



DATE: January 29, 2024
TO: Ty Lasher, City Manger
FROM: Ted Henry, Assistant City Manager/ Finance Director
SUBJECT: PEC Master Services Agreement

Current Challenges

Over the past four years, the City of Bel Aire has experienced significant growth in land development, transitioning hundreds of acres of farmland into residential developments. This process has involved a complex journey, encompassing multiple steps such as rezoning, platting, legal agreements, infrastructure engineering, construction, inspection, and special assessment procedures.

The rapid pace of development, which includes 14 active projects over three years, has placed a considerable strain on our limited staff. Key personnel, including Keith Price (Planning and Zoning), Anne Stephens (City Engineer), the City Manager and the City Attorney, have faced an immense increase in workload.

To address these challenges, we have initiated a phased approach:

Phase 1: Upgrade the ERP system to enhance service delivery and staff productivity.

Phase 2: Provide additional support to Keith Price to handle the massive increase in building inspection requests.

Phase 3: Form a strategic partnership to address gaps in planning, zoning, and engineering.

Recommendation

In October of 2023, staff and members of the City Council conducted a thorough interview process to select an ownership representative for potential projects, like Integra. After careful evaluation, PEC emerged as the clear choice of both the City Council and our staff.

A master service agreement with PEC offers several key benefits. First, it brings specialization by leveraging PEC's expertise in various areas, such as engineering reviews. This specialization is crucial for enhancing the quality and precision of projects. Additionally, the agreement enables existing staff to concentrate on priority areas, city-wide projects, and strategic planning. Finally, the agreement is cost-effective as it eliminates the need to hire additional staff, thereby reducing our overall expenditure while still accessing top-tier expertise.

In January of 2024, staff, representatives of PEC, and the City Council held a workshop to discuss the contract and ask questions.

It is recommended that the City Council approve the Master Services Agreement with PEC to foster a more effective and sustainable growth management strategy for the City of Bel Aire. Please note: The City Manager will monitor this ongoing agreement and regularly provide progress reports detailing costs and the effectiveness of the relationship.

Conclusion

This partnership with PEC represents not just a solution but a necessary evolution in the administration and growth management of our city. It is a strategic step towards enhancing our effectiveness and ensuring the continued prosperity of Bel Aire.