



AGENDA
CITY COUNCIL MEETING
7651 E. Central Park Ave, Bel Aire, KS
June 04, 2024 7:00 PM



I. CALL TO ORDER: Mayor Jim Benage

II. ROLL CALL

Greg Davied ____ Tyler Dehn ____ Emily Hamburg ____
Justin Smith ____ John Welch ____

III. OPENING PRAYER: Mark Posson

IV. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

V. PROCLAMATION

A. National Flag Week June 9-15, 2024

VI. DETERMINE AGENDA ADDITIONS

VII. CONSENT AGENDA

A. Approval of Minutes of the May 21, 2024 City Council meeting.

B. Accept a Resolution designating authorized signers for Stryv Bank.

C. Approve a 2% rate increase for solid waste and recycling services fees paid by the City to Waste Connections effective June 1, 2024. Any changes to the rate the City of Bel Aire charges to customers for trash and recycling service will be discussed and approved by Resolution.

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

Motion _____ Second _____ Vote _____

VIII. DISCUSSION AND APPROVAL OF APPROPRIATIONS ORDINANCE

A. Consideration of Appropriations Ordinance No. 24-10 in the amount of \$1,501,145.90.

Action: Motion to (approve / deny / table) Appropriations Ordinance No. 24-10.

Motion _____ Second _____ Vote _____

IX. CITY REQUESTED APPEARANCES: None

X. 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.*

XI. REPORTS

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

XII. ORDINANCES, RESOLUTIONS AND FINAL ACTIONS

A. Consideration of a request to continue Partnership with PBS Kansas. Victor Hogstrom, PBS Kansas President & CEO, will be present to answer questions from the Council.

Action: Motion to (accept / deny / table) the request for Partnership with PBS Kansas in the amount of \$ _____ .

Motion _____ Second _____ Vote _____

B. Consideration of A Resolution Of The City Of Bel Aire, Kansas Establishing Curbside Recycling System And Residential Solid Waste Collection Administration Fees.

Action: Motion to (accept / deny / table) the Resolution Of The City Of Bel Aire, Kansas Establishing Curbside Recycling System And Residential Solid Waste Collection Administration Fees and authorize the Mayor to sign.

Motion _____ Second _____ Vote _____

C. Consideration of the Sidewalk Replacement Program Fiscal Year 2024.

Action: Motion to (approve/ deny / table) the Sidewalk Replacement Program Fiscal Year 2024 and authorize the Mayor to sign.

Motion _____ Second _____ Vote _____

XIII. EXECUTIVE SESSION

- A. **Action:** Motion to go into executive session for the sole purpose of discussing the subject of: attorney-client consultation regarding contractual obligations pursuant to K.S.A. 75-4319(b)(2) for consultation with an attorney for the public body or agency which would be deemed privileged in the attorney-client relationship. Invite the City Manager, City Attorney, City Engineer, and Neil Gosch. 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 _____

- B. **Action:** Motion to recess into executive session to discuss CCUA negotiations pursuant to K.S.A. 75-4319(b)(2): for legal consultation with the City Attorney 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 _____

XIV. DISCUSSION AND FUTURE ISSUES

- A. **City Council Workshop - June 11, 2024 at 6:30 p.m.?**

XV. ADJOURNMENT

Action: Motion to adjourn.

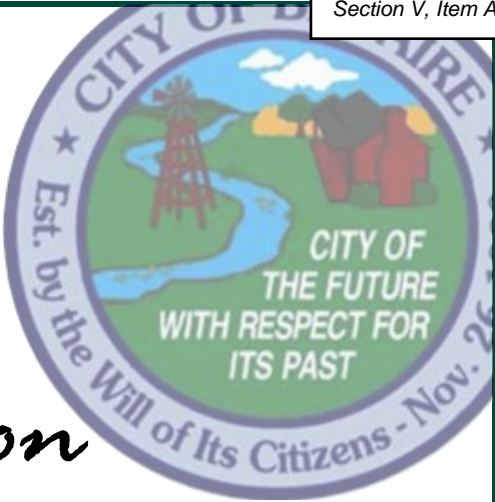
Motion _____ Second _____ Vote _____

Additional Attachments:

- A. Manager's Report - June 4, 2024

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.



Proclamation

National Flag Week - June 9-15, 2024

TO THE CITIZENS OF BEL AIRE, KANSAS, GREETINGS:

WHEREAS, the Second Continental Congress adopted the American Flag on June 14, 1777; and

WHEREAS, it is fitting and proper to officially recognize “Old Glory” as a symbol of hope, inspiration and pride for the people of the United States and around the world; and

WHEREAS, in order to commemorate the adoption of our flag, on August 3, 1949, the Congress, by joint resolution, designated June 14 of each year as “Flag Day” and requested that the President issue an annual proclamation designating the week in which June 14 occurs as “National Flag Week” and call upon citizens of the United States to display the flag during that week; and

NOW, THEREFORE, I, Jim Benage, by the power vested in me as Mayor of the City of Bel Aire, and on behalf of the City Council and Citizens of Bel Aire, do hereby proclaim the week of June 9-15, 2024 as “*NATIONAL FLAG WEEK*” in the City of Bel Aire, Kansas and ask our citizens to reaffirm the ideals of our Country by displaying our American Flag at their homes.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the official seal of Bel Aire, Kansas this 4th day of June, 2024.

Jim Benage, Mayor





MINUTES
CITY COUNCIL MEETING
7651 E. Central Park Ave, Bel Aire, KS
May 21, 2024 7:00 PM



I. CALL TO ORDER: Mayor Jim Benage called the meeting to order at 7:01 p.m.

II. ROLL CALL

Present were Councilmembers Greg Davied, Tyler Dehn, Emily Hamburg, Justin Smith, and John Welch.

Also present were City Manager Ted Henry, City Attorney Maria Schrock, City Engineer Anne Stephens, Director of Public Works Marty McGee, and City Clerk Melissa Krehbiel.

III. OPENING PRAYER: Dr. Terry Hedrick provided the opening prayer.

IV. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

Mayor Benage led the pledge of allegiance.

V. PROCLAMATION

A. National Public Works Week, May 19-25, 2024

B. Memorial Day – May 27, 2024

Councilmember Dehn read aloud the proclamation for National Public Works Week. Mayor Benage read aloud the proclamation for Memorial Day. The Mayor signed both proclamations.

VI. DETERMINE AGENDA ADDITIONS: There were no additions.

VII. CONSENT AGENDA

A. Approval of Minutes of the May 7, 2024 City Council meeting.

B. Accept Petitions for Sanitary Sewer and Water Distribution System Improvements to serve Lycee Addition.

C. Adopt Resolutions 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 (Sanitary Sewer and Water Distribution System Improvements/Lycees Addition).

- D. Approve the reappointment of Ted Henry as City Manager for the next twelve months.**
- E. Approve the reappointment of Maria Schrock as City Attorney for the next twelve months.**
- F. Approve the reappointment of Terry Beall as Municipal Court Judge for the next twelve months.**

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

VIII. DISCUSSION AND APPROVAL OF APPROPRIATIONS ORDINANCE

- A. Consideration of Appropriations Ordinance No. 24-09 in the amount of \$403,330.40.**

MOTION: Councilmember Smith moved to approve Appropriations Ordinance No. 24-09. Councilmember Davied seconded the motion. *Motion carried 5-0.*

IX. CITY REQUESTED APPEARANCES: None.

X. CITIZEN CONCERNS

Rosemarie Wood, 4700 N Hillcrest, spoke regarding her concerns about a letter she recently received from the code enforcement department.

Kelly Wood, 4700 N Hillcrest, spoke regarding his concerns about a letter he received recently from the code enforcement department.

XI. REPORTS

A. Council Member Reports

Councilmember Dehn reported on the Cops N’ Bobbers fishing clinic and thanked the Police Department for hosting the event. Tomorrow he plans to attend the K-254 Corridor Management Plan meeting at Circle Middle School in Benton.

Councilmember Welch briefly reported on Curbside Cleanup and the Cops N’ Bobbers fishing clinic.

B. Mayor's Report

Mayor Benage reported that as of today, three applications have been received for appointment to the City Council. Applications can be submitted through the City’s website or by email to jbenage@belaireks.gov. Applications will be accepted through June 7th.

Mayor Benage Briefly reported on the Sedgwick County Law Enforcement Memorial service he attended and the most recent meetings of the Bel Aire Utility Advisory Committee, Sedgwick County Association of Cities (SCAC), WAMPO TPB, and the Sedgwick County Fire District No 1 Steering Committee. He encouraged community members to attend two upcoming meetings: the K-254 Corridor Management Plan meeting tomorrow at Circle Middle School and the regional transportation plan meeting at City Hall on June 5th.

There is an opportunity for appointment through SCAC to the Sedgwick County Emergency Communications Advisory Board; interested Bel Aire residents should contact Mayor Benage. He reported that he and Bel Aire resident Peggy O'Donnell were elected to be alternate regular and alternate at-large delegates at the convention in Milwaukee in July.

C. City Attorney Report

City Attorney Maria Schrock briefly reported on Charter Ordinance No. 25, which will place a question on the ballot for the August 6th primary.

D. City Manager Report

City Manager Ted Henry reported on Recreation activity attendance; he thanked Rec staff for their work. He reported that the Kechi Brush Site will be open to Bel Aire residents on Saturday, to take downed limbs created by the recent storm; directions to the brush site can be found on the City's website. In observance of Memorial Day, City offices will be closed on Monday, May 27th. Phase 1 construction on 53rd Street will begin soon. 53rd street is expected to be closed from Oliver to Pinecrest from Tuesday, May 28th through June 7th.

EXECUTIVE SESSION

At this time, Mayor Benage requested a motion to address Agenda Item XIII. Executive Session.

MOTION: Councilmember Hamburg motioned to move the Executive Session to the portion, in front of Item XII. Councilmember Smith seconded the motion. *Motion carried 5-0.*

MOTION: Councilmember Dehn moved to go into executive session for the sole purpose of discussing the subject of: attorney-client consultation regarding contractual obligations pursuant to K.S.A. 75-4319(b)(2) for consultation with an attorney for the public body or agency which would be deemed privileged in the attorney-client relationship. Invite the City Manager, City Attorney, City Engineer, and Neil Gosch. The meeting will be for a period of 30 minutes, and the open meeting will resume in City Council Chambers at 8:00 p.m. Councilmember Hamburg seconded the motion. *Motion carried 5-0.*

The Council recessed to executive session. At 8:00 p.m. Mayor Benage called the meeting to order in open session and stated that no binding action had been taken.

XII. ORDINANCES, RESOLUTIONS AND FINAL MOTIONS

A. Consideration of a request by Waste Connections for rate increase for solid waste and recycling services. Herschel West, Waste Connections, will present the request.

Mr. West presented the request and stood for questions from the City Council. The increase requested is 2% for solid waste and recycling services.

City Manager Ted Henry answered questions about a proposed administrative fee that would be considered at a future City Council meeting.

MOTION: Councilmember Hamburg moved to approve a 2% rate increase for solid waste and recycling services fees paid by the City to Waste Connections effective July 1, 2024. Any changes to the rate the City of Bel Aire charges to customers for trash and recycling service will be discussed and approved by resolution at a future City Council Meeting. Councilmember Welch seconded the motion. *Motion carried 5-0.*

B. Consideration of a quote to replace 4 water pumps in the Bel Aire pump house. Two quotes were received:

<u>Contractor</u>	<u>Total</u>
JCI	\$53,559.00
MEM - Industrial LLC	\$89,657.86

MOTION: Councilmember Welch moved to accept the quote from JCI in the amount of \$53,559.00 exactly to replace 4 water pumps in the Bel Aire pump house and authorize the Mayor to sign. Councilmember Dehn seconded the motion. *Motion carried 5-0.*

C. Consideration of selecting a proposal for Sewer Manhole Rehabilitation 2024. Two contractors provided proposals:

<u>Contractor</u>	<u>Total</u>
UMC	\$34,200.00
Mayer	\$124,345.00
Dondlinger	No Proposal

MOTION: Councilmember Smith moved to accept the proposal from UMC in the amount of \$34,200.00 and authorize the Mayor to sign. Councilmember Dehn seconded the motion. *Motion carried 5-0.*

D. Consideration of selecting a proposal for Sewer Camera Equipment. Four Contractors provided proposals:

<u>Contractor</u>	<u>Amount</u>
Key Equipment (Rover X)	\$125,400.00
Elliot Equipment Company (Aries)	\$235,000.00
Insight Vision (Riezler)	\$109,467.45
MPE Equipment	\$104,995.00

MOTION: Councilmember Welch moved to accept the proposal from MPE Equipment in the amount of \$104,995.00 for sewer camera equipment and authorize the Mayor to sign. Councilmember Hamburg seconded the motion. *Motion carried 5-0.*

E. Consideration of appointing a Council President for 2024 to replace Justin Smith.

MOTION: Councilmember Dehn moved to appoint Emily Hamburg as Council President for 2024. Councilmember Davied seconded the motion. Discussion followed.

Councilmember Hamburg noted she will be absent the same week that Mayor Benage will be absent from a Council meeting. Therefore, she will be unable to fulfill the primary duty of chairing that meeting in his absence.

MOTION: Councilmember Welch made a substitute motion to appoint Greg Davied as Council President for 2024. Councilmember Hamburg seconded the motion. *Motion carried 3-1-1* with Councilmember Davied voting against the motion, and Councilmember Smith abstaining from the vote.

F. Consideration of appointing a Councilmember to the Public Building Commission to fill the seat previously held by Justin Smith. Per City Code, the term of office of the Governing Body Member on the PBC shall be co-terminus with the member’s term of office as a member of the Governing Body of the City.

MOTION: Councilmember Welch moved to name Tyler Dehn to the Public Building Commission. Councilmember Davied seconded the motion. *Motion carried 4-0-1* with Councilmember Smith abstaining from the vote.

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

XIV. DISCUSSION AND FUTURE ISSUES: No further discussion was held.

XV. ADJOURNMENT

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



Date: May 16, 2024
To: Mayor and City Council
From: Deb Appel, Assistant Finance Director
Subject: Resolution: Designate Stryv Bank Signatures

RECOMMENDED ACTION: Adopt a resolution designating Stryv Bank as an authorizing depository of City funds and authorize the mayor and designated staff as signatories and authorize the Council President to sign.

SUMMARY: The City’s checking account is held by Stryv Bank. Current authorized signers on the account are Mayor Benage, City Manager Henry, Finance Director Smtih, Treasurer Appel, and Human Resources Director Terhune.

Due to the recent resignation of Terhune, repositioning Appel to HR and onboarding Princess Fonseca as Treasurer, the city needs to update the signers on the account. All checks, payroll and utility billing ACH, and wire transfers require two signatures or authorizations, therefore it is the practice of the city to have multiple signers on the checking account in preparation of staff being out of the office for vacation, family emergencies or illness. The finance director and treasurer are the primary signers and authorizers of financial transactions.

This Resolution updates signers for the account to align with current officials and city staff in these positions.

FINANCIAL IMPLICATIONS:

N/A

LEGAL IMPLICATIONS:

N/A

ATTACHEMENTS:

Resolution

**RESOLUTION NO. _____
CITY OF BEL AIRE**

I HEREBY CERTIFY TO STRYV BANK Bel Aire, Kansas that a meeting of the governing body of Bel Aire, a municipality organized under the laws of the State of Kansas, duly called (a quorum being present) and held at the office of said City, 7651 E. Central Park in the City of Bel Aire, State of Kansas, on the 4th day of June, 2024, the following resolution was duly adopted and is in full force and effect:

RESOLVED, that the above bank is designated as a depository of this municipality and that funds of this municipality deposited in said exchange, acceptances, undertakings of other orders for the payment of money when signed or facsimile on behalf of this municipality all five signatures of the following to wit: James Benage, Mayor; Theodore Henry, City Manager; Barry Smith, Finance Director; Princess Fonseca, Treasurer; and Deborah Appel, Human Resources Director.

That the foregoing powers and authority will continue until written notice of revocation has been delivered to the above Bank.

RESOLVED, that the President of the Governing Body hereby is authorized to certify to the above Bank, the foregoing resolution and that the provisions thereof are in conformity with the Kansas Statutes Annotated.

I FURTHER CERTIFY, that there is no provision in the K.S.A. limiting the power of the Governing Body to pass the foregoing resolution and that the same are in conformity with the provision of said K.S.A.

I FURTHER CERTIFY, that the following are genuine signatures of the persons now holding office as employees or elected officials in said municipality as indicated opposite their respective signatures.

_____	Mayor
_____	City Manager
_____	Finance Director
_____	Treasurer
_____	Human Resources Director

IN WITNESS WHEREOF, I have hereunto set my hand as President of the Council and affixed the seal this 4th day of June, 2024.

Attest:

(seal)

Gregory A. Davied, President of the Council

Melissa Krehbiel, City Clerk

CITY OF BEL AIRE		
AP ORD 2024-10		
Vendor & Payroll Checks 05/15-05/25/2024		
AFLAC	EMPLOYEE MONTHLY PREMIUM	\$ 880.88
AGH	2023 AUDIT PROGRESS	\$ 4,000.00
AT&T - U-VERSE	INTERNET BACKUP	\$ 150.00
EMPOWER RETIREMENT 457	CITY MGR 457	\$ 1,938.00
BANK OF NEW YORK	541071:05/24 O&M /DEBT SVC	\$ 192,507.34
BEALL & MITCHELL, LLC	MONTHLY COURT DATE X2	\$ 1,237.98
BLUE CROSS AND BLUE SHIELD	06/24 ID:0421210	\$ 51,708.34
BOESEN PLUMB ELEVATOR SOL	2024 ANNUAL ELEVATOR TEST	\$ 488.20
BURNS & MCDONNELL ENGINE	PROJECT MGT;SEWER FRAMEWORK	\$ 3,463.00
CDW GOVERNMENT	PD LAPTOP	\$ 3,772.66
CERTAPRO PAINTERS	WALL PAINTING	\$ 3,184.85
CINTAS FIRST AID & SAFETY	PW:RE STOCK FIRST AID	\$ 291.40
CITYARTS	REC FIELD TRIP	\$ 120.00
CIVICPLUS	MUNICODE ANNUAL RENEWAL FEES	\$ 5,600.00
COX COMMUNICATIONS	INTERNET/PHONE SVC	\$ 1,349.58
DELL COMPUTERS	COMMUNICATIONS LAPTOP	\$ 439.00
DIGITAL OFFICE SYSTEMS	PD:KONICA C300i COPIER OVRAGE	\$ 49.35
DONDLINGER & SONS CONSTRU	SUNFLOWER COMM PK PUB INFR PH1	\$ 688,022.55
EMPOWER RETIREMENT 457	EMP VLNTRY 457	\$ 562.00
EVERGY	ELEC SVC:CITY BLDGS	\$ 132.89
EXPERT AUTO CENTER	PW VEHICLE REPAIR	\$ 3,388.33
FEDEX	WATER SAMPLES	\$ 56.97
FICA/FEDERAL W/H	FED/FICA TAX	\$ 25,036.48
FIRESTONE	FLEET MAINTENANCE #34	\$ 2,886.11
FRIESEN-PARKS, JOANNA M	ONE PILL CAN KILL PD SHIRTS	\$ 196.00
GALLS, LLC	UNIFORM-TRUMBULL	\$ 90.00
GARVER	FIELD & OFFICE CHECK	\$ 89,701.85
GORDON, MICHAEL	KCJIS CONFERENCE PARKING FEE	\$ 12.00
HARDWELL, LAKELDRA	WITNESS FEE	\$ 10.00
IDEATEK TELECOM	05/24 HOSTED PHONE SERV	\$ 838.27
IMAGINE IT, INC	COMPUTER SUPPORT SERVICE	\$ 7,903.59
INFOSEND	UTILITY BILLING	\$ 2,201.73
INTERLINGUAL INTERPRETING	COURT INTERPRETER 04/04/24	\$ 121.25
JAY C HINKEL	WEBSITE LEGAL PUBLICATION	\$ 5,474.70
KANSAS BACKFLOW TESTING	BACKFLOW TESTING REFUND	\$ 10.00
KANSAS GAS	GAS SVC	\$ 636.11
KANSAS GOLF AND TURF-WICH	MOW EQUIP REPAIR/SUPPLIES	\$ 110.59
KANSAS ONE-CALL SYSTEMS	LOCATE FEES:340 FOR 04/24	\$ 408.00
KANSAS PAVING	CEDAR PASS PAVING	\$ 97,018.68
KANZA CO-OPERATIVE ASSOC	UNLEADED BULK FUEL	\$ 1,580.66
KS DEPT REV:WITHHOLDING T	STATE TAX	\$ 4,434.92

KS PUBLIC EMPL RETIRE SYS	KP&F	\$ 21,708.48
KS TREASURER - COURT FEES	KLETC	\$ 3,730.81
KSJOA	2024 KSJOA ANNUAL TRAINING	\$ 250.00
LAUTZ LAW LLC	CRT APPTD DEFENSE ATTY	\$ 600.00
LEAGUE OF KS MUNICIPALITI	PZ TRAINING	\$ 25.00
LOGO DEPOT	ONE PILL CAN KILL PD HATS	\$ 144.00
M6 CONCRETE ACCESSORIES	CONCRETE SEALANT	\$ 149.34
MAYER EQUIPMENT AND SUPPL	WOODLAWN SEWER PIPE	\$ 19,977.50
MCCOSKEY, CRAIG A	CONTRACT MOWING	\$ 400.00
MUNICIPAL SUPPLY INC	METER SUPPLIES	\$ 887.22
NORTHRIDGE SAND	GRAVEL	\$ 670.38
OLDENETTEL THOMAS	PD CONFERENCE	\$ 86.00
PACE ANALYTICAL SERVICES	SW:SUSPENDED SOLIDS TESTING	\$ 2,012.70
PAYLOCITY	FSA EMPLOYEE EXPENSE	\$ 550.91
PEC	BASE MONTHLY SERVICES	\$ 17,582.50
PITNEY BOWES	POSTAGE REFILL	\$ 500.00
PYE-BARKER FIRE & SAFETY	PW:FIRE EXT INSP/CERT ANNUAL	\$ 724.75
QUALITY INSPECTION	ANNUAL SAFETY INSPECTION	\$ 265.00
SEDG CO DEPT FINANCE/JAIL	04/24 PRISONER HOUSING FEES	\$ 2,318.42
SEH INC	SCP CONSTRUCTION SERVICES	\$ 50,319.22
SHANNON, DOMINIQUE	RESTITUTION	\$ 20.00
SIMPLE CLEAN	06/24 JANITORIAL SVC:CH	\$ 2,824.60
SIMPLOT PARTNERS	HERBICIDE 1550 LBS-REC	\$ 1,839.50
SPECTRUM PROMOTIONAL PROD	REC SPORTS SHIRTS/UNIFORMS	\$ 1,230.05
SUN LIFE FINANCIAL - VOLU	06/24 VOLUNTARY LIFE PYMNT	\$ 686.85
TRIPLETT,WOOLF&GARRETSON	WOODLAWN PROJECT MATTERS	\$ 4,905.00
TSYS MERCHANT SOLUTIONS	CREDIT CARD PROCESSING FEES	\$ 9,129.77
TYLER TECHNOLOGIES INC	TIME & ATTENDANCE SUBSCRIPTION	\$ 3,412.92
ULINE	PARK BENCH-BROOKHOUSER	\$ 2,232.91
UNDERGROUND VAULTS & STOR	FILE RETRIEVAL/INTERFILING	\$ 670.96
UNITED INDUSTRIES INC	POOL:CHEMICALS	\$ 2,677.27
UNIVERSITY OF KANSAS	PD TRAINING:CRICE	\$ 300.00
UNRUH EXCAVATING	SCP 3RD GRADING/EROSION	\$ 12,901.27
USA BLUE BOOK	WATER TESTING SUPPLIES	\$ 442.98
UTILITY MAINTENANCE CONTR	HILLCREST WA MAIN REPLACEMENT	\$ 4,048.00
WASTE CONNECTIONS	04/24 RECYCLE OR TRASH SVC	\$ 45,600.28
WEX BANK	FLEET FUEL	\$ 3,278.17
WHJB/SB LEAGUE	LEAGUE FEES	\$ 680.00
WORKSTEPS, INC	PRE-EMPLOYMENT SCREENING-COMM	\$ 225.00
PAYROLL CHECKS	PAYROLL CHECKS ON 05/22/2024	\$ 79,123.88
	CLAIMS TOTAL	\$ 1,501,145.90

Approved
5-29-2024




Current List of PBS Kansas City Partnerships

	<i>SUPPORT AMOUNT</i>
Lyons	
North Newton	
Sedgwick County	
Valley Center	- \$5,000
Halstead	
Derby	
Bel Aire	- \$3,600
Haysville	
Wichita	
Kechi	- \$4,000
Cheney	- \$4,000



City of Bel Aire: Benefits of City-Partnership with PBS Kansas.

For the City of Bel Aire’s support of \$ _____, PBS Kansas will provide the following media benefits from July 1, 2024, through June 30, 2025:

1. KPTS will produce and broadcast a minimum of two (2) profiles about the **City of Bel Aire** for broadcast on Positively Kansas with Sierra Scott. Each segment will air as part of **Positively Kansas**, six times per year on KPTS (includes repeats). **Value: \$9,400.00**
2. The City will continue to be branded at least two times per day with Channel 8’s Station IDs with use of City’s slogan and video of the City of Bel Aire. **Value: \$11,900.00**
3. As a City Partner, PBS KANSAS will provide the City (upon request) contractual video production services at a 50% discount for any video production work requested within the year of this agreement, as reflected in the dates of this partnership above. **Value determined upon request.**
4. As a benefit of our partnership, PBS KANSAS will produce and broadcast, a 30-second promotional spot about the City of Bel Aire for broadcast within the partnership year. The total number of spots to be broadcast is determined by the amount of the City’s grant, divided by \$40.00 (discounted from \$130.00). Any additional :30 spots purchased within the partnership year will be billed at \$40.00 each. **Value: To be determined.**
5. Mayor of the **City of Bel Aire** will be invited to appear in a free 30-second spot that promotes the City and Channel 8 together. Spot runs approximately 1,092 times throughout the year. **Value: \$65,520.00**
6. City will be listed as a City-Partner on the PBS Kansas website, linked back to City’s website. **Value: \$500.**
7. City may provide announcements of community events for our website by providing information on a regular and timely basis. The City may also have a **City of Bel Aire Night** during live pledge.
8. PBS KS will provide free technical consultation to the **City’s** Access Channel upon request. **Priceless.**
9. All videos produced about the City of Bel Aire by PBS Kansas, will be available, upon request, for educational and/or promotional uses on the City’s Access Channel, website, or social media platforms. **Priceless.**
10. City will receive one play of its :30 promotional spot either on the PBS Kansas Facebook, Twitter (X), LinkedIn, Instagram, or in the PBS Kansas e-newsletter within the partnership year. **Value: \$500.00**

This document contains the entire Partnership Agreement between PBS Kansas and the City of Bel Aire.

Victor A. Hogstrom
President & CEO, PBS Kansas

ACCEPTED

Ted Henry
City Manager, City of Bel Aire



FACT SHEET

- **PBS Kansas is America’s most trusted television brand**
- **PBS Kansas Channel 8 is 53 Years old.**
- **Reaches a weekly viewership of 400,000+ HHs throughout Kansas**
- **Viewers: Male – 45% and Females – 55% of audience**
- **Income: \$45 – 60K = 56%; \$65 – 99K = 24%; and \$101K+ = 23%**
- **Age: 18-49 = 17%; 50 -64 = 45% and 64+ = 38%**
- **Education: 1-3 years of college- 31% and 4+ years of college = 53%**
- **PBS Kansas is the Voice and Platform for Kansas as the only station with national, international, and outstanding local programs and documentaries.**
- **The only locally owned and most watched public television station in Kansas.**
- **PBS Kansas is the largest public television station in Kansas**
- **Statewide broadcast coverage is through the airwaves (8.1, 8.2, 8.3, 8.4), satellite, cable, and all standard streaming services.**
- **Ranks #1 as the safe and most trusted place to watch television.**
- **The #1 educational media brand for children with our 24/7 Kids Channel (8.4).**
- **Provides lifelong learning opportunities on all of our channels.**
- **Has the audience of decision makers with the buying power.**
- **Offers the largest educational, arts and cultural platform for Kansas.**
- **Offers the best “How To” programs**

BENEFITS OF SPONSORING

- You reach decision makers
- Your message stands out
- You meet your marketing goals
- You associate with Seriously Good TV
- You become community focused



DATE: May 28, 2024
 TO: Mayor and City Council
 FROM: Ted Henry, City Manager
 SUBJECT: Solid Waste and Recycling Administrative Fee

Summary:

The City of Bel Aire intends to establish a fixed administrative fee added to the cost of services, which will help determine the trash and recycling rates. This proposed administrative fee is designed to cover staff time, billing expenses, and support annual transfers for street repairs. By setting a fixed fee, we aim to enhance transparency with our customers.

If we calculate the difference between the 2024 Waste Connections rate and the current rate charged by the city, it reveals an implicit administrative fee.

Current Scenario

	# of customers	W.C. 2024 rate	B.A. current rate	current "admin" fee
Trash	3,340	\$10.06	\$13.42	\$3.36
Recycling	3,487	\$3.54	\$4.25	\$0.71
				\$4.07

Let's calculate our current rate multiplied by the number of customers to project our total revenues over the next 12 months. Then, we'll subtract expenses to determine if the revenues support the overall expenditures of the program.

Revenue and Expense Statement (Estimate)

Est. BA Total Solid Waste Revenues:	\$715,711
W.C. Total Charges:	-\$551,333
Transfer for Administrative Support:	-\$70,000
Transfer for Street Maintenance:	-\$100,000
Ending Balance:	-5,622

Next, we have adjusted our proposed administrative fee to ensure the program's self-sufficiency and to simplify communication. The administrative fee has been rounded to whole numbers.

	current backdoor "admin" fee	proposed admin fee	Diff
Trash	\$3.36	\$3.25	-\$0.11
Recycling	\$0.71	\$1.00	+\$0.29
	\$4.07	\$4.25	+\$0.18

Now, let's add our proposed administrative fee to the 2024 Waste Connections rate, multiply by the number of customers to estimate our total revenues for the next 12 months, and then subtract expenses to evaluate if the revenues can sustain the program's expenditures.

Proposed Admin Fee Revenue and Expense Statement (Estimate)

Est. BA Total Solid Waste Revenues:	\$723,437
W.C. Total Charges:	-\$551,333
Transfer for Administrative Support:	-\$70,000
Transfer for Street Maintenance:	-\$100,000
Ending Balance:	\$2,104

Below are the proposed 2024 rates.

	B.A. current rate	W.C. 2024 rate	BA Admin Fee	BA proposed rate	Diff
Trash	\$13.42	\$10.06	\$3.25	\$13.31	
Recycling	\$4.25	\$3.54	\$1.00	\$4.54	
	\$17.67			\$17.85	\$0.18

2024 Trash Rates			
City	95-gal Trash	Recycle	Total
Bel Aire-'24	\$ 13.31	\$ 4.54	\$ 17.85
Park City	\$ 13.68	\$ 4.48	\$ 18.16
Valley Center			\$ 18.57
Andover	\$ 12.54	\$ 6.88	\$ 19.42

Waste Mgt	\$ 23.12	\$ 11.53	\$ 34.68
Waste Connections	\$ 22.00	\$ 14.00	\$ 36.00

(First published in the *Ark Valley News* on _____)

RESOLUTION NO. R-2024-__

A RESOLUTION OF THE CITY OF BEL AIRE, KANSAS ESTABLISHING CURBSIDE RECYCLING SYSTEM AND RESIDENTIAL SOLID WASTE COLLECTION ADMINISTRATION FEES

WHEREAS, pursuant to Chapter 15, Article 2, Sections 4, 5 & 6 of the Code of the City of Bel Aire, Kansas (the "Code"), the Curbside Recycling System and Residential Solid Waste Collection fees shall be set forth by resolution of the Governing Body of the City of Bel Aire, Kansas (the "City");

AND WHEREAS, the Governing Body of the City finds it necessary to adopt this resolution setting the fees for administration services provided by the City related to the Curbside Recycling System and Residential Solid Waste Collection.

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

SECTION 1. Curbside Recycling System, Administration Fee Established.

All residential dwelling units will be billed one dollar (\$1.00) per month for the administration services provided by the City associated with the Curbside Recycling System. This administration fee is in addition to the curbside recycling collection fee and amended by the terms and provisions of the effective service agreement between the City and the contract recycling program hauler.

SECTION 2. Residential Solid Waste Collection, Administration Fee Established.

All residential dwelling units receiving residential solid waste collection services from the contract recycling program hauler will be billed three dollars and twenty-five cents (\$3.25) per month for the administration services provided by the City associated with solid waste collection. This administration fee is in addition to the solid waste fee / collection fee and amended by the terms and provisions of the effective service agreement between the City and the contract recycling program hauler.

SECTION 3. Effective Date

The effective date for the Administrative Fees set forth herein, is July 1, 2024. They will be reflected on July 15, 2024, utility bills. The tables in Section 3. show how the collection fees and administration fees, create the total monthly fees.

<u>Curbside Recycling System</u>	<u>Collection Fee</u>		<u>Administration Fee</u>		<u>Monthly Fees</u>
One 95-gallon recycling cart	\$3.54	+	\$1.00	=	\$4.54

<u>Residential Solid Waste Collection</u>	<u>Solid Waste Fee / Collection Fee</u>		<u>Administration Fee</u>		<u>Monthly Fees</u>
One 95-gallon residential solid waste cart	\$10.06	+	\$3.25	=	\$13.31
One 65-gallon residential solid waste cart	\$8.97	+	\$3.25	=	\$12.22

SECTION 4. Future Fee Increases.

Any future fee increases regarding the Curbside Recycling System and Residential Solid Waste Collection approved by the Governing Body after July 1, 2024, shall be incorporated by Resolution in the City’s Fee Schedule annually or whenever necessary as determined by the Governing Body.

[Remainder of Page Intentionally Left Blank]

PASSED, ADOPTED AND APPROVED by the Governing Body of the City of Bel Aire,
Kansas this ____ day of _____, 2024.

CITY OF BEL AIRE, KANSAS

(SEAL)

Jim Benage, Mayor

ATTEST:

Melissa Krehbiel, City Clerk

APPROVED AS TO FORM ONLY:

Maria A. Schrock, City Attorney

CITY OF BEL AIRE

SIDEWALK REPLACEMENT PROGRAM

Fiscal Year 2024

I POLICY STATEMENT

The City of Bel Aire values pedestrian safety and walkability for its residents. K.S.A. 12-1808 of the Kansas Statutes mandate that property owners keep sidewalks in good repair. City Ordinance 11.3.25 speaks directly to sidewalks, replacement, and construction. For this reason, the Bel Aire City Council believes there is a benefit to all citizens for sidewalks to be in good condition. Therefore, this policy promotes sidewalk improvements and repairs by assisting property owners with such projects.

II PURPOSE

The purpose of this policy is to assist property owners with replacing sidewalks in disrepair. This policy establishes guidelines and requirements for monetary assistance of costs associated with these activities.

Objectives include:

- ❖ Promoting homeowners proactively replacing the dangerous and unsafe sidewalks along their property to reduce the risk of injury to pedestrians utilizing the sidewalk.
- ❖ Enhance the neighborhood walkability.
- ❖ Ensure surface conditions are safe for pedestrians and / or persons confined to wheelchairs.

Although this policy does not address petitions for new sidewalks, Bel Aire values walkability and encourages residents to petition the City to establish improvement districts addressing cost sharing of the installation of new sidewalks in areas where sidewalks have not existed to enhance pedestrian safety. Residents should contact City Hall about initiating the petition process.

III POLICY

The City Manager may award grants to property owners which meet the following criteria:

Criteria for consideration of a sidewalk grant:

- ❖ The City of Bel Aire will reimburse property owners for one hundred percent (100%) of the cost of a city approved public sidewalk repair located in the public right of way along the street easement. This reimbursement is not in any way

- intended to remove or transfer any *property owner's statutory responsibility to maintain safe and navigable sidewalks and warn the public of dangerous conditions on or along an owner's section of sidewalk.*
- ❖ Reimbursement will occur based on measurements and cost per square foot determined by the City. Measurements will be rounded to the nearest foot. This policy applies to only projects undertaken within the 2024 calendar year.
 - ❖ Grants will be awarded on a first come basis. The City reserves the right to prioritize replacements based on need for replacement and budgetary considerations.
 - ❖ Requests in 2024 not funded may receive priority for 2025 if the program continues, however homeowners should make replacement timing decisions based on safety.
 - ❖ Sidewalk construction must comply with Bel Aire city codes regarding specifications for 5' sidewalks.
 - ❖ The City will pay for the installation of ADA approaches on corner lots and make those arrangements separately from the grant.
 - ❖ A permit is required for sidewalk installations and must be approved by the City building inspector.
 - ❖ Applications must be received at City Hall by August 15, 2024 for consideration.
 - ❖ Payment will be made by check on the regular payment schedule for the City.
 - ❖ The City of Bel Aire reserves the right to refuse reimbursement based on:
 - The condition of the sidewalk upon final inspection as determined by the City inspector.
 - Non-compliance with City Code and/or this policy through the installation process.
 - Depletion of funding for the program due to amount of applicants or available funds.
 - ❖ All degraded sections or the entire sidewalk must be included in the application.
 - ❖ Coloring must match a driveway or adjacent public sidewalks.
 - ❖ Minor sections of new sidewalks must link to existing sidewalks.

Sidewalk qualification guidelines:

- ❖ Slab(s) with a ¾" or more offset between slabs / joints.
- ❖ Slab(s) with a severely cracked or spalding, or with pieces missing.
- ❖ Slab(s) that is cracked with unstable or rocking sections.
- ❖ Slab(s) that has a slope crossway of more than 1" in 12".
- ❖ Slab(s) that has a horizontal separation due to cracking between adjacent panels of walk or more that 1" which is a bicycle tire or high heel hazard.
- ❖ Slab(s) settlement that causes accumulation of water or ice.

Miscellaneous:

- ❖ Owner of property abutting a sidewalk is responsible for all maintenance of said sidewalk and accountable for all City Code Enforcement notices, regardless of grant approval. The applicant/owner is not relieved from any liability for future

- replacement, repair, maintenance or keeping sidewalk clear on the applicant's property.
- ❖ The City will coordinate replacement of sidewalks based on grants and requests for such work. The City will bid the replacement projects as one job and inspect as repairs are made by the contractor.
 - ❖ Program only applies to public sidewalks.
 - ❖ Property owners are responsible for all costs associated with sprinkler repair, driveway repair / replacement or retaining wall repairs.
 - ❖ If a tree root caused the sidewalk to heave, the property owner must contract to have the tree removed prior to sidewalk repair. Said removal of the tree and stump will be at the property owner's expense.
 - ❖ Sidewalks that lead to a house are not eligible.
 - ❖ Non-profit or taxing entities are not eligible for this program.
 - ❖ Only work done by licensed Bel Aire contractors are eligible for reimbursement unless the work is done by the property owner having a proper permit.

Adopted this ____ day of _____ 2024 by the Bel Aire City Council.

Jim Benage, Mayor

Melissa Krehbiel, City Clerk

MANAGERS REPORT



DATE: May 30, 2024
TO: Mayor Benage and City Council
FROM: Ted Henry, City Manager
RE: June 4, 2024 Agenda

Proclamation (Item V)

National Flag Week - Flag Day occurs every year on June 14th, the date the United States Flag was created. The week of June 14th is designated as “National Flag Week” which will be June 9–15, 2024.

Consent Agenda (Item VII)

In addition to the Minutes of the May 21, 2024 City Council meeting, the Consent Agenda contains two other items:

Resolution to designate signatories – The Council approved a similar resolution in March to designate official signatories for this bank account. With recent changes in personnel and roles, the signatories need to be updated.

Motion to approve June 1st rate increase for payments to Waste Connections– At the May 21st meeting, the Council voted to approve a 2% rate increase for the amount the City pays to Waste Connections, with the increase originally scheduled to take effect on July 1st. The motion on the consent agenda now seeks to amend that decision, aligning the rate increase with Waste Connection’s April 28th letter and our original contract terms, which stipulate our agreement anniversary date as June 1st.

Appropriations Ordinance (Item VIII)

This appropriation ordinance encompasses 5/15/2024 through 5/25/2024 expenses and one payroll cycle. Expenditures amounted to \$1,501,145.90. Of the reported expenses, \$886,729.85 are infrastructure costs for new developments. These costs are paid through special assessments.

Request for Partnership with PBS Kansas (Item A)

In recent years, the City of Bel Aire has supported PBS Kansas through a Partnership. Many neighboring cities also have Partnerships with PBS Kansas. In return for financial support at the Partnership level, PBS Kansas provides certain

benefits to their partner cities. Victor Hogstrom, PBS Kansas President and CEO, will be at the meeting to present and answer any questions.

Resolution for Solid Waste and Recycling Rates (Item B)

Historically, trash and recycling rates for utility customers were set by a single rate, which led to confusion about the amount paid to our service provider versus the costs we incurred in providing the service. The proposed action introduces a specific administrative fee to bring more clarity for customers. This fee is calculated cover expenses related to staff time, billing, and street repairs.

I have included examples in your packet showing how these proposed fees would affect City revenues and customers' bills. If adopted, the administrative fees would result in an 18-cent monthly increase. Despite this increase, their overall bills would still be lower than those of customers in other local cities. I will present the data and address any additional questions at the meeting.

2024 Sidewalk Replacement Program (Item C)

This annual program helps residents repair sidewalk issues on their property. For 2023, Council approved \$15,000 for the program. City Code Enforcement sent notices to Bel Aire residents regarding sidewalk repairs. The City received 12 applications, with 12 being awarded. To achieve cost savings, the City then bundled repairs into a single project and requested quotes on the project. In all, 47 sidewalk slabs were replaced. Given the success of the program, staff recommends that the Council renew the program for Fiscal Year 2024.

Executive Session (Item XIII)

Will need two executive sessions.

Discussion And Future Issues - June Workshop (Item XIV)

The regularly scheduled workshop for June is on the 11th at 6:30 p.m.