



AGENDA
CITY COUNCIL MEETING
7651 E. Central Park Ave, Bel Aire, KS
January 06, 2026 7:00 PM



I. CALL TO ORDER: Mayor Jim Benage

II. ROLL CALL

Greg Davied ____ Tyler Dehn ____ Emily Hamburg ____
Brandon McIntosh ____ Mike Proctor ____

III. OPENING PRAYER: Mark Posson

IV. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

V. DETERMINE AGENDA ADDITIONS

VI. DISCUSSION AND APPROVAL OF APPROPRIATIONS ORDINANCE

A. Consideration of Appropriations Ordinance No. 25-24 in the amount of \$2,141,742.77.

Action: Motion to (approve / deny / table) Appropriations Ordinance No. 25-24.

Motion _____ Second _____ Vote _____

VII. CITY REQUESTED APPEARANCES

A. Kenly Zehring, Sedgwick County Register of Deeds - Property and Notary Fraud Alert Programs

VIII. CITIZEN CONCERNS: *If you wish to speak, please fill out a "Request to Speak" card at the podium and give it to the City Clerk before the meeting begins. When you are called on by the Mayor, please go to the podium, speak into the microphone, and state your name and address before giving your comments. Please limit your comments to 3 minutes in the interest of time. If more time is needed, you may request an extension from the Mayor.*

IX. REPORTS

- A. Council Member Reports**
- B. Mayor's Report**
- C. City Attorney Report**
- D. City Manager Report**

X. ORDINANCES, RESOLUTIONS AND FINAL ACTIONS

A. Consideration of SD-24-02, Final Plat of the Chapel Landing 8th Addition, Generally Located at Southwest Corner of 53rd Street North and Woodlawn Blvd.

Action: Motion to (Approve / Deny / Table) the Final Plat of the Chapel Landing 8th Addition and authorize the Mayor to sign.

Motion _____ Second _____ Roll Call Vote:

Greg Davied ___ Tyler Dehn ___ Emily Hamburg ___

Brandon McIntosh ___ Mike Proctor ___

B. Consideration of Development Agreement for the Chapel Landing 8th Addition.

Action: Motion to (Approve / Deny / Table) the Development Agreement for the Chapel Landing 8th Addition and authorize the Mayor to sign.

Motion _____ Second _____ Vote _____

C. Consideration of An Ordinance Approving the Recommendation of The Bel Aire Planning Commission Recommending a Special Use Request in the City to Allow a Group Home-Limited Use in One-Half of a Two-Family Duplex Unit, Generally Located at North 53rd Street and Toben Road.

Action: Please choose one of the following (3) options, in accordance with K.S.A. 12-757.

1. Motion to approve the findings of fact and recommendation of the Planning Commission for SP-25-01, Adopt the Ordinance as Presented, and authorize the Mayor to sign. (simple majority, 4 votes required)

2. Motion to override the findings of fact and recommendation of the Planning Commission for SP-25-01, Adopt alternate findings, disapprove the Special Use request and Ordinance. (2/3 majority, 4 votes required)

3. Motion to return the findings of fact and recommendation of the Planning Commission for SP-25-01 to the Planning Commission for further consideration, with a statement specifying the basis for failure to approve or disapprove, the statement is; _____. (simple majority, 4 votes required)

Motion _____ Second _____ Roll Call Vote:

Greg Davied ___ Tyler Dehn ___ Emily Hamburg ___

Brandon McIntosh ___ Mike Proctor ___

XI. CONSENT AGENDA

A. Approval of Minutes of the December 16, 2025 City Council meeting.

B. Accept a Petition for Paving Improvements to serve Phase 1 of Chapel Landing 8th.

- C. **Accept a Petition for Sanitary Sewer Improvements to serve Phase 1 of Chapel Landing 8th**
- D. **Accept a Petition for Storm Water Drain Improvements to serve Chapel Landing 8th.**
- E. **Accept a Petition for Water Distribution System Improvements to serve Phase 1 of Chapel Landing 8th.**
- F. **Adopt A Resolution Determining the Advisability of the Making of Certain Internal Improvements in the City of Bel Aire; Making Certain Findings With Respect Thereto; And Authorizing and Providing for the Making of the Improvements in Accordance With Such Findings (Phase 1 Paving Improvements/Chapel Landing 8th Addition).**
- G. **Adopt A Resolution Determining the Advisability of the Making Of Certain Internal Improvements in the City of Bel Aire; Making Certain Findings With Respect Thereto; And Authorizing And Providing for the Making of the Improvements in Accordance With Such Findings (Phase 1 Sanitary Sewer Improvements/Chapel Landing 8th Addition).**
- H. **Adopt A Resolution Determining the Advisability of the Making Of Certain Internal Improvements in the City of Bel Aire, Kansas; Making Certain Findings With Respect Thereto; And Authorizing and Providing for the Making of The Improvements in Accordance With Such Findings (Storm Water Sewer Improvements/Chapel Landing 8th Addition).**
- I. **Adopt A Resolution Determining the Advisability of the Making of Certain Internal Improvements in the City of Bel Aire; Making Certain Findings With Respect Thereto; And Authorizing and Providing for the Making of the Improvements in Accordance With Such Findings (Phase 1 Water Distribution Improvements/ Chapel Landing 8th Addition).**

Action: Motion to (approve / table / deny) the Consent Agenda as (listed / amended) and authorize the Mayor to sign.

Motion _____ Second _____ Vote _____

XII. Executive Session

Action: Motion to recess into executive session to discuss with legal counsel and receive legal advice related to pending litigation. The discussion will be pursuant to K.S.A. 75- 4319 (b)(2) for legal consultation, which would be deemed privileged in the attorney-client relationship. Invite the City Manager and City Attorney. The meeting will be for a period of (_____) minutes, and the open meeting will resume in City Council Chambers at (_____) p.m.

Motion _____ Second _____ Vote _____

XIII. DISCUSSION AND FUTURE ISSUES

- A. **City Council Workshop - January 13th at 7 p.m.**

XIV. ADJOURNMENT

Action: Motion to adjourn.

Motion _____ Second _____ Vote _____

Additional Attachments:

A. Public Works Report - December 2025

B. City Manager's Report - January 6, 2026

Notice

It is possible that sometime between 6:30 and 7:00 PM immediately prior to this meeting, during breaks, and directly after the meeting, a majority of the Governing Body may be present in the Council Chambers or the lobby of City Hall. No one is excluded from these areas during these times. Video of this meeting can be streamed at www.belaireks.gov and on YouTube. Please make sure all cell phones and other electronics are turned off and put away.



Payment Dates 12/10/2025 - 12/31/2025

Vendor DBA	Description (Item)	Post Date	Payment Date	Project Account Key	Amount
Vendor DBA: 2122 -					
AIR CAPITOL EXTERMINATING	RODENT/INSECT EXTERMINAT...	12/23/2025	12/30/2025		19.50
AIR CAPITOL EXTERMINATING	RODENT/INSECT EXTERMINAT...	12/23/2025	12/30/2025		11.70
AIR CAPITOL EXTERMINATING	RODENT/INSECT EXTERMINAT...	12/23/2025	12/30/2025		23.40
AIR CAPITOL EXTERMINATING	RODENT/INSECT EXTERMINAT...	12/23/2025	12/30/2025		23.40
Vendor DBA 2122 - AIR CAPITOL EXTERMINATING Total:					78.00
Vendor DBA: 0055 - ARK VALLEY NEWS					
ARK VALLEY NEWS	BREEZE AD	12/10/2025	12/12/2025		525.00
ARK VALLEY NEWS	PUBLICATIONS	12/10/2025	12/12/2025		60.16
Vendor DBA 0055 - ARK VALLEY NEWS Total:					585.16
Vendor DBA: 0174 -					
BANK OF NEW YORK MELLON ...	12/25 O&M/DEBT SVC	12/16/2025	12/15/2025		49,021.42
BANK OF NEW YORK MELLON ...	12/25 O&M/DEBT SVC	12/16/2025	12/15/2025		23,555.12
BANK OF NEW YORK MELLON ...	12/25 O&M/DEBT SVC	12/16/2025	12/15/2025		40,505.62
BANK OF NEW YORK MELLON ...	12/25 O&M/DEBT SVC	12/16/2025	12/15/2025		52,146.08
Vendor DBA 0174 - BANK OF NEW YORK MELLON TRUST Total:					165,228.24
Vendor DBA: 0472 -					
BEALL & MITCHELL, LLC	12/25 JUDGE TERRY BEALL/C...	12/09/2025	12/12/2025		1,237.98
Vendor DBA 0472 - BEALL & MITCHELL, LLC Total:					1,237.98
Vendor DBA: 1486 -					
BLUE CROSS & BLUE SHIELD O...	01/26 HEALTH INSURANCE	12/22/2025	12/19/2025		52,317.91
BLUE CROSS & BLUE SHIELD O...	01/26 TY'S HEALTH INSURANCE	12/22/2025	12/19/2025		1,651.80
BLUE CROSS & BLUE SHIELD O...	01/26 HEALTH INSURANCE	12/22/2025	12/19/2025		3,418.13
BLUE CROSS & BLUE SHIELD O...	01/26 HEALTH INSURANCE	12/22/2025	12/19/2025		6,917.08
BLUE CROSS & BLUE SHIELD O...	01/26 HEALTH INSURANCE	12/22/2025	12/19/2025		6,281.03
Vendor DBA 1486 - BLUE CROSS & BLUE SHIELD OF KS Total:					70,585.95
Vendor DBA: 1318 -					
BRADY INDUSTRIES OF KS- BR...	CH:JANITORIAL SUPPLIES	12/16/2025	12/17/2025		676.31
Vendor DBA 1318 - BRADY INDUSTRIES OF KS- BRADY PLUS Total:					676.31
Vendor DBA: 3040 -					
CHELSEA ECONOMON	WITNESS FEES	12/09/2025	12/12/2025		10.00
Vendor DBA 3040 - CHELSEA ECONOMON Total:					10.00
Vendor DBA: 0170 -					
CHISHOLM CREEK UTILITY AU...	11/25 CCUA CONTINGENCY	12/10/2025	12/12/2025		3,000.00
CHISHOLM CREEK UTILITY AU...	11/25 CCUA CONTINGENCY	12/10/2025	12/12/2025		2,820.00
Vendor DBA 0170 - CHISHOLM CREEK UTILITY AUTH. Total:					5,820.00
Vendor DBA: 0028 -					
CINTAS CORPORATION	PW UNIFORMS/TOWELS	12/11/2025	12/12/2025		70.32
CINTAS CORPORATION	PW UNIFORMS/TOWELS	12/11/2025	12/12/2025		35.39
CINTAS CORPORATION	PW UNIFORMS/TOWELS	12/11/2025	12/12/2025		137.41
CINTAS CORPORATION	PW UNIFORMS/TOWELS	12/11/2025	12/12/2025		72.48
CINTAS CORPORATION	PD MATS	12/11/2025	12/12/2025		40.00
CINTAS CORPORATION	PW UNIFORMS/TOWELS	12/11/2025	12/12/2025		70.32
CINTAS CORPORATION	PW UNIFORMS/TOWELS	12/11/2025	12/12/2025		35.39
CINTAS CORPORATION	PW UNIFORMS/TOWELS	12/11/2025	12/12/2025		137.41
CINTAS CORPORATION	PW UNIFORMS/TOWELS	12/11/2025	12/12/2025		72.48
CINTAS CORPORATION	PD MATS	12/11/2025	12/12/2025		40.00
CINTAS CORPORATION	PW UNIFORMS/TOWELS	12/11/2025	12/12/2025		75.13
CINTAS CORPORATION	PW UNIFORMS/TOWELS	12/11/2025	12/12/2025		37.81
CINTAS CORPORATION	PW UNIFORMS/TOWELS	12/11/2025	12/12/2025		146.80
CINTAS CORPORATION	PW UNIFORMS/TOWELS	12/11/2025	12/12/2025		77.44
CINTAS CORPORATION	PW UNIFORMS/TOWELS	12/11/2025	12/12/2025		70.32

AP ORDINANCE

Vendor DBA	Description (Item)	Post Date	Payment Date	Project Account Key	Amount
CINTAS CORPORATION	PW UNIFORMS/TOWELS	12/11/2025	12/12/2025		35.39
CINTAS CORPORATION	PW UNIFORMS/TOWELS	12/11/2025	12/12/2025		137.41
CINTAS CORPORATION	PW UNIFORMS/TOWELS	12/11/2025	12/12/2025		72.48
CINTAS CORPORATION	PW UNIFORMS/TOWELS	12/12/2025	12/12/2025		103.81
CINTAS CORPORATION	PW UNIFORMS/TOWELS	12/12/2025	12/12/2025		52.25
CINTAS CORPORATION	PW UNIFORMS/TOWELS	12/12/2025	12/12/2025		202.84
CINTAS CORPORATION	PW UNIFORMS/TOWELS	12/12/2025	12/12/2025		107.00
Vendor DBA 0028 - CINTAS CORPORATION Total:					1,829.88
Vendor DBA: 2161 - COOPER LAW OFFICES					
COOPER LAW OFFICES	CRT APPOINTED ATTY SVC	12/16/2025	12/17/2025		1,768.00
COOPER LAW OFFICES	CRT APPOINTED ATTY SVC	12/09/2025	12/12/2025		910.00
Vendor DBA 2161 - COOPER LAW OFFICES Total:					2,678.00
Vendor DBA: 2062 -					
CORE & MAIN LP	WATER METER SUPPLIES	12/09/2025	12/12/2025		4,593.60
CORE & MAIN LP	WATER METER SUPPLIES	12/22/2025	12/22/2025		1,132.88
Vendor DBA 2062 - CORE & MAIN LP Total:					5,726.48
Vendor DBA: 0050 -					
COX COMMUNICATIONS, INC	INTERNET/PHONE SERVICE	12/16/2025	12/16/2025		891.68
COX COMMUNICATIONS, INC	INTERNET/PHONE SVC-PW	12/16/2025	12/16/2025		63.71
COX COMMUNICATIONS, INC	INTERNET/PHONE SVC-PW	12/16/2025	12/16/2025		63.71
COX COMMUNICATIONS, INC	INTERNET/PHONE SVC-PW	12/16/2025	12/16/2025		63.70
COX COMMUNICATIONS, INC	INTERNET/PHONE SVC-PW	12/16/2025	12/16/2025		63.71
COX COMMUNICATIONS, INC	INTERNET/PHONE SVC-WAT	12/16/2025	12/14/2025		154.95
COX COMMUNICATIONS, INC	INTERNET/PHONE SVC-REC	12/16/2025	12/16/2025		193.69
Vendor DBA 0050 - COX COMMUNICATIONS, INC Total:					1,495.15
Vendor DBA: T1406 -					
CROSSLAND CONSTRUCTION ...	CONSTRUCTION-PW BLDG.	12/29/2025	12/30/2025	029-8893	12,072.40
CROSSLAND CONSTRUCTION ...	CONSTRUCTION-PW BLDG.-P...	12/30/2025	12/30/2025	001-8886	323,093.73
Vendor DBA T1406 - CROSSLAND CONSTRUCTION CO, INC. Total:					335,166.13
Vendor DBA: 2599 -					
CULLIGAN OF WICHITA / WICH..	WATER SERVICE - PD	12/10/2025	12/12/2025		32.50
CULLIGAN OF WICHITA / WICH..	WATER SERVICE-CH	12/10/2025	12/12/2025		51.50
CULLIGAN OF WICHITA / WICH..	WATER SERVICE - PW	12/10/2025	12/12/2025		6.47
CULLIGAN OF WICHITA / WICH..	WATER SERVICE - PW	12/10/2025	12/12/2025		6.48
CULLIGAN OF WICHITA / WICH..	WATER SERVICE - PW	12/10/2025	12/12/2025		6.47
CULLIGAN OF WICHITA / WICH..	WATER SERVICE - PW	12/10/2025	12/12/2025		6.48
CULLIGAN OF WICHITA / WICH..	WATER SERVICE - PD	12/29/2025	12/30/2025		32.50
CULLIGAN OF WICHITA / WICH..	WATER SERVICE-CH	12/29/2025	12/30/2025		51.50
CULLIGAN OF WICHITA / WICH..	WATER SERVICE - PW	12/29/2025	12/30/2025		8.72
CULLIGAN OF WICHITA / WICH..	WATER SERVICE - PW	12/29/2025	12/30/2025		8.71
CULLIGAN OF WICHITA / WICH..	WATER SERVICE - PW	12/29/2025	12/30/2025		8.71
CULLIGAN OF WICHITA / WICH..	WATER SERVICE - PW	12/29/2025	12/30/2025		8.71
CULLIGAN OF WICHITA / WICH..	WATER SERVICE - PW	12/29/2025	12/30/2025		6.48
CULLIGAN OF WICHITA / WICH..	WATER SERVICE - PW	12/29/2025	12/30/2025		6.47
CULLIGAN OF WICHITA / WICH..	WATER SERVICE - PW	12/29/2025	12/30/2025		6.48
CULLIGAN OF WICHITA / WICH..	WATER SERVICE - PW	12/29/2025	12/30/2025		6.47
CULLIGAN OF WICHITA / WICH..	WATER SERVICE - PW	12/29/2025	12/30/2025		6.48
Vendor DBA 2599 - CULLIGAN OF WICHITA / WICHITA WATER CONDITIONING,INC Total:					254.65
Vendor DBA: 0160 -					
CUSIP GLOBAL SERVICES	COST OF ISSUANCE	12/09/2025	12/12/2025	027-8802	891.00
CUSIP GLOBAL SERVICES	COST OF ISSUANCE	12/09/2025	12/12/2025	028-8802	215.00
Vendor DBA 0160 - CUSIP GLOBAL SERVICES Total:					1,106.00
Vendor DBA: 3048 -					
DOUBLE CHECK COMPANY, LLC	EQUIP INSTALL-NEW PW BLDG.	12/30/2025	12/30/2025	029-8893	190,000.00
Vendor DBA 3048 - DOUBLE CHECK COMPANY, LLC Total:					190,000.00
Vendor DBA: 2326 -					
ECITY TRANSACTIONS, LLC	ONLINE PAYMENT SERVICE	12/09/2025	12/12/2025		90.00
ECITY TRANSACTIONS, LLC	ONLINE PAYMENT SERVICE	12/09/2025	12/12/2025		90.00
ECITY TRANSACTIONS, LLC	ONLINE PAYMENT SERVICE	12/09/2025	12/12/2025		90.00

AP ORDINANCE

Vendor DBA	Description (Item)	Post Date	Payment Date	Project Account Key	Amount
ECITY TRANSACTIONS, LLC	ONLINE PAYMENT SERVICE	12/09/2025	12/12/2025		90.00
ECITY TRANSACTIONS, LLC	ONLINE PAYMENT SERVICE	12/09/2025	12/12/2025		90.00
Vendor DBA 2326 - ECITY TRANSACTIONS, LLC Total:					450.00
Vendor DBA: 3013 -					
EMILY HURT	YOUTH SPORTS OFFICIAL	12/29/2025	12/30/2025		135.00
Vendor DBA 3013 - EMILY HURT Total:					135.00
Vendor DBA: 1802 -					
EMPOWER RETIREMENT 457	457 CITY MANAGER	12/18/2025	12/18/2025		540.00
EMPOWER RETIREMENT 457	457 EMP VOLUNTARY	12/18/2025	12/18/2025		612.00
Vendor DBA 1802 - EMPOWER RETIREMENT 457 Total:					1,152.00
Vendor DBA: 0046 -					
EVERGY KANSAS CENTRAL INC	STR SIGNS/CROSSWALKS	12/16/2025	12/19/2025		33.10
EVERGY KANSAS CENTRAL INC	STR SIGNS/CROSSWALKS	12/16/2025	12/19/2025		62.74
EVERGY KANSAS CENTRAL INC	LIFT STATION	12/16/2025	12/18/2025		154.20
EVERGY KANSAS CENTRAL INC	CP STREET LIGHTS	12/11/2025	12/12/2025		8,413.41
Vendor DBA 0046 - EVERGY KANSAS CENTRAL INC Total:					8,663.45
Vendor DBA: 2654 -					
EXPERT AUTO CENTER	PD-MAINTENANCE/REPAIR	12/09/2025	12/12/2025		1,426.98
Vendor DBA 2654 - EXPERT AUTO CENTER Total:					1,426.98
Vendor DBA: 0587 -					
FEDEX - FEDERAL EXPRESS CO...	WATER SAMPLES	12/29/2025	12/30/2025		64.53
Vendor DBA 0587 - FEDEX - FEDERAL EXPRESS CORPORATION Total:					64.53
Vendor DBA: 2686 -					
FELIX'S LANDSCAPING-IRRIGAT..	AGRICULTURE & TURF SUPPLI...	12/16/2025	12/17/2025		415.00
Vendor DBA 2686 - FELIX'S LANDSCAPING-IRRIGATION Total:					415.00
Vendor DBA: 0010 -					
FICA/FEDERAL W/H	SOCIAL SECURITY/FICA	12/18/2025	12/18/2025		12,941.02
FICA/FEDERAL W/H	SOCIAL SECURITY/FICA	12/18/2025	12/18/2025		365.24
FICA/FEDERAL W/H	SOCIAL SECURITY/FICA	12/18/2025	12/18/2025		1,144.92
FICA/FEDERAL W/H	SOCIAL SECURITY/FICA	12/18/2025	12/18/2025		1,325.24
FICA/FEDERAL W/H	FEDERAL W/H TAXES	12/18/2025	12/18/2025		7,994.34
FICA/FEDERAL W/H	FEDERAL W/H TAXES	12/18/2025	12/18/2025		216.74
FICA/FEDERAL W/H	FEDERAL W/H TAXES	12/18/2025	12/18/2025		544.67
FICA/FEDERAL W/H	FEDERAL W/H TAXES	12/18/2025	12/18/2025		925.02
FICA/FEDERAL W/H	MEDICARE/FICA	12/18/2025	12/18/2025		3,026.56
FICA/FEDERAL W/H	MEDICARE/FICA	12/18/2025	12/18/2025		85.42
FICA/FEDERAL W/H	MEDICARE/FICA	12/18/2025	12/18/2025		267.80
FICA/FEDERAL W/H	MEDICARE/FICA	12/18/2025	12/18/2025		309.90
Vendor DBA 0010 - FICA/FEDERAL W/H Total:					29,146.87
Vendor DBA: 0313 -					
GALAXIE BUSINESS EQUIPME...	FURNITURE MOVE	12/09/2025	12/12/2025		550.00
GALAXIE BUSINESS EQUIPME...	OFFICE FURNITURE	12/29/2025	12/30/2025	029-8893	17,533.18
Vendor DBA 0313 - GALAXIE BUSINESS EQUIPMENT Total:					18,083.18
Vendor DBA: 0068 -					
GALLS, LLC	UNIFORMS	12/09/2025	12/12/2025		85.05
GALLS, LLC	UNIFORMS	12/09/2025	12/12/2025		84.55
Vendor DBA 0068 - GALLS, LLC Total:					169.60
Vendor DBA: 2081 -					
GARVER	45TH OLIVER-WOODLAWN DI...	12/10/2025	12/12/2025	021-8832	35,094.13
GARVER	CITY OF BEL AIRE KANSAS MSA	12/10/2025	12/12/2025		1,586.00
GARVER	SKYVIEW 2ND ADD PH 2	12/10/2025	12/12/2025	006-8862	1,113.75
GARVER	45TH OLIVER-WOODLAWN DI...	12/30/2025	12/30/2025	021-8832	13,499.27
Vendor DBA 2081 - GARVER Total:					51,293.15
Vendor DBA: 0568 -					
GLOCK PROFESSIONAL INC	TRAINING/CONFERENCES	12/18/2025	12/22/2025		300.00
Vendor DBA 0568 - GLOCK PROFESSIONAL INC Total:					300.00

AP ORDINANCE

Payment Dates

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Vendor DBA	Description (Item)	Post Date	Payment Date	Project Account Key	Amount
Vendor DBA: 0241 -					
HAWKS INTER-STATE PESTMA...	REC-HAWKS PEST CONTROL	12/29/2025	12/30/2025		273.76
HAWKS INTER-STATE PESTMA...	REC-HAWKS PEST CONTROL	12/19/2025	12/22/2025		87.76
HAWKS INTER-STATE PESTMA...	CH-HAWKS PEST CONTROL	12/19/2025	12/22/2025		102.76
Vendor DBA 0241 - HAWKS INTER-STATE PESTMASTERS Total:					464.28
Vendor DBA: 2470 -					
IDEATEK TELECOM	IDEATEK MONTHLY PHONE SE...	12/09/2025	12/12/2025		51.37
IDEATEK TELECOM	IDEATEK MONTHLY PHONE SE...	12/09/2025	12/12/2025		25.68
IDEATEK TELECOM	IDEATEK MONTHLY PHONE SE...	12/09/2025	12/12/2025		77.05
IDEATEK TELECOM	IDEATEK MONTHLY PHONE SE...	12/09/2025	12/12/2025		77.05
IDEATEK TELECOM	IDEATEK MONTHLY PHONE SE...	12/09/2025	12/12/2025		25.68
IDEATEK TELECOM	IDEATEK MONTHLY PHONE SE...	12/09/2025	12/12/2025		51.37
IDEATEK TELECOM	IDEATEK MONTHLY PHONE SE...	12/09/2025	12/12/2025		231.16
IDEATEK TELECOM	IDEATEK MONTHLY PHONE SE...	12/09/2025	12/12/2025		31.83
IDEATEK TELECOM	IDEATEK MONTHLY PHONE SE...	12/09/2025	12/12/2025		93.20
IDEATEK TELECOM	IDEATEK MONTHLY PHONE SE...	12/09/2025	12/12/2025		23.35
IDEATEK TELECOM	IDEATEK MONTHLY PHONE SE...	12/09/2025	12/12/2025		35.85
IDEATEK TELECOM	IDEATEK MONTHLY PHONE SE...	12/09/2025	12/12/2025		64.21
IDEATEK TELECOM	IDEATEK MONTHLY PHONE SE...	12/09/2025	12/12/2025		21.51
IDEATEK TELECOM	IDEATEK MONTHLY PHONE SE...	12/09/2025	12/12/2025		68.70
IDEATEK TELECOM	IDEATEK MONTHLY PHONE SE...	12/09/2025	12/12/2025		94.62
Vendor DBA 2470 - IDEATEK TELECOM Total:					972.63
Vendor DBA: 2438 -					
IMA FINANCIAL GROUP, INC	HEALTH BENEFITS ADMIN JAN...	12/09/2025	12/12/2025		833.00
Vendor DBA 2438 - IMA FINANCIAL GROUP, INC Total:					833.00
Vendor DBA: 2582 -					
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/10/2025	12/12/2025	029-8893	303.61
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/10/2025	12/12/2025	029-8893	450.00
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/10/2025	12/12/2025		83.57
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/10/2025	12/12/2025		42.21
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/10/2025	12/12/2025		126.64
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/10/2025	12/12/2025		126.64
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/10/2025	12/12/2025		42.21
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/10/2025	12/12/2025		83.57
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/10/2025	12/12/2025		720.25
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/10/2025	12/12/2025		168.86
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/10/2025	12/12/2025		83.57
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/10/2025	12/12/2025		211.07
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/10/2025	12/12/2025		42.21
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/10/2025	12/12/2025		211.07
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/10/2025	12/12/2025		211.93
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/16/2025	12/17/2025		327.45
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/16/2025	12/17/2025		165.41
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/16/2025	12/17/2025		496.24
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/16/2025	12/17/2025		496.24
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/16/2025	12/17/2025		165.41
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/16/2025	12/17/2025		327.45
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/16/2025	12/17/2025		2,822.18
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/16/2025	12/17/2025		661.66
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/16/2025	12/17/2025		327.45
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/16/2025	12/17/2025		827.07
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/16/2025	12/17/2025		165.41
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/16/2025	12/17/2025		827.07
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/16/2025	12/17/2025		830.45
IMAGINE IT INC	COMPUTER SUPPORT SERVICE	12/10/2025	12/12/2025	029-8893	1,738.79
Vendor DBA 2582 - IMAGINE IT INC Total:					13,085.69
Vendor DBA: 2715 -					
INFOSEND INC	UTILITY INSERT	12/09/2025	12/12/2025		65.99
INFOSEND INC	UTILITY BILLS	12/09/2025	12/12/2025		767.07

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Vendor DBA	Description (Item)	Post Date	Payment Date	Project Account Key	Amount
INFOSEND INC	UTILITY LATE NOTICES	12/09/2025	12/12/2025		208.17
INFOSEND INC	UTILITY INSERT	12/09/2025	12/12/2025		65.99
INFOSEND INC	UTILITY INSERT	12/09/2025	12/12/2025		65.99
INFOSEND INC	UTILITY BILLS	12/09/2025	12/12/2025		767.09
INFOSEND INC	UTILITY LATE NOTICES	12/09/2025	12/12/2025		208.16
Vendor DBA 2715 - INFOSEND INC Total:					2,148.46
Vendor DBA: 2282 - INNOVATIVE INTERLINGUAL, SOLUTIONS LLC					
INNOVATIVE INTERLINGUAL, ...	COURT INTERPRETER 10/25	12/22/2025	12/22/2025		152.00
INNOVATIVE INTERLINGUAL, ...	COURT INTERPRETER 11/25	12/29/2025	12/30/2025		152.00
Vendor DBA 2282 - INNOVATIVE INTERLINGUAL, SOLUTIONS LLC Total:					304.00
Vendor DBA: 0483 - INTERSTATE ALL BATTERY CNT					
INTERSTATE ALL BATTERY CNT	AIR TANK REPAIR	12/16/2025	12/17/2025		190.65
Vendor DBA 0483 - INTERSTATE ALL BATTERY CNT Total:					190.65
Vendor DBA: 3042 - JAMIE BREDBENNER					
JAMIE BREDBENNER	WITNESS FEES	12/10/2025	12/12/2025		10.00
Vendor DBA 3042 - JAMIE BREDBENNER Total:					10.00
Vendor DBA: 2786 - JAY C HINKEL, ATTORNEY AT LAW					
JAY C HINKEL, ATTORNEY AT L...	LEGAL SERVICES	12/17/2025	12/17/2025		1,973.40
JAY C HINKEL, ATTORNEY AT L...	LEGAL SERVICES	12/17/2025	12/17/2025		869.55
Vendor DBA 2786 - JAY C HINKEL, ATTORNEY AT LAW Total:					2,842.95
Vendor DBA: 1665 - JOY K WILLIAMS, ATTY AT LAW					
JOY K WILLIAMS, ATTY AT LAW	PROSECUTOR SVC	12/10/2025	12/12/2025		507.00
Vendor DBA 1665 - JOY K WILLIAMS, ATTY AT LAW Total:					507.00
Vendor DBA: 0196 - K P E R S					
K P E R S	KP&F	12/18/2025	12/18/2025		13,667.75
K P E R S	KPERS 1	12/18/2025	12/18/2025		1,301.47
K P E R S	KPERS 1	12/18/2025	12/18/2025		454.93
K P E R S	KPERS 1	12/18/2025	12/18/2025		376.45
K P E R S	KPERS 1	12/18/2025	12/18/2025		395.59
K P E R S	KPERS 2	12/18/2025	12/18/2025		2,221.56
K P E R S	KPERS 2	12/18/2025	12/18/2025		328.61
K P E R S	KPERS 3	12/18/2025	12/18/2025		6,438.96
K P E R S	KPERS 3	12/18/2025	12/18/2025		910.68
K P E R S	KPERS 3	12/18/2025	12/18/2025		1,451.44
Vendor DBA 0196 - K P E R S Total:					27,547.44
Vendor DBA: 2693 - KAMERON KONDA					
KAMERON KONDA	YOUTH SPORTS OFFICIAL	12/29/2025	12/30/2025		60.00
Vendor DBA 2693 - KAMERON KONDA Total:					60.00
Vendor DBA: 0199 - KANSAS DEPT OF REV:SALES TAX					
KANSAS DEPT OF REV:SALES T...	11/25 SALES TAX	12/22/2025	12/17/2025		1,396.57
Vendor DBA 0199 - KANSAS DEPT OF REV:SALES TAX Total:					1,396.57
Vendor DBA: 0197 - KANSAS DEPT OF REVENUE					
KANSAS DEPT OF REVENUE	KS STATE W/H	12/18/2025	12/18/2025		4,850.44
KANSAS DEPT OF REVENUE	KS STATE W/H	12/18/2025	12/18/2025		120.29
KANSAS DEPT OF REVENUE	KS STATE W/H	12/18/2025	12/18/2025		408.69
KANSAS DEPT OF REVENUE	KS STATE W/H	12/18/2025	12/18/2025		509.44
Vendor DBA 0197 - KANSAS DEPT OF REVENUE Total:					5,888.86
Vendor DBA: 0075 - KANSAS ONE-CALL SYSTEM, INC.					
KANSAS ONE-CALL SYSTEM, I...	LOCATE FEES: 251 FOR 11/25	12/09/2025	12/12/2025		166.91
KANSAS ONE-CALL SYSTEM, I...	LOCATE FEES: 251 FOR 11/25	12/09/2025	12/12/2025		166.92
Vendor DBA 0075 - KANSAS ONE-CALL SYSTEM, INC. Total:					333.83
Vendor DBA: 0076 - KANSAS PAVING					
KANSAS PAVING	PAVING IMPROVEMENTS TO ...	12/16/2025	12/17/2025	010-8882	47,542.50
Vendor DBA 0076 - KANSAS PAVING Total:					47,542.50
Vendor DBA: 0169 - KANSAS STATE TREASURER-B...					
KANSAS STATE TREASURER-B...	BOND PAYMENT	12/22/2025	12/22/2025	027-8802	5,430.00

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Vendor DBA	Description (Item)	Post Date	Payment Date	Project Account Key	Amount
KANSAS STATE TREASURER-B...	BOND PAYMENT	12/22/2025	12/22/2025	028-8802	630.00
Vendor DBA 0169 - KANSAS STATE TREASURER-BOND SVC. Total:					6,060.00
Vendor DBA: 0074 -					
KANSAS STATE TREASURER-C...	COURT FEES	12/29/2025	12/30/2025		94.19
KANSAS STATE TREASURER-C...	COURT FEES	12/29/2025	12/30/2025		580.99
KANSAS STATE TREASURER-C...	COURT FEES	12/29/2025	12/30/2025		151.80
KANSAS STATE TREASURER-C...	COURT FEES	12/29/2025	12/30/2025		32.27
KANSAS STATE TREASURER-C...	COURT FEES	12/29/2025	12/30/2025		725.29
KANSAS STATE TREASURER-C...	COURT FEES	12/29/2025	12/30/2025		199.60
Vendor DBA 0074 - KANSAS STATE TREASURER-COURT Total:					1,784.14
Vendor DBA: 0836 -					
KANZA CO-OPERATIVE ASSOC...	UNLEADED BULK FUEL	12/10/2025	12/12/2025		78.12
KANZA CO-OPERATIVE ASSOC...	DIESEL BULK FUEL	12/10/2025	12/12/2025		27.43
KANZA CO-OPERATIVE ASSOC...	UNLEADED BULK FUEL	12/10/2025	12/12/2025		312.50
KANZA CO-OPERATIVE ASSOC...	UNLEADED BULK FUEL	12/10/2025	12/12/2025		208.34
KANZA CO-OPERATIVE ASSOC...	DIESEL BULK FUEL	12/10/2025	12/12/2025		438.93
KANZA CO-OPERATIVE ASSOC...	DIESEL BULK FUEL	12/10/2025	12/12/2025		82.30
KANZA CO-OPERATIVE ASSOC...	UNLEADED BULK FUEL	12/10/2025	12/12/2025		234.38
KANZA CO-OPERATIVE ASSOC...	UNLEADED BULK FUEL	12/10/2025	12/12/2025		208.34
Vendor DBA 0836 - KANZA CO-OPERATIVE ASSOCIATION Total:					1,590.34
Vendor DBA: 0179 -					
LEAGUE OF KS MUNICIPALITIES	TRAINING/CONFERENCES	12/16/2025	12/17/2025		89.22
LEAGUE OF KS MUNICIPALITIES	TRAINING/CONFERENCES	12/16/2025	12/17/2025		245.97
LEAGUE OF KS MUNICIPALITIES	TRAINING/CONFERENCES	12/17/2025	12/17/2025		75.00
Vendor DBA 0179 - LEAGUE OF KS MUNICIPALITIES Total:					410.19
Vendor DBA: 2687 -					
LEASE FINANCE PARTNERS	36822QT: 12/25:PD COPIER	12/23/2025	12/30/2025		142.39
Vendor DBA 2687 - LEASE FINANCE PARTNERS Total:					142.39
Vendor DBA: 0225 -					
LEE REED ENGRAVING, INC	DESK NAME PLATES	12/10/2025	12/12/2025		83.25
LEE REED ENGRAVING, INC	DESK NAME PLATES	12/10/2025	12/12/2025		166.50
Vendor DBA 0225 - LEE REED ENGRAVING, INC Total:					249.75
Vendor DBA: 1326 - LOGO DEPOT					
LOGO DEPOT	UNIFORMS/CLOTHING	12/16/2025	12/17/2025		210.00
LOGO DEPOT	UNIFORMS & CLOTHING	12/23/2025	12/30/2025		28.50
LOGO DEPOT	UNIFORMS & CLOTHING	12/23/2025	12/30/2025		28.50
LOGO DEPOT	UNIFORMS & CLOTHING	12/23/2025	12/30/2025		92.00
Vendor DBA 1326 - LOGO DEPOT Total:					359.00
Vendor DBA: 0264 -					
MARTY A HESS	YOGA INSTRUCTOR	12/29/2025	12/30/2025		120.00
Vendor DBA 0264 - MARTY A HESS Total:					120.00
Vendor DBA: 3047 -					
METRO BUILDERS SUPPLY INC....	NEW BLDG. APPLIANCES	12/16/2025	12/17/2025	029-8893	5,198.80
Vendor DBA 3047 - METRO BUILDERS SUPPLY INC./METRO APPLIANCES Total:					5,198.80
Vendor DBA: 0494 -					
MIES CONSTRUCTION, INC	CHAPEL LANDING 6TH ADDITI...	12/29/2025	12/30/2025	004-8882	37,769.15
Vendor DBA 0494 - MIES CONSTRUCTION, INC Total:					37,769.15
Vendor DBA: 2804 -					
NATHAN J ATWATER	YOUTH SPORTS OFFICIAL	12/29/2025	12/30/2025		120.00
Vendor DBA 2804 - NATHAN J ATWATER Total:					120.00
Vendor DBA: 2153 - NATIONAL CENTER FOR SAFETY					
NATIONAL CENTER FOR SAFETY	YOUTH SPORTS OFFICIAL BAC...	12/09/2025	12/12/2025		227.50
Vendor DBA 2153 - NATIONAL CENTER FOR SAFETY Total:					227.50
Vendor DBA: 1834 -					
NATIONAL SCREENING BURE...	NEW HIRE BACKGROUND CHE...	12/09/2025	12/12/2025		64.15
Vendor DBA 1834 - NATIONAL SCREENING BUREAU Total:					64.15

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Vendor DBA	Description (Item)	Post Date	Payment Date	Project Account Key	Amount
Payment Dates					
Vendor DBA: 2296 -					
NICHALAS HARDWICK	YOUTH SPORTS OFFICIAL	12/29/2025	12/30/2025		75.00
Vendor DBA 2296 - NICHALAS HARDWICK Total:					75.00
Vendor DBA: 0226 -					
NOWAK CONSTRUCTION CO I...	LAKE ADDITION IMPROVEME...	12/19/2025	12/22/2025	005-8880	12,750.75
NOWAK CONSTRUCTION CO I...	LAKES ADDITION IMPROVEM...	12/19/2025	12/22/2025	014-8880	35,501.08
NOWAK CONSTRUCTION CO I...	LAKES ADDITION IMPROVEM...	12/19/2025	12/22/2025	005-8880	2,215.50
NOWAK CONSTRUCTION CO I...	LAKES ADDITION IMPROVEM...	12/19/2025	12/22/2025	005-8881	57,355.41
Vendor DBA 0226 - NOWAK CONSTRUCTION CO INC. Total:					107,822.74
Vendor DBA: 3043 -					
OLIVIA GRIFFIN	WITNESS FEES	12/10/2025	12/12/2025		10.00
Vendor DBA 3043 - OLIVIA GRIFFIN Total:					10.00
Vendor DBA: 2101 -					
OPTIV SECURITY INC	KEY FOB TOKENS	12/18/2025	12/22/2025		197.82
Vendor DBA 2101 - OPTIV SECURITY INC Total:					197.82
Vendor DBA: 1345 -					
OREILLY AUTO PARTS	VEHICLE REPAIR/MAINT	12/09/2025	12/12/2025		4.15
Vendor DBA 1345 - OREILLY AUTO PARTS Total:					4.15
Vendor DBA: 2369 -					
PAYLOCITY CORPORATION	FSA EMPLOYEE EXPENSE	12/11/2025	12/12/2025		399.42
PAYLOCITY CORPORATION	FSA EMPLOYEE EXPENSE	12/22/2025	12/19/2025		10.00
PAYLOCITY CORPORATION	FSA EMPLOYEE EXPENSE	12/22/2025	12/19/2025		32.37
PAYLOCITY CORPORATION	FSA EMPLOYEE EXPENSE	12/17/2025	12/19/2025		32.30
Vendor DBA 2369 - PAYLOCITY CORPORATION Total:					474.09
Vendor DBA: 0829 -					
PORTER LEE CORPORATION	ANNUAL SOFTWARE SUPPORT	12/16/2025	12/17/2025		2,290.00
Vendor DBA 0829 - PORTER LEE CORPORATION Total:					2,290.00
Vendor DBA: 2481 - PRADO CONSTRUCTION					
PRADO CONSTRUCTION	ARTHUR HEIGHTS-PAVING IM...	12/11/2025	12/12/2025	012-8882	82,836.90
Vendor DBA 2481 - PRADO CONSTRUCTION Total:					82,836.90
Vendor DBA: 2324 -					
PROFESSIONAL ENGINEERING...	BEL AIRE LAKES ADD. CO CA	12/10/2025	12/12/2025	005-8860	948.50
PROFESSIONAL ENGINEERING...	BEL AIRE LAKES ADD. CO CA	12/10/2025	12/12/2025	005-8861	948.50
PROFESSIONAL ENGINEERING...	BEL AIRE LAKES ADD. CO CA	12/10/2025	12/12/2025	005-8862	10,757.75
PROFESSIONAL ENGINEERING...	BEL AIRE LAKES ADD. CO CA	12/10/2025	12/12/2025	005-8863	10,757.75
PROFESSIONAL ENGINEERING...	MONTHLY SERVICES	12/10/2025	12/12/2025		10,000.00
PROFESSIONAL ENGINEERING...	BEL AIRE LAKES ADD. CO CA	12/10/2025	12/12/2025	005-8892	3,175.00
PROFESSIONAL ENGINEERING...	OWNER'S REP NEW PW BLD	12/10/2025	12/12/2025		32,250.00
PROFESSIONAL ENGINEERING...	SUNFLOWER COMMERCE PAR...	12/16/2025	12/17/2025	001-8891	72,410.87
PROFESSIONAL ENGINEERING...	2026 ST MAINTENANCE PROG...	12/30/2025	12/30/2025	031-8014	6,825.00
PROFESSIONAL ENGINEERING...	BOUNDARY RESOLUTION UPD...	12/30/2025	12/30/2025		5,395.00
PROFESSIONAL ENGINEERING...	BEL AIRE LAKES ADD. CO CA	12/30/2025	12/30/2025	005-8860	128.62
PROFESSIONAL ENGINEERING...	BEL AIRE LAKES ADD. CO CA	12/30/2025	12/30/2025	005-8861	128.63
PROFESSIONAL ENGINEERING...	BEL AIRE LAKES ADD. CO CA	12/30/2025	12/30/2025	005-8862	15,259.44
PROFESSIONAL ENGINEERING...	BEL AIRE LAKES ADD. CO CA	12/30/2025	12/30/2025	005-8863	15,259.44
PROFESSIONAL ENGINEERING...	COMPREHENSIVE LAND USE P...	12/30/2025	12/30/2025		2,650.00
Vendor DBA 2324 - PROFESSIONAL ENGINEERING CONSU Total:					186,894.50
Vendor DBA: 0105 -					
PUBLIC WORKS & UTILITIES-CI...	2,863,500 GAL 11/03/25-12/0...	12/16/2025	12/17/2025		16,303.25
Vendor DBA 0105 - PUBLIC WORKS & UTILITIES-CITY OF WICHITA Total:					16,303.25
Vendor DBA: 0447 - R W VAUGHT TECHNICAL SVC					
R W VAUGHT TECHNICAL SVC	PER PRICE QUOTE	12/18/2025	12/22/2025		17,500.00
R W VAUGHT TECHNICAL SVC	UPGRADE ROCK RD LS CONTR...	12/18/2025	12/22/2025		10,600.00
R W VAUGHT TECHNICAL SVC	480 VAULT VFD	12/18/2025	12/22/2025		3,475.00
R W VAUGHT TECHNICAL SVC	40 HP 480 -VFD REPLACEMENT	12/18/2025	12/22/2025		3,475.00
R W VAUGHT TECHNICAL SVC	SUBMERSIBLE LEVEL TRANSD...	12/18/2025	12/22/2025		1,875.00
R W VAUGHT TECHNICAL SVC	LEVEL TRANSDUCER & FLOAT ...	12/18/2025	12/22/2025		900.00

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Vendor DBA	Description (Item)	Post Date	Payment Date	Project Account Key	Amount
R W VAUGHT TECHNICAL SVC	CONTACTOR MOTOR REPAIR	12/18/2025	12/22/2025		2,065.00
R W VAUGHT TECHNICAL SVC	4 CHANNEL ANALOG INPUT ...	12/18/2025	12/22/2025		1,264.00
R W VAUGHT TECHNICAL SVC	LEVEL TRANSDUCER & WEIGHT	12/18/2025	12/22/2025		2,850.00
R W VAUGHT TECHNICAL SVC	TIME & TRAVEL FOR REPAIRS	12/18/2025	12/22/2025		900.00
R W VAUGHT TECHNICAL SVC	TOUCH SCREEN & PROGRAM...	12/18/2025	12/22/2025		980.00
Vendor DBA 0447 - R W VAUGHT TECHNICAL SVC Total:					45,884.00
Vendor DBA: 3006 -					
RESCARE	RESTITUTION	12/29/2025	12/30/2025		34.80
Vendor DBA 3006 - RESCARE Total:					34.80
Vendor DBA: 2614 -					
RUSH TRUCK CENTERS	AIR TANK REPAIR	12/29/2025	12/30/2025		190.65
Vendor DBA 2614 - RUSH TRUCK CENTERS Total:					190.65
Vendor DBA: 1333 -					
SECURITY 1ST TITLE LLC	LAND PURCHASE EARNEST M...	12/17/2025	12/17/2025		5,000.00
SECURITY 1ST TITLE LLC	LAND PURCHASE	12/19/2025	12/22/2025		70,742.93
Vendor DBA 1333 - SECURITY 1ST TITLE LLC Total:					75,742.93
Vendor DBA: 0216 -					
SEDGWICK COUNTY DIV OF FI...	11/25 PRISONER HOUSING FE...	12/09/2025	12/12/2025		3,382.95
Vendor DBA 0216 - SEDGWICK COUNTY DIV OF FINANCE Total:					3,382.95
Vendor DBA: 0276 -					
SEDGWICK COUNTY TREASUR...	2025-CITY SPECIALS	12/10/2025	12/12/2025		77,975.98
SEDGWICK COUNTY TREASUR...	2025-CITY SPECIALS	12/10/2025	12/12/2025		164.72
Vendor DBA 0276 - SEDGWICK COUNTY TREASURER Total:					78,140.70
Vendor DBA: 0911 - SIMPLE CLEAN					
SIMPLE CLEAN	12/25 JANITORIAL SVC: REC	01/01/2026	12/17/2025		682.50
SIMPLE CLEAN	12/25 JANITORIAL SVC: CH	12/16/2025	12/17/2025		1,832.50
SIMPLE CLEAN	12/25 JANITORIAL SVC: PW	12/16/2025	12/17/2025		103.20
SIMPLE CLEAN	12/25 JANITORIAL SVC: PW	12/16/2025	12/17/2025		103.20
SIMPLE CLEAN	12/25 JANITORIAL SVC: PW	12/16/2025	12/17/2025		103.20
Vendor DBA 0911 - SIMPLE CLEAN Total:					2,824.60
Vendor DBA: 0140 -					
SPECTRUM PROMOTIONAL P...	REC SPORTS SHIRTS/UNIFOR...	12/16/2025	12/17/2025		535.60
Vendor DBA 0140 - SPECTRUM PROMOTIONAL PRODUCTS Total:					535.60
Vendor DBA: 1953 -					
SUMNERONE - SUMNER GRO...	SUMNER ONE PRINTING CHA...	12/18/2025	12/22/2025		48.44
SUMNERONE - SUMNER GRO...	SUMNER ONE PRINTING CHA...	12/23/2025	12/30/2025		202.44
Vendor DBA 1953 - SUMNERONE - SUMNER GROUP INC Total:					250.88
Vendor DBA: 1061 -					
SUPERIOR SERVICE COMPANY	MINOR EQUIPMENT	12/30/2025	12/22/2025		320.20
Vendor DBA 1061 - SUPERIOR SERVICE COMPANY Total:					320.20
Vendor DBA: 1963 -					
SURENCY LIFE & HEALTH INS ...	12/25 VISION INSURANCE	12/10/2025	12/12/2025		461.06
SURENCY LIFE & HEALTH INS ...	12/25 VISION INSURANCE	12/10/2025	12/12/2025		17.23
SURENCY LIFE & HEALTH INS ...	12/25 VISION INSURANCE	12/10/2025	12/12/2025		25.42
SURENCY LIFE & HEALTH INS ...	12/25 VISION INSURANCE	12/10/2025	12/12/2025		44.00
Vendor DBA 1963 - SURENCY LIFE & HEALTH INS CO Total:					547.71
Vendor DBA: 2606 - TAPCO INC					
TAPCO INC	53RD ST & WOODLAWN STOP...	12/29/2025	12/30/2025		2,499.46
Vendor DBA 2606 - TAPCO INC Total:					2,499.46
Vendor DBA: 3041 -					
TARA DIXON	WITNESS FEES	12/10/2025	12/12/2025		10.00
Vendor DBA 3041 - TARA DIXON Total:					10.00
Vendor DBA: 0369 -					
TERESA WADE	TKW INSTRUCTOR	12/23/2025	12/30/2025		160.00
Vendor DBA 0369 - TERESA WADE Total:					160.00

AP ORDINANCE

Payment Dates

Vendor DBA	Description (Item)	Post Date	Payment Date	Project Account Key	Amount
Vendor DBA: 0479 -					
TREE TOP NURSERY & LANDS...	CONTRACT MOWING	12/09/2025	12/12/2025		196.70
TREE TOP NURSERY & LANDS...	CONTRACT MOWING	12/09/2025	12/12/2025		416.00
Vendor DBA 0479 - TREE TOP NURSERY & LANDSCAPE Total:					612.70
Vendor DBA: 0903 -					
TRIPLETT, WOOLF, GARRETSO...	LEGAL SERVICES	12/18/2025	12/22/2025		45,091.04
TRIPLETT, WOOLF, GARRETSO...	LEGAL SERVICES	12/18/2025	12/22/2025		72.00
Vendor DBA 0903 - TRIPLETT, WOOLF, GARRETSON, LLC/TWG Total:					45,163.04
Vendor DBA: 2788 -					
TYLER TECHNOLOGIES INC	ERP PRO 10	07/18/2025	12/12/2025		-2,794.00
TYLER TECHNOLOGIES INC	ERP PRO 10	07/18/2025	12/12/2025		-2,794.00
TYLER TECHNOLOGIES INC	ERP PRO 10	08/06/2025	12/12/2025		652.50
TYLER TECHNOLOGIES INC	ERP PRO 10	09/03/2025	12/12/2025		144.25
TYLER TECHNOLOGIES INC	ERP PRO 10	09/03/2025	12/12/2025		121.75
TYLER TECHNOLOGIES INC	ERP PRO 10	09/03/2025	12/12/2025		121.75
TYLER TECHNOLOGIES INC	ERP PRO 10	10/09/2025	12/12/2025		106.25
TYLER TECHNOLOGIES INC	ERP PRO 10	10/09/2025	12/12/2025		12.20
TYLER TECHNOLOGIES INC	ERP PRO 10	10/15/2025	12/12/2025		543.75
TYLER TECHNOLOGIES INC	ERP PRO 10	11/14/2025	12/12/2025		250.00
TYLER TECHNOLOGIES INC	ERP PRO 10	11/14/2025	12/12/2025		104.60
TYLER TECHNOLOGIES INC	ERP PRO 10	12/12/2025	12/12/2025		4,000.00
TYLER TECHNOLOGIES INC	SOFTWARE/HARDWARE MAI...	12/18/2025	12/22/2025		4,166.00
Vendor DBA 2788 - TYLER TECHNOLOGIES INC Total:					4,635.05
Vendor DBA: 2839 -					
UMB - PCARD	Community Relations/Events	12/29/2025	12/29/2025		41.00
UMB - PCARD	Hotel & Travel	12/29/2025	12/29/2025		379.48
UMB - PCARD	Community Relations/Events	12/29/2025	12/29/2025		97.99
UMB - PCARD	Community Relations/Events	12/29/2025	12/29/2025		475.00
UMB - PCARD	Community Relations/Events	12/29/2025	12/29/2025		21.25
UMB - PCARD	Community Relations/Events	12/29/2025	12/29/2025		49.32
UMB - PCARD	Community Relations/Events	12/29/2025	12/29/2025		21.25
UMB - PCARD	Community Relations/Events	12/29/2025	12/29/2025		26.96
UMB - PCARD	Community Relations/Events	12/29/2025	12/29/2025		27.34
UMB - PCARD	Community Relations/Events	12/29/2025	12/29/2025		40.65
UMB - PCARD	Community Relations/Events	12/29/2025	12/29/2025		40.69
UMB - PCARD	Community Relations/Events	12/29/2025	12/29/2025		49.85
UMB - PCARD	Community Relations/Events	12/29/2025	12/29/2025		97.98
UMB - PCARD	Community Relations/Events	12/29/2025	12/29/2025		141.30
UMB - PCARD	Community Relations/Events	12/29/2025	12/29/2025		158.83
UMB - PCARD	Advertising & Marketing	12/29/2025	12/29/2025		409.99
UMB - PCARD	Professional Dues & Members...	12/29/2025	12/29/2025		154.00
UMB - PCARD	Office Furniture	12/29/2025	12/29/2025		180.49
UMB - PCARD	Office Equipment	12/29/2025	12/29/2025		31.99
UMB - PCARD	Hotel & Travel	12/29/2025	12/29/2025		1,110.46
UMB - PCARD	Office Supplies	12/29/2025	12/29/2025		17.74
UMB - PCARD	Professional Dues & Members...	12/29/2025	12/29/2025		72.00
UMB - PCARD	Office Supplies	12/29/2025	12/29/2025		14.99
UMB - PCARD	Office Supplies	12/29/2025	12/29/2025		174.67
UMB - PCARD	Hotel & Travel	12/29/2025	12/29/2025		2.69
UMB - PCARD	Vehicle Repair/Maint.	12/29/2025	12/29/2025		93.00
UMB - PCARD	Software/Hardware Maint.	12/29/2025	12/29/2025		184.58
UMB - PCARD	Professional Dues & Members...	12/29/2025	12/29/2025		600.00
UMB - PCARD	Hotel & Travel	12/29/2025	12/29/2025		938.96
UMB - PCARD	Recreational Equip/Supplies	12/29/2025	12/29/2025		17.87
UMB - PCARD	Office Supplies	12/29/2025	12/29/2025		23.98
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-15.70
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-17.99
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		24.49
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		12.00

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Vendor DBA	Description (Item)	Post Date	Payment Date	Project Account Key	Amount
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		17.99
UMB - PCARD	Uniforms/ Clothing	12/29/2025	12/29/2025		17.99
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		13.49
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-14.09
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-31.49
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		29.10
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		6.00
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-8.75
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-159.96
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		95.95
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		171.96
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		719.82
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		5.88
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		71.96
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		35.98
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		31.49
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		23.87
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-6.00
UMB - PCARD	Minor Equip, Tools, Elect.	12/29/2025	12/29/2025		97.86
UMB - PCARD	Vehicle Repair/Maint.	12/29/2025	12/29/2025		10.00
UMB - PCARD	Office Supplies	12/29/2025	12/29/2025		23.20
UMB - PCARD	Office Supplies	12/29/2025	12/29/2025		41.86
UMB - PCARD	Office Furniture	12/29/2025	12/29/2025		120.90
UMB - PCARD	Vehicle Repair/Maint.	12/29/2025	12/29/2025		10.00
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-14.09
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-8.75
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		29.10
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		24.49
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		23.87
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		17.99
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		719.82
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		171.96
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		95.95
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		71.96
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-159.96
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		35.99
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		5.88
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		31.48
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		12.00
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-15.69
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		13.49
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-6.00
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		13.49
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		6.00
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-17.99
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-31.48
UMB - PCARD	Uniforms/ Clothing	12/29/2025	12/29/2025		17.99
UMB - PCARD	Minor Equip, Tools, Elect.	12/29/2025	12/29/2025		40.27
UMB - PCARD	Community Relations/Events	12/29/2025	12/29/2025		3.52
UMB - PCARD	Community Relations/Events	12/29/2025	12/29/2025		16.00
UMB - PCARD	Community Relations/Events	12/29/2025	12/29/2025		150.20
UMB - PCARD	Office Supplies	12/29/2025	12/29/2025		5.88
UMB - PCARD	Cleaning Supplies	12/29/2025	12/29/2025		244.46
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-31.48
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-15.69
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-14.08
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-8.74
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-17.99
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		171.96
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		95.95

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Vendor DBA	Description (Item)	Post Date	Payment Date	Project Account Key	Amount
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-159.96
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		71.96
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-5.99
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		719.82
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		23.86
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		5.87
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		39.18
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		24.48
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		5.99
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		31.48
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		11.99
UMB - PCARD	Uniforms/ Clothing	12/29/2025	12/29/2025		17.99
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		17.99
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		35.98
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		29.10
UMB - PCARD	Training/Conferences	12/29/2025	12/29/2025		61.56
UMB - PCARD	Minor Equip, Tools, Elect.	12/29/2025	12/29/2025		119.64
UMB - PCARD	Minor Equip, Tools, Elect.	12/29/2025	12/29/2025		119.98
UMB - PCARD	Community Relations/Events	12/29/2025	12/29/2025		150.19
UMB - PCARD	Community Relations/Events	12/29/2025	12/29/2025		16.00
UMB - PCARD	Community Relations/Events	12/29/2025	12/29/2025		3.52
UMB - PCARD	Office Supplies	12/29/2025	12/29/2025		5.87
UMB - PCARD	Office Supplies	12/29/2025	12/29/2025		186.22
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		95.95
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-8.75
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-14.09
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-15.69
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-17.99
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-31.48
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-159.96
UMB - PCARD	Uniforms/ Clothing	12/29/2025	12/29/2025		17.99
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		71.96
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		11.99
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		6.00
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		5.88
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		-6.00
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		35.99
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		31.48
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		13.50
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		24.49
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		23.87
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		17.99
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		719.82
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		171.96
UMB - PCARD	Uniforms/Clothing	12/29/2025	12/29/2025		29.10
UMB - PCARD	Training/Conferences	12/29/2025	12/29/2025		61.57
Vendor DBA 2839 - UMB - PCARD Total:					11,320.17

Vendor DBA: 0503 -

UNDERGROUND VAULTS & ST...	DOCUMENT SHREDDING	12/23/2025	12/30/2025		5.25
UNDERGROUND VAULTS & ST...	DOCUMENT SHREDDING	12/23/2025	12/30/2025		5.25
Vendor DBA 0503 - UNDERGROUND VAULTS & STORAGE-UV&S Total:					10.50

Vendor DBA: 2286 -

UTILITY MAINTENANCE CONT...	WATER SERVICE INSTALL	12/11/2025	12/12/2025		58,879.26
UTILITY MAINTENANCE CONT...	WATER MAIN REPLACEMENT	12/11/2025	12/12/2025		192,082.74
UTILITY MAINTENANCE CONT...	WATER SERVICE INSTALL	12/09/2025	12/12/2025		1,732.00
UTILITY MAINTENANCE CONT...	WATER SERVICE INSTALL	12/09/2025	12/12/2025		9,721.00
UTILITY MAINTENANCE CONT...	WATER SERVICE INSTALL	12/09/2025	12/12/2025		3,310.00
UTILITY MAINTENANCE CONT...	WATER SERVICE INSTALL	12/09/2025	12/12/2025		2,200.00

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Vendor DBA	Description (Item)	Post Date	Payment Date	Project Account Key	Amount
UTILITY MAINTENANCE CONT...	WATER SERVICE INSTALL	12/18/2025	12/22/2025		2,890.00
Vendor DBA 2286 - UTILITY MAINTENANCE CONTRACTOR Total:					270,815.00
Vendor DBA: 1899 -					
VISION ALLIANCE MARKETING...	COURT SERVICES OFFICER	12/29/2025	12/30/2025		400.00
VISION ALLIANCE MARKETING...	COURT SERVICES OFFICER	12/18/2025	12/22/2025		400.00
VISION ALLIANCE MARKETING...	COURT SERVICES OFFICER	12/29/2025	12/30/2025		25.00
Vendor DBA 1899 - VISION ALLIANCE MARKETING,LLC-SCKACS Total:					825.00
Vendor DBA: 1205 -					
WASTE CONNECTIONS OF KA...	NEW PW BLDG DUMPSTER D...	12/16/2025	12/17/2025		100.00
WASTE CONNECTIONS OF KA...	11/25 TRASH SVC	12/16/2025	12/17/2025		38,746.74
WASTE CONNECTIONS OF KA...	11/25 RECYCLE	12/16/2025	12/17/2025		13,981.53
Vendor DBA 1205 - WASTE CONNECTIONS OF KANSAS Total:					52,828.27
Vendor DBA: 0003 - WILLIAMS JANITORIAL SUPPLY WAREHOUSE					
WILLIAMS JANITORIAL SUPPLY...	JANITORIAL SUPPLIES	12/23/2025	12/30/2025		265.33
Vendor DBA 0003 - WILLIAMS JANITORIAL SUPPLY WAREHOUSE Total:					265.33
Vendor DBA: 1849 - WRIGHT EXPRESS FSC					
WRIGHT EXPRESS FSC	FLEET FUEL	12/16/2025	12/17/2025		3,026.38
WRIGHT EXPRESS FSC	FLEET FUEL	12/16/2025	12/17/2025		147.63
WRIGHT EXPRESS FSC	FLEET FUEL	12/16/2025	12/17/2025		64.13
WRIGHT EXPRESS FSC	FLEET FUEL	12/16/2025	12/17/2025		478.56
WRIGHT EXPRESS FSC	FLEET FUEL	12/16/2025	12/17/2025		262.56
WRIGHT EXPRESS FSC	FLEET FUEL	12/16/2025	12/17/2025		193.83
Vendor DBA 1849 - WRIGHT EXPRESS FSC Total:					4,173.09
Vendor DBA: 2957 -					
YVONNE BURRIS	TRAVEL REIMBURSEMENT	12/30/2025	12/30/2025		96.60
YVONNE BURRIS	TRAVEL REIMBURSEMENT	12/30/2025	12/30/2025		105.00
YVONNE BURRIS	TRAVEL REIMBURSEMENT	12/30/2025	12/30/2025		67.20
YVONNE BURRIS	TRAVEL REIMBURSEMENT	12/30/2025	12/30/2025		79.80
Vendor DBA 2957 - YVONNE BURRIS Total:					348.60
Grand Total:					2,050,430.64

Report Summary

Fund Summary

Fund	Payment Amount
100 - General Fund	327,416.13
200 - Special Street & Highway	25,653.72
320 - Capital Projects Fund 2	964,416.05
355 - Capital Improvement Reserve	53,101.90
400 - Land Bank Fund	164.72
520 - Water Utility	391,886.54
530 - Sewer Utility	233,477.31
540 - Solid Waste Utility	52,728.27
550 - Stormwater Utility	1,586.00
Grand Total:	2,050,430.64

Account Summary

Account Number	Account Name	Payment Amount
100-000-000-2014	FEDERAL TAX PAYABLE	7,994.34
100-000-000-2016	SOCIAL SECURITY PAYAB...	12,941.02
100-000-000-2018	MEDICARE PAYABLE	3,026.56
100-000-000-2020	STATE TAX PAYABLE	4,850.44
100-000-000-2022	KPERS 1 PAYABLE	1,301.47
100-000-000-2024	KPERS 2 PAYABLE	2,221.56
100-000-000-2026	KPERS 3 PAYABLE	6,438.96
100-000-000-2028	KP&F PAYABLE	13,667.75
100-000-000-2034	457 DEFERRED COMP P...	1,152.00
100-000-000-2048	MEDICAL INS PREMIUMS...	53,969.71
100-000-000-2054	VISION INS PAYABLE	461.06
100-000-000-2062	FSA HEALTH PAYABLE	474.09
100-000-000-2076	COURT REINST FIXED FEE...	94.19
100-000-000-2078	COURT REINST FEE PAY...	580.99
100-000-000-2080	COURT JUDICIAL DOCKET..	151.80
100-000-000-2082	COURT JUDICIAL EDUCAT..	32.27
100-000-000-2084	COURT KLETC FEE PAYAB...	725.29
100-000-000-2090	COURT RESTITUTION PA...	34.80
100-000-000-2092	COURT STATE DUI FEE P...	199.60
100-100-110-6038	MERCHANDISE TSF OR D...	83.25
100-100-110-6046	TRAINING/CONFERENCES	335.19
100-100-110-7014	IT - MANAGED SERVICES	411.02
100-100-110-7046	COMMUNICATION SERV...	51.37
100-100-110-7800	ENGINEERING SERVICES	32,250.00
100-100-110-7804	LEGAL SERVICES	45,163.04
100-100-130-7014	IT - MANAGED SERVICES	207.62
100-100-130-7030	ENGINEERING SERVICES	5,395.00
100-100-130-7032	ENGINEERING SERVICES -..	10,000.00
100-100-130-7046	COMMUNICATION SERV...	25.68
100-100-140-6010	COMMUNITY RELATION...	41.00
100-100-140-6040	UNIFORMS/CLOTHING	92.00
100-100-140-6048	HOTEL & TRAVEL	728.08
100-100-140-7014	IT - MANAGED SERVICES	622.88
100-100-140-7046	COMMUNICATION SERV...	77.05
100-100-150-6010	COMMUNITY RELATION...	643.56
100-100-150-6038	MERCHANDISE TSF OR D...	166.50
100-100-160-6010	COMMUNITY RELATION...	604.85
100-100-160-6028	PUBLICATIONS/PRINTING	525.00
100-100-160-6030	ADVERTISING & MARKET...	409.99
100-100-160-7014	IT - MANAGED SERVICES	622.88
100-100-160-7024	CONTRACTUAL SVCS	1,481.35
100-100-160-7046	COMMUNICATION SERV...	77.05
100-100-170-6008	PROFESSIONAL DUES/M...	154.00
100-100-170-6016	OFFICE FURNITURE	180.49

Account Summary

Account Number	Account Name	Payment Amount
100-100-170-6018	OFFICE EQUIPMENT	31.99
100-100-170-6040	UNIFORMS/CLOTHING	210.00
100-100-170-6046	TRAINING/CONFERENCES	75.00
100-100-170-6048	HOTEL & TRAVEL	1,110.46
100-100-170-7014	IT - MANAGED SERVICES	207.62
100-100-170-7046	COMMUNICATION SERV...	25.68
100-100-170-7804	LEGAL SERVICES	2,842.95
100-120-240-6014	OFFICE SUPPLIES	17.74
100-120-240-6020	IT - COMPUTERS AND E...	197.82
100-120-240-7014	IT - MANAGED SERVICES	411.02
100-120-240-7024	CONTRACTUAL SERVICES	239.50
100-120-240-7026	COURT APPT ATTY/INVE...	2,678.00
100-120-240-7046	COMMUNICATION SERV...	51.37
100-120-240-7064	INMATE HOUSING FEES	3,382.95
100-120-240-7804	LEGAL SERVICES	2,913.98
100-120-250-6008	PROFESSIONAL DUES/M...	72.00
100-120-250-6014	OFFICE SUPPLIES	189.66
100-120-250-6040	UNIFORMS/CLOTHING	169.60
100-120-250-6046	TRAINING/CONFERENCES	300.00
100-120-250-6048	HOTEL & TRAVEL	2.69
100-120-250-6056	PETROLEUM PRODUCTS	3,026.38
100-120-250-6604	VEHICLE/EQUIP SUPPLIE...	1,519.98
100-120-250-7012	COMPUTER SUPPORT SE...	2,290.00
100-120-250-7014	IT - MANAGED SERVICES	3,542.43
100-120-250-7016	SOFTWARE/HARDWARE...	184.58
100-120-250-7024	CONTRACTUAL SERVICES	292.64
100-120-250-7046	COMMUNICATION SERV...	231.16
100-130-330-7046	COMMUNICATION SERV...	31.83
100-130-350-6004	CHEMICALS	415.00
100-130-350-6008	PROFESSIONAL DUES/M...	600.00
100-130-350-6028	PUBLICATIONS/PRINTING	65.99
100-130-350-6034	CLEANING SUPPLIES	265.33
100-130-350-6040	UNIFORMS/CLOTHING	535.60
100-130-350-6048	HOTEL & TRAVEL	987.40
100-130-350-6056	PETROLEUM PRODUCTS	78.12
100-130-350-6400	RECREATIONAL EQUIP/S...	17.87
100-130-350-6604	VEHICLE/EQUIP SUPPLIE...	4.15
100-130-350-7014	IT - MANAGED SERVICES	830.52
100-130-350-7024	CONTRACTUAL SERVICES	679.02
100-130-350-7036	INSTRUCTORS	670.00
100-130-350-7038	JANITORIAL SERVICES	682.50
100-130-350-7046	COMMUNICATION SERV...	286.89
100-130-360-6014	OFFICE SUPPLIES	23.98
100-130-360-7046	COMMUNICATION SERV...	23.35
100-140-440-6700	SPECIAL ASSESSMENTS	77,975.98
100-150-510-6040	UNIFORMS/CLOTHING	1,413.89
100-150-510-6054	MINOR EQUIP: TOOLS,E...	97.86
100-150-510-6056	PETROLEUM PRODUCTS	339.93
100-150-510-7014	IT - MANAGED SERVICES	411.02
100-150-510-7024	CONTRACTUAL SERVICES	144.37
100-150-510-7046	COMMUNICATION SERV...	99.56
100-160-610-6028	PUBLICATIONS/PRINTING	60.16
100-160-610-6056	PETROLEUM PRODUCTS	147.63
100-160-610-6604	VEHICLE/EQUIP SUPPLIE...	10.00
100-160-610-7014	IT - MANAGED SERVICES	1,038.14
100-160-610-7024	CONTRACTUAL SERVICES	404.15
100-160-610-7046	COMMUNICATION SERV...	64.21
100-190-910-6014	OFFICE SUPPLIES	65.06

Account Summary

Account Number	Account Name	Payment Amount
100-190-910-6016	OFFICE FURNITURE	670.90
100-190-910-6034	CLEANING SUPPLIES	676.31
100-190-910-6056	PETROLEUM PRODUCTS	64.13
100-190-910-6604	VEHICLE/EQUIP SUPPLIE...	10.00
100-190-910-7000	CREDIT CARD PROCESSI...	106.25
100-190-910-7022	MOWING SERVICES	196.70
100-190-910-7024	CONTRACTUAL SVCS	-2,385.80
100-190-910-7038	JANITORIAL SVCS	1,832.50
100-190-910-7046	COMMUNICATION SERV...	891.68
200-000-000-2014	FEDERAL TAX PAYABLE	216.74
200-000-000-2016	SOCIAL SECURITY PAYAB...	365.24
200-000-000-2018	MEDICARE PAYABLE	85.42
200-000-000-2020	STATE TAX PAYABLE	120.29
200-000-000-2022	KPERS 1 PAYABLE	454.93
200-000-000-2048	MEDICAL INS PREMIUMS...	3,418.13
200-000-000-2054	VISION INS PAYABLE	17.23
200-210-200-6040	UNIFORMS/CLOTHING	1,233.73
200-210-200-6054	MINOR EQUIP: TOOLS,E...	40.27
200-210-200-6056	PETROLEUM PRODUCTS	1,125.83
200-210-200-7014	IT - MANAGED SERVICES	207.62
200-210-200-7022	MOWING SERVICES	416.00
200-210-200-7024	CONTRACTUAL SERVICES	33.36
200-210-200-7040	STREET LIGHTING	8,413.41
200-210-200-7046	COMMUNICATION SERV...	85.22
200-210-200-7048	UTILITIES	95.84
200-210-200-8010	PUBLIC GROUNDS IMPR...	2,499.46
200-210-200-8014	STREET IMPROVEMENTS	6,825.00
320-320-320-8802	COST OF ISSUANCE	7,166.00
320-320-320-8860	INSPECTION - WATER	1,077.12
320-320-320-8861	INSPECTION - SEWER	1,077.13
320-320-320-8862	INSPECTION - PAVING	27,130.94
320-320-320-8863	INSPECTION - DRAINAGE	26,017.19
320-320-320-8880	CONSTRUCTION - WATER	50,467.33
320-320-320-8881	CONSTRUCTION - SEWER	57,355.41
320-320-320-8882	CONSTRUCTION - PAVING	168,148.55
320-320-320-8886	CONSTRUCTION - STRUC...	323,093.73
320-320-320-8891	OWNER'S REP	72,410.87
320-320-320-8892	GEOTECH SERVICES	3,175.00
320-320-320-8893	EQUIPMENT AND FURNI...	227,296.78
355-355-355-7024	CONTRACTUAL SERVICES	1,858.50
355-355-355-8014	STREET IMPROVEMENTS	51,243.40
400-400-400-6700	LAND BANK SPECIAL ASS...	164.72
520-000-000-2014	FEDERAL TAX PAYABLE	544.67
520-000-000-2016	SOCIAL SECURITY PAYAB...	1,144.92
520-000-000-2018	MEDICARE PAYABLE	267.80
520-000-000-2020	STATE TAX PAYABLE	408.69
520-000-000-2022	KPERS 1 PAYABLE	376.45
520-000-000-2024	KPERS 2 PAYABLE	328.61
520-000-000-2026	KPERS 3 PAYABLE	910.68
520-000-000-2048	MEDICAL INS PREMIUMS...	6,917.08
520-000-000-2054	VISION INS PAYABLE	25.42
520-210-520-2006	STATE SALES TAX COLLE...	1,396.57
520-210-520-6010	COMMUNITY RELATION...	169.72
520-210-520-6014	OFFICE SUPPLIES	5.88
520-210-520-6026	POSTAGE	64.53
520-210-520-6028	PUBLICATIONS/PRINTING	1,107.22
520-210-520-6034	CLEANING SUPPLIES	244.46
520-210-520-6040	UNIFORMS/CLOTHING	1,840.04

Account Summary

Account Number	Account Name	Payment Amount
520-210-520-6046	TRAINING/CONFERENCES	61.56
520-210-520-6054	MINOR EQUIP: TOOLS,E...	239.62
520-210-520-6056	PETROLEUM PRODUCTS	579.24
520-210-520-6500	WATER SYSTEM SUPPLIES	4,593.60
520-210-520-6602	VEH/EQUIP REPAIRS & ...	701.50
520-210-520-6802	WATER SYSTEM MAINT/...	271,947.88
520-210-520-7000	CREDIT CARD PROCESSI...	12.20
520-210-520-7014	IT - MANAGED SERVICES	1,038.14
520-210-520-7016	SOFTWARE/HARDWARE...	4,166.00
520-210-520-7024	CONTRACTUAL SERVICES	526.92
520-210-520-7046	COMMUNICATION SERV...	287.35
520-210-520-7048	UTILITIES	100.00
520-210-520-7058	WATER PURCHASED	16,303.25
520-210-520-7060	WATER TREATMENT OP...	52,021.42
520-210-520-7062	WATER DEBT SERVICE - ...	23,555.12
530-000-000-2014	FEDERAL TAX PAYABLE	925.02
530-000-000-2016	SOCIAL SECURITY PAYAB...	1,325.24
530-000-000-2018	MEDICARE PAYABLE	309.90
530-000-000-2020	STATE TAX PAYABLE	509.44
530-000-000-2022	KPERS 1 PAYABLE	395.59
530-000-000-2026	KPERS 3 PAYABLE	1,451.44
530-000-000-2048	MEDICAL INS PREMIUMS...	6,281.03
530-000-000-2054	VISION INS PAYABLE	44.00
530-210-530-6010	COMMUNITY RELATION...	169.71
530-210-530-6014	OFFICE SUPPLIES	192.09
530-210-530-6028	PUBLICATIONS	975.25
530-210-530-6040	UNIFORMS/CLOTHING	1,454.39
530-210-530-6046	TRAINING/CONFERENCES	61.57
530-210-530-6056	PETROLEUM PRODUCTS	402.17
530-210-530-6806	LIFT STATION OPERATIO...	154.20
530-210-530-6808	WASTEWATER SYS M/R	45,884.00
530-210-530-7014	IT - MANAGED SERVICES	1,042.38
530-210-530-7024	CONTRACTUAL SERVICES	526.93
530-210-530-7046	COMMUNICATION SERV...	158.33
530-210-530-7052	SEWER TREATMENT OP...	43,325.62
530-210-530-7054	SEWER DEBT SERVICE - ...	52,146.08
530-210-530-8908	PUBLIC GROUNDS IMPR...	75,742.93
540-540-540-7042	SOLID WASTE SERVICES ...	38,746.74
540-540-540-7044	RECYCLING SERVICES	13,981.53
550-550-550-8018	DRAINAGE SYSTEM IMP...	1,586.00
	Grand Total:	2,050,430.64

Project Account Summary

Project Account Key	Payment Amount
None	1,030,596.19
001-8886	323,093.73
001-8891	72,410.87
004-8882	37,769.15
005-8860	1,077.12
005-8861	1,077.13
005-8862	26,017.19
005-8863	26,017.19
005-8880	14,966.25
005-8881	57,355.41
005-8892	3,175.00
006-8862	1,113.75
010-8882	47,542.50
012-8882	82,836.90

Project Account Summary

Project Account Key	Payment Amount
014-8880	35,501.08
021-8832	48,593.40
027-8802	6,321.00
028-8802	845.00
029-8893	227,296.78
031-8014	<u>6,825.00</u>
Grand Total:	2,050,430.64



City of Bel Aire, KS

Section VI, Item A.

Payroll Check Register Report Summary

Pay Period: 11/29/2025-12/12/2025

Packet: PYPKT00236 - PY 11.29.25-12.12.25: PAID 12.18.25
Payroll Set: Payroll Set 01 - 01

Type	Count	Amount
Regular Checks	0	0.00
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	74	91,312.13
Total	74	91,312.13

Approved 12/31/25
 AP ORD 25-24 total Expenses: \$2,141,742.77
 Special Assessment Project Costs:
 \$390,208.07

Barry Smith

City of Bel Aire

STAFF REPORT

STAFF COMMUNICATION

DATE: 12/11/2025

TO: Bel Aire City Council
FROM: Paula Downs
RE: SD-24-02 Chapel Land. 8 Final Plat

Table with 2 columns: FOR MEETING OF, 1/06/2026. Rows include CITY COUNCIL and INFORMATION ONLY.

SUMMARY:

SD-24-02 Proposed final plat R-5 Garden and Patio Homes, Townhouse and Condominium Uses (Chapel Landing 8th)

Legal Description:

Lots 1 – 44, Block A; Lots 1 – 35 Block B; and Lots 1 -8, Block C, and Reserves A and B.

General Location:

Southwest corner of 53rd St. N. and Woodlawn Blvd.

Background:

Chapel Landing 8th was initially impacted in the original plat of Chapel Landing in 2007, although it was exempted from the plat. A 2021 zoning case ZON-20-01for Chapel Landing (prior to phasing) zoned the property R-4 per Ordinance #671, previously it was C-2.

Chapel Landing 8th Preliminary Plat was approved at the August 8, 2024, Planning Commission meeting. Case was published and notifications sent out. Final plat was delayed and submitted in July 2025 prior to the one-year deadline. Publication and notification is not required for Final Plat cases.

Case History:

1. November 9, 2023- Planning Commission Meeting

ZON-23-05 Rezoning: Approximately 26.3 acres zoned R-4 single-family, to a R-5 multi-family at the southwest corner of 53rd St. N. and Woodlawn Blvd. (Chapel Landing 8th).

Zoning case requested the change in zoning to allow for a residential subdivision on undeveloped property. Sketch Plat submitted with the application showed the development as 87 lots. The case was requesting a change from R-4 to R-5 to be able to develop

smaller lots at a sixty-foot width. Developer met with the Homeowners Association of Iron Gate and agreed that all lots on the South and West property line will be seventy foot wide and any lots not abutting those lots will all be sixty foot wide. Utilities and sanitary sewer will be front loaded on the South and West lot lines to allow all of the trees to remain where they are on the South and West. Fencing will be metal or rod iron allowed abutting any detention facility as well as the South and West lots. The developer also agreed to add a playground for the residents as well.

The Planning Commission approved the zoning case 6-0.

2. December 5, 2023- City Council Meeting

ZON-23-05 Rezoning case was approved 6-0 as recommended by the Planning Commission.

Council briefly discussed the trend of building single-family homes on smaller lots and lack of a zoning classification in the Bel Aire zoning code to allow that kind of development. Motion for approval included a motion to direct Planning Commission to create a new zoning district for single-family housing on smaller lots.

Motion carried 5-0.

Ordinance 711 approving the R-5 zoning was executed on December 5, 2023.

3. August 8, 2024 - Planning Commission Meeting

SD-24-02 Preliminary Plat, Chapel Landing 8th. Platting of an R-5 Residential District. The subject property is approximately 24.09 acres generally located at East 53rd Street N. and Woodlawn Blvd.

Chapel Landing Preliminary Plat contained 87 lots with all lots being single family homes. Building setbacks for front yard and street side are depicted on the face of the plat. Minimum interior side yard setback shall be 5 feet and minimum rear yard setbacks shall be 15 feet. Sidewalks were being installed on one-side of the street.

Commission did discuss details of the plat including possible park/greenspace areas and the locations of entrances/exists and expected traffic in the area. It was requested that the north access into the development, Gabriel Street, align with the school entrance across Woodlawn.

The Preliminary Plat was approved 6-0

4. October 8, 2025- Planning Commission Meeting

SD-24-02 final plat conforms with the approved preliminary plat and subdivision regulations. The final plat was distributed to city staff and utilities for review and comments. All comments were revised by the applicant and are reflected on the final plat documents.

Commission stated that there were a lot of trees on this property and applicant’s agent confirmed that there is an effort to maintain trees if possible, however, depending on how the development lays out, many of them will be removed to allow for infrastructure and homes to be built. The trees will remain on the South and West side of the development which is why utilities will be installed from the front.

Applicant’s agent confirmed that on the face of the plat there is a zoning note that says the development will be single-family lots which was required by the City Council during the zoning case. Utilities asked for easements in the front because sewer and Evergy are moving utility easements to the front to be able to easily access transformers.

The Planning Commission approved the final plat 5-0.

Recommendations of permanent staff

Staff recommend approval of the final plat pending the outcome of City Council review and public hearing.



**MINUTES
PLANNING
COMMISSION/BOARD OF
ZONING APPEALS**



7651 E. Central Park Ave, Bel Aire, KS

October 9, 2025, 6:30 PM

I. Call to Order Chairman Phillip Jordan called the meeting to order at 6:30 p.m.

II. Roll Call

Chairman Phillip Jordan, Vice-Chairman Deryk Faber and Commissioners Brian Mackey, Brian Stuart, and Dee Roths were present in person. Commissioner Paul Matzek was absent. Quorum was present.

Also present in person was Paula Downs, Secretary. Maria Schrock, City Attorney was present by phone.

III. Pledge of Allegiance to the American Flag

Chairman Phillip Jordan led the pledge of allegiance.

IV. Consent Agenda

A. Approval of Minutes from Previous Meeting.

Motion: Vice-Chairman Faber moved to approve the minutes of the September 11, 2025, meeting. Commissioner Mackey seconded the motion. *Motion carried 5-0.*

V. Announcements:

Paula Downs, Secretary provided key agenda documents from the September 11, 2025, meeting for Chairman Jordan and Commissioner Stuart who were absent from the meeting. The secretary also provided an updated Planning Commission contact list to the Commission. Commissioner Roths stated she had an updated phone number which the Secretary will add to the list and provide an updated list at the November 13, 2025, meeting.

At the September 11, 2025, meeting the Commission asked if the Board of Zoning Appeals meetings would be required to be videotaped since decisions being made by the Board are final and cases are not approved by the City Council. Secretary confirmed that we are not required to videotape meetings, but we are developing "almost" verbatim meeting minutes as the official record. Meeting agenda packets have a complete case record provided to the Commission and City Council, so we have a complete legal record for each meeting.

At the September 11, 2025, meeting the Commission asked if the City Code would need to be updated since it currently reflects that the Board of Zoning Appeals is a 3-member board. Secretary stated that the approved ordinance would be provided to Municode, the entity that updates our City Code, who will make the update to accurately reflect that the Planning Commission has been appointed as the Board of Zoning Appeals.

VI. Old Business/New Business

A. SD-24-02 Proposed Final Plat R-5 Garden and Patio Homes, Townhouse and Condominium Uses (Chapel Landing 8th).

Case involves Chapel Landing 8th, which is a development that has had several phases over several years. This case has a recent zoning case presented at the November 2023 Planning Commission to change zoning from R-4 to R-5 to develop smaller lots at a 60' width. The developer met with the Homeowners Association and a summary of that discussion was included in the zoning case meeting minutes and is in the staff report. There were several considerations discussed including front loading utilities, fencing materials, and installing a playground in the development. City Council approved the zoning case which indicated that single family homes would be built.

Preliminary plat case appeared at the Planning Commission in August 2024. Development was designed as 87 lots for single family homes. The setbacks are included in the face of the plat. There was some discussion at the meeting about green space and access points. The plat reflects an access point aligned with the access point of the school directly across the street.

The final plat is being presented tonight. The final plat conforms with the preliminary plat elements. It was distributed to all City staff and Utilities, and all comments were updated and the final plat revised accordingly. Staff is recommending approval of the plat pending the outcome of Planning Commission review and the public hearing.

Commissioners commented that they like the vicinity map section to know where the development is. Secretary shared that this is a required element for every plat. Development is at 53rd and Woodlawn. Chapel Landing 8th development will be built on undeveloped land. There are a lot of trees on this property and there is an effort to maintain trees if possible, however, depending on how the development lays out, many of them will be removed to allow for infrastructure and homes to be built. Goal is to keep trees, however, not required if they are in the way. Trees are often used as a screening mechanism if it fits the development. The trees will remain on the South and West side of the development.

Kris Rose, Baughman Company, applicant's agent, stated that they are keeping trees on the south and west which is why the utilities will be installed from the front. They will try to keep others if it makes sense from grading, etc.

Commission asked if R-5 zoning allows for multi-family development. Secretary read the language of the R-5 District from the Code which states: *Garden and patio homes, townhouses and condominiums. The zoning of property as R-5, Multi-Family district is intended to provide for the development of well-designed Garden homes, Townhouses, and condos with emphasis on open space and access to light and air. The R-5 District allows for development of up to six (6) dwelling units per acre.* Development follows this and has been stated to be single-family homes.

Kris Rose stated that on the face of the plat there is a zoning note that says the development will be single-family lots. Commission was concerned that often the zoning district allows for single family and multi-family development and often they are told it will be single-family and then something else is built. Kris Rose confirmed that single-family development was a requirement of the City Council. Secretary stated that typically when hearing a zoning case there is not an indication of the type of development that will be built, in this instance it is clearly stated it will be single-family development.

Commission asked when they would break ground on the development. Kris Rose stated that they would like to get started immediately. They are having some trouble with Chapel Landing 7th prices being too high. They are thinking about bidding both phases at the same time. Applicant wants to move forward as soon as possible but it may be 3- 6 months down the road.

Commission noticed that there is a 20' utility easement on the front of the south and west because of existing the trees and transformers in the back. Kris Rose confirmed it was also because sewer and Evergy are moving utility easements to the front. Utilities have difficulty in accessing transformers in the rear, so they are asking for easements in the front. The rear calls out for a 15' easement which is smaller because there is no sewer in the rear easement.

North of this development is a pipeline and Chapel Landing 7th. Chapel Landing phases have been developed West to East, and Chapel Landing 7th is to the North of Chapel Landing 8- a triangle piece of land. Chapel Landing 7th has a final plat approved but hasn't been built because they are trying to lower the construction bid costs.

Commission commented on the name of the road in the development is Woodrow and it's close to Woodlawn. Kris Rose stated that the name of the street is a continuation of a street to the south that aligns with the development street.

Commission asked how many of the lots will be patio homes. Kris Rose stated that these will be "Liberty Homes" that will be built in the development. Those homes have been built in Bel Aire, and these will be updated a little. Owner of Liberty Homes has been around for a long time.

Chairman Jordan opened the public hearing, and nobody was in attendance or requested to speak. Chairman Jordan closed the public hearing.

Commission stated they liked the idea of patio homes for retirees and appears to be a nice addition to the City. Commission inquired about the “Villas” near city hall which are tri-plex units and may be “slab homes” and are maintenance free- HOA typically takes care of irrigation and mowing. Commission thanked Kris Rose for implementing comments from the Commission and HOA into the development.

Commission asked why they didn’t have to recite the “Golden Factors” for this case, and it was explained that this is a final plat approval, and “Golden Factors” are used for zoning cases.

Motion: Vice-Chairman Faber moved to recommend approval of the final plat of SD-24-02 as presented. Commissioner Stuart seconded the motion. *Motion carried 5-0.*

B. Review Board of Zoning Appeals Draft Bylaws Resolution

The Board of Zoning Appeals (BZA) draft bylaws are presented for Commission review. Staff used the planning commission bylaws format and scaled it back to the appropriate language and sections for the BZA bylaws. There will be different language that relates to the BZA including types of cases. Staff also removed language from the BZA bylaws that is already established for the planning commission. For example, staff did not include information related to the number of planning commission members, or how they get appointed, because the planning commission serves as the BZA. The Bylaws are limited to what cases the BZA hears, and the bylaws does include some of the items as the planning commission bylaws. There are no surprises in the draft document, however, the commission should review the bylaws to ensure accuracy. The commission can also add language to the draft bylaws if needed.

Commission will review and provide any updates. Staff will make the updates and then send to the Mayor to review and provide feedback. Staff will update to a final draft in the correct format and bring to the commission to approve at the November meeting. Then the approved document will go before Council for final approval. Staff requested commission provide all updates 10 days prior to the November meeting so a final resolution document can be drafted and approved at the November meeting. Commissioners can send comments via email to the Secretary.

Commission asked if they were allowed to all meet for coffee as long as they don’t discuss anything related to a zoning case. Staff shared that if commissioners were going to meet or be at an event together, they would need to notify the Secretary ahead of time so staff could be prepared to state that we were aware of it and confirm that no city business was discussed. If the commission knows ahead of time that they are all going to be at an event or a gathering together we can state they will be at an event, and no city business was discussed. For example, when the commission joined the city council workshop we stated that the planning commission was invited to join the workshop to discuss the Comprehensive Plan.

Action: No action required; for discussion and review only.

VII. Board of Zoning Appeals Business: None at this time.

VIII. Approval of the Next Meeting Date.

Secretary corrected the error on the agenda and stated that the next meeting is scheduled for November 13.

Motion: Chairman Jordan moved to approve the date of the next meeting: November 13, 2025, at 6:30 p.m. Commissioner Mackey seconded the motion. ***Motion carried 5-0.***

IX. Current Events

A. Upcoming Agenda Items:

1. Approval of Board of Zoning Appeals Bylaws
2. Approval of Bel Aire 2035 Comprehensive Plan

Secretary stated that in addition to upcoming agenda items listed on the agenda the commission's November meeting will include: the approval of the 2026 Planning Commission/BZA meeting schedule; elections of the chair and vice-chair of the planning commission; and approval of the zoning map. Secretary shared that officers are elected for one-year terms every year. Secretary further shared that staff hope to have a 7th commission member appointed by the Mayor in the near future. Secretary will continue to follow-up on the appointment. Chairman Jordan stated that he met with an individual that might be a good candidate to serve on the Commission.


B. Upcoming Events:

1. October 18– Fall Festival at Bel Aire Recreation 10:00 – 2:00
2. October 13 Columbus Day- City Office Closed to the Public
3. November 11- Veterans Day- City Offices Closed

X. Adjournment

Motion: Commissioner Mackey moved to adjourn. Commissioner Roths seconded the motion. ***Motion carried 5-0.***

Approved by the Bel Aire Planning Commission this 13 day of November, 2025.


Phillip Jordan, Chairman

ATTEST:


Paula L. Downs, Secretary

CITY OF BEL AIRE, KANSAS

File No. S/D _____ - _____

APPLICATION FOR FINAL PLAT APPROVAL

This is an application for processing a final plat in accordance with the City Subdivision Regulations. The application must be completed and filed with the Subdivision Administrator at least 15 days prior to a regular meeting date of the Planning Commission.

(AN INCOMPLETE APPLICATION CANNOT BE ACCEPTED)

Name of Subdivision Chapel Landing 8th

General Location SE corner of 53rd and Woodlawn

Inside City To be Annexed Outside City

Name of Landowner 53rd & Oliver, LLC Attn. Jay Russell

Address PO Box 75337, Wichita, KS 67275 Phone 316-990-2105

Name of Subdivider/Agent Baughman Company, P.A. Attn. Kris Rose

Address 315 S. Ellis St., Wichita, KS 67275 Phone 316-262-7271

Name of (Engineer) (Land Planner) Baughman Company, P.A. Attn. Kris Rose

Address 315 Ellis Wichita, KS 67211 Phone 262-7271

Name of Registered Land Surveyor same as agent

Address _____ Phone _____

Subdivision Information

1. (Select One) Final Plat of entire preliminary plat area

Final Plat of unit number _____ of _____ unit developments

Final Plat for small tract

Final Replat of original platted area

2. Gross acreage of plat 24.06 Acres

3. Total number of lots 87

4. Proposed land use for an Urban-Type Rural Type Subdivision:

a. Residential-Single-Family Duplex Multiple Family Manufactured/Mobile Home

b. Commercial _____

c. Industrial _____

d. Other _____

- 5. Predominant minimum lot width 60 Feet
- 6. Predominant minimum lot area 7,200 Square Feet
- 7. Existing zoning R-5 District
- 8. Proposed zoning n/a District
- 9. Source of water supply City
- 10. Method of sewage disposal City
- 11. Total lineal feet of new street 3360 Feet

Street Name	R/W Width	Lineal Feet
a. <u>Forbes St</u>	<u>60</u> Ft.	<u>482</u> Ft.
b. <u>Woodlow St</u>	<u>60</u> Ft.	<u>1066</u> Ft.
c. <u>Hillcrest St</u>	<u>32</u> Ft.	<u>901</u> Ft.
d. <u>Chris St & Chris Cir</u>	<u>60</u> Ft.	<u>791</u> Ft.
e. <u>Gabriel St</u>	<u>60</u> Ft.	<u>120</u> Ft.
f. _____	_____ Ft.	_____ Ft.
g. _____	_____ Ft.	_____ Ft.
h. _____	_____ Ft.	_____ Ft.
i. _____	_____ Ft.	_____ Ft.
j. _____	_____ Ft.	_____ Ft.

- 12. Proposed type of street surfacing asphalt
- 13. Curb and gutter proposed: Yes No
- 14. Sidewalks proposed: Yes No If yes, where? _____
See sidewalk exhibit
- 15. Is any portion of the proposed subdivision located in an identified flood plain area?
 Yes No

The landowner herein agrees to comply with the City Subdivision Regulations and all other related ordinances, policies and standards of the City and statutes of the State of Kansas. It is further agreed that all costs of recording the plat and supplemental documents thereto with the Register of Deeds shall be paid by the owner. The undersigned further states that he/she is the owner of the land proposed for platting and, when requested, will permit officials of the City to inspect the land as may be necessary for proper plat review.

Landowner

Date

Kris Pigg
Agent (If any)

8-25-25
Date

OFFICE USE ONLY

Prints of the Final Plat received ✓ (Number)

Final drainage plan, if required, received N/A

Copy of a title report for the land received N/A

Copy of proposed restrictive covenants, if any, received n/a

Methods for financing and guaranteeing improvements yes


For plats for small tract:

a. Vicinity map received n/a

b. Topographic drawing, if required, received n/a

Original drawing or photographic equivalent of Final Plat received yes

This application was received by the Subdivision Administrator on December 1, 2025. It has been checked and found to be accompanied by the required information and the fee, if any, of \$ 1220 paid to the City Clerk.



Subdivision Administrator

cc: Applicant

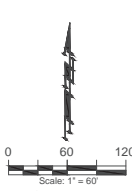
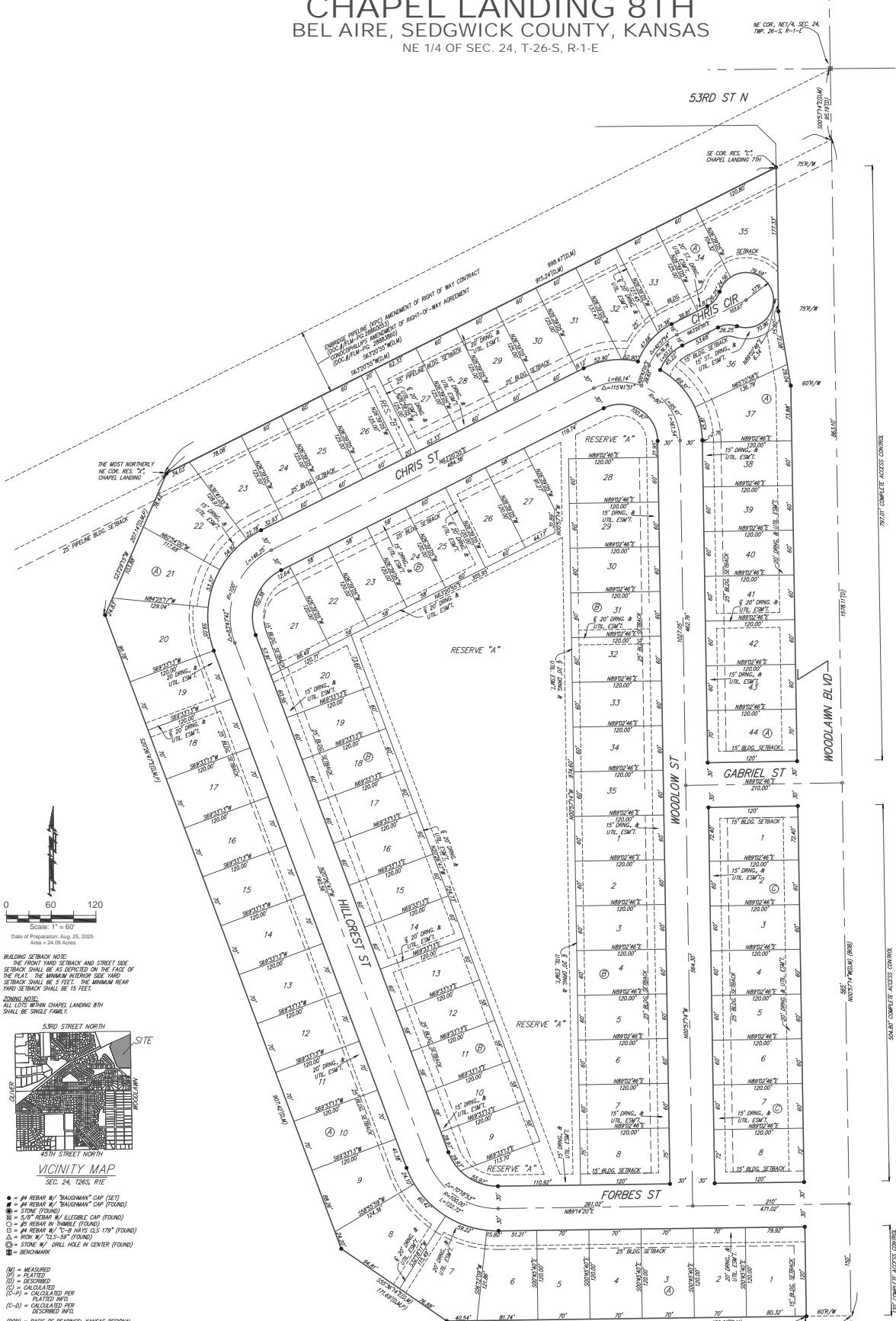
FINAL PLAT

CHAPEL LANDING 8TH

BEL AIRE, SEDGWICK COUNTY, KANSAS

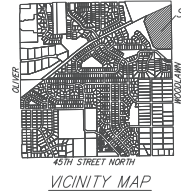
NE 1/4 OF SEC. 24, T-26-S, R-1-E

Section X, Item A.



BUILDING SETBACK NOTE:
THE FRONT YARD SETBACK AND STREET SIDE SETBACK SHALL BE AS SHOWN ON THE FACE OF THE PLAT. THE MINIMUM INTERIOR SIDE YARD SETBACK SHALL BE 5 FEET. THE MINIMUM REAR YARD SETBACK SHALL BE 15 FEET.

ZONING NOTE:
ALL LOTS WITHIN CHAPEL LANDING 8TH SHALL BE SINGLE-FAMILY.



- = REBAR W/ "BAUGHMAN" CAP (SET)
 - = REBAR W/ "BAUGHMAN" CAP (FOUND)
 - = STONE (FOUND)
 - = 5/8" REBAR W/ KLEBSILE CAP (FOUND)
 - = REBAR IN TUBULE (FOUND)
 - = REBAR W/ 2" x 4" HANG C/S 17" (FOUND)
 - = IRON W/ 1/2" x 5/8" (FOUND)
 - = STONE W/ DRILL HOLE IN CENTER (FOUND)
 - = BENCHMARK
- (M) = MEASURED
(P) = PLATED
(S) = SOUNDED
(C) = CALCULATED
(C-S) = CALCULATED PER PLATED INFO.
(C-M) = CALCULATED PER DESCRIBED INFO.
- (DOB) = BASIS OF BEARINGS: KANSAS REGIONAL COORDINATE SYSTEM ZONE 12, NAD83

LOT	BLOCK	ELEVATION
1-6	A	1419.5
7-22	A	1426.5
1-35	B	1412.0

BENCHMARK #1:
SQUARE CUT IN MEXIAN NOSE SOUTH ENTRANCE TO SCHOOL.
ELEVATION = 1426.13 NAD83

BENCHMARK #2:
SQUARE CUT TOP & CENTER BACK ON CURB INLET 30' S. EAST OF FORBES ST ON NORTH SIDE OF CENTRAL PARK AVE.
ELEVATION = 1416.86 NAD83

NE COR. NE 1/4, SEC. 24
TWP. 26-S, R-1-E

SE COR. RES. "C"
CHAPEL LANDING 7TH

BAUGHMAN COMPANY
315 Ellis St. Wichita, KS 67211 316-262-7271
BaughmanCo.com

FINAL PLAT
CHAPEL LANDING 8TH
BEL AIRE, SEDGWICK COUNTY, KANSAS
NE 1/4 OF SEC. 24, T-26-S, R-1-E

STATE OF KANSAS }
COUNTY OF SEDGWICK } SS

We, Baughman Company, P.A., Surveyors in aforesaid county and state do hereby certify that we have surveyed and platted "CHAPEL LANDING 8TH", Bel Aire, Sedgwick County, Kansas and that the accompanying plat is a true and correct exhibit of the property surveyed, described as that part of the Northeast Quarter of Section 24, Township 26 South, Range 1 East of the Sixth Principal Meridian, Sedgwick County, Kansas described as follows: Commencing at the northeast corner of said Northeast Quarter, FIRST COURSE, thence S00°57'14"E, (basis of bearings, east line of said Northeast Quarter as platted in Chapel Landing, Bel Aire, Sedgwick County, Kansas), coincident with the east line of said Northeast Quarter, a distance of 95.19 feet to the intersection with the southeast line of an Enbridge Pipeline (RPO) Amendment of Right of Way Contract described and recorded in the Office of the Sedgwick County Register of Deeds in 2004/JFM-10-28860053 and the southeast line of a ConocoPhillips Amendment of Right-of-Way Agreement described and recorded in the Office of the Sedgwick County Register of Deeds in 2004/JFM-10-28863860. (hereinafter referred to as Pipeline Rights-of-Way), and for a Point of Beginning, SECOND COURSE, thence S63°20'55"W coincident with the southeast line of said Pipeline Rights-of-Way, a distance of 995.47 feet to the most northerly northeast corner of Reserve "A" as platted in Chapel Landing, Bel Aire, Sedgwick County, Kansas; THIRD COURSE, thence S23°09'15"W coincident with the southeast line of said Reserve "A", a distance of 207.14 feet; FOURTH COURSE, thence S02°26'47"E coincident with the east line of said Reserve "A", a distance of 807.42 feet; FIFTH COURSE, thence S55°36'14"E coincident with the east line of said Reserve "A", 171.69 feet; SIXTH COURSE, thence N89°14'20"E coincident with the southerly most north line of said Reserve "A", 542.61 feet to a point in the east line of said Northeast Quarter; SEVENTH COURSE, thence N00°57'14"W coincident with the east line of said Northeast Quarter, 1578.11 feet to the Point of Beginning, subject to a 50.00 foot road right-of-way lying west of and abutting the east line of said Northeast Quarter.

Existing public easements, building setbacks, access controls, and dedications, if any, being vacated by virtue of K.S.A. 12-512b, as amended.

All being situated in the Northeast Quarter of Section 24, Township 26 South, Range 1 East of the Sixth Principal Meridian, Sedgwick County, Kansas.

Baughman Company, P.A.

Date of Survey:



Jonathan C. Hubbell, Surveyor

STATE OF KANSAS }
COUNTY OF SEDGWICK } SS

Know all men by these presents that we, the undersigned, have caused the land in the surveyors certificate to be platted into Lots, Blocks, Reserves, and Streets, to be known as "CHAPEL LANDING 8TH", Bel Aire, Sedgwick County, Kansas. The drainage and utility easements are hereby granted to the public as indicated for drainage purposes and for the construction and maintenance of all public utilities. The street, drainage, and utility easements are hereby granted to the public as indicated for street purposes, for drainage purposes, and for the construction and maintenance of all public utilities. The streets are hereby dedicated to and for the use of the public. Reserve "A" is hereby reserved for entry monuments, open space, landscaping, sidewalks, lakes, drainage purposes, and utilities as confined to easements. Reserve "B" is hereby reserved for open space, landscaping, drainage purposes, and utilities as confined to easements. Reserves "A" and "B" shall be owned and maintained by the current owner, and for their successors, assigns, and/or a Homeowners Association. Access controls shall be as depicted on the face of the plat and are hereby granted to the City of Bel Aire, Kansas. The Minimum Building Foot Elevation for the lowest opening to the structures shall be as indicated on the face of the plat.

53rd & Oliver, LLC
a Kansas limited liability company

Jay W. Russell, Manager

State of Kansas)
Sedgwick County) SS
The foregoing instrument acknowledged before me, this ___ day of ___, 2025, by Jay W. Russell, Manager of 53rd & Oliver, LLC, a Kansas limited liability company, on behalf of the limited liability company.

Notary Public
My App'l. Exp. _____

We, the undersigned holders of a mortgage on the above described property do hereby consent to this plat of "CHAPEL LANDING 8TH", Bel Aire, Sedgwick County, Kansas.
Legacy Bank

STATE OF KANSAS)
COUNTY OF SEDGWICK } SS

The foregoing instrument acknowledged before me, this ___ day of ___, 2025, by ___ of Legacy Bank, on behalf of the bank.

Notary Public
My App'l. Exp. _____

STATE OF KANSAS }
COUNTY OF SEDGWICK } SS

This plat of "CHAPEL LANDING 8TH", Bel Aire, Sedgwick County, Kansas has been submitted to and approved by the Bel Aire Planning Commission, Bel Aire, Kansas, and is hereby transmitted to the City Council of the City of Bel Aire, Kansas, with the recommendation that such plat be approved as proposed.

Dated this ___ day of ___, 2025.

Phillip Jordan, Chair
Paula L. Downs, Secretary

STATE OF KANSAS)
COUNTY OF SEDGWICK } SS

The dedications shown on this plat, if any, are hereby accepted by the Governing Body of the City of Bel Aire, Kansas on ___ day of ___, 2025.

Mayer
Jim Benage, City of Bel Aire
Melissa Krehbiel, City Clerk

STATE OF KANSAS)
COUNTY OF SEDGWICK } SS

The title evidence of the land included in this plat has been reviewed by me and the plat is approved pursuant to the provisions of K.S.A. 12-401.

Date Signed: ___, 2025.

Maria Schrock, City Attorney

Reviewed in accordance with K.S.A. 58-2005
on this ___ day of ___, 2025.

Tricia L. Robello, P.L.S. #1246
Deputy County Surveyor
Sedgwick County, Kansas

Entered on transfer record this ___ day of ___, 2025.
Kelly B. Arnold, County Clerk

STATE OF KANSAS)
COUNTY OF SEDGWICK } SS

This is to certify that this instrument was filed for record in the Register of Deeds Office at ___ (a.m.) (p.m.) on the ___ day of ___, 20___ and is duly recorded.

Tonya Buckingham, Register of Deeds
Kenly Zehring, Deputy

CHAPEL LANDING 8TH



Closure Report: Chapel Landing 8th

Point of Beginning

Point No. 1

Easting: 1669881.6199'
Northing: 1720450.9393'

Side 1: Line

Direction: S00°57'14.00"E
Angle: [-000°57'14.00"]
Deflection angle: [179°02'46.00"]
Distance: 193.1300'

Point No. 2

Easting: 1669884.8351'
Northing: 1720257.8360'

Side 2: Line

Direction: S09°29'05.00"E
Angle: [171°28'09.00"]
Deflection angle: [-008°31'51.00"]
Distance: 101.1200'

Point No. 3

Easting: 1669901.4981'
Northing: 1720158.0984'

Side 3: Line

Direction: S00°57'14.00"E
Angle: [-171°28'09.00"]
Deflection angle: [008°31'51.00"]
Distance: 503.8800'

Point No. 4

Easting: 1669909.8866'
Northing: 1719654.2882'

Side 4: Line

Direction: S00°57'14.00"E
Angle: [180°00'00.00"]
Deflection angle: [000°00'00.00"]
Distance: 60.0000'

Point No. 5

Easting: 1669910.8855'
Northing: 1719594.2965'

Side 5: Line

Direction: S00°57'14.00"E
Angle: [180°00'00.00"]
Deflection angle: [000°00'00.00"]
Distance: 504.8000'

Point No. 6

Easting: 1669919.2892'
Northing: 1719089.5665'

Side 6: Line

Direction: S00°57'14.00"E
Angle: [180°00'00.00"]
Deflection angle: [000°00'00.00"]
Distance: 60.0000'

Point No. 7

Easting: 1669920.2881'
Northing: 1719029.5748'

Side 7: Line

Direction: S00°57'14.00"E
Angle: [180°00'00.00"]
Deflection angle: [000°00'00.00"]
Distance: 120.0000'

Point No. 8

Easting: 1669922.2858'
Northing: 1718909.5914'

Side 8: Line

Direction: S89°14'20.00"W
Angle: [-089°48'26.00"]
Deflection angle: [090°11'34.00"]
Distance: 482.6100'

Point No. 9

Easting: 1669439.7184'

Northing: 1718903.1807'

Side 9: Line

Direction: N55°36'14.00"W

Angle: [-144°50'34.00"]

Deflection angle: [035°09'26.00"]

Distance: 171.6900'

Point No. 10

Easting: 1669298.0481'

Northing: 1719000.1703'

Side 10: Line

Direction: N20°26'47.00"W

Angle: [-144°50'33.00"]

Deflection angle: [035°09'27.00"]

Distance: 907.4200'

Point No. 11

Easting: 1668981.0583'

Northing: 1719850.4223'

Side 11: Line

Direction: N23°29'15.00"E

Angle: [-136°03'58.00"]

Deflection angle: [043°56'02.00"]

Distance: 207.1400'

Point No. 12

Easting: 1669063.6138'

Northing: 1720040.4001'

Side 12: Line

Direction: N63°20'55.00"E

Angle: [-140°08'20.00"]

Deflection angle: [039°51'40.00"]

Distance: 915.2400'

Point No. 1

Easting: 1669881.6116'

Northing: 1720450.9410'

Closure Summary

Precision, 1 part in: 497005.5836'

Error distance: 0.0085'

Error direction: N78°14'13.19"W

Area: 1049803.7635 Sq. Ft.

Square area: 1049803.7635

Perimeter: 4227.0300'



MINUTES PLANNING COMMISSION/BOARD OF ZONING APPEALS

7651 E. Central Park Ave, Bel Aire, KS

October 9, 2025, 6:30 PM



I. **Call to Order** Chairman Phillip Jordan called the meeting to order at 6:30 p.m.

II. **Roll Call**

Chairman Phillip Jordan, Vice-Chairman Deryk Faber and Commissioners Brian Mackey, Brian Stuart, and Dee Roths were present in person. Commissioner Paul Matzek was absent. Quorum was present.

Also present in person was Paula Downs, Secretary. Maria Schrock, City Attorney was present by phone.

III. **Pledge of Allegiance to the American Flag**

Chairman Phillip Jordan led the pledge of allegiance.

IV. **Consent Agenda**

A. **Approval of Minutes from Previous Meeting.**

Motion: Vice-Chairman Faber moved to approve the minutes of the September 11, 2025, meeting. Commissioner Mackey seconded the motion. *Motion carried 5-0.*

V. **Announcements:**

Paula Downs, Secretary provided key agenda documents from the September 11, 2025, meeting for Chairman Jordan and Commissioner Stuart who were absent from the meeting. The secretary also provided an updated Planning Commission contact list to the Commission. Commissioner Roths stated she had an updated phone number which the Secretary will add to the list and provide an updated list at the November 13, 2025, meeting.

At the September 11, 2025, meeting the Commission asked if the Board of Zoning Appeals meetings would be required to be videotaped since decisions being made by the Board are final and cases are not approved by the City Council. Secretary confirmed that we are not required to videotape meetings, but we are developing "almost" verbatim meeting minutes as the official record. Meeting agenda packets have a complete case record provided to the Commission and City Council, so we have a complete legal record for each meeting.

At the September 11, 2025, meeting the Commission asked if the City Code would need to be updated since it currently reflects that the Board of Zoning Appeals is a 3-member board. Secretary stated that the approved ordinance would be provided to Municode, the entity that updates our City Code, who will make the update to accurately reflect that the Planning Commission has been appointed as the Board of Zoning Appeals.

VI. Old Business/New Business

A. SD-24-02 Proposed Final Plat R-5 Garden and Patio Homes, Townhouse and Condominium Uses (Chapel Landing 8th).

Case involves Chapel Landing 8th, which is a development that has had several phases over several years. This case has a recent zoning case presented at the November 2023 Planning Commission to change zoning from R-4 to R-5 to develop smaller lots at a 60' width. The developer met with the Homeowners Association and a summary of that discussion was included in the zoning case meeting minutes and is in the staff report. There were several considerations discussed including front loading utilities, fencing materials, and installing a playground in the development. City Council approved the zoning case which indicated that single family homes would be built.

Preliminary plat case appeared at the Planning Commission in August 2024. Development was designed as 87 lots for single family homes. The setbacks are included in the face of the plat. There was some discussion at the meeting about green space and access points. The plat reflects an access point aligned with the access point of the school directly across the street.

The final plat is being presented tonight. The final plat conforms with the preliminary plat elements. It was distributed to all City staff and Utilities, and all comments were updated and the final plat revised accordingly. Staff is recommending approval of the plat pending the outcome of Planning Commission review and the public hearing.

Commissioners commented that they like the vicinity map section to know where the development is. Secretary shared that this is a required element for every plat. Development is at 53rd and Woodlawn. Chapel Landing 8th development will be built on undeveloped land. There are a lot of trees on this property and there is an effort to maintain trees if possible, however, depending on how the development lays out, many of them will be removed to allow for infrastructure and homes to be built. Goal is to keep trees, however, not required if they are in the way. Trees are often used as a screening mechanism if it fits the development. The trees will remain on the South and West side of the development.

Kris Rose, Baughman Company, applicant's agent, stated that they are keeping trees on the south and west which is why the utilities will be installed from the front. They will try to keep others if it makes sense from grading, etc.

Commission asked if R-5 zoning allows for multi-family development. Secretary read the language of the R-5 District from the Code which states: *Garden and patio homes, townhouses and condominiums. The zoning of property as R-5, Multi-Family district is intended to provide for the development of well-designed Garden homes, Townhouses, and condos with emphasis on open space and access to light and air. The R-5 District allows for development of up to six (6) dwelling units per acre.* Development follows this and has been stated to be single-family homes.

Kris Rose stated that on the face of the plat there is a zoning note that says the development will be single-family lots. Commission was concerned that often the zoning district allows for single family and multi-family development and often they are told it will be single-family and then something else is built. Kris Rose confirmed that single-family development was a requirement of the City Council. Secretary stated that typically when hearing a zoning case there is not an indication of the type of development that will be built, in this instance it is clearly stated it will be single-family development.

Commission asked when they would break ground on the development. Kris Rose stated that they would like to get started immediately. They are having some trouble with Chapel Landing 7th prices being too high. They are thinking about bidding both phases at the same time. Applicant wants to move forward as soon as possible but it may be 3- 6 months down the road.

Commission noticed that there is a 20' utility easement on the front of the south and west because of existing the trees and transformers in the back. Kris Rose confirmed it was also because sewer and Every are moving utility easements to the front. Utilities have difficulty in accessing transformers in the rear, so they are asking for easements in the front. The rear calls out for a 15' easement which is smaller because there is no sewer in the rear easement.

North of this development is a pipeline and Chapel Landing 7th. Chapel Landing phases have been developed West to East, and Chapel Landing 7th is to the North of Chapel Landing 8- a triangle piece of land. Chapel Landing 7th has a final plat approved but hasn't been built because they are trying to lower the construction bid costs.

Commission commented on the name of the road in the development is Woodrow and it's close to Woodlawn. Kris Rose stated that the name of the street is a continuation of a street to the south that aligns with the development street.

Commission asked how many of the lots will be patio homes. Kris Rose stated that these will be "Liberty Homes" that will be built in the development. Those homes have been built in Bel Aire, and these will be updated a little. Owner of Liberty Homes has been around for a long time.

Chairman Jordan opened the public hearing, and nobody was in attendance or requested to speak. Chairman Jordan closed the public hearing.

Commission stated they liked the idea of patio homes for retirees and appears to be a nice addition to the City. Commission inquired about the “Villas” near city hall which are tri-plex units and may be “slab homes” and are maintenance free- HOA typically takes care of irrigation and mowing. Commission thanked Kris Rose for implementing comments from the Commission and HOA into the development.

Commission asked why they didn’t have to recite the “Golden Factors” for this case, and it was explained that this is a final plat approval, and “Golden Factors” are used for zoning cases.

Motion: Vice-Chairman Faber moved to recommend approval of the final plat of SD-24-02 as presented. Commissioner Stuart seconded the motion. *Motion carried 5-0.*

B. Review Board of Zoning Appeals Draft Bylaws Resolution

The Board of Zoning Appeals (BZA) draft bylaws are presented for Commission review. Staff used the planning commission bylaws format and scaled it back to the appropriate language and sections for the BZA bylaws. There will be different language that relates to the BZA including types of cases. Staff also removed language from the BZA bylaws that is already established for the planning commission. For example, staff did not include information related to the number of planning commission members, or how they get appointed, because the planning commission serves as the BZA. The Bylaws are limited to what cases the BZA hears, and the bylaws does include some of the items as the planning commission bylaws. There are no surprises in the draft document, however, the commission should review the bylaws to ensure accuracy. The commission can also add language to the draft bylaws if needed.

Commission will review and provide any updates. Staff will make the updates and then send to the Mayor to review and provide feedback. Staff will update to a final draft in the correct format and bring to the commission to approve at the November meeting. Then the approved document will go before Council for final approval. Staff requested commission provide all updates 10 days prior to the November meeting so a final resolution document can be drafted and approved at the November meeting. Commissioners can send comments via email to the Secretary.

Commission asked if they were allowed to all meet for coffee as long as they don’t discuss anything related to a zoning case. Staff shared that if commissioners were going to meet or be at an event together, they would need to notify the Secretary ahead of time so staff could be prepared to state that we were aware of it and confirm that no city business was discussed. If the commission knows ahead of time that they are all going to be at an event or a gathering together we can state they will be at an event, and no city business was discussed. For example, when the commission joined the city council workshop we stated that the planning commission was invited to join the workshop to discuss the Comprehensive Plan.

Action: No action required; for discussion and review only.

VII. Board of Zoning Appeals Business: None at this time.

VIII. Approval of the Next Meeting Date.

Secretary corrected the error on the agenda and stated that the next meeting is scheduled for November 13.

Motion: Chairman Jordan moved to approve the date of the next meeting: November 13, 2025, at 6:30 p.m. Commissioner Mackey seconded the motion. ***Motion carried 5-0.***

IX. Current Events

A. Upcoming Agenda Items:

1. Approval of Board of Zoning Appeals Bylaws
2. Approval of Bel Aire 2035 Comprehensive Plan

Secretary stated that in addition to upcoming agenda items listed on the agenda the commission's November meeting will include: the approval of the 2026 Planning Commission/BZA meeting schedule; elections of the chair and vice-chair of the planning commission; and approval of the zoning map. Secretary shared that officers are elected for one-year terms every year. Secretary further shared that staff hope to have a 7th commission member appointed by the Mayor in the near future. Secretary will continue to follow-up on the appointment. Chairman Jordan stated that he met with an individual that might be a good candidate to serve on the Commission.


B. Upcoming Events:

1. October 18– Fall Festival at Bel Aire Recreation 10:00 – 2:00
2. October 13 Columbus Day- City Office Closed to the Public
3. November 11- Veterans Day- City Offices Closed

X. Adjournment

Motion: Commissioner Mackey moved to adjourn. Commissioner Roths seconded the motion. ***Motion carried 5-0.***

Approved by the Bel Aire Planning Commission this 13 day of November, 2025.


Phillip Jordan, Chairman

ATTEST:


Paula L. Downs, Secretary

**DEVELOPMENT AGREEMENT
OF CHAPEL LANDING 8TH, AN ADDITION TO
BEL AIRE, SEDGWICK COUNTY, KANSAS**

THIS AGREEMENT made and entered into this 6th day of January, 2026, by and between the City of Bel Aire, Kansas, a municipal corporation, (hereinafter the “City”) and 53RD & Oliver, LLC., a limited liability company, (hereinafter the “Property Owner”).

WHEREAS, the City has approved the final plat of the Chapel Landing 8th Addition, Sedgwick County, Kansas; and

WHEREAS, the Developers desire to improve all or a portion of the above-described Addition/Subdivision through the use of special assessments; and

WHEREAS, the City desires to assure uniform compliance with design standards and specifications standards of the City;

NOW, THEREFORE, concurrently with said approval and as a consideration of said approval, the parties hereto do hereby agree as follows;

PURPOSE: This Agreement is necessary to address certain financial, infrastructure and drainage conditions arising from the platting process which must be dealt with prior to final plat approval and as such, approval of this Agreement is a condition precedent to final consideration by the City of the Developers request for approval of the final plat on a tract of land more fully described below and herein referred to as Addition/Subdivision.

Specifically, this Agreement is to assure that necessary improvements are in place to support development of the Addition/Subdivision. Therefore, the Developers compliance with the terms and conditions of this Agreement shall be a condition precedent to the granting of building and/or occupancy permits for development on said property. The Developers shall strictly observe and comply with the terms of this Agreement, all regulations, resolutions, policies, and ordinances of the City and Sedgwick County, and all statutes and laws of the State of Kansas and of the United States.

ADDITION/SUBDIVISION LEGAL DESCRIPTION: The Addition/Subdivision has the following legal description, to-wit:

See attached Exhibit A for legal description.

1. The City will install drainage systems, sanitary sewers, sidewalks, streets, water lines, and other public improvements upon request of the Developers and approval of the Governing Body. Such improvements to be assessed against the Addition/Subdivision or other appropriate improvement districts as provided in the authorizing resolution, in Bel Aire, Sedgwick County, Kansas.

- 37 A. Sidewalks and sidewalk connections shall be installed where deemed necessary by the City
38 and shall be constructed to City specifications. Sidewalks shall be a minimum of 5 feet
39 wide and 6 inches thick.
40
 - 41 B. That all public improvements whether constructed privately or by the City shall be in
42 accordance with City standards and approved by the City prior to construction.
43
 - 44 C. Drainage ways, easements, reserves, road rights-of-way and other land not intended to be
45 developed shall not be included in any improvement district(s) liable for special
46 assessment.
47
- 48 2. That the Developers or subsequent owner shall coordinate with the City's utility department
49 for sewer and water service connections and shall pay the City all related fees as specified by
50 City Ordinance or Resolution.
51
 - 52 3. That the Developers or subsequent owner shall ensure the installation of driveway approaches,
53 in accordance with City specifications, connecting the streets to driveways, and that the cost
54 of said driveway approaches shall be paid by the Developers or subsequent owner.
55
 - 56 4. That the Developers shall ensure the setting of permanent survey corner markers at each corner
57 of each block and at all angle points in the Addition/Subdivision.
58
 - 59 5. All temporary construction trailers shall be removed from the Addition/Subdivision when
60 construction of the proposed improvements in the immediate vicinity is completed.
61
 - 62 6. The Developers or subsequent owner agree to indemnify and hold the City and its elected and
63 appointed officials, officers, administrators, and employees harmless against any and all loss
64 or damage arising from and not covered by special assessment financing, arising from the
65 development of the Addition/Subdivision, and includes reimbursement to the City of any
66 interest costs assessed to the City in the event of a delay in issuing bonds for any reason
67 (including litigation) between the time of the issuance of temporary notes and the sale of bonds.
68 The Developers obligation herein shall extend to and include the obligation to pay all special
69 assessments when due. The obligation shall survive the transfer of ownership and the developer
70 shall continue with their responsibilities to each lot within the development, until such time as
71 said lot has been fully developed by the construction of a building or buildings.
72
 - 73 7. Developers covenants and agrees, as a condition precedent to the construction or financing of
74 any public water facilities, that the Addition/Subdivision shall be served by the City for public
75 water and that any and all things necessary to allow such service (including the removal or

76 withdrawal from any rural water district territory) have been accomplished and are completed.
77 Developers indemnifies the City for any costs associated with its failure to honor this covenant.

78
79 8. All temporary construction facilities must be removed when construction of buildings and
80 improvements to the Addition/Subdivision are completed.

81
82 9. The Developers shall ensure that:

83
84 A. A Homeowners Association is formed and owns and maintains all Common Areas or
85 Reserves, Screening Walls or Landscaping, and common or shared parking areas. Upon the
86 failure of the Homeowners Association to properly and adequately maintain any part of the
87 Common Areas or Reserves, Screening Walls or Landscaping, within the development, or
88 the common or shared parking areas, the City may serve notice on the Homeowners
89 Association of its failure to so maintain, setting out the manner in which it has failed to
90 perform, and granting it ten (10) days within which to perform all of the items designated
91 in said notice. After said ten (10) days the City may, at its option, enter upon the property
92 to perform the work prescribed in said notice of deficiency, and the cost of such work
93 performed by the City shall be assessed against the property in the same manner as
94 provided by law for like assessments, and said assessment shall be established as a lien,
95 equally per lot, upon all the lots within the Addition/Subdivision.

96
97 B. All lots covered by this Agreement while in the Developers ownership shall be kept clean
98 and mowed to a height of ten (10) inches or less.

99
100 C. Common Areas or Reserves are to be deeded to the Homeowners Association. Use of all
101 Common Areas or Reserves will be restricted as noted in the body of the recorded plat.
102 Subsequent transfers of the Common Areas or Reserves to third parties other than the
103 Home/Lot Owner’s Association require written approval and release by the City.

104
105 D. Developers or subsequent owner will be responsible for any adjustment necessary if site
106 grading covers manholes, valve boxes or other public infrastructure necessary to maintain,
107 operate, or provide access to public infrastructure.

108
109 E. Developers will ensure compliance with the National Pollution Discharge Elimination
110 System (NPDES) guidelines and develop a Storm Water Pollution Prevention Plan
111 (SWPPP).

112
113 F. Developers or subsequent owner will maintain erosion / sediment control measures and
114 perform storm sewer maintenance for a period as required by NPDES Permit and SWPPP,
115 until all construction has ceased and permanent vegetation has been established.

116
117 G. Developers will construct and maintain drainage improvements to the elevations, grades,
118 and lines established in the final drainage plan approved by and on file with the City.

119
120 H. Developers or subsequent owners shall install signage at entrance points to the
121 development which shall be a minimum of six (6) square feet, and shall have a single color
122 with clearly legible text in a contrasting color that state the following:

123
124 i. Properties within this Addition/Subdivision are subject to one or more special
125 assessments to recover costs incurred by the City in connection with installation of
126 public improvements to serve this Addition/Subdivision. For more information on
127 special assessments, ask your builder or real estate agent.

128
129 10. The Developers shall strictly observe and comply with all policies, regulations, resolutions,
130 and ordinances of the City and Sedgwick County, all laws and statutes of the State of Kansas
131 and of the United States. Any of the following acts or omissions occurring while the
132 Developers or any designed builder is in title to the offending lot or lots, shall constitute a
133 material breach of this agreement:

134
135 A. Failure to strictly comply with and observe zoning classifications and regulations;

136
137 B. Failure to pay any sewer hook-up fee when required by ordinance;

138
139 C. Failure to set permanent survey corner markers at each corner of each block and at all angle
140 points in the Addition/Subdivision;

141
142 D. Failure to maintain vegetation to a height of ten (10) inches or less, and otherwise comply
143 with Title 8 of the Bel Aire Municipal Code;

144
145 E. Failure to install approaches, in accordance with City specifications, connecting the street
146 to driveways;

147
148 F. Failure to construct or maintain drainage improvements to the elevations, grades, and lines
149 established in the final drainage plan approved by and on file with the City;

150
151 G. Failure to obtain any required permit(s) prior to commencing construction;

152
153 Provided, that the City may, at its sole discretion, determine any other breach of this Agreement
154 to be a material breach subject to enforcement pursuant to Article IX hereof.

155

156 11. In the event of any material breach of this Agreement by the Developers, any subsequent
157 owner, or their Designated Builder, the City may withhold building permits, occupancy permits
158 for structures located within the Addition/Subdivision, or other approvals until such time as
159 the breach is cured. In addition, the City may seek specific performance of this Agreement or
160 any other remedy available at law or in equity.

161
162 12. The Developers agree to assume responsibility to see that all original purchasers of lots in the
163 Addition/Subdivision receive a copy of this Agreement, a copy of the Restrictive Covenants,
164 and a written statement, with language similar to Paragraph VII(h) above, notifying purchasers
165 that the property may be subject to current and future assessments at the time of purchase.

166
167 13. Once public infrastructure is installed by the City, the Developers shall be responsible for any
168 damage caused by home builders or subcontractors. This includes, but is not limited to:

- 169 A. Curbs
- 170 B. Sidewalks
- 171 C. Meter Boxes
- 172 D. Hydrants
- 173 E. Manholes
- 174 F. Streets
- 175 G. Valve Boxes
- 176 H. Other related infrastructure

177
178
179 The City will notify the Developers within thirty (30) days of identifying damage. The City
180 Engineer or designee is responsible for coordinating repairs with builders and subcontractors,
181 using only City-approved contractors. All repairs must be reviewed and inspected by the City.
182 If repairs are not completed within thirty (30) days of notification, the City may hire a third-
183 party contractor to complete the repairs, with all costs invoiced directly to the Developers.

184
185 14. The Developers will file this Agreement once approved by the City of Bel Aire’s Governing
186 Body, with the Sedgwick County Register of Deeds, at the Developers expense. A file-stamped
187 copy of this Agreement showing the recording information along with a copy of the recorded
188 plat, shall be furnished to the City before building permits are issued.

189
190 15. The terms and conditions set forth herein shall run with the land and the obligations will
191 transfer and be binding upon the heirs, personal representatives, trustees, successors, executors,
192 grantees, and assigns of the parties hereto and may be amended only by written instrument
193 executed by all parties hereto.

194

195 16. The Developers hereby represent they are aware of, and shall always comply with, the policies
196 of the City applicable to the improvements contemplated under the terms of this Agreement,
197 City ordinances applicable to such matters, and the City’s Addition/Subdivision Regulations
198 and Zoning Code. Nothing herein shall be construed to grant to the Developers either, directly
199 or indirectly, a variance or departure from such ordinances, policies, and regulations. Any
200 waiver of the required improvements or guarantees for their installation may be made only by
201 the applicable Governing Body upon a showing by the Developers that such improvements are
202 not technically feasible or necessary.

203
204 17. This Agreement will be governed by and construed in accordance with the laws of the State of
205 Kansas. Any lawsuit arising from this Agreement must be brought in a court of competent
206 jurisdiction in a court of law located in Sedgwick County, Kansas.

207
208 18. In addition to all remedies available by law to enforce this Agreement, the City may delay
209 the approval of next steps of the process of financing and constructing the Public
210 Improvements until the Developers are complying with the terms of this Agreement by for
211 example, but not limited to, not improvement petitions, letters of credit, construction contracts
212 to construct the Public Improvements, issuance of building permits, issuance of temporary
213 notes, etc. In addition to the above remedies, if the Developers fail to comply with the terms
214 of this Agreement, after receiving written notice of non-compliance from the City, the City or
215 a third-party contractor hired by the City, may bring the Addition/Subdivision into compliance.
216 The City may thereafter invoice the Developers for the cost incurred by the City to bring the
217 Addition/Subdivision into compliance. The Developers shall pay to the City the amount of the
218 invoice within thirty (30) days of receipt of the invoice. If the Developers fails to pay the full
219 amount of the invoice the Developers will be deemed in breach of this Agreement and the City
220 may thereafter enforce this breach in a court of law.

221
222 19. The Effective Date of this Agreement is the date first written above.

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226 [Remainder of this page intentionally left blank]
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231 ADOPTED by the Governing Body of the City of Bel Aire, Kansas on this 6th day of January,
232 2026.

233
234 Signed by the Mayor on this _____ day of January, 2026.

235
236 CITY OF BEL AIRE, KANSAS (CITY)

237
238
239 _____
240 Jim Benage, Mayor

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242 ATTEST: APPROVED AS TO FORM:

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244
245 _____
246 Melissa Krehbiel, City Clerk Maria A. Schrock, City Attorney

247
248
249 STATE OF KANSAS)
250) ss:
251 COUNTY OF SEDGWICK)

252
253 BE IT REMEMBERED, that on the _____ day of _____, 2026, before me, the
254 undersigned, a Notary Public, came Jim Benage, Mayor of the City of Bel Aire, Kansas, to me
255 known to be the same person who executed the foregoing instrument of writing and such person
256 duly acknowledged to me the execution of the same, for and on behalf, and as the act and deed of
257 the City.

258 IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official
259 seal, the day and year last above written.

260
261 _____
262 Notary Public

263 My Appointment Expires: _____

264 SIGNED by Property Owner on this ____ day of _____, 2025.

265

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267 53RD & OLIVER, LLC.

268 (PROPERTY OWNER)

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273 _____
Jay W. Russell, Manager

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275

276

277 STATE OF KANSAS)

278) ss:

279 COUNTY OF SEDGWICK)

280

281 BE IT REMEMBERED, that on the ____ day of _____, 2025, before me, the
282 undersigned, a Notary Public, came Jay W. Russell, Manager of 53rd & Oliver, LLC., to me known
283 to be the same person who executed the foregoing instrument of writing and such person duly
284 acknowledged to me the execution of the same, for and on behalf, and as the act and deed of the
285 Kansas limited liability company.

286 IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official
287 seal, the day and year last above written.

288

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290 _____
Notary Public

291 My Appointment Expires: _____

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EXHIBIT A

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That part of the Northeast Quarter of Section 24, Township 26 South, Range 1 East of the Sixth Principal Meridian, Sedgwick County, Kansas described as follows: Commencing at the northeast corner of said Northeast Quarter; FIRST COURSE, thence S00°57'14"E, (basis of bearings, east line of said Northeast Quarter as platted in Chapel Landing, Bel Aire, Sedgwick County, Kansas), coincident with the east line of said Northeast Quarter, a distance of 95.19 feet to the intersection with the southeast line of an Enbridge Pipeline (KPC) Amendment of Right of Way Contract described and recorded in the Office of the Sedgwick County Register of Deeds in DOC.#/FLM-PG: 28860053 and the southeast line of a ConocoPhillips Amendment of Right-of-Way Agreement described and recorded in the Office of the Sedgwick County Register of Deeds in DOC.#/FLM-PG: 28883860, (hereinafter referred to as Pipeline Rights-of-Way), and for a Point of Beginning; SECOND COURSE, thence S63° 20'55"W coincident with the southeast line of said Pipeline Rights-of-Way, a distance of 998.47 feet to the most northerly northeast corner of Reserve "X" as platted in Chapel Landing, Bel Aire, Sedgwick County, Kansas; THIRD COURSE, thence S23° 29'15"W coincident with the southeast line of said Reserve "X", a distance of 207.14 feet; FOURTH COURSE, thence S20° 26'47"E coincident with the east line of said Reserve "X", a distance of 907.42 feet; FIFTH COURSE, thence S55°36'14"E coincident with the east line of said Reserve "X", 171.69 feet; SIXTH COURSE, thence N89°14'20"E coincident with the southerly most north line of said Reserve "X", 542.61 feet to a point in the east line of said Northeast Quarter; SEVENTH COURSE, thence N00°57'14"W coincident with the east line of said Northeast Quarter, 1578.11 feet to the Point of Beginning, subject to a 50.00 foot road right-of-way lying west of and abutting the east line of said Northeast Quarter.

(Published at www.belaireks.gov on January, _____ 2026.)

ORDINANCE NO. _____

AN ORDINANCE APPROVING THE RECOMMENDATION OF THE BEL AIRE PLANNING COMMISSION RECOMMENDING A SPECIAL USE PERMIT FOR CERTAIN LANDS LOCATED WITHIN THE CORPORATE CITY LIMITS OF THE CITY OF BEL AIRE, KANSAS UNDER THE AUTHORITY GRANTED BY THE ZONING REGULATIONS OF THE CITY.

WHEREAS, Celestine Foteck, (hereinafter the “Owner”), requests a Special Use Permit to allow a group-home limited use in one-half of a two-family (duplex) unit, which is currently zoned Garden and patio homes, townhouses and condominiums (R-5), generally located at North 53rd Street and Toben Road; and

WHEREAS, the Governing Body of the City of Bel Aire, Kansas has received a recommendation from the Bel Aire Planning Commission (hereinafter the “Commission”) that the Owner’s request for a Special Use Permit in Case No. SP-25-01 be approved; and

WHEREAS, the Governing Body finds proper notice was given and a public hearing was held on Case No. SP-25-01 on December 11, 2025, all as provided by law and under authority and subject to the provisions of the Zoning Regulations of the City.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF BEL AIRE, KANSAS:

SECTION 1. Pursuant to 18.5.4 of the City Code, the Governing Body in its Ordinance shall identify the exceptional circumstances or unique set of facts that support the consideration and approval of permitting a use within a zoning district not otherwise permitted as either a permitted or conditional use. They are listed below.

- A. As per the Application:
The home is a two-family duplex. The Owner will live in one half and operate a group home for the elderly (Residential Board and Care Home) in the other half of the home. The home is existing and there will be no additions to the home. The residents do not drive, therefore the number of cars will be for staff and visitors, and since most of the staff live next door, they will be parked in the adjacent parking area. Overall, the number of vehicles should not exceed 1-2 at a time and would appear no different from other homes on the street. The home will not have signage out front and it will not need a ramp since the home is on grade. The home will not have any different appearance from other homes nearby.

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B. As per the City Staff Report:
Noise, light, odor, and screening are not issues relevant to the group home-limited use approval.
The residence will remain as it is with no external changes. There is no detrimental effect on public health and safety or services and public utilities.

SECTION 2. Approval. The recommendation of the Commission is approved. The Governing Body hereby approves issuing a Special Use Permit to the Owner, that allows a group-home limited use in one-half of a two-family (duplex), generally located at North 53rd Street and Toben Road, legally described as:

Lots 8, Block 1, Rock Spring 3rd Addition, Bel Aire, Sedgwick County, Kansas.

SECTION 3. Effective Date. This Ordinance shall take effect and be in force from and after its adoption by the Governing Body of the City, approval by the Mayor, and publication once in the official city newspaper.

[Remainder of this page intentionally left blank]

79 ADOPTED by the Governing Body of the City of Bel Aire, Kansas on this 6th day of January,
80 2026.

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82 SIGNED by the Mayor on this _____ day of January, 2026.

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CITY OF BEL AIRE, KANSAS

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Jim Benage, Mayor

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ATTEST:

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Melissa Krehbiel, City Clerk

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APPROVED AS TO FORM:

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Maria A. Schrock, City Attorney

City of Bel Aire

STAFF REPORT

STAFF COMMUNICATION

DATE: 12/22/2025

TO: Bel Aire City Council
FROM: Paula Downs
RE: SP-25-01- Special Use- Group Home

Table with 2 columns: FOR MEETING OF, 1/06/2026. Rows include CITY COUNCIL and INFORMATION ONLY.

SUMMARY:

SP-25-01: SP-25-01 Special Use Case to allow a group-home limited use in one-half of a two-family (duplex) unit at 5353 N. Toben Court, generally located at N. 53rd St. and Toben Road.

Legal Description:

Lots 8, Block 1, Rock Spring 3rd Addition, Bel Aire, Sedgwick County, Kansas.

General Location:

N. 53rd St. and Toben Road

Reasons for Request: Permit group home-limited use in one-half of the two-family (duplex) unit.

Notification: The city placed notification on the City of Bel Aire website as required by the city code on November 20, 2025. The affidavit of publication is in the packet. Notification by certified mail was provided to surrounding property owners on November 20, 2025.

Background:

- The subject property is zoned R-5 and is currently developed with a two-family (duplex) residence. The applicants are proposing to convert one-half of the two-family (duplex) unit to a group home-limited unit for elderly care.
- The R-5 district permitted, or conditional uses do not allow for group home-limited function but does permit them with the approval of a Special Use request.
- In October 2025, the applicants' contractor applied for a permit to convert the garage attached to one-half of the two-family (duplex) unit into three additional bedrooms and a half-bathroom. The owner's representative were advised that Special Use approval for this use was required prior to utilizing the space as a group home limited unit.
- The property owner had purchased materials for the garage conversation prior to learning about the Special Use case requirement.

- The property owner is working through the state licensing process to operate the group home and with the State Fire Marshall as part of the application process. They were unaware of the city requirements.

LEGAL CONSIDERATIONS:

18.5.4- Special Uses of the zoning regulations provides guidelines for matters which may be considered when considering a special use application, known as "findings of fact."

The applicant provided the following statement addressing the findings of fact:

The home is a two-family duplex. The owner will live in one half and operate a group home for the elderly (Residential Board and Care Home) in the other half of the home. The home is existing and there will be no additions to the home. The residents do not drive, therefore the number of cars will be for staff and visitors, and since most of the staff live next door, they'll be parked in the adjacent parking area, therefore overall, the number of vehicles should not exceed 1-2 at a time and would appear no different from other homes on the street. The home will not have signage out front, nor will it need a ramp since the home is on grade, therefore the home will not have any different appearance from other homes nearby and would not stick out.

Special Use Review Process:

The Planning Commission may recommend approval or disapproval of a Special Use. The process for applying for and the hearing procedure is the same as set forth for a Conditional Use as set out in 18.5.3 of the Bel Aire City Code.

General Standards for Consideration:

1. That proposed uses will not be contrary to the public interest
2. That the spirit of the Code is observed.
3. That public safety and welfare is secured.
4. That substantially equal treatment under the law is preserved.

Criteria for Review. The criteria shall be evaluated in terms of how such criteria relate to any specific case being considered and any stipulation as deemed appropriate by the Commission shall be incorporated into approval of a conditional use in association with the following concerns:

1. Access and traffic load and/or flow.
2. Noise, light and odor.
3. Screening.
4. Parking.
5. Services (public utilities)
6. Public health and safety
7. Adequacy of facility and lot size.
8. Signs.
9. Review by fire marshal for designation.

10. Other considerations as appropriate.

The review criteria have generally been addressed through the applicant statement and staff review. Noise, light, odor, and screening are not issues relevant to the group home-limited use approval. The residence will remain as it is with no external changes. Traffic, parking and signs have been addressed in the applicant statement. There is no detrimental effect on public health and safety or services and public utilities. State Fire Marshall will review as part of the state group home license process.

If a protest petition against the Special use is filed in the office of the city clerk within 14 days following the date of the conclusion of the public hearing signed by the owners of record of 20% or more of the total area within the notification area, the order adopting such conditional use shall not be passed except by at least three-fourths vote of all the members of the Governing Body.

18.5.4.G of the city code provides a process to revoke the Special Use permit. Where conditions in the neighborhood or surrounding property have changed to the extent that the Special Use has a documented negative impact upon the property values of homes within the area of notification, the Planning Commission may call for a public hearing in conformance with the standards for public hearings as set forth in the code, to hear and take evidence as to the changed conditions and documented detrimental effects of the Special Use. At the conclusion of the hearing the Commission may recommend to the Governing Body that the Special Use be modified to add conditions that address the identified detrimental elements, or the approval of the permit be revoked.

December 11, 2025- Planning Commission Meeting

The Planning Commission received three written communications regarding the case from Bel Aire residents. Two of the written communications were sent to Planning Commissioner Brian Stuart and Planning Commission Secretary Paula Downs. The third written communication was sent directly to Planning Commission Secretary Paula Downs. The residents live approximately 2.5 miles from the subject property and were not notified by certified mail of the case. Per state statute and city code, city staff notified property owners within 200’ of the subject property by certified mail 20 days prior to the public hearing. Communications were received after the agenda packet was published online.

The written communications are provided in the agenda packet and were read verbatim in the meeting minutes during the Planning Commission meeting on December 11, 2025. The citizens who submitted the written communications did not appear at the meeting to speak. Generally, the following concerns were expressed in the communications received:

1. Approval would establish precedence if this case was approved, then others would have to be approved.
2. Type of group home use being different in the future.
3. If the garage is converted for this use and then no longer a group home, would the property owner be required to restore the garage.

- 4. That future homeowners would not have a garage, and the value of the residence would be lower than surrounding properties.
- 5. With no garage, parking would be on the street creating potential traffic congestion.
- 6. This use does not enhance the reputation, livability and property values in the city.
- 7. This use will result in problems for Code Enforcement and the Police Department.
- 8. The residents could not thrive in the group home living environment at this property.

Gary Goodson owner of a duplex in the neighborhood attended the meeting and provided concerns about the group home use. Mr. Goodson does not live in the property. He stated that those living and renting in the neighborhood expect that the property to stay as a residence. Mr. Goodson was concerned about other types of group homes that this property could be converted to. He is familiar with group home use where he lives. He has seen an increase in traffic to the group home for services to be provided to the residents. He is concerned about traffic patterns and parking.

The Planning Commission discussed the concerns expressed by citizens and information provided by the applicant’s representative. The Planning Commission did not believe that the concerns expressed about traffic, parking and use would rise to the level that would prevent them from approving the case. There was a lot of discussion about what would happen if the group home was used for something other than elderly care, such as a half-way house, recently incarcerated individuals, etc. The City Attorney stated that an applicant does not need to go into detail about what type of group home they are requesting and that the Commission cannot take that into consideration for approving or disapproving the case. Commission could request, for example, a parking plan as a condition of the approval. However, there was a lot of discussion about the number of cars that could potentially be at the residence and how it may not look different if a family was living there vs. a group home use. An example was discussed that what if the home had two parents and five teenagers- that would be seven cars which would require them to park on the street. This scenario would also affect traffic patterns.

The Commission reviewed the criteria for review and the findings of fact and based on the evidence presented, approved the case with the condition that the Special Use permit be restricted to the current property owner and it is not transferable as allowed per code.

The case was approved by the Planning Commission 6-0.

Findings of Fact:

1. Character of Neighborhood:

The surrounding neighborhood is comprised of two-family (duplex) residences.

2. Zoning and uses of properties nearby:

- North:** R-5 - Single Family Homes (north of 53rd St.)
- East:** R-5 - Two-Family (Duplex)
- South:** R-5 - Two-Family (Duplex)
- West:** R-5 - Two-Family (Duplex)

3. Suitability of the subject property for the uses to which it has been restricted

The property is currently zoned R-5 "Garden and patio homes, townhouses and condominiums" multi-family district which is **not** intended to be applied to a single structure. The R-5 district permitted, and conditional uses do not allow for a group home-limited use.

While the subject property is suitable for the residential uses permitted by the R-5 district, the applicant's request to utilize one-half of the two-family (duplex) unit as a group home-limited requires the requested Special Use.

Land use and current zoning district in affect for the property is suitable for the Special Use request.

4. Extent to which removal of the restrictions will detrimentally affect nearby property:

The group-home limited use is not expected to detrimentally affect nearby property.

5. Length of time the subject property has remained vacant as zoned:

The two-family (duplex) residence is currently occupied by the applicants. Home was built in 2021. This finding is not necessarily relevant to the subject request.

6. Relative gain to the public health, safety, and welfare as compared to the loss in value or the hardship imposed upon the applicant:

The proposed group home-limited use does not pose a threat to adjacent residential properties.

The two-family (duplex) exterior is residential in character and consistent with other residential structures in the neighborhood.

The applicant has spent time and effort to submit an application to obtain their state license to operate the group home in one-half of their residence. They plan to convert the garage to three additional bedrooms and a half bath. These modifications will net six bedrooms to house six residents. If the Special Use is disapproved, the applicant will be unable to operate the group home. The applicant has already invested in materials for the garage conversion pending the special use case. A building permit has not been issued until the special use has been completed.

Disapproval of the case will create a hardship for the applicant.

7. Conformance of the requested change to the city's comprehensive plan:

Related to Housing, Bel Aire's value statement is to be a destination of choice for people at all stages of life. The group home-limited provides a housing option in Bel Aire.

The request is not in conflict with the comprehensive plan.

The future land use map identifies this area as a Traditional Neighborhood place type that consists predominately of residential dwellings to include the single-family, two-family, accessory dwelling unit, small multi-family structures and the occasional townhouse. The property falls within that described place type.

Appropriate land uses and zoning districts within the place type include Garden and Patio Homes, Townhouses, and Condominiums (R-5). The property is compatible with the traditional neighborhood place type.

8. Impact of the proposed development on community facilities:

The subject property will have no negative impact on community facilities, public infrastructure or utilities.

There are not expected to be any additional or substantial impacts to community facilities by permitting the group home- limited use at the subject property.

9. Opposition or support of neighborhood residents (one factor to be considered and by itself is not sufficient reason to approve or deny a request):

As of this writing, staff was contacted by one surrounding property owner, Roxana Zidarita, who resides at 5321 N. Toben Ct (property owner abutting the back yard of subject property). Property owner inquired as to why they received a notification letter and staff explained the case is requesting the ability to operate a group-home limited business on one-side of the two-family (duplex) unit with the owner residing on the other side. Staff stated that the case includes a public hearing for nearby property owners to present concerns. Mr. Zidarita stated that she has concerns about the group home and she was encouraged to attend the public hearing and state her concerns.

Staff received no other phone calls or written communication from any other notified property owners.

The Planning Commission will need to consider any testimony provided during the public hearing.

10. Recommendations of Professional Planning Staff

Key findings of fact elements: 1, 4, 6, and 8.

Staff recommends **APPROVAL** of the application pending the outcome of Planning Commission review and public hearing.

Based on the preceding factors and the information available at the time the report was prepared, professional planning staff recommends that the Special Use application for a group home-limited use be approved with the following condition:

1. Special Use permit is restricted to the current property owner and is not transferable.



**MINUTES
PLANNING
COMMISSION/BOARD OF
ZONING APPEALS/AIRPORT
ZONING COMMISSION
7651 E. Central Park Ave, Bel Aire, KS
December 11, 2025, 6:30 PM**



I. Call to Order Chairman Phillip Jordan called the meeting to order at 6:30 p.m.

II. Roll Call

Chairman Phillip Jordan, Vice-Chairman Deryk Faber and Commissioners Dee Roths, Paul Matzek, Brian Mackey and Brian Stuart were present in person.

Also present in person were Paula Downs, Secretary and Maria Schrock, City Attorney.

III. Pledge of Allegiance to the American Flag

Chairman Phillip Jordan led the pledge of allegiance.

IV. Consent Agenda

A. Approval of Minutes from Previous Meeting.

Motion: Vice-Chairman Faber moved to approve the minutes of the November 13, 2025, meeting. Commissioner Mackey seconded the motion. **Motion carried 6-0.**

V. Announcements: No announcements.

VI. Planning Commission Business

A. SP-25-01: Special Use permit request in the City to allow a group-home limited use in one-half of a two-family (duplex) unit, on a property in a Garden and patio homes, townhouses and condominiums (R-5) Zoning District, generally located at North 53rd Street and Toben Road.

Chairman Jordan called Agenda Item 6.A which is a public hearing on case number SP-25-01. The subject property is generally located at North 53rd Street and Toben Road.

The Chairman welcomed everyone interested in this hearing and laid out a few ground rules. It is important that you present any facts or views you have as evidence so that an informed

recommendation can be made by the Planning Commission to the Governing Body for their final decision. By state statute, the Governing Body does not have to hold another public hearing on the matter, although they may listen to whomever they wish. You will be asked if there is any new information which was not heard at the hearing. It is to everyone's advantage if you present all the necessary information at this hearing. After City staff provide the Commission with background information, I (Chairman), will call upon the applicant. Public comments will be heard following the applicant. Once all have been heard, the Applicant will have an opportunity for final comments. The Planning Commission will close the hearing to public comments and will then consider the Golden Factors and any other facts, on which to base their recommendation. During this time, the Commission may direct questions to the applicant, the public and/or City staff. Anyone wishing to speak must be recognized by the Chairman and give their name and address. Please use the podium and speak clearly so that your comments can be recorded for inclusion into our minutes.

Chairman asked the Commission before we proceed with the hearing, does anyone on the Commission intend to disqualify themselves from participating in this case because they or a relative own property in the area of notification or have conflicts of interest. Chairman Jordan asked that the record reflect that no one was disqualified.

Chairman Jordan stated the official notice for this hearing was published in the official city newspaper, which is the City of Bel Aire Municipal Website on November 20, 2025. Notices were mailed to the applicant and real property owners of record in the area of notification on November 20, 2025. Chairman Jordan stated that the record shows that at least 20 days have elapsed between the publication and mailing dates and today's hearing date. Unless there is evidence to the contrary from anyone present, he declared that property notification has been given.

Chairman Jordan asked if anyone on the Commission received any ex parte verbal or written communications prior to this agenda item, which they would like to share. Chairman Jordan asked that the record show that five Commissioners have not and that Commissioner Stuart received emails on this case.

City Attorney stated that it is the appropriate time to share those comments which can be shared by reading aloud. Any written communications will be shared in the minutes that go to the Governing Body when they make their decision.

Written comments are included in the Commission's packet. The Planning Commission Secretary read each written communication received:

Written communication was sent to Commissioner Stuart and Paula Downs from Kyle Hart of 5990 Forbes Ct. Bel Aire KS

Good Morning, I wanted to share some of my comments and concerns regarding the proposed Special Use Group Home application for 5353 N Toben Ct.

I am against allowing this special use permit for the following reasons:

- 1. Staff Report mentions that the applicant has spent time and effort to submit an application and has already acquired the materials for the conversion. That is entirely*

irrelevant and seems to imply the application should be approved due to this. It should not be the city's or residents' concern if the applicant created an undue hardship upon themselves by not following the correct legal process.

2. *I think allowing this conversion sets a bad precedent for the city. If other applicants come forward requesting a special use permit under a similar set of circumstances, why would they then be denied when this one was approved? The City of Bel Aire already allows far too many deviances from the standard zoning ordinances in my opinion for sake of growth and development.*
3. *The applicant indicates the initial residents are old and do not drive. What work has the city done to ensure that is actually the situation and will remain so? What recourse does the city have if residents turnover and future residents each have their own vehicle causing parking and traffic issues for the surrounding residents? What recourse does the city have to ensure that this will continue to be used as a group home in the future and not for their family or friends to live there? It seems to me the only recourse is if a nuisance is caused then the burden is placed on those surrounding residences to file complaints for a future hearing with the city for the special use permit to be revoked. If the special use permit is revoked, do you then require the owner to convert the garage back to a garage?*
4. *The conversion permanently eliminates the possibility of any future homeowner to utilize the garage for parking thus ensuring there will be a parking or traffic burden on the neighborhood in the future. The conversion to add the additional bedrooms and remove the garage also creates a situation of functional obsolescence. The future value of this unit and likely surrounding units whose prices will factor this one as a comparable sale will no doubt be impacted by a property that will no doubt have a lower sales price on a square footage basis.*

Thank you for your consideration.

Written communication was sent to Commissioner Stuart and cc'd Paula Downs from Terry Cassady of 5957 Forbes Bel Aire KS

Hello. Thank you for responding to my post in the IronGate Facebook group. I appreciate your comments regarding the Planning Commission 12-9-25 Agenda Item and have the following to add:

I am against approval of this special use permit for the property at 5353 N. Toben Court for the following reasons:

1. *The group home use is out of character for the residential duplex model. Converting the garage to 3 bedrooms/living spaces and permanently eliminating the garage negates the use of the space for what it was intended: enclosed garage parking for vehicles. This would impact the surrounding properties and their values in the future*

when the property was sold or the group home was closed as it would necessitate on-street parking and potentially traffic congestion and crime.

2. *Allowing this use opens the door for other group homes to request the same privilege in multi-family neighborhoods. If this application is approved, how does the Commission/City Council deny future requests for, as an example, a group home for wayward teenagers being reintegrated into society after incarceration? There is a common sentiment among many Bel Aire residential property owners that the City approves far too many duplex developments which diminish property values for single family owners. Yet, the City continues to approve duplex development applications. In addition to the massive Rock Springs duplex development, another example is the south side of 53rd Street between Woodlawn and Oliver which is one continuous mile of rental duplexes many which have been sold off by the original developer and are being resold by secondary investment buyers. This has negatively impacted the communities as it physically appears the properties are in non-compliance with original covenants and no one is enforcing those.*
3. *There is no enforcement mechanism in this special use permit to ensure that the occupants would be non-driving elderly individuals. How is this even defined let alone enforced?*
4. *The staff report indicates that denial of the application creates a hardship for the owner because they have invested money to acquire materials for the garage conversion. It shouldn't be the City's or property owners' concern that the owner created a hardship for themselves by not doing due diligence to research and follow the legal requirements. Ignorance of the law is no excuse.*

I would be interested to know what the ownership is of the properties in the legally required notification area for this application. The staff report indicated one residential property owner contacted the city with questions regarding the notification and the requested special use application. If the other properties are owned by the Rock Springs subdivision developer-owner, or a subsidiary of the developer with a vested financial interest, the opinion regarding the application would likely be quite different from that of individual single property owners who live near the proposed group home.

In my opinion, this special use application, like the recent AirBnB requests, does nothing to enhance the reputation, livability and property values in Bel Aire. Both open the door for additional enforcement problems for Code Enforcement and the Police Department. Why set the City up for potential unnecessary problems?

I appreciate your service on the Planning Commission and having worked in real estate/economic development for the City of Wichita understand the political complexities of your role.

Thank you for sharing my comments with the other Commissioners and entering my comments into the public record for this special use application.

Written communication was sent to Paula Downs from Lynn Parker 5934 Forbes Ct. Bel Aire, KS.

To whom it may concern, I am voicing my concerns about the group home under consideration. I'll be brief I don't see anything of any value except for the petitioners. This isn't what the duplexs were designed for. Modifications to existing duplex designs could and will lead to who knows what. I can't imagine how 3 elderly residents living in a small space could thrive effectively. I can imagine that something like this will open up alot of possibilities for other purposes that most likely not be beneficial to the community. To be concise this isn't in the "spirit " of duplex communities. I could be more specific but Terry Cassady has presented a very good point and I totally agree with her presentation.

The Secretary stated that she did not respond to Lynn Parker or Terry Cassady's emails. The Secretary did respond to Kyle Hart's email thanking him for his comments and asked him if he planned to attend the Commission meeting. He said no.

Staff Report:

Secretary provided an overview of the case with information from the staff report in the packet. The subject property is zoned R-5 currently developed with a two-family duplex residence. Currently the applicants are requesting converting one-half of the residence into a group home-for the elderly. The R-5 district permitted, or conditional uses do not currently allow for this use which is why the special use case was filed. The reason staff knew about the use was because the property owner's contractor filed for a building permit to convert their garage. Staff asked questions and determined how one-half of the residence was going to be used and let them know that a special use case was required.

The staff report includes the legal considerations for the case which includes the applicant's statement required for this case through their application. Also included in the staff report, per the City code, are the general standards for consideration and criteria for review for a special use case. The criteria for review have generally been addressed through the applicant's statement and the findings of facts (Golden Factors) section of the report. However, noise, light, and odor have been addressed in the staff report. Screening is not a requirement for the group home use because the residence will remain as is, there are no external changes. Parking and public services and signs have been addressed. There is no detriment to public health and safety, and the state fire marshal will be involved as part of the group home licensing process.

The Secretary included in the staff report the language from the code related to the process of revoking a special use permit should issues arise at the property. Further,

Finding of facts:

1. The surrounding areas around the property are all two-family duplex homes

2. There are two-family homes around the property and there are single family homes on the north side of 53rd.
3. The property is zoned R-5 and currently this district is not zoned to allow for this use. Land use and current zoning district in affect for the property is suitable for the Special Use request.
4. The group home-limited use is not expected to detrimentally affect nearby property.
5. The two-family residence is currently owned by the applicant and is a fairly new home and has not been vacant.
6. The proposed group home-limited use does not pose a threat to adjacent residential property. The two-family exterior is residential in character and consistent with other residential structures in the neighborhood.
7. Related to housing, the staff report contains language from the new comprehensive plan. The request is not in conflict with the comprehensive plan, and the future land use map identifies this area as a Traditional Neighborhood place type that consists predominately of residential dwellings to include the single-family, two-family, accessory dwelling unit, small multi-family structure and the occasional townhouse. The property with this use falls within what is allowed within our comprehensive plan for a traditional neighborhood type.
8. The subject property will have no negative impact on community facilities, public infrastructure or utilities.
9. At the time of developing the staff report and publishing the agenda, the Secretary received a phone call about why she received notification, what is happening, and the caller said she had concerns about the group home, but she couldn't say why. There was no other follow up about why she opposed the case. The Secretary encouraged her to attend the meeting to share her concerns. No other phone calls or written communications were received other than what was read during the meeting.
10. Recommendations of professional planning staff are the key findings of fact 1, 4, 6, and 8. Staff recommends approval of the application pending the outcome of the Planning Commission review and public hearing. Staff recommended including the condition that the special use permit be restricted to the current property owner and not be transferable. This means that if the property owner sells the property the special use does not continue.

Secretary reviewed the written communications in detail and can answer Commission questions about those statements.

Commission asked why the condition was added and the Secretary stated that the special use code says it's up to the city's discretion to allow it to be transferable or not and it was added as a condition. Commission asked if they could add additional conditions such as:

1. Requiring the garage to be returned back to the way it was.

2. Number of cars that can be parked in the driveway.

Staff stated that the commission can add whatever conditions they want but this is a zoning case and the property is meeting the needs of the codes related to parking even with converting the garage. The two-family duplex is required to have two enclosed and four off-street parking which this property meets. If this property had no special use and they wanted to enclose the garage then they may need to file a variance case. Any new owner of the property would see the converted garage and would be making an informed decision about whether they wanted to do that or not. If it was going to be a two-family use they would have to come to the city for a variance case because they wouldn't have a group home use attached to it. The two-family duplex doesn't require four enclosed parking.

It was clarified that one-half of the duplex currently has three bedrooms, two full baths, kitchen, and a living room and they will add three additional bedrooms and a half-bath. This is not part of the zoning case, and this information was introduced in the building permit application. The building permit is reviewed within the building codes and not the zoning code, which is why the details of the remodel are not included in the case. The Secretary disclosed the permit request in the staff report to explain how the city became aware of the case.

Commission stated that whatever this will or will not do to property values in the future isn't really in their purview. Whether it increases or decreases property values is not necessarily the job of the Commission to make a decision on zoning based on that. Secretary stated that it is not a review criteria for the special use or the golden factors. Staff has no way to predict values and how they get weighed against a single-family property there is no way for staff to know that. Commission stated that a family could buy that property and have six kids and want six bedrooms and it still has 2 ½ baths and it is not part of the Commission's review criteria. Secretary confirmed that it is not part of the golden factors or the review criteria in the code.

Agent for the Applicant:

The chairman called upon the applicant to make his/her presentation on the request and any response to the City staff report. David Stauth, architect licensed in Kansas, Texas, Oklahoma, Arizona, Colorado, and Missouri. Address is 2627 N. Beacon Hill Ct., Wichita Kansas. His company is Kansas Code Plans, and he has done over 90 homes in Kansas and overall, over 300 in the last 8 years. This was the first time that he has come across someone purchasing a home and find out that an R district this is not allowed by right. The average City allows up to eight persons in a home without a conditional use permit. There are some that require a conditional use for six or more. Every city allows up to five and no city he has worked in didn't allow them by right. He didn't think it was legal because the Federal Fair Housing law that you can't discriminate against children, disabled, and elderly. He was shocked that it wasn't allowed by right in the zone. He has a list of all the communities that he can share with the Commission.

Mr. Stauth addressed a few items from the written comments- he has found that neighbors say they don't want it and then years later guess who's living there- the neighbor's parents.

People realize that instead of driving to go see their parents, they could walk down the street. A lot of times they don't initially like it but later live there. Large scale retirement homes are not able to build large enough or fast enough. These homes are popular because many don't want to be in a large home or want their parents in a large home. Covid set that precedence when there are 50, 75 or 100 people it only takes one person for it to spread everyone.

In terms of care, they do very well. In a large home, you don't know your nurses, maybe they assign the same nurse, but he has been in so many large-scale homes. They are finding in the smaller homes that they know the people that live there and their nurses. They converse more, get out in the common areas, and they spend more time together and seem to be doing better and living longer. He believes this is a huge benefit to the community and residents are closer to family. In this case we are talking about an elderly group home. The state does not assign children and hasn't for several years. There are a good number of IDD homes- adults with disabilities and you wouldn't believe how many of these homes exist in small towns. In Salina there are 15 of these homes that are IDD and parents are able to visit their adult child who lives nearby vs. driving to facility somewhere else which is really beneficial to a community. Mr. Stauth stated that elderly do thrive very well in these homes there's less Covid and things like that. These things are the things he believes helps the community.

Some people ask why a duplex? Use to do ranch homes but ranch homes are getting pretty expensive and they are all taken up. If you go to 13th and Woodlawn all those big, beautiful ranch homes he has done about 20 homes or more in the neighborhood. Duplexes are flat, level, laid out well, and open. In some cases, we will take out the wall and make it one large 12 bed home which is the maximum for the state home plus program. Most homes allow for eight residents without a supplemental use. This case will be six residents, and it doesn't have stairs or ramps and not many homes in Wichita are like that.

Someone asked what if the residents' drive and Mr. Stauth has never been to a home where residents are driving if they could drive they could take care of themselves and wouldn't be in one of these homes.

He stated that another comment about not having a garage being a problem in the future if somebody else owns it and the Commission talked about maybe it gets converted back. In this case the garage will be converted but the Commission should look at this not being allowed by right and he knows of no other city in the state that does- that seems kind of troublesome. Not having a garage in the future, he sees two reasons why this isn't a problem: the future is probably not in 3-5 years, my clients that own these homes and rent them out to operators usually sign ten-year leases because once one of these homes are there they stay for a long time and don't come and go. If this home gets sold in 20 years and there is no garage, what about self-driving cars. They are building parking garages and now using them for something other than parking garages- they are being designed as something else because they anticipate not needing a lot of space for parking. In his opinion, 20 to 30 years most garages will be converted to storage, man caves, extra family rooms which he sees more requests for in his business, outside of group homes, to covert garages. He sees garages as things from the past because of self-driving cars. He has done a lot of research,

and he's heavily invested in the future and basically that is the term for those that don't want to drive themselves.

Property values are rarely based on the garage they are usually based on the number of bedrooms. A six-bedroom home vs. a three bedroom raises the property value. They will not be changing the exterior of the home. These group homes you'll see two cars for staff and in this case the staff live next door so you may not even see that because they will park in the garage. You will see an occasional visitor of one or two people. Never noise issues, they are pretty quiet, the lawn is always mowed, and the house is kept up. They are running a business and people live there. If the property is not taken care of or run down, the children of those residents will be calling. These homes are generally kept up, and you will find them in the nicest communities. Mr. Stauth converted a home which was the former mansion of the Pizza Hut founder across the street from Pompeo- these homes are in very nice neighborhood.

City attorney asked if Mr. Stauth was the applicant and he confirmed that he was the applicant representing the owner.

Emails asked about how we know if they are old. Sometimes these homes will get people in their 30's and 40's with early onset dementia or something like that and are in need of full-time care and do not drive and that's why they are in this home. Somebody said why is it our (the City) burden and why didn't they (applicant) do their due diligence first. Mr. Stauth has done many of these homes and rarely does anyone call him first because if they did he could steer them in a different direction and he didn't imagine that the use was not by right in the zoning. He didn't imagine that it was not allowed and as an architect would not have checked for it because he never encountered it in 300 homes in the state.

Commission asked Mr. Stauth what the attrition rate is on these homes. If they own it and then decide it's not making money and now they can't sell it. Now it's sold as a group home now can they bring in a juvenile facility.

Secretary clarified that is not a zoning change it is a use request. In this district, by right, the property can be used as a two-family residence, and this case is adding a group home-limited use to it. It doesn't negate the ability for someone in two years to say they are done and then it just becomes a two-family residence.

Commission further asked when the property owner says they are done; can they convert it from elderly to a different type of group home. Mr. Stauth stated that there is no difference between an elderly, IDD and children's group home. Everything is the same and KDADS (Kansas Department of Aging and Disability Services) says they all have to be on the same level. This case has a condition that if they sell the home the group home-limited use cannot be transferred. Somebody would have to come back before the city and apply all over again. Mr. Stauth is aware of five homes that closed but were immediately purchased by other operators because you have to put in a fire alarm system which is \$15,000 to \$20,000 or if you remodel a bathroom to put in a walk-in shower is \$10,000 to \$15,000, you may have to convert ramps, doors, windows but not in this case. Some clients buy these homes, and he

sends out an email about it being available and he has had 30 people within 24 hours wanting to buy. With the baby boomers, there will be more.

Commission followed up and said what happens when the owner remains the same, but they want to operate a different type of group home like juveniles who have been previously incarcerated, like in the email (written statement). Mr. Stauth responded that if the owner did that it would be a labor of love because juvenile homes don't make money, but it would be permissible, but he knows nobody who has done that. Commission clarified that the property owner would become a group homeowner as long as they are there it doesn't matter what kind of group home it is or the type of people that live there. Mr. Stauth stated yes, unless the Commission is allowed to put a condition on that.

City Attorney did state that Mr. Stauth was correct as to the Federal Housing Law. There are many types of group homes such as assisted living homes, adults with disabilities, a sober living house, people with disabilities. All of these are protected populations under the Fair Housing Act. The planning commission is allowed to make decisions about noise, light, but not of a group home with a specific designation. Mr. Stauth didn't understand how they are not allowed by right. City Attorney stated, with the special use permit in city code, there are certain factors and considerations that this commission has authority to consider. It can't be discriminatory but there can be evaluations regarding parking, lighting, conformance with zoning regulations and based upon initial discussions this special use is required because of the nonconformance with the zoning regulations and not that it's based on a group home or a specific group of individuals. Mr. Stauth doesn't understand our code because he has never had to do a CUP (Conditional Use Permit) or SUP (Special Use Permit) just to have a group home.

Public Comments:

Chairman Jordan welcomed everyone interested in this agenda item to come to the podium and give their name and address. He instructed that they limit comments to five minutes.

Gary Goodson owns 5287/5289 N. Toben Ct. and lives at 7306 E. Norfolk Drive, Wichita 67206. He thinks that what is missing is the consideration of the people in their surrounding community who own these properties and the people who live there and rent because there are expectations that when a property owner buys that property he expects it to stay as he purchased it in the neighborhood. Similarly, the persons who rent from the property owners they trust that what they are paying for rent and signing leases for a year at a time is what they signed up for in the first place. He understands that there are needs for the elderly in this instance. Having the special use what's next- is it a half-way house, a group home for sexual deviants. Those neighborhoods trust the government, the Councilmen and Commission to protect their best interest. He understands that there are entities that want to provide these homes. He lives in Rockwood and he has had three large ranch homes and it's been a problem. Individuals living there have people that take care of them but there are always additional needs, and it creates traffic and they park in the street. They have in-home care that isn't always provided by the people that are there. You have visitors on top of that and it's more of an issue than people understand. Everybody that purchases their properties are having to alter their way of life and traffic patterns for someone that has nothing

invested in it. The property owners have something invested but the people who live there don't. So, everybody in the surrounding area is impacted by this location.

Chairman Jordan asked Mr. Goodson about his statement that other people come to the home to take care of people living there. Who else comes to the home- like PT, third party to work with the people? Gary said yes, respiratory care, wound care, multiple disciplines and in his neighborhood the street is through- it becomes a problem in caul-de-sacs that choke down the traffic.

Commissioner Faber stated that the job of the commission is to look at from a zoning perspective and we are hearing what is being said. It was mentioned in the emails (written communication) that there are too many duplexes and that is something that the commission has been aware of for a long time. It is not within the Commission's purview to distinguish what things can and cannot be used for once they're zoned a certain way. Commission has to stay within the legal limits of what they can and cannot do. Commission is hearing you (Mr. Goodson) and that we have to stay within the confines of what we can do. Mr. Goodson stated he understands and appreciated the ability to express concerns.

Jemmima Wanjau, licensed contractor. She has lived in the neighborhood in Rock Springs until she sold it in 2024- she is very familiar with the Rock Spring Addition. There are other group homes for adults with disability, and the owner didn't know that he was doing anything different than others were doing. Mr. Stauth addressed the concerns. She is a real estate broker, so when values are assessed they are based on bedrooms. A four bedroom will not be comparable to a six bedroom. A six bedroom is more favorable. We are also seeing families having more children and it is hard to find housing for that. If the property owner tries to sell it should not be a problem. She clarified that each side of the duplex has three bedrooms and two baths. She stated that the county has allowed accessory dwellings on properties that can be for elderly which means they leave the main house and live in the dwelling away from the house but that is not what this property owner is doing. She knows the property owners, and they are good people and they will keep the property in good condition. They did their due diligence because if they are not trying to just cut corners, but they know that the right thing for them to do is go through the legal way. Commission asked what her connection to this is and she stated she is the general contractor. She applied for the permit to do the work and that is how they learned about the special use. She stated there are other group homes in that area and sent the addresses to the City. She knows because she lived in the neighborhood and those homes are owned by bigger companies. She did ask city staff why other group homes are in the area.

Commission Discussion:

Commission asked if the group home would be allowed in a C-1 district. Secretary confirmed that a group home is not allowed by right in a C-1 district. There are other districts that allow group homes by right and another that allows it as a conditional use- may need to verify. If conditional they would still come from the Commission. Commission member recalled other special use cases but couldn't remember the details and asked if a precedence has been set. Secretary stated that there is no precedence set because each zoning case is individually evaluated based on the circumstances which it's brought. Every case is different, so it is

evaluated individually and just because it was allowed someplace else doesn't mean it's allowed everywhere because there are different circumstances. Just because one case is approved doesn't require that all cases are approved.

Commission asked the Secretary if there are other group homes in Bel Aire. Secretary confirmed that there are other group homes in Bel Aire but that she could not confirm the circumstances or if they had a case. City staff would need to determine the group home addresses and then determine if there was a case filed. A group home case hasn't happened recently.

Within the Commission purview, they approve or not approve the group home based on the applicant's specifications of what they are going in the home and can't actually consider the type of individual that will occupy the group home. The City Attorney stated that it is all about the use and not about the types of people. Must consider the golden factors and other criteria.

Commission followed up with if someone in the future came and asked for another situation like this and want to use the duplex as a group home for people recovering from addiction- the Commission can't take that into consideration, but it could be that every one of those people have a car and it could create a parking problem, the Commission could consider that. The City Attorney said that if there a review of parking and there is a concern about that there could be a condition that a parking plan be provided that sets out how they will handle parking, how to keep cars to a specific minimum during a certain time of day. The Planning Commission has the authority to do that- provide a condition for a parking plan.

The Commission stated that if someone wanted a group home that is a half-way house for people just coming out of incarceration trying to work their way back into society that the Commission can't take that into consideration whether we approve or disapprove the request. The City Attorney stated that is correct and said that an applicant doesn't need to go into detail about what type of group home they are requesting. City Attorney stated that the comment about property value is considered a business metric not something regarding zoning regulations. A fear of property values cannot be used as a reason for denial and is not permissible per statute. Have to go back to the golden factors and other criteria to use for approval or disapproval.

Commission asked about the general standards for consideration, criteria for review and the findings of facts (Golden Factors) and why the Golden Factors since this case is not a change in zoning; are they technically applicable since the zoning is not changing. Staff confirmed that they are special use permit criteria. Chairman read the general standards for consideration:

1. That proposed uses will not be contrary to the public interest
2. That the spirit of the Code is observed.
3. That public safety and welfare is secured.
4. That substantially equal treatment under the law is preserved.

Commission asked if there were any prioritization of the considerations and criteria and city staff confirmed there is not. City staff explained that in the Special Use section of the

code lists the general standards for consideration and the criteria review. In addition, because this is a zoning case the golden factors are also considered. Staff report includes responses to the ten criteria for review and the golden factors.

Commission asked if the new comprehensive plan allowed for this type of use. Staff confirmed that they did review the new comprehensive plan. The Comprehensive plan does not talk about the use, but it does talk about the type of neighborhood as a Traditional Neighborhood and the definition is in the staff report. The future land use map identifies the neighborhood as a Traditional Neighborhood type that consists of single-family, two-family, accessory dwelling unit, small multi-family structures and the occasional townhouse. The subject property falls within this Traditional Neighborhood type. Commission asked if the zoning- putting in a group home at this time does not fall into the zoning at this time but moving forward would be allowed in this type of District. City staff explained that the Comprehensive Plan sets out how we are going to use land in the city and how we are going to grow. The zoning codes define each district and how you can use each parcel by right (permitted uses) doesn't require a case with the city. There is a list of conditional uses which requires a case be filed to approve that use on the parcel. If the use is not permitted and not on the conditional use list, then you must file a special use case.

Commission asked the applicant's agent Mr. Stauth about exterior changes to the property since the garage door will be removed. Mr. Stauth stated the garage will stay in place and they will remove the opener and track and build an insulated wall inside and seal it to keep the exterior the same. They will also add three windows to the side of the garage to help with egress. Commission asked about door egress from those three bedrooms and Mr. Stauth stated that they are only required to have one exit but there are two in the home; the patio door on the side and the front door. Patio door is 30" or 32" wide but only required to have one which is the front door. Commission had a concern that if there are wheelchairs needing to get out they wouldn't be able to do that through the patio and if everyone would need to exit out the front door there would be a bottleneck.

Commission asked about the need to apply for a business license and if this is something that they need to address in this case as well. Commission is not required to address but the staff confirmed that they (applicant) will be required to have a business license. They are unable to apply for a business license until the use is approved.

Commission asked if they could recommend or have an addendum to have a designated space in the driveway for emergency vehicles and other service providers or is there additional room to pour a pad to extend the driveway to have a designated parking space so there is not a bottleneck if there is a concern about parking and traffic. There may not be room to extend the driveway on the lot. City staff stated that if the two-family home had two families living it and they had six kids who all had cars and mom and dad that would be eight cars and they would be parking on the street. There would be no cases or violations because they can park on the street as long as they are following the rules. City requires only two enclosed parking spaces for a duplex. Code also does not limit the number of people living in the home and we don't limit the number of cars that can be in the driveway.

Commission encouraged the applicant to communicate with those around them that these services are scheduled and that you will try, best you can, to have them parking in the driveway. This will show that you care about concerns (from neighbors) and that applicant will do their best to address those concerns. If there are concerns Commission encouraged applicant to work with them (neighbors) and set aside a parking space in the driveway as a courtesy to make sure everyone in the neighborhood is supportive of what the applicant is doing. If not, they will call the city with complaints, and the applicant doesn't want that to happen.

Commission talked about cars coming to a resident may be no different than deliveries being made 15 times a day creating traffic. Also have families with several cars and they are on the street all the time.

Chairman Jordan stated that he is a family of five and they have seven cars and live on a caul-de-sac and they do a lot of driveway shuffling. He doesn't believe this is not something in of itself a reason to not approve. When reviewing the general standards of consideration that the use is contrary to the public interest and you could make a case that this would be advantageous to the public interest. Thinks that the spirit of the code is being met because we don't allow it as a right and that they are required to come to the Commission to approve. Could make a case that if there are a lot of services at the house it could be an issue, but any home could have more cars and doesn't believe there is a strong case for that. Substantially equal treatment under the law is preserved, which supports the discussion that each case is individually decided on its own merits.

The Chairman closed the public hearing and moved to written communication. This was discussed earlier and no additional comments were made.

Chairman asked if the applicant had any further responses. There were no further comments.

Chairman Jordan continued his deliberation comments and discussed the criteria for review items. There is a concern about access and traffic load, but he can't make a strong enough case to not approve this based on this single item. Noise, light, odor and screening doesn't see this as a problem. Parking was discussed with access and traffic load. Doesn't believe that services will be affected more than what would be as a duplex. Public health and safety doesn't see an issue and adequacy of facility and lot size believes it's reasonable to have six bedrooms on the one side. There is no issue with signs and review by the fire marshal sounds like they are part of the process.

Commission Matzek thinks the Commission is overlooking the access, traffic, and parking because service providers and visitors will be there for a long time. There are a lot of different things at play and whether it's a big issue or not. The Commission may be overlooking this a little more than they should because if there are more of these cases that they approve down the road and there are several in a neighborhood, it could an issue.

Commissioner Roths is considering the case based on the staff's recommendation because they have looked through this very carefully.

Commissioner Mackey loves the idea, and his only concern was the "slippery slope" scenario of what could happen in the future and what types of group homes could go in. He liked hearing that precedence won't be set and that approving this case doesn't mean you have to approve the next one. Appreciated the City attorney clarifying what the Commission can and cannot consider.

Commissioner Faber is focusing on the Commission's role in zoning and if it was a zoning change from commercial to residential we don't always have control over what they can build. Focusing on what the Commission can control he encouraged the applicant to play nice with their neighbors and if they see or know about a situation that can cause friction put out the fire before it comes to the city. I want to ensure that property owners and their tenants thrive. He doesn't see anything that is a "blatant red flag" and there isn't enough related to traffic for him to vote no. Once approved how it's used is out of their control and he is looking at the facts before him to make the right decision of the community as a whole.

Commissioner Mackey stated that the two emails came from people in his neighborhood and they were adamant about not allowing this. The fact that if this property changed hands they would be required to reapply will provide some information for him to resolve the concerns. Staff stated that the three written communications received were from citizens who were not part of the certified letter notification area or within the 200' environs of the property and likely sent the written communications because they were not directly notified. They do not live near the neighborhood and live approximately 2.5 miles away.

Chairman Jordan stated that the things that he has reservations about are not going to prevent him supporting this.

Chairman Jordan stated that having discussed and reached conclusions on our findings of fact, he reminded the Commission that a motion should reflect the factors on which it is based and, if approval is recommended, then consideration should be given to any conditions that might be attached. Staff reminded Commission to discuss the finding of facts (Golden Factors) as part of the motion.

Findings of Fact Discussion:

Commission wanted to make the motion and then discuss the findings of fact considered in the motion and second for approval. City Attorney stated that the Commission needs to discuss the findings of fact, so it confirms why they are approving the case.

Commission discussed the following findings of fact:

- Conformance of the requested change to the city’s comprehensive plan. Case falls within the comprehensive plan and will add to Bel Aire as a community, and it doesn’t take away from the intent of what this is.
- Recommendations of staff and information contained in the staff report.
- Opposition or support of neighborhood residents. No other opposition from the neighborhood except for Mr. Goodson.
- All Golden Factors support the case with the exception of the well-being of the neighborhood which is not necessarily ideal but is not enough to not support the case. All other factors support this.

Protest Petition Information:

Chairman Jordan stated that the case will be forwarded to the Governing Body with the Planning Commission’s recommendation and a written summary of the hearing for consideration at their regular meeting on Tuesday, January 6, 2026. Protest petitions against the case may be received by the City Clerk for 14 days after tonight, Thursday, December 25, 2025, at 4:30 p.m.

City Attorney explained that the protest petition would typically include information where the Planning Commission did not take into account specific factors, was not reasonable with their discussion, and was not reasonable in the vote. City attorney thanked the commission for having a discussion about concerns and asking questions of the applicant and the applicant’s agent. This participation shows that the Commission is making an effort to be reasonable and to make an informed decision. The protest petition would basically be saying that it was not done. The protest petition would go with the Commission’s decision to the Governing Body. The Governing Body would take into account the protest petition with the findings of fact from the Planning Commission, hear whatever written comments were received and with their vote they would have to have a super majority vote. City attorney stated that protest petitions are very rare.

Motion: Chairman Jordan stated having considered the evidence at the hearing and the factors to evaluate the application, moved that the Planning Commission recommend to the City Council that the request for a Special Use permit, to allow a group home-limited use in one-half of a two-family (duplex) unit, in a R-5 Zoning District, generally located at North 53rd Street and Toben Road, in SP-25-01 be APPROVED, based on the findings of facts discussed and as recorded in the summary of this hearing with the condition that the Special Use permit is restricted to the current property owner and is not transferable. Vice-Chairman Faber seconded the motion. **Motion carried 6-0.**

B. Overview of Annexation Process

Overview of the Annexation Process: City Attorney asked if the Commission still wanted her to cover annexation due to the time being after 8:10 and they still need to review the

Airport Code. City Attorney asked if the Commission would prefer this item be presented at another time. The Commission requested to move this topic to another meeting. This is not a motion item it is a workshop topic. Secretary will place this on another agenda.

Action: No action required; for discussion only.

C. Recess the Planning Commission and Convene the Airport Zoning Commission.

Motion: Chairman Jordan made a motion to recess the Planning Commission and Convene the Airport Zoning Commission. Vice-Chairman Faber seconded the motion. **Motion carried 6-0.**

Airport Zoning Commission

I. Call to Order Chairman Phillip Jordan called the meeting to order at 8:12 p.m.

II. Roll Call

Chairman Phillip Jordan, Vice-Chairman Deryk Faber and Commissioners Dee Roths, Paul Matzek, Brian Mackey and Brian Stuart were present in person.

Also present in person were Paula Downs, Secretary and Maria Schrock, City Attorney.

III. Consent Agenda

A. Approval of Minutes from Previous Meeting- No meeting minutes to approve

IV. Airport Zoning Commission Business

A. Consideration of Airport Zoning Regulations and A Preliminary Report in Accordance with K.S.A. 3-705.

Chairman Jordan opened the hearing. No public comment for this item.

Chairman Jordan closed the hearing.

City Attorney explained that state statute gives any municipality the authority to have a planning commission as long as they have adopted zoning regulations which the city does. There is also an opportunity to have a Board of Zoning Appeals and if the municipality is going to adopt any airport codes the Planning Commission must serve as the Airport Zoning Commission. This will not be a regular item for the Planning Commission.

There is a staff report that provides the background for this item. The staff report explains that aircraft when taking off and landing has a potential for obstructions and

those obstructions can pose risks to people's lives and property. Kansas statutes allow for airport zoning regulations. These hazards stated are limitations for heights, vegetation, structures and any other hazards that could affect air navigation within areas near Jabara Airport. There is a proposed ordinance in the packet. If the Airport Zoning Commission were to move forward and make the recommendation to adopt the airport zoning regulations then that proposed ordinance would go to the Governing Body. The Governing Body would take that into account and make a decision whether or not to approve, deny or table the proposed ordinance per statute. Statute sets out the process: first there is a notification that must be done which was done by staff for this item. Then there is a public hearing which is occurring now. The Airport Zoning Commission will listen to all public comments and review all materials provided to them. The Commission shall make a preliminary report and then have another public hearing taking into account any comments, written materials and any information shared with you. At the second public hearing a final report would be approved by the Commission and then the final report would go to the Governing Body. The Governing Body would review the final report and review the proposed ordinance and make decision as to whether to approve the ordinance which would adopt any airport zoning regulations.

The statute doesn't define what a preliminary report is or its format. It will be the Commission using the proposed ordinance and the staff report to review. The City Attorney provided a copy of the main page of the Bel Aire City code that shows Chapter 18 and the articles contained in that chapter. The area in red circled on the handout shows the last article in the chapter to be 11. If the airport zoning code was approved it would be Chapter 18 Article 12. That is how it becomes a part of the Bel Aire city code. If any other agenda item comes to you and it touches the airport code then you are going to be receiving a staff report from the Secretary that includes Article 12 which does not exist right now. When it comes to this specific report, the City Attorney has not heard from anyone opposing this code. City Attorney stated that there was an application that came in for solar panel installation and Paula (Secretary) required them to contact the FAA and consider the regulations.

The Commission tonight will open the hearing, close the hearing, and discuss their concerns and discuss adopting the zoning regulations. You can discuss whether you support it or don't support it. If you want to move forward then you can say that you have read the staff report and the proposed ordinance and you feel comfortable moving forward claiming that this material will be your preliminary report for tonight. The case will then be republished, and it will come back to you for the next public hearing. You can tell staff if you need additional materials which will be made available at the next hearing. Tonight, the Commission is learning about it, hearing about it and having a brief discussion and if you want to move forward with the information you can use the information as your preliminary report.

Commission asked if they want to make recommendations on changes is this the meeting they can do that. City Attorney stated that the Commission can say that they want to make this their preliminary report, but you would like something to be

considered or modified and then staff will come back at the next public hearing and discuss it further. Commission can also discuss changes at the next public hearing.

Commission discussed 18.12.10- Nonconforming Uses section of the proposed ordinance regarding regulations not being retroactive. Commissioner Roths stated that lighting is extremely important. This (Jabara) is an uncontrolled airport and if someone is in the flight pattern they cannot see the lights of an airplane coming in from the North at times because of the reflection of the industrial area lights. The other consideration is in the developments that are coming in have ponds being built that attract geese. There are many geese that get attracted to the fields under the approach of Jabara. Pilots would not want to see geese flying beside them. Commissioner Roths thinks the regulations should be retroactive. She realizes that people will say that the businesses have been there (in the industrial park) for a long time and it will cost them a bunch of money to follow the code, but it will cost more if lives are lost. City attorney asked how to phrase the consideration about the water and suggested language that says, "we should consider the potential hazard of birds". Commissioner Roths referenced a project to put in a hazardous waste dump northeast that one of the things that stopped that was the idea of the seagulls in that area where planes were flying over.

City staff stated that the FAA has a map with "circles" (environs) around the airport and Bel Aire city limits are inside several of those environs. The FAA looks at vegetation that draws birds and height of buildings. City staff required the solar panel installation applicant engage with the FAA due to potential concerns about glare. There is a process that allows a project to preliminary engage with the FAA on their project to determine if they are required to file a case with them. The FAA determines if a case is required or not for approval. In the solar panel case because of the height of the building being low they did not require them to file an additional case, and the FAA approved the solar panels. City staff stated that the FAA probably has some good language related to birds, landscaping and ponds.

Currently, there are three motion options for this item, and a Commissioner could move to modify and approve the case and ask for additional considerations be given to the retroactive regulations related to water, ponds, birds and lights. City staff pointed out that 18.12.10 (B) does have language about lighting that can be confirmed.

Commissioner Roths stated that the FAA will have a lot of control and didn't understand why this had not come up before.

Commissioner Matzek asked if this section (18.12.10) was basically saying that what's already there is being grandfathered in so that if a landowner had a 50' tower and the new regulations says it can only be 20' they wouldn't have to make changes. Commission Matzek doesn't have an issue with telling a landowner that they have to lower it but does have an issue with the landowner being required to lower it at their expense. City staff clarified that the regulations would not require the removal, lowering or other changes or alteration of any Structure or tree. The FAA does set a maximum height for structures and none of the structures in Bel Aire reach that height

because zoning codes limits the height to 35' (staff believes). From a structure perspective don't have anything in the way. City staff will review how ponds and vegetation fits into this section.

Chairman Jordan was concerned that if landowners were required to be retroactive and pay to meet the regulations, he is concerned about the City being sued.

Commission asked if there was timetable to get this done or if they could review and then go with the proposed and then final. Staff stated that the Commission can table it and then review the proposed ordinance in more detail.

Commissioner Roths stated that if the FAA says the ponds and lights are good then we don't have any concerns. She has concerns about lighting in the industrial park. Some lights are directed down, and others are not and can be seen from K-254.

Commission asked if Bel Aire has any Zone A areas and that is where you can't have any structures over 25' feet. Bel Aire does have some Zone B areas in the city. City staff confirmed that no permit is required in Area A if structures are 25' or less; Area B if structures are 50' or less; Area C if structures are 100' or less; and Area D if structures are 200' or less. City code requires buildings in Sunflower Commerce Park to be under 35'. Currently, there are no known violations of the height restrictions. Line 418 says no structure higher than 50' except where the terrain would affect the overall height limits. Measurement would start at ground level and then go up to the maximum of 50'.

Commission asked if this was the same ordinance that the City of Wichita has. City Attorney stated that it is very similar, but this ordinance has been modified because Wichita is addressing several airports. This ordinance takes into account part of our current code and was modified by the City Attorney. Sedgwick County and the City of Wichita have been working together and with all of the airports since 1995. All the airports have been included and have provided input, and the City of Bel Aire has been contacted about joining that team for multiple years. City staff did not know why Bel Aire had not previously adopted an ordinance, but it is time. City staff has modified the ordinance to meet the needs of the city and complement our current codes. The Airport Zoning regulations will be in the zoning section of our code which means other codes will direct what happens within the environs of the airport.

Commission asked If somebody is building in a Zone B area do they have to get on the FAA website and submit their project for approval. If they have done that, is something submitted to the City to confirm that. City staff stated that the FAA provides the builder with a formal letter/notification and then the City would require that in the application.

Commission stated that they are serving on the Planning Commission, Board of Zoning Appeals and now the Airport Commission and asked what is next. City Staff said that the responsibilities of the Airport Commission will not include any cases. Most of the work will be handled by City staff and the Airport Commission will only see requests to modify and approve amendments to the code.

Commission wanted more time to review the ordinance and requested that it be tabled. Changes should be provided to the Secretary so that the Ordinance can be modified and ready to be approved in January. Commission would need to provide changes prior to Christmas to update the ordinance to ensure it was ready for the January meeting. Commissioner Roths asked if clarification about the ponds, lightning etc., could be reviewed ahead of time so that it is known what can and cannot be modified.

Commission asked why they have to serve as the Airport Commission and why do they have to approve the code vs. it just being in our City code. City staff explained that the largest role the Commission plays is approving the codes. Statute requires the Planning Commission serve as the Airport Commission if there are airport regulations included in the city code. Once the Commission approves the code it goes to the Governing Body to approve and sign the Ordinance.

Motion: Vice-Chairman Faber moved that the proposed Preliminary Report of the Airport Zoning Commission be tabled until February 12, 2025, at 6:30 p.m. for considerations as shared by the Airport Commission members. Commissioner Matzek seconded the motion. **Motion carried 6-0.**

B. Adjourn Airport Zoning Commission and Convene the Board of Zoning Appeals

Motion: Chairman Jordan moved to adjourn the Airport Zoning Commission and Convene the Board of Zoning Appeals. Commissioner Mackey seconded the motion. **Motion carried 6-0.**

Board of Zoning Appeals

I. Call to Order Chairman Phillip Jordan called the meeting to order at 8:44 p.m.

II. Roll Call

Chairman Phillip Jordan, Vice-Chairman Deryk Faber and Commissioners Dee Roths, Paul Matzek, Brian Mackey and Brian Stuart were present in person.

Also present in person was Paula Downs, Secretary and Maria Schrock, City Attorney.

III. Consent Agenda

A. Approval of Minutes from Previous Meeting

Commission Secretary clarified that the meeting minutes for the Planning Commission, Board of Zoning Appeals, and Airport Commission will be included in a single document, but each Commission will need to formally approve their section of the minutes document.

Motion: Chairman Jordan moved to approve the minutes of the November 13, 2025, meeting. Commissioner Matzek seconded the motion. **Motion carried 6-0.**

IV. Board of Zoning Appeals Business

A. No current business

B. Adjourn Board of Zoning Appeals and Reconvene the Planning Commission

Motion: Commissioner Mackey moved to adjourn the Board of Zoning Appeals and Reconvene the Planning Commission. Commissioner Roths seconded the motion. **Motion carried 6-0.**

VII. Approval of the Next Planning Commission Meeting Date.

Motion: Chairman Jordon moved to approve the date of the next meeting: January 8, 2026, at 6:30 p.m. Commissioner Matzek seconded the motion. **Motion carried 6-0.**

VIII. Current Events

A. Upcoming Agenda Items:

- a. 2025 Updated Zoning Map will be on the next Planning Commission meeting agenda. The map reflects zoning ordinances approved throughout the year, and it will be updated as to the close of 2025.
- b. Robert’s Rules Training will be at an upcoming meeting. Staff will also add the Annexation presentation to the January meeting agenda.

B. Upcoming Events:

- a. City Hall closed for Christmas- December 24 – 25
- b. City Hall closed for New Year’s Day- January 1

IX. Adjournment

Motion: Vice-Chairman Faber moved to adjourn. Chairman Jordan seconded the motion. **Motion carried 6-0.**

SPECIAL USE APPLICATION CITY OF BEL AIRE, KANSAS

An application to vary the provisions of the zoning regulations is a "Special Use". A site plan is required as part of every variance application submitted to City Hall, 7651 E. Central Park Ave, Bel Aire Kansas 67226. Attention: Planning & Zoning. This document will be used for meetings and public hearings regarding your request and should be neat, legible, well labeled, and drawn to scale. The site plan must contain the following elements:

1. **Sheet Size:** The site plan should be no larger than 11" x 17" and no smaller than 8 ½" x 11". Site plans for larger projects (greater than 6 acres), may be larger, with the approval of City Staff.
2. **Title:** A brief description of the Special Use.
3. **Applicant Name:** Name of the applicant and the agent who prepared the drawing, if applicable.
4. **North Arrow:** Indicate the north direction with respect to the project, Lot, or structure.
5. **Scale:** The scale should be adequate to portray the project, Lot, or structure on the sheet size required. For example, a Lot that is 70 feet by 100 feet can adequately be portrayed at a scale of 1" = 20' (in inch equals 20 feet) on an 11" x 17" sheet of paper. The scale should not be smaller than 1" = 20' and 1" = 50' for larger properties.
6. **Dimensions:** In addition to adequate scale representation, all key features (lot, buildings, driveways, etc.) on the site plan shall have dimensions in feet noted for all sides.
7. **Legal Description:** Legal description of Lot(s) or parcels requiring a Special Use. This description can be in the form of Lots and Blocks.
8. **Existing Conditions:** Indicate all structures and features as they exist on the property. These should be drawn to scale, as described above, and shall include, but not be limited to:
 - All structures and buildings
 - Parking Spaces
 - Fences
 - Significant trees or stands of trees
 - Other landscaping
 - Floodplains
 - Water area or features
 - Significant topographical features
 - Utilities, above and below ground
 - Drainage patterns

9. All required zoning setbacks and easements: Using a dashed line, indicate all required zoning setbacks and utility, drainage, or other easements relative to the project, Lot(s), or structure.

10. All roads/streets adjacent to the property and access points off of those roads: Indicate all roads/streets, including the rights-of-way that surround or intersect the property, including alleys. Indicate all points of access (driveways) from the streets to the project, Lot (s), or structure. Indicate how each road/street is developed, e.g. paved, dirt, undeveloped.

11. Surrounding structures and uses if appropriate: Indicate surrounding uses and zoning as they apply to the request.

12. Modifications by the Special Use: Indicate any modifications to the existing structures or features that will result if the Special Use request is approved. If these modifications or additions are extensive, a second site drawing might be necessary so as not be confused with the existing conditions. These modifications or new features may include, but are not limited to:

Buildings
Structures
Parking areas
Vehicular drives
Pedestrian walks
Location and height of light fixtures
Location of trash receptacles and loading areas
Landscaped areas

13. An application shall be accompanied by a current abstractor's certificate containing a legal description of the area in the application as well as the name and address of the owner, and shall include the names and mailing addresses (with zip codes) of all property owners within the prescribed distance measured from the perimeter of the application area.

14. An application for Special Use shall be accompanied by the appropriate filing fee, (\$250.00) and is payable to the City of Bel Aire.

APPLICATION

This form **MUST** be completed and filed at City Hall, Bel Aire, Kansas, 7651 E. Central Park, Bel Aire, Kansas 67226. **AN INCOMPLETE APPLICATION CANNOT BE ACCEPTED.** Check the appropriate box below for type of application being submitted. A separate application and filing fee is required for each application. A preapplication conference with City Staff is recommended before filing this application.

Continuance of the hearing, provided written request is filed two days prior to the date of the scheduled hearing and every attempt to notify all persons previously notified either by mail or telephone.

Conditions placed on permitted Special Use _____

Security bond is required

Approved

Rejected

Name of owner CELESTINE FOTECK

Address 5353 N TOBEN CT Telephone 316-932-3615

Agent representing the owner DAVID STAUTH - ARCHITECT (PREPARED PLANS)

Address 2627 N BEACON HILL CT,
WICHITA KS 67220 Telephone 316-393-8576

1. The application area is legally described as Lot(s) 8; Block(s) 1,
ROCK SPRING 3RD Addition, Bel Aire, Kansas. If appropriate, a metes and
bounds description may be attached.

2. The application area contains 0.259 acres.

3. This property is located at (address) 5353 N TOBEN CT which is generally located at (relation to nearest streets) N 53RD ST & TOBEN ROAD.

4. State why the proposed Special Use will not cause substantial injury to the value of other property in the neighborhood, how it is to be designed within district regulations:

THE HOME IS A TWO-FAMILY DUPLEX. THE OWNER WILL LIVE IN ONE HALF AND OPERATE A GROUP HOME FOR THE ELDERLY (RESIDENTIAL BOARD AND CARE HOME) IN THE OTHER HALF OF THE HOME. THE HOME IS EXISTING AND THERE WILL BE NO ADDITIONS TO THE HOME. THE RESIDENTS DO NOT DRIVE, THEREFORE THE NUMBER OF CARS WILL BE FOR STAFF AND VISITORS, AND SINCE MOST OF THE STAFF LIVE NEXT DOOR, THEY'LL BE PARKED IN THE ADJACENT PARKING AREA, THEREFORE OVERALL THE NUMBER OF VEHICLES SHOULD NOT EXCEED 1-2 AT A TIME AND WOULD APPEAR NO DIFFERENT FROM OTHER HOMES ON THE STREET. THE HOME WILL NOT HAVE SIGNAGE OUT FRONT, NOR WILL IT NEED A RAMP SINCE THE HOME IS ON GRADE, THEREFORE THE HOME WILL NOT HAVE ANY DIFFERENT APPEARANCE FROM OTHER HOMES NEARBY AND WOULD NOT STICK OUT.

5. County control number: PIN:30013164

6. NAMES OF OWNERS - For land inside the city limits, an ownership list of the names, addresses and zip codes of the owners of record of real property located within 200 feet of the exterior boundary of the area described in the application both within the city limits and extending outside the city limits when necessary.

If such area is located adjacent to but within the city limits, the ownership list, in addition to the 200 feet inside the city limits, shall provide similar information extending to 1,000 feet into the unincorporated area.

If such area is located outside the city limits, the ownership list shall extend for 1,000 feet in the unincorporated area and, if the latter extends into the city limits, then such owners for 200 feet inside the city must also be included on the list.

The names of the owners of all property included in this application MUST be listed as applicants. Contract purchasers, lessees or other directly associated with the property may also be listed if they desire to be advised of the proceedings.

1. Applicant CELESTINE FOTECK Phone 316-932-3615
Address 5353 N TOBEN CT Zip Code 67226

Agent _____ Phone _____
Address _____ Zip Code _____

2. Applicant _____ Phone _____
Address _____ Zip Code _____

Agent _____ Phone _____
Address _____ Zip Code _____

3. Applicant _____ Phone _____
Address _____ Zip Code _____

Agent _____ Phone _____
Address _____ Zip Code _____

The applicant certifies that the foregoing information is true and correct to the best of their knowledge and acknowledges that the Planning Commission and/or Governing Body shall have authority to impose such conditions as it deems necessary in order to serve the public interest and welfare.

Authentisign
CELESTINE FOTECK 11/03/25
Applicant's Signature BY Authorized Agent (If Any)

The Petition must bear the signature(s) of the property owner(s). If an authorized agent signs on the owner's behalf, the agent shall sign his own name and attach the owner's written notarized authorization to this application.



AFFIDAVIT OF PUBLICATION

State of Kansas, Sedgwick County, ss:

Melissa Krehbiel, City Clerk

Being first duly sworn, deposes and says:

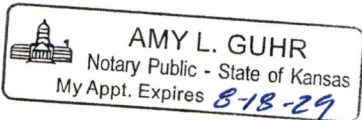
That I, Melissa Krehbiel, City Clerk of the City of Bel Aire, Kansas, has published the attached notice on the City of Bel Aire website, www.belaireks.gov, which website is designated as the official City newspaper for the City of Bel Aire, Kansas by Charter Ordinance No. 25, effective August 6, 2024.

That the attached Official Notice of Special Use Hearing is a true copy thereof and was published on such website beginning on the 20th day of November, 2025.

Melissa Krehbiel
Signature

SUBSCRIBED AND SWORN to before me this 20th day of November, 2025.

Amy L. Guhr
Notary Public



(seal)

City of Bel Aire
Melissa Krehbiel - City Clerk
7651 East Central Park Avenue
Bel Aire, Kansas 67226
316-744-2451
www.belaireks.gov

(Notification Posted on the City of Bel Aire Website, the designated official City newspaper for the City of Bel Aire on November 20, 2025)

OFFICIAL NOTICE OF SPECIAL USE HEARING

TO WHOM IT MAY CONCERN AND TO ALL PERSONS INTERESTED:

Notice is Hereby Given that on December 11, 2025, the City of Bel Aire Planning Commission will consider the following Special Use case in the order placed on the agenda after 6:30 p.m. in the City Council Chamber at City Hall in Bel Aire, Kansas:

SP-25-01. Special Use Case to Allow a Group Home-Limited Use in One-Half of a Two-Family Duplex Unit.

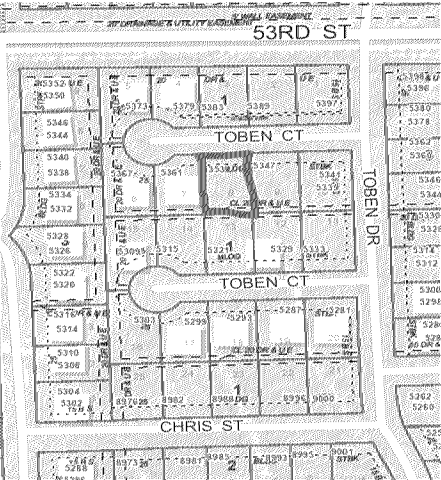
Legal Description: Lots 8, Block 1- Rock Spring 3rd Addition, Bel Aire, Sedgwick County, Kansas.

General Location: N. 53rd St. & Toben Road

You may appear at this time either in person or by agent or attorney, if you so desire, and be heard on the matter. After hearing the views and wishes of all the persons interested in the case, the Planning Commission may close the hearing and consider a recommendation to the Governing Body, which, if approved under the City Zoning and Sub- Division regulations, would be effectuated by city code. The public hearing may be recessed and continued from time to time without notice.

DATED this 20 day of November 2025.

/s/ Paula L. Downs
Bel Aire Planning Commission Secretary





OWNERSHIP LIST

PROPERTY DESCRIPTION		PROPERTY OWNER
Lot 8, Blk 1 Subject Property	Rock Spring 3rd Addition	Celestine Fomez Foteck 5700 E. Mainsgate Rd., Apt. 1804 Wichita, KS 67220
Lots 1, 2, 3, & 4, Blk 1	"	Premier One Investments, LLC PO Box 781572 Wichita, KS 67278
Lot 5, Blk 1	"	Victoria Daley & Ian Daley 5371 N. Toben Ct. Wichita, KS 67226
Lots 6 & 7, Blk 1	"	Trinity Rentals, LLC PO Box 780405 Wichita, KS 67278
Lot 9, Blk 1	"	Connor P. Relph 5435 N. Toben Ct. Bel Aire, KS 67226
Lot 10, Blk 1	"	RKR, LLC 8550 NW Parallel St. Towanda, KS 67144
Lot 11, Blk 1	"	Nii Manor Nartey 5333 N. Toben Ct. Bel Aire, KS 67226
Lot 12, Blk 1	"	Mary Wairimu 5327 N. Toben Ct. Wichita, KS 67226
Lot 13, Blk 1	"	Cristian & Roxana Zidarita 1014 N. Cedar Downs Cir. Wichita, KS 67235



Lot 14, Blk 1	“	Duy K. Nguyen & Binh T. Le 2201 S. Ironside Wichita, KS 67230
Lot 15, Blk 1	“	Anusone Phakdy 5309 N. Toben Ct. Wichita, KS 67226
Lot 17, Blk 1	“	Victor Okwo 5299 N. Toben Ct. Bel Aire, KS 67226
Lot 18, Blk 1	“	Pamela B. Flesher & John D. Flesher 12500 E. Four Oaks St. Wichita, KS 67226
Lot 19, Blk 1	“	Gary S. Goodson Revocable Trust 7306 E. Norfolk Dr. Wichita, KS 67206
Lot 5, Blk 3	Rock Spring 2nd Addition	Peters Family Homes, LLC 5326 N. Cypress St. Bel Aire, KS 67226
Lots 6 & 7, Blk 3	“	Premier One Investments, LLC PO Box 781572 Wichita, KS 67278
Lot 8, Blk 3	“	RKR, LLC 8550 NW Parallel St. Towanda, KS 67144



We hereby certify the foregoing to be a true and correct list of the property owners of the herein before described lots within a 200 foot radius of:

Lot 8, Block 1, Rock Spring 3rd Addition to Bel Aire, Sedgwick County, Kansas.

as shown by the last deed of record filed in the Office of the Register of Deeds, Sedgwick County, Kansas, on the 27th day of October, 2025, at 7:00 A.M.

SECURITY 1ST TITLE

By: 

LICENSED ABSTRACTER

Order: 3163188
KJK

From: [Kyle Hart](#)
To: bstuart1127@gmail.com; [Paula Downs](#)
Subject: Public Comment on SP-25-01
Date: Monday, December 8, 2025 8:37:55 AM

[External Sender]

Good Morning,

I wanted to share some of my comments and concerns regarding the proposed Special Use Group Home application for 5353 N Toben Ct.

I am against allowing this special use permit for the following reasons:

1. Staff Report mentions that the applicant has spent time and effort to submit an application and has already acquired the materials for the conversion. That is entirely irrelevant and seems to imply the application should be approved due to this. It should not be the city's or resident's concern if the applicant created an undue hardship upon themselves by not following the correct legal process.
2. I think allowing this conversion sets a bad precedent for the city. If other applicants come forward requesting a special use permit under a similar set of circumstances, why would they then be denied when this one was approved? The City of Bel Aire already allows far too many deviances from the standard zoning ordinances in my opinion for sake of growth and development.
3. The applicant indicates the initial residents are old and do not drive. What work has the city done to ensure that is actually the situation and will remain so? What recourse does the city have if residents turnover and future residents each have their own vehicle causing parking and traffic issues for the surrounding residents? What recourse does the city have to ensure that this will continue to be used as a group home in the future and not for their family or friends to live there? It seems to me the only recourse is if a nuisance is caused then the burden is placed on those surrounding residences to file complaints for a future hearing with the city for the special use permit to be revoked. If the special use permit is revoked, do you then require the owner to convert the garage back to a garage?
4. The conversion permanently eliminates the possibility of any future homeowner to utilize the garage for parking thus ensuring there will be a parking or traffic burden on the neighborhood in the future. The conversion to add the additional bedrooms and remove the garage also creates a situation of functional obsolescence. The future value of this unit and likely surrounding units whose prices will factor this one as a comparable sale will no doubt be impacted by a property that will no doubt have a lower sales price on a square footage basis.

Thank you for your consideration.

Kyle Hart
 5990 Forbes Ct
 Bel Aire, KS

From: [Terry Cassidy](#)
To: Bstuart1127@gmail.com
Cc: [Paula Downs](#)
Subject: Public Comment on SP-25-01 Group Home
Date: Monday, December 8, 2025 1:54:17 PM

[External Sender]

Hello –

Thank you for responding to my post in the IronGate Facebook group. I appreciate your comments regarding the Planning Commission 12-9-25 Agenda Item and have the following to add:

I am against approval of this special use permit for the property at 5353 N. Toben Court for the following reasons:

1. The group home use is out of character for the residential duplex model. Converting the garage to 3 bedrooms/living spaces and permanently eliminating the garage negates the use of the space for what it was intended: enclosed garage parking for vehicles. This would impact the surrounding properties and their values in the future when the property was sold or the group home was closed as it would necessitate on-street parking and potentially traffic congestion and crime.
2. Allowing this use opens the door for other group homes to request the same privilege in multi-family neighborhoods. If this application is approved, how does the Commission/City Council deny future requests for, as an example, a group home for wayward teenagers being reintegrated into society after incarceration? There is a common sentiment among many Bel Aire residential property owners that the City approves far too many duplex developments which diminish property values for single family owners. Yet, the City continues to approve duplex development applications. In addition to the massive Rock Springs duplex development, another example is the south side of 53rd Street between Woodlawn and Oliver which is one continuous mile of rental duplexes many which have been sold off by the original developer and are being resold by secondary investment buyers. This has negatively impacted the communities as it physically appears the properties are in non-compliance with original covenants and no one is enforcing those.
3. There is no enforcement mechanism in this special use permit to ensure that the occupants would be non-driving elderly individuals. How is this even defined let alone enforced?
4. The staff report indicates that denial of the application creates a hardship for the owner because they have invested money to acquire materials for the garage conversion. It shouldn't be the City's or property owners' concern that the owner created a hardship for themselves by not doing due diligence to research and follow the legal requirements. Ignorance of the law is no excuse.

I would be interested to know what the ownership is of the properties in the legally required notification area for this application. The staff report indicated one residential property owner

contacted the city with questions regarding the notification and the requested special use application. If the other properties are owned by the Rock Springs subdivision developer-owner, or a subsidiary of the developer with a vested financial interest, the opinion regarding the application would likely be quite different from that of individual single property owners who live near the proposed group home.

In my opinion, this special use application, like the recent AirBnB requests, does nothing to enhance the reputation, livability and property values in Bel Aire. Both open the door for additional enforcement problems for Code Enforcement and the Police Department. Why set the City up for potential unnecessary problems?

I appreciate your service on the Planning Commission and having worked in real estate/economic development for the City of Wichita understand the political complexities of your role.

Thank you for sharing my comments with the other Commissioners and entering my comments into the public record for this special use application.

Terry Cassady
5957 Forbes
Bel Aire, KS 67220

From: [LYNN PARKER](#)
To: [Paula Downs](#)
Subject: Public comments on group home SP-
Date: Tuesday, December 9, 2025 6:29:01 PM

[External Sender]

25-01

To whom it may concern:

I am voicing my concerns about the group home under consideration .
I'll be brief I don't see anything of any value except for the petitioners.
This isn't what the duplexes were designed for.

Modifications to existing duplex designs could and will lead to who knows what.

I can't imagine how 3 elderly residents living in a small space could thrive effectively. I can imagine that something like this will open up alot of possibilities for other purposes that most likely not be beneficial to the community.

To be concise this isn't in the "spirit " of duplex communities.

I could be more specific but Terry Cassady has presented a very good point and I totally agree with her presentation.

Lynn Parker
5934 Forbes Ct.
Bel Aire, Ks.
[Sent from Yahoo Mail for iPhone](#)



MINUTES
CITY COUNCIL MEETING
7651 E. Central Park Ave, Bel Aire, KS
December 16, 2025 7:00 PM



I. CALL TO ORDER: Mayor Jim Benage called the meeting to order at 7:00 p.m.

II. ROLL CALL

Councilmembers Greg Davied, Tyler Dehn, Emily Hamburg, Brandon McIntosh, and Mike Proctor were present. No one was absent.

Also present were City Manager Ted Henry, City Attorney Maria Schrock, Director of Finance Barry Smith, City Engineer Anne Stephens, City Clerk Melissa Krehbiel and City Bond Counsel Kevin Cowan of Gilmore & Bell, P.A.

III. OPENING PRAYER: Dr. Robert Lindsted provided the opening prayer.

IV. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

Mayor Benage led the pledge of allegiance.

V. DETERMINE AGENDA ADDITIONS

There were no additions. Mayor Benage stated that the Executive Session would be held earlier in the meeting. Councilmember Davied requested to move Item XIV.A. (Phase 1 Bicycle and Pedestrian Trail Concept) to earlier in the agenda. Mayor Benage agreed to hold the discussion after “Citizen’s Concerns”.

VI. CONSENT AGENDA

- A. Approval of Minutes of the December 2, 2025 City Council meeting.**
- B. Approve the Mayor's appointment of Kent Koehler to the Sedgwick County Fire District No. 1 Steering Committee.**
- C. Approve Renewal of Cereal Malt Beverage License for DG Retail, LLC dba Dollar General, for sales of Cereal Malt Beverages in original and unopened containers.**
- D. Approve Renewal of Cereal Malt Beverage License for Seiko, LLC dba Mirai Ramen & Sushi, for sales of Cereal Malt Beverages for consumption on the premises.**

MOTION: Councilmember Davied moved to approve the Consent Agenda as listed and authorize the Mayor to sign. Councilmember Dehn seconded the motion. *Motion carried 5-0.*

VII. DISCUSSION AND APPROVAL OF APPROPRIATIONS ORDINANCE

A. Consideration of Appropriations Ordinance No. 25-23 in the amount of \$2,127,910.28.

MOTION: Councilmember Dehn moved to approve Appropriations Ordinance No. 25-23. Councilmember McIntosh seconded the motion. *Motion carried 5-0.*

VIII. CITY REQUESTED APPEARANCES: None.

IX. PUBLIC HEARING

A. Public Hearing on the proposed 2025 City of Bel Aire Budget Amendment.

Mayor Benage opened the public hearing. No one spoke.

MOTION: Councilmember Davied moved to close the public hearing. Councilmember Dehn seconded the motion. *Motion carried 5-0.*

X. CITIZEN CONCERNS:

Gary O’Neal, 4967 N Hillcrest, spoke about the bicycle and pedestrian trail concept. He has 2 acres and 8 ft of right of way near the proposed trail. He is concerned about the exact location; it is unclear from the sketch. He noted that privacy fences are not allowed due to Irongate neighborhood HOA covenants. He is also concerned about access to shop buildings on his property. He suggested the City hold a stakeholder meeting with the engineers.

Kelly Miza, 5816 E 49th St N, spoke regarding the proposed bicycle and pedestrian path. Her home backs up to the hedgerow near the proposed location, and she is concerned about losing privacy and beauty on her property. She would like more information. She is concerned that not enough residents know about the plan.

Rebecca Gallo, 5904 E 49th Ct N, spoke regarding the proposed bicycle and pedestrian path. They purchased their home in 2011 and were never told anything about the proposed bike path, neither were her neighbors. She would like to have a place to ask questions and get more information. She does not want to lose her backyard for a bike path when there are other ways to get to the Rec Center. It seems like a lot of money for a new project when Woodlawn has not been finished.

DISCUSSION AND FUTURE ISSUES

A. Phase 1 Bicycle and Pedestrian Trail Concept

The Council discussed WAMPO funding, a quote from PEC, and citizen engagement regarding the plan. Councilmembers requested more engagement with residents and asked staff to schedule a public open house. No official action was taken.

XI. REPORTS

A. Council Member Reports

Councilmember Hamburg reported she attended the November meeting of the Chisholm Creek Utility Authority (CCUA), and a tour of the new Public Works facility. She suggested that the Council have a future in-depth review and discussion of the bike-ped plan, park and recreation plan and comprehensive plan. She wished everyone a Merry Christmas.

Councilmember McIntosh reported he spoke to several people about the grant funding source for the new Public Works facility and how it will not increase utility bills.

Councilmember Proctor spoke about the tour of the new facility and requested future discussion of adopting the Flock system.

Councilmember Davied reported on the tour of the new public works facility, the latest CCUA meeting, and wished everyone a Merry Christmas.

Councilmember Dehn reported on the tour of new public works facility. He congratulated Garver for receiving the Engineering Excellence Award from ACEC for designing the K-254 Management Plan.

B. Mayor's Report

Mayor Benage reported on the latest meetings of WAMPO, and the Bel Aire Utility Authority Committee (UAC). He also attended the 40th anniversary celebration of the National Institute of Aviation Research (NIAR) and a ribbon cutting for Wichita State University’s new Hub for Advanced Manufacturing and Research. He noted that the Sedgwick County Association of Cities (SCAC) will meet at Walton’s facility in Bel Aire on January 10th and encouraged City Council members to attend.

C. City Attorney Report

City Attorney Maria Schrock reported on the Municipal Court. The court schedule will change in 2026; municipal court will be held on the 1st and 3rd Wednesdays of the month.

D. City Manager Report

City Manager Ted Henry reported that City Hall will be closed on December 24th and 25th; City Hall will be open on Friday, December 26th from 8:00 a.m. to 1:00 p.m.

XII. ORDINANCES, RESOLUTIONS AND FINAL MOTIONS

A. Consideration of the City of Bel Aire 2025 Budget Amendment.

MOTION: Councilmember Davied moved to adopt the City of Bel Aire 2025 Budget Amendment as presented, and request all governing body members in attendance to sign the amended budget certificate for calendar year 2025. Councilmember Proctor seconded the motion. *Motion carried 5-0.*

B. Consideration of An Ordinance Authorizing The City Of Bel Aire, Kansas To Issue Its Taxable Industrial Revenue Bonds, Series 2025C (Bel Aire Secure Storage, LLC Phase 2) For The Purpose Of The Acquisition, Construction And Equipping Of A Storage Facility; And Authorizing Other Related Documents And Actions.

MOTION: Councilmember Davied moved to adopt An Ordinance Authorizing The City Of Bel Aire, Kansas To Issue Its Taxable Industrial Revenue Bonds, Series 2025C (Bel Aire Secure Storage, LLC Phase 2) For The Purpose Of The Acquisition, Construction And Equipping Of A Storage Facility; And Authorizing Other Related Documents And Actions and authorize all required signatures. Councilmember Hamburg seconded the motion. *Motion carried 5-0.*

Executive Session

MOTION: Councilmember Proctor moved to recess into executive session to discuss with legal counsel and receive legal advice related to pending litigation. The discussion will be pursuant to K.S.A. 75- 4319 (b)(2) for legal consultation with Neil Gosch, which would be deemed privileged in the attorney-client relationship. Invite Neil Gosch, Katherine Chlumsky, City Manager, City Attorney and City Engineer. The meeting will be for a period of 60 minutes, and the open meeting will resume in City Council Chambers at 9:10 p.m. Councilmember Dehn seconded the motion. *Motion carried 5-0.*

The Council then recessed for executive session. At 9:11 p.m. Mayor Benage called the meeting back to order and stated that no binding action had been taken.

C. Consideration of A Resolution Updating the Fee Schedule for 2026, Relating to Service, License, and Permit Fees.

MOTION: Councilmember McIntosh moved to adopt A Resolution Updating the Fee Schedule for 2026 as presented and authorize the Mayor to sign. Councilmember Proctor seconded the motion. *Motion carried 5-0.*

D. Consideration of a Real Estate Purchase Agreement by and between Premier Holdings LLC for real property described as 3807 N Harding Ave Bel Aire, KS 67220

MOTION: Councilmember Davied moved to approve the Real Estate Purchase Agreement by and between Premier Holdings LLC for real property described as 3807 N Harding Ave Bel Aire, KS 67220, and authorize the Mayor to sign. Councilmember Dehn seconded the motion. *Motion carried 5-0.*

E. Consideration of A Resolution Declaring The Legal Boundaries of the City of Bel Aire, Kansas, as of 12/31/25, pursuant to KSA 12-517.

MOTION: Councilmember McIntosh moved to adopt A Resolution Declaring the Legal Boundaries of the City and authorize the Mayor to sign. Councilmember Davied seconded the motion. *Motion carried 5-0.*

F. Consideration of approving Change Order No. 1 for the Street and Drainage Improvements to serve Phase 1 Bel Aire Lakes in the amount of \$28,782.00 with an additional 5 working days.

MOTION: Councilmember Dehn moved to approve Change Order No. 1 for the Street and Drainage Improvements to serve Phase 1 Bel Aire Lakes in the amount of \$28,782.00 not to exceed with an additional 5 working days. Councilmember Davied seconded the motion. *Motion carried 5-0.*

XIII. EXECUTIVE SESSION: This item was addressed earlier in the meeting.

XIV. DISCUSSION AND FUTURE ISSUES

A. Phase 1 Bicycle and Pedestrian Trail Concept

This item was discussed earlier in the meeting.

XV. ADJOURNMENT

MOTION: Councilmember Dehn moved to adjourn. Councilmember Proctor seconded the motion. *Motion carried 5-0.*

PHASE 1 PAVING PETITION

To the Mayor and City Council
Bel Aire, Kansas

Dear Council Members:

1. We, the undersigned owners of record as below designated, of Lots, Parcels, and Tracts of real property described as follows:

CHAPEL LANDING 8TH

Lots 1 through 15, 44, Block A
Lots 1 through 16, 34 and 35, Block B
Lots 1 through 8, Block C

do hereby petition, pursuant to the provisions of K.S.A. 12-6a01 et seq., as amended, as follows:

(a) That there be construction of pavement on Gabriel St, from the west line of Woodlawn Blvd, west to the east line of Woodlow St; on Woodlow St, from the north line of Lot 44, Block A, south to the north line of Forbes St; on Forbes St and Hillcrest St, from the west line of Woodlawn Blvd, west and northwesterly, to the north line of Lot 15, Block A.

That said pavement between aforesaid limits be constructed for a width of twenty-six (26) feet from gutter line to gutter line, and each gutter to be two (2) feet in width, making a total roadway width of thirty (30) feet with plans and specifications to be furnished by the City Engineer of the City of Bel Aire, Kansas. Drainage to be installed where necessary.

(b) That the estimated and probable cost of the foregoing improvements being Six Hundred Thirty-Eight Thousand Dollars (\$638,000.00), with 100 percent payable by the improvement district. Said estimated cost as above set forth may be increased to include temporary interest or finance costs incurred during the course of design and construction of the project, and also may be increased at the pro rata of 1 percent per month from and after the date of adoption of a resolution authorizing the Improvements.

(c) That the land or area above described be constituted as an improvement district against which shall be assessed 100 percent of the total actual cost of the improvement for which the improvement district is liable.

If this improvement is abandoned, altered and/or constructed privately in part or whole that precludes building this improvement under the authority of this petition, any costs that the City of Bel Aire incurs shall be assessed to the property described above in accordance with the terms of the petition. In addition, if the improvement is abandoned at any state during the design and/or construction of the improvement or if it is necessary for the City of Bel Aire to redesign, repair or reconstruct the improvement after its initial design and/or construction because the design or construction does not meet the requirements of the City, then such costs associated with the redesign, repair or reconstruction of said improvement shall be assessed to the property described above in accordance with the terms of this petition.

(d) That the method of assessment of all costs of the improvement or which the improvement district shall be liable shall be on a fractional basis.

The fractional shares provided for herein have been determined on the basis of equal shares being assessed to lots or parcels of substantially comparable size and/or value: Lots 1 through 15, 44, Block A, Lots 1 through 16, 34 and 35, Block B, Lots 1 through 8, Block C, CHAPEL LANDING 8TH shall each pay 1/42 of the total cost of the improvements.

In the event all or part of the lots or parcels in the improvement district are re-platted before assessments have been levied, the assessments against the re-platted area shall be recalculated on the basis of the method of assessment set forth herein. Where the ownership of a single lot is or may be divided into two or more parcels, the assessment to the lot so divided shall be assessed to each ownership or parcel on a square foot basis.

Except when driveways are requested to serve a particular tract, lot, or parcel, the cost of said driveway shall be in addition to the assessment to said tract, lot, or parcel and shall be in addition to the assessment for other improvements.

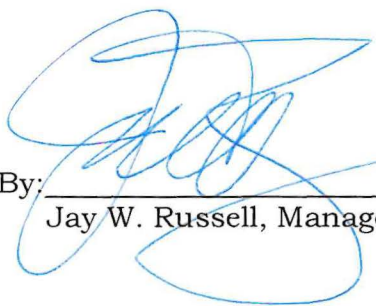
2. It is requested that the improvements hereby petitioned be made without notice and hearing, which but for this request, would be required by K.S.A. 12-6a04. This petition may be combined with other petitions of similar nature in order to form one public improvement project.

3. That names may not be withdrawn from this petition by the signers thereof after the Governing body commences consideration of the petition or later than seven (7) days after filing, whichever comes first.

4. That when this petition has been filed with the City Clerk and it has been certified that the signatures thereon are according to the records of the Register of Deeds of Sedgwick County, Kansas, the petition may be found sufficient if signed by

either (1) a majority of the resident owners of record of property liable for assessment under the proposal, or (2) the resident owners of record of more than one-half of the area liable for assessment under the proposal, or (3) the owners of record (whether resident or not) of more than one-half of the area liable for assessment under the proposal. The Governing Body is requested to proceed in the manner provided by statute to the end that the petitioned improvements may be expeditiously completed and placed in use.

WITNESS our signatures attached with respect to each of which is indicated the property owned and the date of signing.

LEGAL DESCRIPTION	SIGNATURE	DATE
<p>CHAPEL LANDING 8TH Lots 1 through 15, 44, Block A Lots 1 through 16, 34 and 35, Block B Lots 1 through 8, Block C</p>	<p>53RD & OLIVER, LLC</p> 	<p>11/24/25</p>
	<p>By: <u>Jay W. Russell, Manager</u></p>	

THIS PETITION was filed in my office on _____, and was examined, considered and found sufficient by the Governing Body of the City on _____.

City Clerk

CHAPEL LANDING 8TH ADDITION

Bel Aire, KS

STREET PAVING - PHASE 1

Petition Cost Estimate

Benefit District: 42 Total Lots

Lots 1 through 15 & 44, Block A

Lots 1 through 16 & 34 & 35, Block B

Lots 1 through 8, Block C

Cost Estimate:

Item	Quantity	Unit	Unit Price	Amount
A.C. Pavement (7" Asph/5" Reinf Rock Base)	6850	SY	\$53.00	\$363,050.00
Concrete Sidewalk 6"	8625	SF	\$5.00	\$43,125.00
Wheelchair Ramps	4	Ea	\$1,500.00	\$6,000.00
Inlet Hookups	6	Ea	\$1,000.00	\$6,000.00
Inlet Adjustments	6	Ea	\$1,000.00	\$6,000.00
Seeding	1	LS	\$5,000.00	\$5,000.00
Signage	1	LS	\$3,000.00	\$3,000.00
Easement Grading	1	LS	\$5,000.00	\$5,000.00
Erosion Control	1	LS	\$5,000.00	\$5,000.00
Site Clearing & Restoration	1	LS	\$30,000.00	\$30,000.00
Subtotal				\$472,175.00
+ 35% Design, Inspection, Administration, Etc.				\$165,261.25
Total				\$637,436.25

Petition Amount **\$638,000**

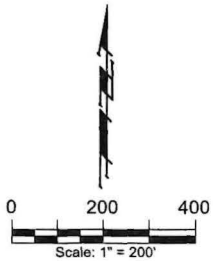
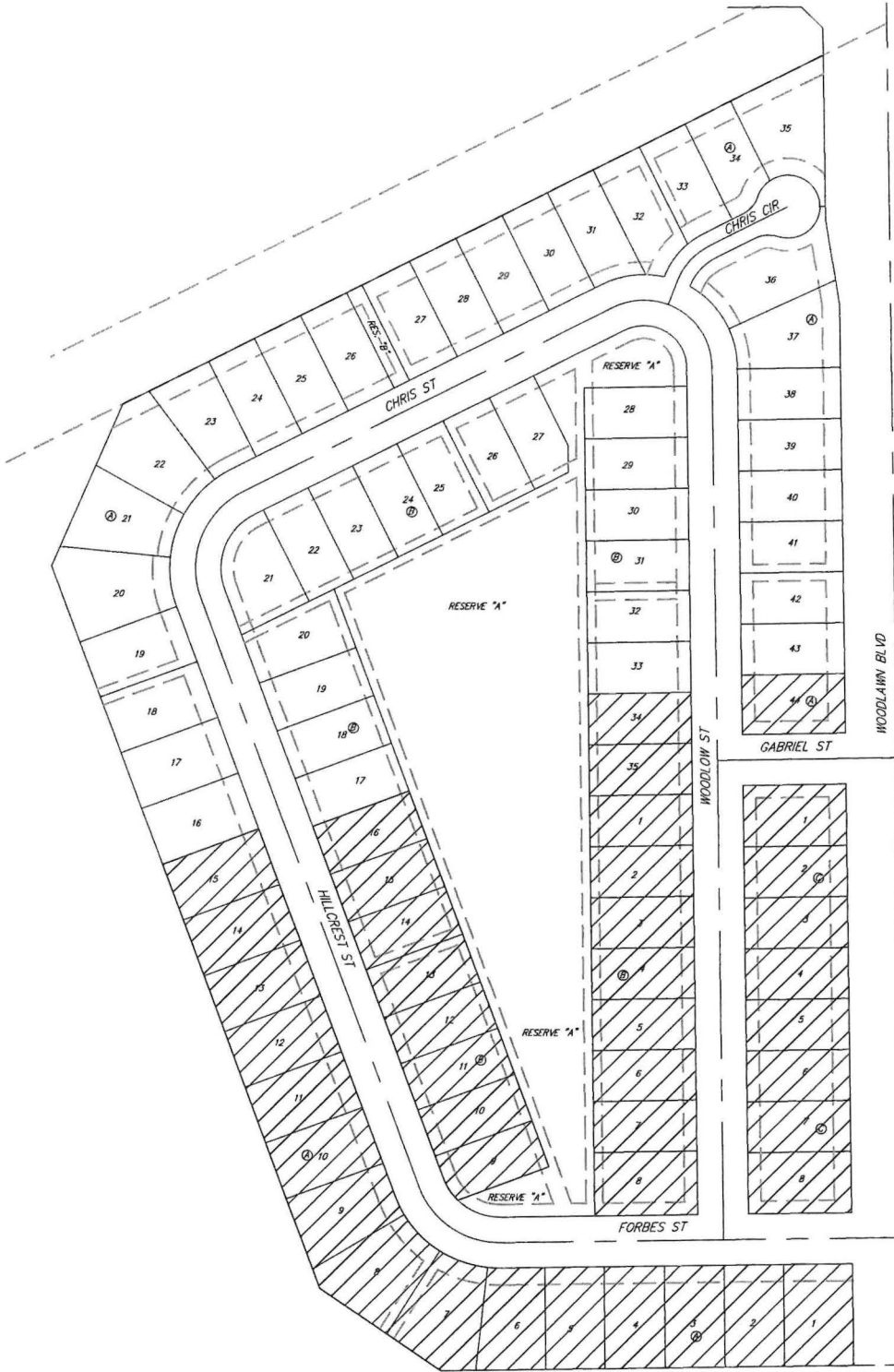
Average Cost per Lot **\$15,190**

Average Monthly Assessment **\$100 (20 years, 5%)**

Average Monthly Assessment **\$92 (20 years, 4%)**

STREET PAVING BENEFIT DISTRICT MAP - PHASE 1

CHAPEL LANDING 8TH ADDITION BEL AIRE, SEDGWICK COUNTY, KANSAS



Oct. 30, 2025

BAUGHMAN COMPANY
 315 Ellis St. Wichita, KS 67211 316-262-7271
 BaughmanCo.com

E:\Projects\Chapel Landing 8th Addition -\Plan\Documents\BENEFIT DISTRICT MAPS.dwg

PHASE 1 SANITARY SEWER PETITION

To the Mayor and City Council
Bel Aire, Kansas

Dear Council Members:

1. We, the undersigned owners of record as below designated, of Lots, Parcels, and Tracts of real property described as follows:

CHAPEL LANDING 8TH
Lots 1 through 15, 44, Block A
Lots 1 through 16, 34 and 35, Block B
Lots 1 through 8, Block C

do hereby petition pursuant to the provisions of K.S.A. 12-6a01 et seq., as amended, as follows:

- (a) That there be constructed a lateral sanitary sewer to serve the area described above, according to plans and specifications to be furnished by the City Engineer of the City of Bel Aire, Kansas.
- (b) That the estimated and probable cost of the foregoing improvements being Nine Hundred Eighty-Two Thousand Dollars (\$982,000.00), with 100 percent payable by the improvement district. Said estimated cost as above set forth may be increased to include temporary interest or finance costs incurred during the course of design and construction of the project, and also may be increased at the pro rata rate of 1 percent per month from and after the date of adoption of a resolution authorizing the Improvements.
- (c) That the land or area above described be constituted as an improvement district against which shall be assessed 100 percent of the total actual cost of the improvement for which the improvement district is liable.

If this improvement is abandoned, altered and/or constructed privately in part or whole that precludes building this improvement under the authority of this petition, any costs that the City of Bel Aire incurs shall be assessed to the property described above in accordance with the terms of the petition. In addition, if the improvement is abandoned at any state during the design and/or construction of the improvement or if it is necessary for the City of Bel Aire to redesign, repair or reconstruct the improvement after its initial design and/or construction because the design or construction does not meet the requirements of the City, then

such costs associated with the redesign, repair or reconstruction of said improvement shall be assessed to the property described above in accordance with the terms of this petition.

(d) That the method of assessment of all costs of the improvement for which the improvement district shall be liable shall be on a fractional basis.

The fractional shares provided for herein have been determined on the basis of equal shares being assessed to lots or parcels of substantially comparable size and/or value: Lots 1 through 15, 44, Block A, Lots 1 through 16, 34 and 35, Block B, and Lots 1 through 8, Block C, CHAPEL LANDING 8TH shall each pay 1/42 of the total cost of the improvements.

In the event all or part of the lots or parcels in the improvement district are re-platted before assessments have been levied, the assessments against the re-platted area shall be recalculated on the basis of the method of assessment set forth herein. Where the ownership of a single lot is or may be divided into two or more parcels, the assessment to the lot so divided shall be assessed to each ownership or parcel on a square foot basis.

2. (a) It is requested that the improvement hereby petitioned be made without notice and hearing, which, but for this request, would be required by K.S.A. 12-6a04.

(b) Signatures on this petition are made with full knowledge and understanding that said signatures constitute a waiver of the limitations contained in K.S.A. 13-1013, which appear to limit the assessment for a lateral sewer to not more than one lateral sewer.

3. That names may not be withdrawn from this petition by the signers thereof after the Governing Body commences consideration of the petition or later than seven (7) days after filing, whichever occurs first.

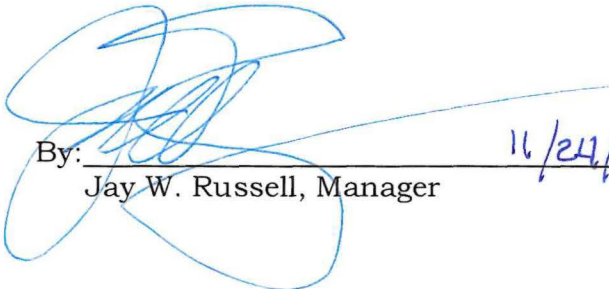
4. That when this petition has been filed with the City Clerk and it has been certified that the signatures thereon are according to the records of the Register of Deeds of Sedgwick County, Kansas, the petition may be found sufficient if signed by either (1) a majority of the resident owners of record of property liable for assessment under the proposal, or (2) the resident owners of record of more than one-half of the area liable for assessment under the proposal, or (3) the owners of record (whether resident or not) of more than one-half of the area liable for assessment under the proposal. The Governing Body is requested to proceed in the manner provided by statute to the end that the petitioned improvements may be expeditiously completed and placed in use if and when such improvements are necessary to serve any building which may be constructed on the real property after the date on this petition.

WITNESS our signatures attached with respect to each of which is indicated the property owned and the date of signing.

LEGAL DESCRIPTION	SIGNATURE	DATE
-------------------	-----------	------

CHAPEL LANDING 8TH
 Lots 1 through 15, 44, Block A
 Lots 1 through 16, 34 and 35, Block B
 Lots 1 through 8, Block C

53RD & OLIVER, LLC

By:  11/24/25
 Jay W. Russell, Manager

THIS PETITION was filed in my office on _____, and was examined, considered and found sufficient by the Governing Body of the City on _____.

City Clerk

CHAPEL LANDING 8TH ADDITION

Bel Aire, KS

SANITARY SEWER - PHASE 1

Petition Cost Estimate

Benefit District: 42 Total Lots

Lots 1 through 15 & 44, Block A

Lots 1 through 16 & 34 & 35, Block B

Lots 1 through 8, Block C

Cost Estimate:

Item	Quantity	Unit	Unit Price	Amount
8" Pipe	3475	LF	\$90.00	\$312,750.00
Manholes	17	Ea	\$8,500.00	\$144,500.00
Services/Risers	42	Ea	\$3,000.00	\$126,000.00
Stubs	4	Ea	\$1,000.00	\$4,000.00
Sandback Fill	1675	LF	\$50.00	\$83,750.00
Flowable Fill	80	LF	\$200.00	\$16,000.00
Connect to Existing	1	Ea	\$5,000.00	\$5,000.00
Utility Box Relocation	1	LS	\$10,000.00	\$10,000.00
Seeding & Erosion Control	1	LS	\$5,000.00	\$5,000.00
Site Clearing and Restoration	1	LS	\$20,000.00	\$20,000.00
Subtotal				\$727,000.00
+ 35% Design, Inspection, Administration, Etc.				\$254,450.00
Total				\$981,450.00

Petition Amount **\$982,000**

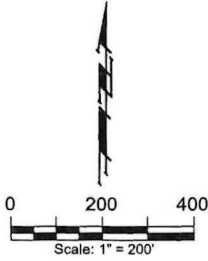
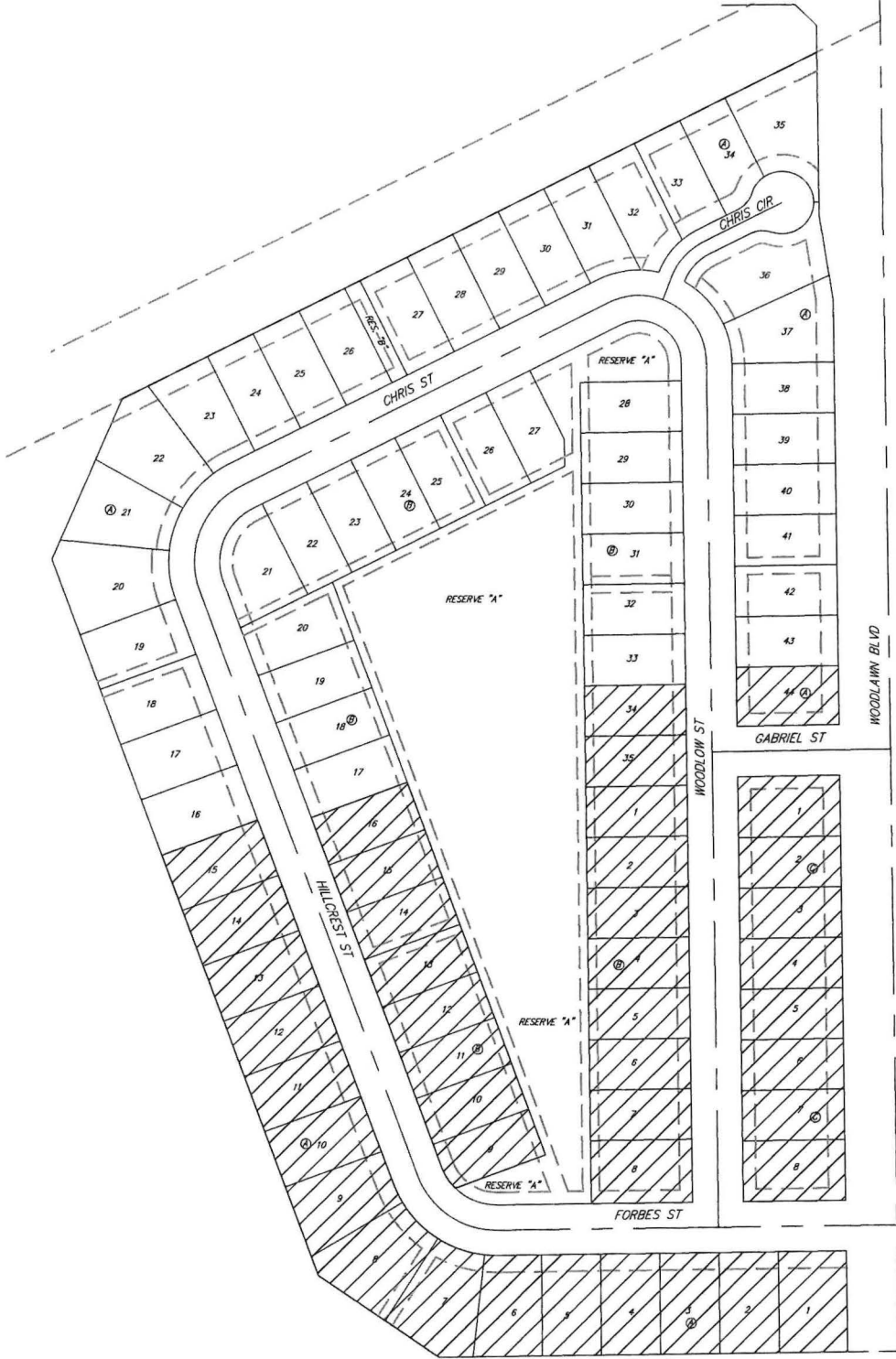
Total Cost per Lot **\$23,381**

Average Monthly Assessment **\$154** (20 years, 5%)

Average Monthly Assessment **\$142** (20 years, 4%)

SANITARY SEWER BENEFIT DISTRICT MAP - PHASE 1

CHAPEL LANDING 8TH ADDITION BEL AIRE, SEDGWICK COUNTY, KANSAS



Oct. 30, 2025

BAUGHMAN COMPANY
 315 Ellis St. Wichita, KS 67211 316-262-7271
 BaughmanCo.com

E:\Projects\Chapel Landing 8th Addition - Plat\Documents\BENEFIT DISTRICT MAPS.dwg

STORMWATER DRAIN PETITION

To the Mayor and City Council
Bel Aire, Kansas

Dear Council Members:

1. We, the undersigned owners of record as below designated, of Lots, Parcels, and Tracts of real property described as follows:

CHAPEL LANDING 8TH
Lots 1 through 44, Block A
Lots 1 through 35, Block B
Lots 1 through 8, Block C

do hereby petition pursuant to the provisions of K.S.A. 12-6a01 et seq., as amended:

- (a) That there be constructed a storm water sewer system to serve the area described above, according to plans and specifications to be furnished by the City Engineer of the City of Bel Aire, Kansas.
- (b) That the estimated and probable cost of the improvements is One Million Three Hundred Forty-Two Thousand Dollars (\$1,342,000.00) exclusive of the cost of interest on borrowed money, with 100 percent payable by the improvement district. Said estimated cost as above set forth may be increased to include temporary interest or finance costs incurred during the course of design and construction of the project, and also may be increased at the pro rata rate of one percent per month from and after the date of adoption of a resolution authorizing the Improvements.
- (c) That the land or area above described be constituted as an improvement district against which shall be assessed 100 percent of the total actual cost for which the improvement district is liable.

If this improvement is abandoned, altered and/or constructed privately in part or whole that precludes building this improvement under the authority of this petition, any costs that the City of Bel Aire incurs shall be assessed to the property described above in accordance with the terms of the petition. In addition, if the improvement is abandoned at any state during the design and/or construction of the improvement or if it is necessary for the City of Bel Aire to redesign, repair or reconstruct the improvement after its initial design and/or construction because the design or construction does not meet the requirements of the City, then such costs associated with the redesign, repair or reconstruction of said

improvement shall be assessed to the property described above in accordance with the terms of this petition.

(d) That the method of assessment of all costs of the improvements for which the improvement district is liable shall be on a fractional basis.

The fractional shares provided for herein have been determined without regard to lot size and/or value: Lots 1 through 15, 44, Block A, Lots 1 through 16, 34 and 35, Block B, and Lots 1 through 8, Block C, CHAPEL LANDING 8TH, shall each pay 1/132 of the total cost of the improvements; and Lots 16 through 43, Block A, and Lots 17 through 33, Block B, CHAPEL LANDING 8TH shall each pay 2/132 of the total cost of the improvements.

In the event all or part of the lots or parcels in the improvement district are replatted before assessments have been levied, the assessments against the replatted area shall be recalculated on the basis of the method of assessment set forth herein. Where the ownership of a single lot is or may be divided into two or more parcels, the assessment to the lot so divided shall be assessed to each ownership or parcel on a square foot basis.

2. It is requested that the improvement hereby petitioned be made without notice and hearing, which, but for this request, would be required by K.S.A. 12-6a04. This petition may be combined with other petitions of similar nature to form one public improvement project.

3. That names may not be withdrawn from this petition by the signers thereof after the Governing Body commences consideration of the petition or later than seven (7) days after filing, whichever occurs first.

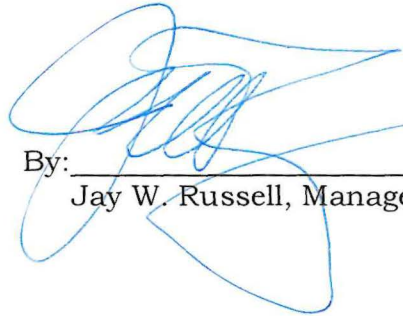
4. That when this petition has been filed with the City Clerk and it has been certified that the signatures thereon are according to the records of the Register of Deeds of Sedgwick County, Kansas, the petition may be found sufficient if signed by either (1) a majority of the resident owners of record of property liable for assessment under the proposal, or (2) the resident owners of record of more than one-half of the area liable for assessment under the proposal, or (3) the owners of record (whether resident or not) of more than one-half of the area liable for assessment under the proposal. The Governing Body is requested to proceed in the manner provided by statute to the end that the petitioned improvements may be expeditiously completed and placed in use if and when such improvements are necessary to serve any building that may be constructed on the real property after the date on this petition.

WITNESS our signatures attached with respect to each of which is indicated the property owned and the date of signing.

LEGAL DESCRIPTION	SIGNATURE	DATE
-------------------	-----------	------

CHAPEL LANDING 8TH
 Lots 1 through 44, Block A
 Lots 1 through 35, Block B
 Lots 1 through 8, Block C

53RD & OLIVER, LLC



By: _____ 11/24/25
 Jay W. Russell, Manager

THIS PETITION was filed in my office on _____, and was examined, considered and found sufficient by the Governing Body of the City on _____.

City Clerk

CHAPEL LANDING 8TH ADDITION

Bel Aire, KS

STORM WATER DRAIN

Petition Cost Estimate

Benefit District: 87 Lots, 132 Fractions

Lots 1 through 15, 44, Block A (1 Fr. Ea.)

Lots 16 through 43, Block A (2 Fr. Ea.)

Lots 1 through 16, 34 and 35, Block B (1 Fr. Ea.)

Lots 17 through 33, Block B (2 Fr. Ea.)

Lots 1 through 8, Block C (1 Fr. Ea.)

Cost Estimate:

Item	Quantity	Unit	Unit Price	Amount
Excavation	65000	CY	\$5.00	\$325,000.00
Mass Grading	1	LS	\$50,000.00	\$50,000.00
15" Pipe	1250	LF	\$100.00	\$125,000.00
18" Pipe	450	LF	\$120.00	\$54,000.00
30" Pipe	65	LF	\$160.00	\$10,400.00
36" Pipe	525	LF	\$200.00	\$105,000.00
42" Pipe	150	LF	\$250.00	\$37,500.00
End Section	7	Ea	\$2,000.00	\$14,000.00
Curb Inlets	12	Ea	\$10,000.00	\$120,000.00
Manholes / Drop Inlets	7	Ea	\$8,000.00	\$56,000.00
Concrete Collars	1	Ea	\$1,500.00	\$1,500.00
Sand Backfill	500	LF	\$30.00	\$15,000.00
Rip-Rap	350	SY	\$100.00	\$35,000.00
Earthwork Testing	1	LS	\$10,000.00	\$10,000.00
Seeding & Erosion Control	1	LS	\$5,000.00	\$5,000.00
Site Clearing & Restoration	1	LS	\$30,000.00	\$30,000.00
Subtotal				\$993,400.00
+ 35% Design, Inspection, Administration, Etc.				\$347,690.00
Total				\$1,341,090.00

Petition Amount **\$1,342,000**

Average Cost per 1 Fraction Lot **\$10,167**

Average Cost per 2 Fraction Lot **\$20,333**

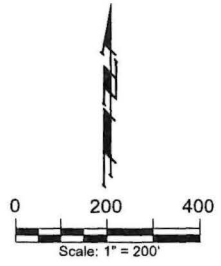
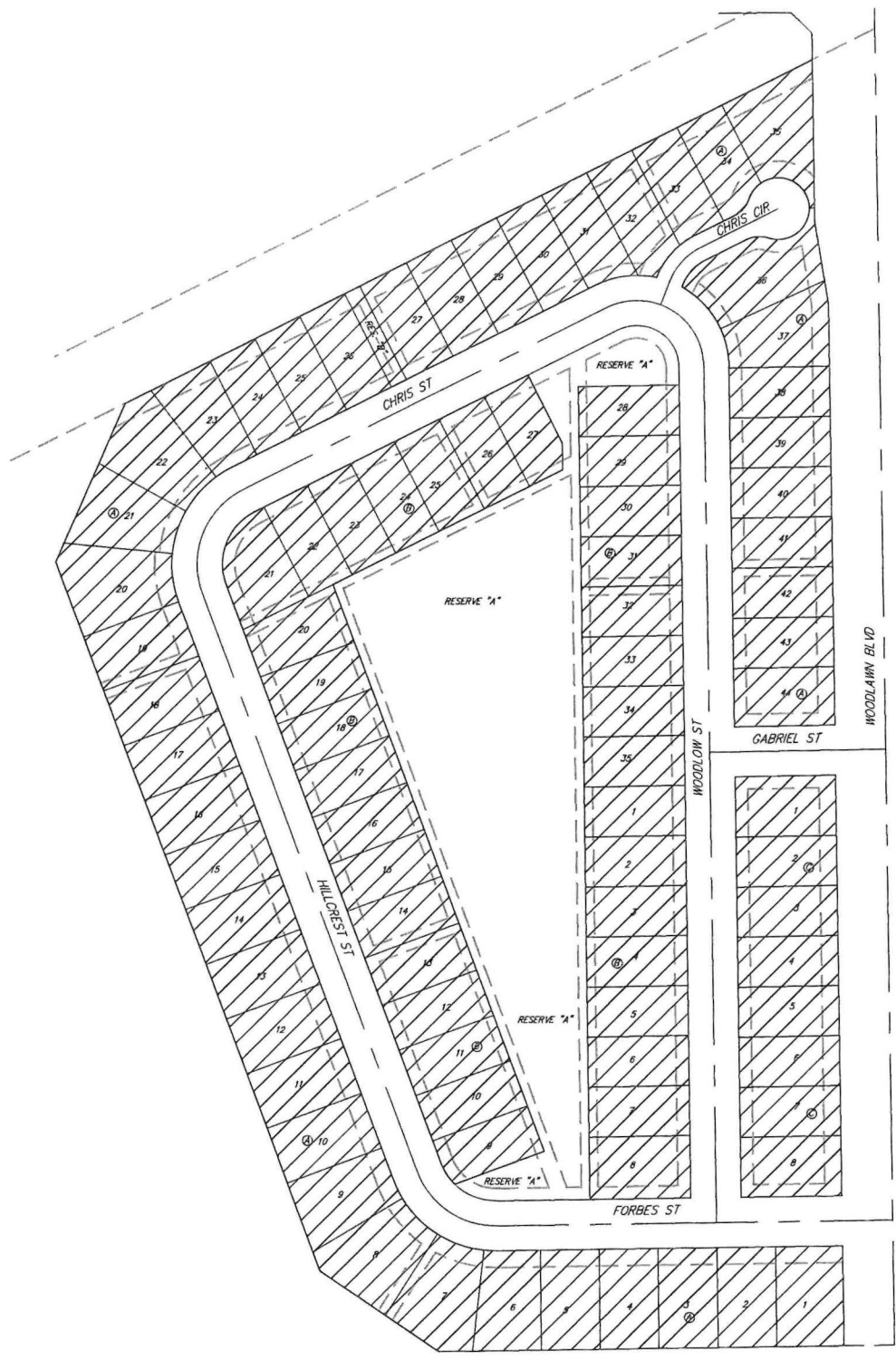
Average Monthly Assessment for 1 Fr. Lot **\$62 (20 years, 4%)**

Average Monthly Assessment for 2 Fr. Lot **\$123 (20 years, 4%)**

STORMWATER DRAIN BENEFIT DISTRICT MAP

CHAPEL LANDING 8TH ADDITION

BEL AIRE, SEDGWICK COUNTY, KANSAS



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Oct. 30, 2025

 **BAUGHMAN COMPANY**
315 Ellis St. Wichita, KS 67211 316-262-7271
BaughmanCo.com

PHASE 1 WATER DISTRIBUTION SYSTEM PETITION

To the Mayor and City Council
Bel Aire, Kansas

Dear Council Members:

1. We, the undersigned owners of record as below designated, of Lots, Parcels, and Tracts of real property described as follows:

CHAPEL LANDING 8TH
Lots 1 through 15, 44, Block A
Lots 1 through 16, 34 and 35, Block B
Lots 1 through 8, Block C

do hereby petition, pursuant to the provisions of K.S.A. 12-6a01 et seq., as amended, as follows:

- (a) That there be constructed a water distribution system, including necessary water mains, pipes, valves, hydrants, meters and appurtenances to serve the area described above, according to plans and specifications to be furnished by the City Engineer of the City of Bel Aire, Kansas.
- (b) That the estimated and probable cost of the foregoing improvements being Four Hundred Seventeen Thousand Dollars (\$417,000.00), with 100 percent of the total cost payable by the improvement district. Said estimated cost as above set forth may be increased to include temporary interest or finance costs incurred during the course of design and construction of the project, and also may be increased at the pro rata rate of 1 percent per month from and after the date of adoption of a resolution authorizing the Improvements.
- (c) That the land or area above described be constituted as an improvement district against which shall be assessed 100 percent of the total actual cost of the improvement for which the improvement district is liable.

If this improvement is abandoned, altered and/or constructed privately in part or whole that precludes building this improvement under the authority of this petition, any costs that the City of Bel Aire incurs shall be assessed to the property described above in accordance with the terms of the petition. In addition, if the improvement is abandoned at any state during the design and/or construction of the improvement or if it is necessary for the City of Bel Aire to redesign, repair or reconstruct the improvement after its initial design and/or construction because the

design or construction does not meet the requirements of the City, then such costs associated with the redesign, repair or reconstruction of said improvement shall be assessed to the property described above in accordance with the terms of this petition.

(d) That the method of assessment of all costs of the improvement or which the improvement district shall be liable shall be on a fractional basis.

The fractional shares provided for herein have been determined on the basis of equal shares being assessed to lots or parcels of substantially comparable size and/or value: Lots 1 through 15, 44, Block A, Lots 1 through 16, 34 and 35, Block B, and Lots 1 through 8, Block C, CHAPEL LANDING 8TH shall each pay 1/42 of the total cost of the improvements.

In the event all or part of the lots or parcels in the improvement district are re-platted before assessments have been levied, the assessments against the re-platted area shall be recalculated on the basis of the method of assessment set forth herein. Where the ownership of a single lot is or may be divided into two or more parcels, the assessment to the lot so divided shall be assessed to each ownership or parcel on a square foot basis.

2. It is requested that the improvement hereby petitioned be made without notice and hearing, which, but for this request, would be required by K.S.A. 12-6a04.

3. That names may not be withdrawn from this petition by the signers thereof after the Governing Body commences consideration of the petition or later than seven (7) days after filing, whichever occurs first.

4. That when this petition has been filed with the City Clerk and it has been certified that the signatures thereon are according to the records of the Register of Deeds of Sedgwick County, Kansas, the petition may be found sufficient if signed by either (1) a majority of the resident owners of record of property liable for assessment under the proposal, or (2) the resident owners of record of more than one-half of the area liable for assessment under the proposal, or (3) the owners of record (whether resident or not) of more than one-half of the area liable for assessment under the proposal. The Governing Body is requested to proceed in the manner provided by statute to the end that the petitioned improvements may be expeditiously completed and placed in use.

WITNESS our signatures attached with respect to each of which is indicated the property owned and the date of signing.

LEGAL DESCRIPTION	SIGNATURE	DATE
-------------------	-----------	------

CHAPEL LANDING 8TH
 Lots 1 through 15, 44, Block A
 Lots 1 through 16, 34 and 35, Block B
 Lots 1 through 8, Block C

53RD & OLIVER, LLC

By: _____
 Jay W. Russell, Manager

11/24/25

THIS PETITION was filed in my office on _____, and was examined, considered and found sufficient by the Governing Body of the City on _____.

 City Clerk

CHAPEL LANDING 8TH ADDITION

Bel Aire, KS

WATER DISTRIBUTION SYSTEM - PHASE 1

Petition Cost Estimate

Benefit District: 42 Total Lots

Lots 1 through 15 & 44, Block A
 Lots 1 through 16 & 34 & 35, Block B
 Lots 1 through 8, Block C

Cost Estimate:

Item	Quantity	Unit	Unit Price	Amount
8" Pipe	1800	LF	\$75.00	\$135,000.00
Fire Hydrants / Sample Stations	5	Ea	\$8,000.00	\$40,000.00
Valves	3	Ea	\$2,000.00	\$6,000.00
Blowoffs	2	Ea	\$2,000.00	\$4,000.00
Connect to Existing Pipe	2	Ea	\$10,000.00	\$20,000.00
Steel Casing, Bored & Jacked	120	LF	\$800.00	\$96,000.00
Seeding & Erosion Control	1	LS	\$2,500.00	\$2,500.00
Site Clearing and Restoration	1	LS	\$5,000.00	\$5,000.00
Subtotal				\$308,500.00
+ 35% Design, Inspection, Administration, Etc.				\$107,975.00
Total				\$416,475.00

Petition Amount **\$417,000**

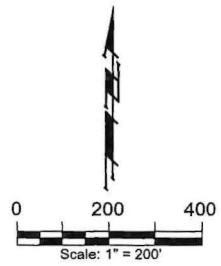
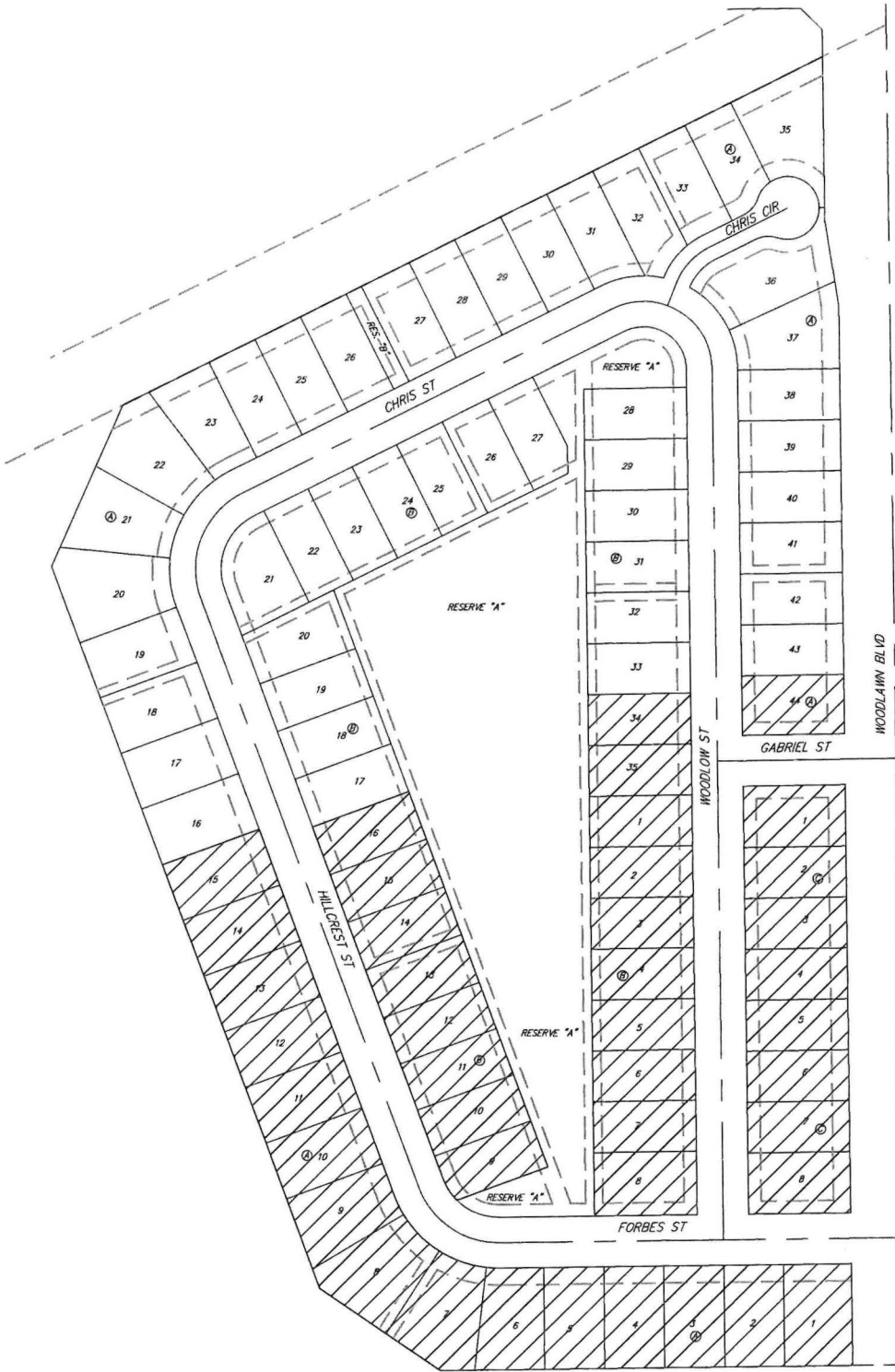
Total Cost per Lot **\$9,929**

Average Monthly Assessment **\$66 (20 years, 5%)**

Average Monthly Assessment **\$60 (20 years, 4%)**

WATER DISTRIBUTION SYSTEM BENEFIT DISTRICT MAP - PHASE 1

CHAPEL LANDING 8TH ADDITION BEL AIRE, SEDGWICK COUNTY, KANSAS



Oct. 30, 2025

 **BAUGHMAN COMPANY**
 315 Ellis St. Wichita, KS 67211 316-262-7271
 BaughmanCo.com

Gilmore & Bell, P.C.
12/29/2025

**EXCERPT OF MINUTES OF A MEETING
OF THE GOVERNING BODY OF
THE CITY OF BEL AIRE, KANSAS
HELD ON JANUARY 6, 2026**

The governing body met in regular session at the usual meeting place in the City, at 7:00 p.m., the following members being present and participating, to-wit:

Absent:

The Mayor declared that a quorum was present and called the meeting to order.

* * * * *

(Other Proceedings)

Thereupon, and among other business, there was presented to the governing body a Petition which has been filed in the Office of the City Clerk requesting the making of certain internal improvements in the City pursuant to the authority of K.S.A. 12-6a01 *et seq.*

Thereupon, there was presented a Resolution entitled:

A RESOLUTION DETERMINING THE ADVISABILITY OF THE MAKING OF CERTAIN INTERNAL IMPROVEMENTS IN THE CITY OF BEL AIRE; MAKING CERTAIN FINDINGS WITH RESPECT THERETO; AND AUTHORIZING AND PROVIDING FOR THE MAKING OF THE IMPROVEMENTS IN ACCORDANCE WITH SUCH FINDINGS (PHASE 1 PAVING IMPROVEMENTS/CHAPEL LANDING 8TH ADDITION).

Thereupon, Councilmember _____ moved that said Resolution be adopted. The motion was seconded by Councilmember _____. Said Resolution was duly read and considered, and upon being put, the motion for the adoption of said Resolution was carried by the vote of the governing body, the vote being as follows:

Yea: _____.

Nay: _____.

Thereupon, the Mayor declared said Resolution duly adopted and the Resolution was then duly numbered Resolution No. R-26-_____ and was signed by the Mayor and attested by the Clerk; and the Clerk was further directed to cause the publication of the Resolution one time in the official City newspaper and to record the Resolution in the Office of the Register of Deeds of Sedgwick County, Kansas, all as required by law.

* * * * *

(Other Proceedings)

On motion duly made, seconded and carried, the meeting thereupon adjourned.

CERTIFICATE

I hereby certify that the foregoing Excerpt of Minutes is a true and correct excerpt of the proceedings of the governing body of the City of Bel Aire, Kansas, held on the date stated therein, and that the official minutes of such proceedings are on file in my office.

(SEAL)

Clerk

Gilmore & Bell, P.C.
12/29/2025

(PUBLISHED ON THE CITY WEBSITE, *WWW.BELAIREKS.GOV*, ON JANUARY 7, 2026)

RESOLUTION NO. R-26-_____

A RESOLUTION DETERMINING THE ADVISABILITY OF THE MAKING OF CERTAIN INTERNAL IMPROVEMENTS IN THE CITY OF BEL AIRE; MAKING CERTAIN FINDINGS WITH RESPECT THERETO; AND AUTHORIZING AND PROVIDING FOR THE MAKING OF THE IMPROVEMENTS IN ACCORDANCE WITH SUCH FINDINGS (PHASE 1 PAVING IMPROVEMENTS/CHAPEL LANDING 8TH ADDITION).

WHEREAS, a Petition was filed with the City Clerk of the City of Bel Aire, Kansas (the "City") proposing certain internal improvements; and said Petition sets forth: (a) the general nature of the proposed improvements; (b) the estimated or probable cost of the proposed improvements; (c) the extent of the proposed improvement district to be assessed for the cost of the proposed improvements; (d) the proposed method of assessment; (e) the proposed apportionment of the cost between the improvement district and the City at large; and (f) a request that such improvements be made without notice and hearing as required by K.S.A. 12-6a01 *et seq.* (the "Act"); and

WHEREAS, the governing body of the City hereby finds and determines that said Petition was signed by the owners of record of more than one-half of the area liable for assessment for the proposed improvements, and is therefore sufficient in accordance with the provisions of the Act.

THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF BEL AIRE, KANSAS:

Section 1. Findings of Advisability. The governing body hereby finds and determines that:

(a) It is advisable to make the following improvements (the "Improvements"):

That there be construction of pavement on Gabriel St, from the west line of Woodlawn Blvd., west to the east line of Woodlow St; on Woodlow St, from the north line of Lot 44, Block A, south to the north line of Forbes St; on Forbes St and Hillcrest St, from the west line of Woodlawn Blvd, west and northwesterly, to the north line of Lot 15, Block A.

That said pavement between aforesaid limits be constructed for a width of twenty-six (26) feet from gutter line to gutter line, and each gutter to be two (2) feet in width, making a total roadway width of thirty (30) feet with plans and specifications to be furnished by the City Engineer of the City of Bel Aire, Kansas. Drainage to be installed where necessary.

That there be constructed sidewalk in accordance with plans and specifications to be furnished by the City Engineer of the City of Bel Aire, Kansas.

(b) The estimated or probable cost of the Improvements is: \$638,000. Said estimated cost as above set forth may be increased to include temporary interest or finance costs incurred during the course of design and construction of the Improvements, and also may be increased at the pro rata rate of 1 percent per month from and after January 6, 2026.

(c) The extent of the improvement district (the “Improvement District”) to be assessed for the cost of the Improvements is:

Lots 1 through 15, and 44, Block A; Lots 1 through 16, 34 and 35, Block B; and Lots 1 through 8, Block C; Chapel Landing 8th Addition, to the City of Bel Aire, Sedgwick County, Kansas.

(d) That the method of assessment of all costs of the Improvement or which the Improvement District shall be liable shall be on a fractional basis. The fractional shares provided for herein have been determined on the basis of equal shares being assessed to lots or parcels of substantially comparable size and/or value: Lots 1 through 15, and 44, Block A; Lots 1 through 16, 34 and 35, Block B; and Lots 1 through 8, Block C; Chapel Landing 8th Addition, to the City of Bel Aire, Sedgwick County, Kansas, shall each pay 1/42 of the total assessed cost of the Improvements.

In the event all or part of the lots or parcels in the Improvement District are replatted before assessments have been levied, the assessments against the replatted area shall be calculated on the basis of the method of assessment set forth herein. Where the ownership of a single lot is or may be divided into two or more parcels, the assessment to the lot so divided shall be assessed to each ownership or parcel on a square foot basis.

Except when driveways are requested to serve a particular tract, lot, or parcel, the cost of said driveway shall be in addition to the assessment to said tract, lot, or parcel and shall be in addition to the assessment for other Improvements.

(e) The apportionment of the cost of the Improvements between the Improvement District and the City-at-large is: 100% to be assessed against the Improvement District and 0% to be paid by the City-at-large.

If the Improvements are abandoned, altered and/or constructed privately in part or whole that precludes building the Improvements under the authority of this Resolution, any costs that the City incurs shall be assessed to the property described above in accordance with the terms of this Resolution. In addition, if the Improvements are abandoned at any state during the design and/or construction of the Improvements or if it is necessary for the City to redesign, repair or reconstruct the Improvements after initial design and/or construction because the design or construction does not meet the requirements of the City, then such costs associated with the redesign, repair or reconstruction of said Improvements shall be assessed to the property described above in accordance with the terms of this Resolution.

Section 2. Authorization of Improvements. The abovesaid Improvements are hereby authorized and ordered to be made in accordance with the findings of the governing body of the City as set forth in *Section 1* of this Resolution.

Section 3. Bond Authority; Reimbursement. The Act provides for the costs of the Improvements, interest on interim financing and associated financing costs to be paid by the issuance of general obligation bonds or special obligation bonds of the City (the “Bonds”). The Bonds may be issued to reimburse expenditures made on or after the date which is 60 days before the date of this Resolution, pursuant to Treasury Regulation 1.150-2.

Section 4. Effective Date. This Resolution shall be effective upon adoption. This Resolution shall be published one time in the official City newspaper, and shall also be filed of record in the office of the Register of Deeds of Sedgwick County, Kansas.

ADOPTED by the governing body of the City on January 6, 2026.

(SEAL)

Jim Benage, Mayor

ATTEST:

Melissa Krehbiel, Clerk

CERTIFICATE

I hereby certify that the above and foregoing is a true and correct copy of the Resolution of the City adopted by the governing body on January 6, 2026 as the same appears of record in my office.

DATED: January 6, 2026.

Melissa Krehbiel, Clerk

Gilmore & Bell, P.C.
12/29/2025

**EXCERPT OF MINUTES OF A MEETING
OF THE GOVERNING BODY OF
THE CITY OF BEL AIRE, KANSAS
HELD ON JANUARY 6, 2026**

The governing body met in regular session at the usual meeting place in the City, at 7:00 p.m., the following members being present and participating, to-wit:

Absent:

The Mayor declared that a quorum was present and called the meeting to order.

* * * * *

(Other Proceedings)

Thereupon, and among other business, there was presented to the governing body a Petition which has been filed in the Office of the City Clerk requesting the making of certain internal improvements in the City pursuant to the authority of K.S.A. 12-6a01 *et seq.*

Thereupon, there was presented a Resolution entitled:

A RESOLUTION DETERMINING THE ADVISABILITY OF THE MAKING OF CERTAIN INTERNAL IMPROVEMENTS IN THE CITY OF BEL AIRE; MAKING CERTAIN FINDINGS WITH RESPECT THERETO; AND AUTHORIZING AND PROVIDING FOR THE MAKING OF THE IMPROVEMENTS IN ACCORDANCE WITH SUCH FINDINGS (PHASE 1 SANITARY SEWER IMPROVEMENTS/CHAPEL LANDING 8th ADDITION).

Thereupon, Councilmember _____ moved that said Resolution be adopted. The motion was seconded by Councilmember _____. Said Resolution was duly read and considered, and upon being put, the motion for the adoption of said Resolution was carried by the vote of the governing body, the vote being as follows:

Yea: _____.

Nay: _____.

Thereupon, the Mayor declared said Resolution duly adopted and the Resolution was then duly numbered Resolution No. R-26-_____ and was signed by the Mayor and attested by the Clerk; and the Clerk was further directed to cause the publication of the Resolution one time in the official City newspaper and to record the Resolution in the Office of the Register of Deeds of Sedgwick County, Kansas, all as required by law.

* * * * *

(Other Proceedings)

On motion duly made, seconded and carried, the meeting thereupon adjourned.

CERTIFICATE

I hereby certify that the foregoing Excerpt of Minutes is a true and correct excerpt of the proceedings of the governing body of the City of Bel Aire, Kansas, held on the date stated therein, and that the official minutes of such proceedings are on file in my office.

(SEAL)

Clerk

Gilmore & Bell, P.C.
12/29/2025

(PUBLISHED ON THE CITY WEBSITE, **WWW.BELAIREKS.GOV**, ON JANUARY 7, 2026)

RESOLUTION NO. R-26-_____

A RESOLUTION DETERMINING THE ADVISABILITY OF THE MAKING OF CERTAIN INTERNAL IMPROVEMENTS IN THE CITY OF BEL AIRE; MAKING CERTAIN FINDINGS WITH RESPECT THERETO; AND AUTHORIZING AND PROVIDING FOR THE MAKING OF THE IMPROVEMENTS IN ACCORDANCE WITH SUCH FINDINGS (PHASE 1 SANITARY SEWER IMPROVEMENTS/CHAPEL LANDING 8th ADDITION).

WHEREAS, a Petition was filed with the City Clerk of the City of Bel Aire, Kansas (the "City") proposing certain internal improvements; and said Petition sets forth: (a) the general nature of the proposed improvements; (b) the estimated or probable cost of the proposed improvements; (c) the extent of the proposed improvement district to be assessed for the cost of the proposed improvements; (d) the proposed method of assessment; (e) the proposed apportionment of the cost between the improvement district and the City at large; and (f) a request that such improvements be made without notice and hearing as required by K.S.A. 12-6a01 *et seq.* (the "Act"); and

WHEREAS, the governing body of the City hereby finds and determines that said Petition was signed by the owners of record of more than one-half of the area liable for assessment for the proposed improvements, and is therefore sufficient in accordance with the provisions of the Act.

THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF BEL AIRE, KANSAS:

Section 1. Findings of Advisability. The governing body hereby finds and determines that:

(a) It is advisable to make the following improvements (the "Improvements"):

That there be constructed a lateral sanitary sewer to serve the area described below, according to plans and specifications to be furnished by the City Engineer of the City of Bel Aire, Kansas.

(b) The estimated or probable cost of the Improvements is: \$982,000. Said estimated cost as above set forth may be increased to include temporary interest or finance costs incurred during the course of design and construction of the Improvements, and also may be increased at the pro rata rate of 1 percent per month from and after January 6, 2026.

(c) The extent of the improvement district (the "Improvement District") to be assessed for the cost of the Improvements is:

Lots 1 through 15, and 44, Block A; Lots 1 through 16, 34 and 35, Block B; and Lots 1 through 8, Block C; Chapel Landing 8th Addition, to the City of Bel Aire, Sedgwick County, Kansas.

(d) That the method of assessment of all costs of the Improvement or which the Improvement District shall be liable shall be on a fractional basis. The fractional shares provided for herein have been determined on the basis of equal shares being assessed to lots or parcels of substantially comparable size and/or value: Lots 1 through 15, and 44, Block A; Lots 1 through 16, 34 and 35, Block B; and Lots 1

through 8, Block C; Chapel Landing 8th Addition, to the City of Bel Aire, Sedgwick County, Kansas, shall each pay 1/42 of the total assessed cost of the Improvements.

In the event all or part of the lots or parcels in the Improvement District are replatted before assessments have been levied, the assessments against the replatted area shall be calculated on the basis of the method of assessment set forth herein. Where the ownership of a single lot is or may be divided into two or more parcels, the assessment to the lot so divided shall be assessed to each ownership or parcel on a square foot basis.

(e) The apportionment of the cost of the Improvements between the Improvement District and the City-at-large is: 100% to be assessed against the Improvement District and 0% to be paid by the City-at-large.

If the Improvements are abandoned, altered and/or constructed privately in part or whole that precludes building the Improvements under the authority of this Resolution, any costs that the City incurs shall be assessed to the property described above in accordance with the terms of this Resolution. In addition, if the Improvements are abandoned at any state during the design and/or construction of the Improvements or if it is necessary for the City to redesign, repair or reconstruct the Improvements after initial design and/or construction because the design or construction does not meet the requirements of the City, then such costs associated with the redesign, repair or reconstruction of said Improvements shall be assessed to the property described above in accordance with the terms of this Resolution.

Section 2. Authorization of Improvements. The abovesaid Improvements are hereby authorized and ordered to be made in accordance with the findings of the governing body of the City as set forth in *Section 1* of this Resolution.

Section 3. Bond Authority; Reimbursement. The Act provides for the costs of the Improvements, interest on interim financing and associated financing costs to be paid by the issuance of general obligation bonds or special obligation bonds of the City (the "Bonds"). The Bonds may be issued to reimburse expenditures made on or after the date which is 60 days before the date of this Resolution, pursuant to Treasury Regulation 1.150-2.

Section 4. Effective Date. This Resolution shall be effective upon adoption. This Resolution shall be published one time in the official City newspaper, and shall also be filed of record in the office of the Register of Deeds of Sedgwick County, Kansas.

[BALANCE OF THIS PAGE INTENTIONALLY LEFT BLANK]

ADOPTED by the governing body of the City on January 6, 2026.

(SEAL)

Jim Benage, Mayor

ATTEST:

Melissa Krehbiel, Clerk

CERTIFICATE

I hereby certify that the above and foregoing is a true and correct copy of the Resolution of the City adopted by the governing body on January 6, 2026 as the same appears of record in my office.

DATED: January 6, 2026.

Melissa Krehbiel, Clerk

Gilmore & Bell, P.C.
12/29/2025

**EXCERPT OF MINUTES OF A MEETING
OF THE GOVERNING BODY OF
THE CITY OF BEL AIRE, KANSAS
HELD ON JANUARY 6, 2026**

The governing body met in regular session at the usual meeting place in the City, at 7:00 p.m., the following members being present and participating, to-wit:

Absent:

The Mayor declared that a quorum was present and called the meeting to order.

* * * * *

(Other Proceedings)

Thereupon, and among other business, there was presented to the governing body a Petition which has been filed in the Office of the City Clerk requesting the making of certain internal improvements in the City pursuant to the authority of K.S.A. 12-6a01 *et seq.*

Thereupon, there was presented a Resolution entitled:

A RESOLUTION DETERMINING THE ADVISABILITY OF THE MAKING OF CERTAIN INTERNAL IMPROVEMENTS IN THE CITY OF BEL AIRE, KANSAS; MAKING CERTAIN FINDINGS WITH RESPECT THERETO; AND AUTHORIZING AND PROVIDING FOR THE MAKING OF THE IMPROVEMENTS IN ACCORDANCE WITH SUCH FINDINGS (STORM WATER SEWER IMPROVEMENTS/CHAPEL LANDING 8th ADDITION).

Thereupon, Councilmember _____ moved that said Resolution be adopted. The motion was seconded by Councilmember _____. Said Resolution was duly read and considered, and upon being put, the motion for the adoption of said Resolution was carried by the vote of the governing body, the vote being as follows:

Yea: _____.

Nay: _____.

Thereupon, the Mayor declared said Resolution duly adopted and the Resolution was then duly numbered Resolution No. R-26-__ and was signed by the Mayor and attested by the Clerk; and the Clerk was further directed to cause the publication of the Resolution one time in the official City newspaper and to record the Resolution in the Office of the Register of Deeds of Sedgwick County, Kansas, all as required by law.

* * * * *

(Other Proceedings)

On motion duly made, seconded and carried, the meeting thereupon adjourned.

CERTIFICATE

I hereby certify that the foregoing Excerpt of Minutes is a true and correct excerpt of the proceedings of the governing body of the City of Bel Aire, Kansas, held on the date stated therein, and that the official minutes of such proceedings are on file in my office.

(SEAL)

Clerk

Gilmore & Bell, P.C.
12/29/2025

(PUBLISHED ON THE CITY WEBSITE, *WWW.BELAIREKS.GOV*, ON JANUARY 7, 2026)

RESOLUTION NO. R-26-__

A RESOLUTION DETERMINING THE ADVISABILITY OF THE MAKING OF CERTAIN INTERNAL IMPROVEMENTS IN THE CITY OF BEL AIRE, KANSAS; MAKING CERTAIN FINDINGS WITH RESPECT THERETO; AND AUTHORIZING AND PROVIDING FOR THE MAKING OF THE IMPROVEMENTS IN ACCORDANCE WITH SUCH FINDINGS (STORM WATER SEWER IMPROVEMENTS/CHAPEL LANDING 8th ADDITION).

WHEREAS, a Petition was filed with the City Clerk of the City of Bel Aire, Kansas (the "City") proposing certain internal improvements; and said Petition sets forth: (a) the general nature of the proposed improvements; (b) the estimated or probable cost of the proposed improvements; (c) the extent of the proposed improvement district to be assessed for the cost of the proposed improvements; (d) the proposed method of assessment; (e) the proposed apportionment of the cost between the improvement district and the City at large; and (f) a request that such improvements be made without notice and hearing as required by K.S.A. 12-6a04(1) (the "Act"); and

WHEREAS, the governing body of the City hereby finds and determines that said Petition was signed by the owners of record of more than one-half of the area liable for assessment for the proposed improvements, and is therefore sufficient in accordance with the provisions of the Act.

THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF BEL AIRE, KANSAS:

Section 1. Findings of Advisability. The governing body hereby finds and determines that:

(a) It is advisable to make the following improvements (the "Improvements"):

That there be constructed a storm water sewer system to serve the area described below, according to plans and specifications to be furnished by the City Engineer of the City of Bel Aire, Kansas.

(b) The estimated or probable cost of the Improvements is: \$1,342,000. Said estimate as above set forth may be increased to include temporary interest or finance costs incurred during the course of design and construction of the project, and also may be increased at the pro rata rate of 1 percent per month from and after January 6, 2026.

(c) The extent of the improvement district (the "Improvement District") to be assessed for the cost of the Improvements is: Lots 1 through 44, Block A; Lots 1 through 35, Block B; Lots 1 through 8, Block C; Chapel Landing 8th Addition, to the City of Bel Aire, Sedgwick County, Kansas.

(d) With respect to the costs of the Improvements to be assessed to the Improvement District, the method of assessment shall be on a fractional basis. The fractional shares provided for herein have been determined on the basis of equal shares being assessed to lots or parcels of substantially comparable size and/or value: Lots 1 through 15, and 44, Block A, Lots 1 through 16, 34 and 35, Block B, and Lots 1 through 8, Block C, Chapel Landing 8th Addition, shall each pay 1/132 of the total costs of the Improvements; Lots 16 through 43, Block A, and Lots 17 through 33, Block B, Chapel Landing 8th Addition, shall each pay 2/132 of the total cost of the Improvements.

In the event all or part of the lots or parcels in the improvement district are replatted before assessments have been levied, the assessments against the replatted area shall be recalculated on the basis of the method of assessment set forth herein. Where the ownership of a single lot is or may be divided into two or more parcels, the assessment to the lot so divided shall be assessed to each ownership or parcel on a square foot basis.

(e) The apportionment of the cost of the Improvements, between the Improvement District and the City at large, is: 100% to be assessed against the Improvement District and 0% to be paid by the City-at-large.

If this Improvement is abandoned, altered and/or constructed privately in part or whole that precludes building this Improvement under the authority of this Resolution, any costs that the City incurs shall be assessed to the property described above in accordance with the terms of this Resolution. In addition, if the Improvement is abandoned at any state during the design and/or construction of the Improvement or if it is necessary for the City to redesign, repair or reconstruct the Improvement after its initial design and/or construction because the design or construction does not meet the requirements of the City, then such costs associated with the redesign, repair or reconstruction of said Improvement shall be assessed to the property described above in accordance with the terms of this Resolution.

Section 2. Authorization of Improvements. The abovesaid Improvements are hereby authorized and ordered to be made in accordance with the findings of the governing body of the City as set forth in *Section 1* of this Resolution.

Section 3. Bond Authority; Reimbursement. The Act provides for the Improvements to be paid by the issuance of general obligation bonds or special obligation bonds of the City (the "Bonds"). The Bonds may be issued to reimburse expenditures made on or after the date which is 60 days before the date of this Resolution, pursuant to Treasury Regulation 1.150-2.

Section 4. Effective Date. This Resolution shall be effective upon adoption. This Resolution shall be published one time in the official City newspaper, and shall also be filed of record in the office of the Register of Deeds of Sedgwick County, Kansas.

[BALANCE OF PAGE INTENTIONALLY LEFT BLANK]

ADOPTED by the governing body of the City on January 6, 2026.

(SEAL)

Mayor

ATTEST:

Clerk

CERTIFICATE

I hereby certify that the above and foregoing is a true and correct copy of the Resolution of the City adopted by the governing body on January 6, 2026 as the same appears of record in my office.

DATED: January 6, 2026.

Clerk

Gilmore & Bell, P.C.
12/29/2025

**EXCERPT OF MINUTES OF A MEETING
OF THE GOVERNING BODY OF
THE CITY OF BEL AIRE, KANSAS
HELD ON JANUARY 6, 2026**

The governing body met in regular session at the usual meeting place in the City, at 7:00 p.m., the following members being present and participating, to-wit:

Absent:

The Mayor declared that a quorum was present and called the meeting to order.

* * * * *

(Other Proceedings)

Thereupon, and among other business, there was presented to the governing body a Petition which has been filed in the Office of the City Clerk requesting the making of certain internal improvements in the City pursuant to the authority of K.S.A. 12-6a01 *et seq.*

Thereupon, there was presented a Resolution entitled:

A RESOLUTION DETERMINING THE ADVISABILITY OF THE MAKING OF CERTAIN INTERNAL IMPROVEMENTS IN THE CITY OF BEL AIRE; MAKING CERTAIN FINDINGS WITH RESPECT THERETO; AND AUTHORIZING AND PROVIDING FOR THE MAKING OF THE IMPROVEMENTS IN ACCORDANCE WITH SUCH FINDINGS (PHASE 1 WATER DISTRIBUTION IMPROVEMENTS/ CHAPEL LANDING 8th ADDITION).

Thereupon, Councilmember _____ moved that said Resolution be adopted. The motion was seconded by Councilmember _____. Said Resolution was duly read and considered, and upon being put, the motion for the adoption of said Resolution was carried by the vote of the governing body, the vote being as follows:

Yea: _____.

Nay: _____.

Thereupon, the Mayor declared said Resolution duly adopted and the Resolution was then duly numbered Resolution No. R-26-_____ and was signed by the Mayor and attested by the Clerk; and the Clerk was further directed to cause the publication of the Resolution one time in the official City newspaper and to record the Resolution in the Office of the Register of Deeds of Sedgwick County, Kansas, all as required by law.

* * * * *

(Other Proceedings)

On motion duly made, seconded and carried, the meeting thereupon adjourned.

CERTIFICATE

I hereby certify that the foregoing Excerpt of Minutes is a true and correct excerpt of the proceedings of the governing body of the City of Bel Aire, Kansas, held on the date stated therein, and that the official minutes of such proceedings are on file in my office.

(SEAL)

Clerk

Gilmore & Bell, P.C.
12/29/2025

(PUBLISHED ON THE CITY WEBSITE, **WWW.BELAIREKS.GOV**, ON JANUARY 7, 2026)

RESOLUTION NO. R-26-_____

RESOLUTION DETERMINING THE ADVISABILITY OF THE MAKING OF CERTAIN INTERNAL IMPROVEMENTS IN THE CITY OF BEL AIRE; MAKING CERTAIN FINDINGS WITH RESPECT THERETO; AND AUTHORIZING AND PROVIDING FOR THE MAKING OF THE IMPROVEMENTS IN ACCORDANCE WITH SUCH FINDINGS (PHASE 1 WATER DISTRIBUTION IMPROVEMENTS/CHAPEL LANDING 8th ADDITION).

WHEREAS, a Petition was filed with the City Clerk of the City of Bel Aire, Kansas (the "City") proposing certain internal improvements; and said Petition sets forth: (a) the general nature of the proposed improvements; (b) the estimated or probable cost of the proposed improvements; (c) the extent of the proposed improvement district to be assessed for the cost of the proposed improvements; (d) the proposed method of assessment; (e) the proposed apportionment of the cost between the improvement district and the City at large; and (f) a request that such improvements be made without notice and hearing as required by K.S.A. 12-6a01 *et seq.* (the "Act"); and

WHEREAS, the governing body of the City hereby finds and determines that said Petition was signed by the owners of record of more than one-half of the area liable for assessment for the proposed improvements, and is therefore sufficient in accordance with the provisions of the Act.

THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF BEL AIRE, KANSAS:

Section 1. Findings of Advisability. The governing body hereby finds and determines that:

(a) It is advisable to make the following improvements (the "Improvements"):

That there be constructed a water distribution system, including necessary water mains, pipes, valves, hydrants, meters and appurtenances to serve the area described below, according to plans and specifications to be furnished by the City Engineer of the City of Bel Aire, Kansas.

(b) The estimated or probable cost of the Improvements is: \$417,000. Said estimated cost as above set forth may be increased to include temporary interest or finance costs incurred during the course of design and construction of the Improvements, and also may be increased at the pro rata rate of 1 percent per month from and after January 6, 2026.

(c) The extent of the improvement district (the "Improvement District") to be assessed for the cost of the Improvements is:

Lots 1 through 15, and 44, Block A; Lots 1 through 16, 34 and 35, Block B; and Lots 1 through 8, Block C; Chapel Landing 8th Addition, to the City of Bel Aire, Sedgwick County, Kansas.

(d) That the method of assessment of all costs of the Improvement or which the Improvement District shall be liable shall be on a fractional basis. The fractional shares provided for herein have been

determined on the basis of equal shares being assessed to lots or parcels of substantially comparable size and/or value: Lots 1 through 15, and 44, Block A; Lots 1 through 16, 34 and 35, Block B; and Lots 1 through 8, Block C; Chapel Landing 8th Addition, to the City of Bel Aire, Sedgwick County, Kansas, shall each pay 1/42 of the total assessed cost of the Improvements.

In the event all or part of the lots or parcels in the Improvement District are replatted before assessments have been levied, the assessments against the replatted area shall be calculated on the basis of the method of assessment set forth herein. Where the ownership of a single lot is or may be divided into two or more parcels, the assessment to the lot so divided shall be assessed to each ownership or parcel on a square foot basis.

(e) The apportionment of the cost of the Improvements between the Improvement District and the City-at-large is: 100% to be assessed against the Improvement District and 0% to be paid by the City-at-large.

If the Improvements are abandoned, altered and/or constructed privately in part or whole that precludes building the Improvements under the authority of this Resolution, any costs that the City incurs shall be assessed to the property described above in accordance with the terms of this Resolution. In addition, if the Improvements are abandoned at any state during the design and/or construction of the Improvements or if it is necessary for the City to redesign, repair or reconstruct the Improvements after initial design and/or construction because the design or construction does not meet the requirements of the City, then such costs associated with the redesign, repair or reconstruction of said Improvements shall be assessed to the property described above in accordance with the terms of this Resolution.

Section 2. Authorization of Improvements. The abovesaid Improvements are hereby authorized and ordered to be made in accordance with the findings of the governing body of the City as set forth in *Section 1* of this Resolution.

Section 3. Bond Authority; Reimbursement. The Act provides for the costs of the Improvements, interest on interim financing and associated financing costs to be paid by the issuance of general obligation bonds or special obligation bonds of the City (the "Bonds"). The Bonds may be issued to reimburse expenditures made on or after the date which is 60 days before the date of this Resolution, pursuant to Treasury Regulation 1.150-2.

Section 4. Effective Date. This Resolution shall be effective upon adoption. This Resolution shall be published one time in the official City newspaper, and shall also be filed of record in the office of the Register of Deeds of Sedgwick County, Kansas.

[BALANCE OF THIS PAGE INTENTIONALLY LEFT BLANK]

ADOPTED by the governing body of the City on January 6, 2026.

(SEAL)

Jim Benage, Mayor

ATTEST:

Melissa Krehbiel, Clerk

CERTIFICATE

I hereby certify that the above and foregoing is a true and correct copy of the Resolution of the City adopted by the governing body on January 6, 2026 as the same appears of record in my office.

DATED: January 6, 2026.

Melissa Krehbiel, Clerk

CITY OF BEL AIRE
STAFF REPORT

DATE: December 31, 2025

TO: City Manager

FROM: Marty McGee, Public Works Director

Water – This month staff installed 5 sample stations around town. Public Works repaired a fire hydrant and replaced a 2-inch meter at Broadstone villas apartments. The monthly water samples have been taken and sent to KDHE. We have blown off the fire hydrants at 53rd and Greenwich and 45th and Spruce street, these are dead end lines. Each month we run water through the fire hydrants to maintain Chlorine residuals to the residents who are at the end of these lines. On 12/19 I met with Viking to assess our water towers. Viking Industrial is a company who does water tower services and paint. We currently have USG Utility Service Group doing our maintenance and have had them for years. Viking is a well-known company and local, so I wanted to see what they could offer and determine if a change is needed.

Streets- We did a temporary repair on 53rd street between Woodlawn and Rock Road. We used mastic material to help maintain the street until the overlay could be performed. This was a safety concern and had to be addressed before the winter weather arrived. Staff has also done potholing around town this month and will continue potholing throughout the winter month as holes appear. We have received 100 tons of sand and salt and stockpiled it at the new shop for the winter storms. We replaced the street sign at 53rd and Webb road after an accident happened on 12/21. We installed a new blinking stop sign at 53rd and Oliver.

Sewer- We continue to clean and camera sewers each month. Jason Patty with Midwest Infrastructure Coatings came out this month to evaluate the manholes from Rock Road to the 53rd street lift station. There are 14 manholes in question for the past few years, do they need to be replaced or can they be relined. We have had several companies evaluate this project over the years trying to determine what would be best for the city. Midwest Infrastructure Coatings has a new material (OBIC ARMOR multilayer liner system) that they believe would work for relining our manholes and would last for 50 years. This material stops all infiltration and rebuilds the walls inside the existing manholes without having to replace them or using a by-pass system. This material is being evaluated by staff and Rebecca Lewis from Burns and McDonnell to determine if this would work for us. On 12-9- the lift station pump at the Oliver had to be pulled due to overloading the circuit. The pump was found to be clogged with a piece of PVC cap, possibly from new construction. No damage was present and the pump is functioning as it should.

The Liquid sampling trial for our lift stations is coming to an end; we should have all the data in January. USP Technologies will determine how the chemical additive helped our system and let us know what they recommend for the future. USP, Burns and McDonnell, our City engineer and Public Works will review all information and determine if the chemical additive helped lower the BOD and H₂s gases present in our system. We will also have conversation with CUA to determine if they see any difference while the trial was being performed.

Parks- All park inspections have been completed for the month with little to know findings. We have had many complaints about Bevers destroying trees at Bel Aire Park, the police Chief and staff are working on this problem. Public Works has gone out and wrapped the trees with chicken wire to see if this will help. We should see results of the wire in a week or so. The Chief

hired a company to trap the bevers but has not been successful so far. We will continue addressing the issue until the bevers are caught.

Stormwater- We have cleaned many storm drains to ensure proper flow through the winter months and spillways were cleaned from debris . We have also finished sweeping streets for the year.

Special Events- The Christmas lighting ceremony was a success.

Public Works built a loading ramp at the new shop; this is to load sand and salt in our spreaders during the winter months. We are also in the process of moving equipment and supplies to the new building.



53rd street repair



New building loading ramp for sand and salt.



New Blinking Stop Sign 53rd and Oliver



Sample Stations



Oliver lift station pump failure due to plastic cap blocking the pump.

MANAGER’S REPORT

DATE: December 31, 2025
TO: Mayor Benage and City Council
FROM: Ted Henry, City Manager
RE: January 6, 2026 Agenda



Appropriations Ordinance (Item VI)

This appropriation ordinance encompasses 12/10/2025 through 12/31/2025 expenses and one payroll cycle. Expenditures amounted to \$2,141,742.77. Of the reported expenses, \$390,208.07 are infrastructure costs for new developments. These costs are paid through special assessments.

City Requested Appearances (Item VII)

Kenly Zehring, Sedgwick County Register of Deeds, will give a presentation about property and notary fraud alert programs.

Final Plat of the Chapel Landing 8th Addition, SD-24-02 (Item A)

In October, the Planning Commission considered the final plat for Chapel Landing 8th Addition (SD-24-02). At that meeting, the Commission voted (5-0) to recommend approval of the plat as presented. Minutes of that meeting are included in your packet, in addition to a staff report, final plat, and application. The recommendation now comes before City Council for consideration.

Development Agreement for Chapel Landing 8th (Item B)

The Developer of Chapel Landing 8th is ready to move forward with the development. City Attorney Maria Schrock has drafted the Development Agreement in your packet. The agreement outlines the responsibilities of the Developer and the City, before, during and after construction.

Ordinance, Special Use Request (Item C)

At their December meeting, the Planning Commission held a public hearing and considered a Special Use Request. The applicant is requesting the Special Use in order to utilize the subject property for an adult group home for elderly. The Planning Commission’s recommendation now comes before the City Council for consideration. The draft Minutes of the December 11, 2025 Planning Commission Meeting, which summarize the proceedings of the hearing, are included in your packet. Also included are a staff report and the application for Special Use. Mayor Benage will lead the City Council’s hearing for this case. Following the hearing, City Council may consider the findings of fact and recommendation of the Planning Commission. City Attorney Maria Schrock has provided options for the Motion on the agenda. If the recommendation is approved, the special use will be adopted by Ordinance; the draft Ordinance is also included in your packet.

Consent Agenda (Item XI)

The consent agenda contains the Minutes of the December 16th City Council meeting, as well as Petitions and Resolutions for improvements to serve Chapel Landing 8th Addition.

The Petitions set the not-to-exceed cost for the improvements and establish a fair division of costs among the lots. The associated Resolutions will authorize the funding for the improvements. The costs for all improvements will eventually be bonded and spread as special assessments to the benefiting lots.

Discussion And Future Issues - City Council Workshop (Item XIII)

The next workshop is scheduled for January 13, 2026 at 7 p.m.