



# AGENDA SPECIAL CITY COUNCIL MEETING

7651 E. Central Park Ave, Bel Aire, KS  
November 10, 2025 7:00 PM



I. **CALL TO ORDER:** Mayor Jim Benage

II. **ROLL CALL**

Greg Davied \_\_\_\_ Tyler Dehn \_\_\_\_ Emily Hamburg \_\_\_\_  
Tom Schmitz \_\_\_\_ John Welch \_\_\_\_

III. **READING BY CITY ATTORNEY:** The written request for special meeting is read, and entered at length in the minutes.

A. **Request for Special Meeting dated 11-07-2025**

IV. **ORDINANCES, RESOLUTIONS AND FINAL ACTIONS**

A. **Consideration of Change Order No 5 Paving and Drainage Improvements to Parkwood & 40th and Alternate #2 – Aurora Park Ditch Improvements to serve Bel Aire, in an amount not to exceed \$82,656.70.**

**Action:** Motion to (accept / deny / table) Change Order No 5 Paving and Drainage Improvements to Parkwood & 40th and Alternate #2 – Aurora Park Ditch Improvements to serve Bel Aire , in an amount not to exceed \$82,656.70 and of the amount, \$82,656.70 is being paid by the City of Bel Aire for deferred maintenance on the Storm Sewer ditches and authorize the Mayor to sign.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

B. **Consideration of Change Order No 7 Paving and Drainage Improvements to Parkwood & 40th and Alternate #2 – Aurora Park Ditch Improvements to serve Bel Aire, in an amount not to exceed \$11,615.00.**

**Action:** Motion to (accept / deny / table) Change Order No 7 Paving and Drainage Improvements to Parkwood & 40th and Alternate #2 – Aurora Park Ditch Improvements to serve Bel Aire , in an amount not to exceed \$11,615.00 and of the amount, \$11,615.00 is being paid by the City of Bel Aire for deferred maintenance on the Storm Sewer ditches and authorize the Mayor to sign.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**V. ADJOURNMENT**

**Action:** Motion to adjourn.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**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](http://www.belaireks.gov) and on YouTube. Please make sure all cell phones and other electronics are turned off and put away.*



## REQUEST FOR A SPECIAL CITY COUNCIL MEETING




November 7, 2025

THE HONORABLE JIM BENAGE,  
MAYOR OF THE CITY OF BEL AIRE:

We, the undersigned council members of the City of Bel Aire, Kansas, hereby respectfully request you to call a special meeting of the Bel Aire City Council to be held at the Bel Aire City Hall, 7651 E. Central Park Avenue, Bel Aire, Kansas, on Monday, November 10, 2025 at 7:00 p.m., for the purpose of:

- A. Consideration of Change Order No. 5 authorizing Aurora Park Ditch Improvements at \$82,656.70 for the Project Named "Paving and Drainage Improvements to Parkwood & 40<sup>th</sup> Street" with Kansas Paving.
- B. Consideration of Change Order No. 7 authorizing extending cleanout of an existing drainage easement at \$11,615.00 for the Project Named "Paving and Drainage Improvements to Parkwood & 40<sup>th</sup> Street" with Kansas Paving.

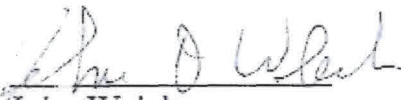
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\_\_\_\_\_  
Greg Davied

\_\_\_\_\_  
Tyler Dehn

  
\_\_\_\_\_  
Emily Hamburg

\_\_\_\_\_  
Tom Schmitz

  
\_\_\_\_\_  
John Welch

Pursuant to a Request for a Special Council Meeting dated November 7, 2025, and signed by at least three (3) members of the Council, I hereby call a Special Meeting of the Governing Body of Bel Aire, Kansas, pursuant to Bel Aire City Code 2.1.5, to be held at the time, place, and purpose as specified in the above request.

  
\_\_\_\_\_  
Jim Benage, Mayor

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# AGENDA SPECIAL CITY COUNCIL MEETING

7651 E. Central Park Ave, Bel Aire, KS  
November 10, 2025 at 7:00 PM



**I. CALL TO ORDER:** Mayor Jim Benage

**II. ROLL CALL**

Greg Davied     \_\_\_\_\_     Tyler Dehn     \_\_\_\_\_     Emily Hamburg     \_\_\_\_\_  
Tom Schmitz     \_\_\_\_\_     John Welch     \_\_\_\_\_

**III. READING BY CITY ATTORNEY:** The written request for special meeting is read, and entered at length in the minutes.

**IV. NEW BUSINESS**

**A. Consideration of Change Order No. 5 authorizing Aurora Park Ditch Improvements at \$82,656.70 for the Project Named "Paving and Drainage Improvements to Parkwood & 40<sup>th</sup> Street" with Kansas Paving.**

**Action:** Motion to (approve / deny / table) Change Order No. 5 at a cost not to exceed \$82,656.70 for the Project Named "Paving & Drainage Improvements to Parkwood & 40<sup>th</sup> Street" with Kansas Paving and authorize the Mayor to sign.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**B. Consideration of Change Order No. 7 authorizing extending cleanout of an existing drainage easement at \$11,615.00 for the Project Named "Paving and Drainage Improvements to Parkwood & 40<sup>th</sup> Street" with Kansas Paving.**

**Action:** Motion to (approve / deny / table) Change Order No. 7 at a cost not to exceed \$11,615.00, for the Project Named "Paving & Drainage Improvements to Parkwood & 40<sup>th</sup> Street" with Kansas Paving and authorize the Mayor to sign.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**V. ADJOURNMENT**

**Action:** Motion to adjourn.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

City of Bel Aire, Kansas



## STAFF REPORT

DATE: November 7, 2025  
 TO: Ted Henry, City Manager  
 FROM: Anne Stephens, PE, City Engineer  
 RE: 2025 Aurora Park Street and Drainage Improvements Change Order #5 and 7 -  
 UPDATE

### **Current Situation:**

The City met with Kansas Paving to better understand the pricing on Change Order 5 and negotiate the price.

### **Discussion:**

Change Order 5: The City met with representatives from Kansas Paving and Garver on Wednesday, November 5<sup>th</sup> and negotiated a reduction in overall cost for the change order.

Change Order 7: The pricing for Change Order No. 7 did not change, however we did receive clarification that Kansas Paving assumed that Change Orders 5, 6 and 7 would be tied together.

### **Financials:**

The City Council has approved a City contribution for the Aurora Park project totaling \$131,747. Change orders 1-4 totaled \$23,558.78. The item this evening is for the 5<sup>th</sup> and 7<sup>th</sup> Change Orders for the project and totals \$107,406.70. If approved, the total City contribution will need to be increased to \$262,712.48. The Stormwater Fund will cover the initial \$131,747 that was budgeted for 2025 and then the Stormwater Fund will reimburse the CIP Reserve fund in 2026 for the additional change order costs. This will avoid any budgetary constraints for 2025.

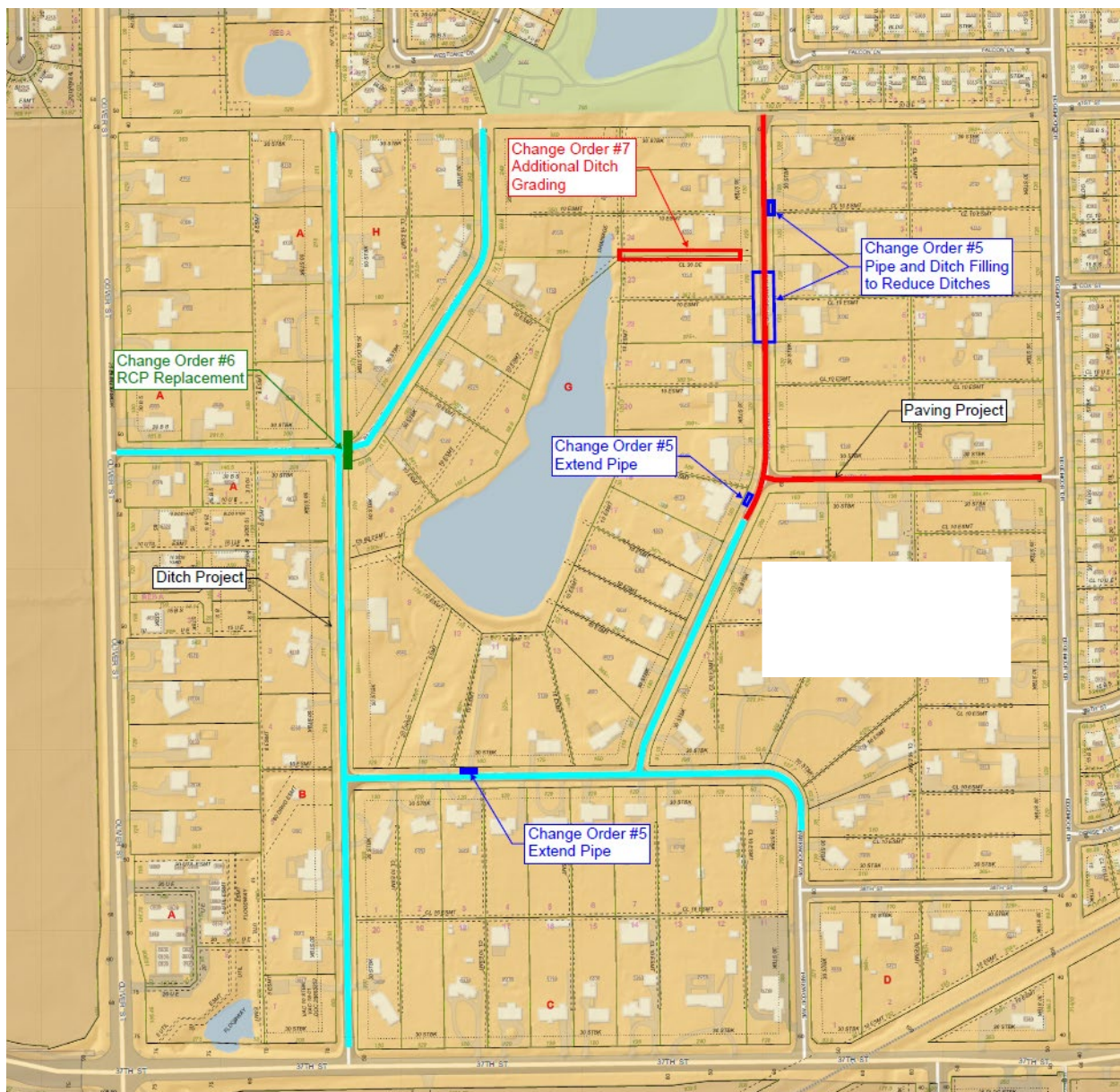
	original city costs	\$ 131,747.00	
	change orders 1-4	\$ 23,558.78	
	change order #5	\$ 82,656.70	
	change order #6	\$ 13,135.00	
	change order #7	\$ 11,615.00	
	total	\$ 262,712.48	

Note: Garver has agreed to cover the remaining \$11,000 in mobilization costs. They will reflect this as a credit against their inspection services fee for the project.

### **Recommendation:**

Staff recommends that the City Council accept Change Orders #5 and 7 from Kansas Paving in the amount of \$107,156.70 for the installation of additional pipe, regrading ditches and drainage easements.







## CHANGE ORDER (CO) FORM

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Contractor: Kansas Paving  
Engineer: Garver  
Agreement Name: Paving Improvements to Parkwood Avenue & 40<sup>th</sup> Street North  
Agreement Scope: Paving and Drainage Improvements to Parkwood & 40<sup>th</sup> and Alternate #2 – Aurora Park  
Ditch Improvements to serve Bel Aire  
Agreement Date: 05/10/2024  
Agreement Price: \$840,834.00                      Agreement Time: 80 Working Days

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**Change Order No: 5**

**Date of Issuance: 11/7/2025**

**Additional Work:**

Add HDPE pipe and inlets to enclose ditches in certain areas on Parkwood.

**Reason for Additional Work:**

Several ditches along the project are very steep and not mow-able. In working with the design team, the best option is to rectify this is by enclosing the ditch and connecting the driveway culverts with pipe and an area inlet in between the driveways to collect the water from the roadway and properties.

**Agreement Time:**

An additional 10 working days is being requested with this Change Order.

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**Summary Of Costs as of Date of Issuance for this Change Order:**

<b>Change in Contract Price</b>	<b>Change in Contract Times</b>
Original Contract Price: \$840,834.00	Original Contract Times: Substantial Completion: 80 Working Days
Previously approved Change Order 1: \$7,200.00	Previously Approved Change Order No. 1: Substantial Completion: 0 Working Days
Previously approved Change Order 2: \$6,225.00	Previously Approved Change Order No. 2: Substantial Completion: 0 Working Days
Previously approved Change Order 3: \$2,903.75	Previously Approved Change Order No. 3: Substantial Completion: 3 Working Days
Previously approved Change Order 4: \$7,230.00	Previously Approved Change Order No. 4: Substantial Completion: 4 Working Days
Contract Price prior to this Change Order: \$864,392.75	Contract Times prior to this Change Order: Substantial Completion: 87 Working Days
Increase this Change Order: \$82,656.70	Increase this Change Order: Substantial Completion: 10 Working Days
Contract Price this Change Order: \$947,049.45	Contract Times with all approved Change Orders: Substantial Completion: 97 Working Days

In accordance with the terms of the Agreement referred to on page 1, the City hereby authorizes the change to the Agreement, as referenced in this Change Order. Exhibit A and this Change Order, shall be incorporated into the Agreement by reference. In all other respects, the terms and conditions of the Agreement shall remain in full force and effect, except as specifically modified by this Change Order.

The additional work for this Change Order is to be performed at a cost not to exceed **\$82,656.70.**

The additional work for this Change Order cannot be completed until approved by all parties on the next page.

*[Remainder of this page intentionally left blank]*

This Change Order is Approved and Passed by the Governing Body of the City of Bel Aire, Kansas on the 4<sup>th</sup> day of November, 2025.

Recommended and Approved:

Approved:

\_\_\_\_\_  
Anne Stephens, PE, City Engineer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Ted Henry, City Manager

\_\_\_\_\_  
Date

Approved as to Form Only:

By Order of the Governing Body:

\_\_\_\_\_  
Maria A. Schrock, City Attorney

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jim Benage, Mayor  
Owner (Authorized Signature)

\_\_\_\_\_  
Date

Attest:

\_\_\_\_\_  
Melissa Krehbiel, City Clerk

*[Remainder of this page intentionally left blank]*

Recommended and Approved:

Recommended and Approved:

\_\_\_\_\_  
Terry Hacker, Vice President  
Contractor (Authorized Signature)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Ken W. Lee, Project Manager  
Engineer (Authorized Signature)

\_\_\_\_\_  
Date

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## Change Order #5

City of Bel Aire  
7651 E Central Park  
Bel Aire Kansas 67226

Attn: Caleb Jurey  
Date: 11/7/2025

Project: Parkwood and 40th Street

We Request the Following alteration to the above project: City of Belaire has requested a change order to modify the ditches on Parkwood Ln due to them being too steep.

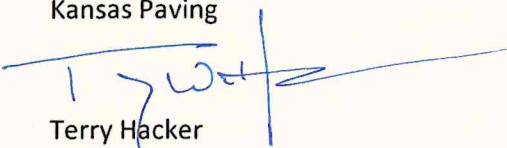
## Dondlinger Items 1-4 &amp; 6

## Kansas Paving Items 1 &amp; 5

1) Mobilization:	1 LS	\$5,000.00	\$6,000.00
2) 12" Pipe:	177 LF x \$61.00 =	\$10,797.00	
3) 24" Pipe:	127 LF x \$138.00 =	\$17,526.00	
4) Inlet Ass'y:	5 EA x \$825.00 =	\$4,125.00	
5) Fill:	230 CY	\$100.00 =	\$23,000.00
6) Sand:	7 CY x 30.00 =	\$210.00	
7) Mis. Pipe work at 5110 E 39th & 4075 Parkwood		\$10,000.00	
Sub-Total:		\$37,658.00	\$39,000.00
Kansas Paving 15%		\$5,648.70	\$ 350.00 Admin. Fee
Total :		\$43,306.70	+ \$39,350.00 = \$82,656.70 Total Change Order

Kansas Paving

Additional Working Days 10

  
Terry Hacker

P.O. Box 4204  
Wichita, KS 67204  
(316) 832-0828  
Fax (316) 832-0900



## CHANGE ORDER (CO) FORM

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Contractor: Kansas Paving  
Engineer: Garver  
Agreement Name: Paving Improvements to Parkwood Avenue & 40<sup>th</sup> Street North  
Agreement Scope: Paving and Drainage Improvements to Parkwood & 40<sup>th</sup> and Alternate #2 – Aurora Park  
Ditch Improvements to serve Bel Aire  
Agreement Date: 05/10/2024  
Agreement Price: \$840,834.00                      Agreement Time: 80 Working Days

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**Change Order No:** 7

**Date of Issuance:** 11/4/2025

**Additional Work:**

Extend the cleanout of the existing drainage easement between 4153 and 4165 Parkwood to the Aurora Park pond.

**Reason for Additional Work:**

The existing drainage easement/ditch between 4153 and 4165 Parkwood has not been touched in years. The original plans for the project show the cleaning of 100' of existing drainage ditch/easement. The property owners asked if the remainder of the easement can be cleaned out since the water drains onto their property instead of staying within the drainage easement and flowing into the pond.

**Agreement Time:**

An additional 10 working days is being requested with this Change Order.

*[Remainder of this page intentionally left blank]*



**Summary Of Costs as of Date of Issuance for this Change Order:**

<b>Change in Contract Price</b>	<b>Change in Contract Times</b>
Original Contract Price: \$840,834.00	Original Contract Times: Substantial Completion: 80 Working Days
Previously approved Change Order 1: \$7,200.00	Previously Approved Change Order No. 1: Substantial Completion: 0 Working Days
Previously approved Change Order 2: \$6,225.00	Previously Approved Change Order No. 2: Substantial Completion: 0 Working Days
Previously approved Change Order 3: \$2,903.75	Previously Approved Change Order No. 3: Substantial Completion: 3 Working Days
Previously approved Change Order 4: \$7,230.00	Previously Approved Change Order No. 4: Substantial Completion: 4 Working Days
Proposed Change Order 5: \$82,656.70	Proposed Change Order No. 5: Substantial Completion: 10 Working Days
Previously approved Change Order 6: \$13,135.00	Proposed Change Order No. 6: Substantial Completion: 5 Working Days
Contract Price prior to this Change Order: \$960,184.50	Contract Times prior to this Change Order: Substantial Completion: 102 Working Days
Increase this Change Order: \$11,615.00	Increase this Change Order: Substantial Completion: 10 Working Days
Contract Price this Change Order: \$971,799.50	Contract Times with all approved Change Orders: Substantial Completion: 112 Working Days

In accordance with the terms of the Agreement referred to on page 1, the City hereby authorizes the change to the Agreement, as referenced in this Change Order. Exhibits A, B, and this Change Order, shall be incorporated into the Agreement by reference. In all other respects, the terms and conditions of the Agreement shall remain in full force and effect, except as specifically modified by this Change Order.

The additional work for this Change Order is to be performed at a cost not to exceed **\$11,615.00.**

The additional work for this Change Order cannot be completed until approved by all parties on the next page.

*[Remainder of this page intentionally left blank]*

This Change Order is Approved and Passed by the Governing Body of the City of Bel Aire, Kansas on the 4<sup>th</sup> day of November, 2025.

Recommended and Approved:

Approved:

\_\_\_\_\_  
Anne Stephens, PE, City Engineer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Ted Henry, City Manager

\_\_\_\_\_  
Date

Approved as to Form Only:

By Order of the Governing Body:

\_\_\_\_\_  
Maria A. Schrock, City Attorney

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jim Benage, Mayor  
Owner (Authorized Signature)

\_\_\_\_\_  
Date

Attest:

\_\_\_\_\_  
Melissa Krehbiel, City Clerk

*[Remainder of this page intentionally left blank]*

Recommended and Approved:

Recommended and Approved:

\_\_\_\_\_  
Terry Hacker, Vice President  
Contractor (Authorized Signature)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Ken W. Lee, Project Manager  
Engineer (Authorized Signature)

\_\_\_\_\_  
Date

*[Remainder of this page intentionally left blank]*



## Change Order #7

City of Bel Aire

7651 E Central Park

Bel Aire Kansas 67226

Attn: Caleb Jurey

Date: 11/4/2025

Project: Parkwood and 40th Street

We Request the Following alteration to the above project: City of Belaire has requested a change order to grade the ditch between 4153 and 4165 Parkwood Ln

• Ditch Grading between 4153 & 4165 Parkwood	285 LF	\$35.00/FT	\$9,975.00
• Seeding	1 LS	\$1,290.00	\$1,290.00
• Administration		\$350.00	\$350.00
Sub-Total			\$11,615.00

Total Change Order \$11,615.00

Additional Working: 10 additional

Kansas Paving

A handwritten signature in blue ink, appearing to read "Terry Hacker", written over a horizontal line.

Terry Hacker