

# MANAGER'S REPORT

**DATE:** January 15, 2026  
**TO:** Mayor Benage and City Council  
**FROM:** Ted Henry, City Manager  
**RE:** January 20, 2026 Agenda



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

The consent agenda contains only the Minutes of the January 6<sup>th</sup> City Council meeting.

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

This appropriation ordinance encompasses 01/01/2026 through 01/13/2026 expenses and one payroll cycle. Expenditures amounted to \$685,896.22. Of the reported expenses, \$133,611.92 are infrastructure costs for new developments. These costs are paid through special assessments.

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

There are two requested appearances on this agenda. First, Jesse Miller will give an update on the activities of the Steering Committee for Sedgwick County Fire District No 1. Then, Becky Lewis with Burns & McDonnell, will present a pretreatment report and the findings of the odor control chemical pilot.

## **Cost Share Agreement with KDOT for 45th Street (Item A)**

The City has been awarded Federal funding through WAMPO for the reconstruction of 45th Street between Oliver and Woodlawn. This project will be administered through KDOT. This Agreement covers the terms and conditions of the administration of the 45th Street project and the roles and responsibilities of each organization. The Agreement under consideration is what gives KDOT the authority to administer the 45th Street Reconstruction project for the City of Bel Aire. KDOT is responsible for ensuring that the project adheres with Federal rules and regulations. The Agreement sets out KDOT responsibilities, financial considerations as they stand now, City responsibilities and general federal requirements that this project will need to adhere to. There are no financial implications for entering into this agreement with KDOT. Once the project is bid, the City will have an opportunity to decide whether or not to continue with the project based on the project costs. It is the recommendation of staff to enter into the agreement with KDOT.

## **Agreement with Nowak for 45th street hydro excavation/potholing (Item B)**

Garver is currently working on the design of the roadway and storm sewer system for 45th Street between Woodlawn and Oliver. When laying out the storm sewer, there are multiple locations where the storm sewer crosses or runs adjacent to existing utilities. The hydro-excavation work will uncover those existing utilities to allow a hard elevation of the top of pipe to be captured and compared to the storm sewer plans. With the storm sewer being a very elevation dependent utility, it is important to know where each utility is located to determine in advance if there are conflicts

with the proposed storm sewer. If conflicts are discovered, the storm sewer may be able to be adjusted to avoid the conflict, or the utility may need to relocate its facility. By performing the hydro-excavation now, it gives both the designers and the utility owners time to adjust while hopefully avoiding conflicts and potential change orders when it comes to the actual construction. The financing for this project will come from the 45th Street project fund. It is the recommendation of staff to enter into the agreement with Nowak

### **PEC Work Order 26-03 for Zoning & Subdivision Codes Update (Item C)**

Zoning and subdivision codes are the foundation of land-use planning and development within a community. They regulate how land can be used, the types of structures allowed, and the standards for building design and placement. However, Bel Aire's codes have not been updated for quite some time. This creates challenges to be able to fully address development needs. The City recently approved the Bel Aire 2035 Comprehensive Plan, which will be referenced in future code updates. The Comprehensive Plan establishes the community's framework for long-term growth and development and sets the stage for the zoning and subdivision regulations. The Plan outlines goals for land use, infrastructure, and economic development. The Plan includes a future land use map which identifies areas for residential, commercial, and industrial development and sets priorities for density and open spaces. Based on the information in the Plan, Zoning districts and their permitted uses will be established. In addition, the updated regulations will establish lot sizes, building heights and setbacks to align with the priorities of the Plan. Updating the regulations will create standards that allow for consistent and more predictable development and address changes occurring in development. The scope of work and proposed work order amount was included in the 2026 budget. Paula Downs, Director of Community Development, has provided a report in your packet detailing the goals of the update and discussing ongoing review and maintenance of the zoning regulations. She will be available for questions. Staff recommend approving the Work Order.

### **Quote for 2026 Computer Replacements, ImagineIT (Item D)**

The City has been utilizing our IT support provider, ImagineIT, to purchase computer replacements each year since our partnership began in 2022. The City is on a 4-year replacement schedule for computers (based on age) to ensure all equipment stays under warranty and is kept up to date. The City computer replacement schedule averages 16.5 devices per year. The number of devices scheduled for replacement in 2026 is 19. The FY26 Equipment Reserve Fund budget includes 19 computer replacements at an average cost of \$2,000 each. ImagineIT utilizes Lenovo as their primary provider for computer equipment. ImagineIT receives special pricing as they are a preferred vendor for Lenovo. The total cost for 11 devices, materials, and labor is \$14,955.89. The quote includes all devices, required warranties, materials, and setup labor cost for all devices. The labor cost will not increase, but it could possibly decrease if installation is quicker than anticipated. The remaining 8 devices are for the Police Department vehicles and will be presented at a later date. The 8 vehicle laptops are recommended to be Panasonic laptops because they integrate the best with the CAD and Dispatch systems the City utilizes in partnership with Sedgwick County. City staff are recommending approval of the first 11 computer replacements for 2026 at a cost not to exceed \$14,955.89 and authorize the City Manager or designee to sign.

### **Executive Session**

There is one Executive Session on the agenda.