the benefiting lots. Garver designed the water, sanitary sewer and drainage improvements for Skyview at Block 49 2nd. Five contractors submitted bids. Staff recommends that Council accept the bid from McCullough for \$420,318.20.

Bid for Sewer, Water, Storm Water, Chapel Landing Ph 2 & Homestead (Item H)

The Developers are ready to begin the development of Chapel Landing, Phase 2 and Homestead Senior Landing. Baughman worked with both Developers and designed the water, joint sanitary sewer and drainage improvements. Three contractors responded to the request for bids. The cost of the improvements for these projects will be financed through a bond and spread as special assessments against the benefiting lots. The low bid for the storm water drainage improvements was over the Engineer's Estimate. After discussions with the Developer and the Contractor, a change order removing the "Excavation, Borrow (LVC)" will accompany the contract documents, thus reducing the total cost of the section to within the petition amount. Staff recommends that the City Council accept the bid from Mies for \$1,898,050.70.

Bid for Cured In Place Pipe to be installed in Aurora Park and Lawn Terrace (Item I)

Staff identified three companies that have done this type of work for the City of Wichita and reached out to them. Two companies submitted bids. This project was originally bid for only the Lawn Terrace neighborhood. City Council denied the original bids and asked that the Aurora Park neighborhood be included in this project for possible cost savings. Staff reached out to request bids for the larger project and again received bids from two companies. The 2022 budget contains \$600,000 in the CIP for CIPP lining. Staff recommends that Council accept the bid from Insituform Technologies in the amount of \$631,792.80.

Development Agreements (Items J-K)

City Code requires that the Developer file a Development Agreement with the final plat. The Development Agreement outlines the Developer's responsibilities before and after construction. The agreements for Elk Creek 3rd and Chapel Landing 6th now come before Council for approval.

PEC Agreement for the 2022 Street Repairs (Item M)

PEC has been assisting the City with preparing plans for the 2022 Street Repair project. In order to ensure compliance on a project this size, the City believes inspections are needed throughout the project. The City does not have the staff needed to properly inspect projects and therefore typically contracts this work with engineering firms. City staff worked with PEC to provide a cost for this work since they assisted us with the design and bidding of the project. In addition to making sure construction conforms with City Standard Specifications, PEC will also take care of construction administration services, which includes reviewing pay requests and answering any questions that arise. PEC's fees for construction administration and construction observation is \$62,500 on an hourly, not to exceed basis. This is less than 5% of the construction cost for the budgeted \$1.4m project, which is reasonable for this type of work. Staff recommends that Council approve the contract with PEC for construction administration and observation services.

Proposal for the Water and Sanitary Sewer Master Plans (Item N)

In the past two years, the City has been involved with 22 different developments. A master plan is needed to ensure that we are able to serve all of our new developments. The City does not have the available staff or equipment to produce master plans of this type. Staff created an RFP for the water and sanitary sewer master plans and sent it to four firms. The goal of the master plan is to understand the capabilities of our current infrastructure and understand what improvements we will need in order to fully serve all potential customers. The cost of the project will be paid for out of our water and sewer funds. Three firms responded with proposals. In reviewing all three proposals with the Public Works staff, staff feels that the PEC proposal would provide adequate detail for us to accomplish our goals.

Discussion And Future Issues -Workshop, September 13th (Item XIV)

The usual date for the council workshop (second Tuesday) is September 13th at 6:30 p.m.