



**AGENDA**  
**TUESDAY, SEPTEMBER 19, 2023**  
**CITY COMMISSION ROOM**  
**CITY HALL**  
**1101 POYNTZ AVENUE**  
**MANHATTAN, KS 66502**

**City Commission Meeting**  
**6:00 P.M.**

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NOTE: Agenda items are available on the City's website at <https://www.cityofmhk.com/Archive.aspx?ADID=8878>. If you would like to provide public comment at the meeting for an item on the agenda, you may sign up-in person at the meeting. The guidelines for public comments can be found in Resolution No. 062122-B, <https://cityofmhk.com/meetingspolicy>. If you would like to provide written comment for an item on the agenda in lieu of coming to City Hall, comments may be submitted through the City's website at <https://cityofmhk.com/contactcommissioners> or by emailing or calling the Commissioners directly. Contact information for each Commissioner is located on the City's website at <https://cityofmhk.com/202/City-Commission>.

The City Commission Meeting will be televised live on local Cox Cable Channel 3, on the City's website at <http://cityofmhk.com/tv>, and also on Facebook at <https://www.facebook.com/Cityofmanhattan>. A recording will be made available on the City's website after the meeting.

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**1. CALL TO ORDER**

**2. ROLL CALL AND ANNOUNCEMENT OF A QUORUM**

**3. PLEDGE OF ALLEGIANCE**



This meeting is being held in the City Commission Room at City Hall, 1101 Poyntz Avenue. In accordance with provisions of the ADA, every attempt will be made to accommodate the needs of persons with disabilities. Please contact the Human Resources Department (587-2443) for assistance.

#### 4. PROCLAMATION

- A. September 2023, [Recovery Month](#). (Robbin Cole, Chief Executive Officer, Pawnee Mental Health Services, will be present to receive the proclamation.)

#### 5. COMMISSIONER COMMENTS

#### 6. CONSENT AGENDA

[Items on the Consent Agenda are those of a routine and housekeeping nature or those items which have previously been reviewed by the City Commission and may be approved in one motion. A Commissioner may request an item be removed for separate discussion and considered immediately following the Consent Agenda. [Comment from the public](#) related to any item on the Consent Agenda to the City Commission is allowed. Each person will be limited to one speaking opportunity for up to five (5) minutes for this section.]

- A. **MINUTES**
1. Approve the [minutes](#) of the Regular City Commission Meeting held Tuesday, September 5, 2023.
- B. **CLAIMS/PAYMENTS**
1. Approve [Claims Register No. 3043](#) authorizing and approving the payment of claims from August 30, 2023, - September 2, 2023, in the amount of \$16,205,198.91.
- C. **BUDGET RELATED**
1. Approve the following:
    - a. [Ordinance No. 7661 adopting the 2024 City Budget.](#)
    - b. [Resolution No. 091923-A](#) adopting the 2024-2028 Capital Improvement Program.
  2. Approve first reading of the [2024 Salary Ordinance](#).
- D. **SECOND AND FINAL READING**
1. Approve [Ordinance No. 7662](#) establishing a common consumption area for the possession and consumption of alcohol on Poyntz Avenue, from 3<sup>rd</sup> Street to 5<sup>th</sup> Street, on Thursday, October 19, 2023, from 5:00 p.m. to 8:00 p.m., for a Third Thursday Street Faire & Maker's Market event.
- E. **PROFESSIONAL SERVICES**
1. Authorize City Administration to advertise a Request for Qualifications for the [Flint Hills Discovery Center Stepping into the Prairie exhibit \(PR2329\)](#) and appoint a City Commissioner to serve on the Selection Committee.
  2. Authorize the Mayor and City Clerk to execute an Agreement for Professional Consultant Services, in an amount not to exceed \$200,000.00, with Vireo, LLC, of Kansas City, Missouri, for the completion of the [Move MHK! Comprehensive Parks and Recreation Master Plan \(PR2323, CIP #CP406P\)](#).

3. Authorize the Mayor and City Clerk to execute Contract Amendment No. 1 to Engineering Services Agreement with Driggs Design Group, P.A., of Manhattan, Kansas, in an amount not to exceed \$6,960.00, for the [Blue Township US-24 Frontage Road Waterline Improvements Project \(WA2208\)](#).

F. ***BID AND AWARD***

1. Find that Bayer Construction Co., Inc., of Manhattan, Kansas, is the lowest responsible bidder who submitted a responsive bid and authorize the Mayor and City Clerk to execute a contract in the amount of \$900,923.00 with Bayer Construction Co., Inc., of Manhattan, Kansas; and approve Resolution No. 091923-B authorizing the improvements and issuance of General Obligation Bonds to finance the [Tuttle Creek Boulevard North Channel Improvements, Phase 1, Utility Relocations \(WA2013, CIP #WA231P\)](#).
2. Award and authorize the Mayor and City Clerk to execute a Contract in the amount of \$106,530.00 with Independent Salt, of Kanopolis, Kansas, for the [purchase of Bulk Road Salt \(SP2302\)](#); and authorize future deliveries as needed after December 1, 2023, at the alternate price of \$50.10 per ton delivered to City of Manhattan, and \$50.35 per ton delivered to Fort Riley.

G. ***GRANTS***

1. Approve [Resolution No. 091923-C to support the African American Civil Rights Grant](#), administered by the National Park Service, for the Douglass Center Annex preservation project located within the Yuma Street Historic District.

H. ***MISCELLANEOUS AGREEMENTS***

1. Authorize the Mayor and City Clerk to execute a Maintenance Agreement (#080420), in the annual amount of \$24,240.00, totaling \$121,200.00 over five years, with TK Elevator Corporation, of Atlanta, Georgia, for [elevator maintenance services for 10 City facilities](#).

I. ***APPOINTMENTS***

1. Approve the [re-appointment by Mayor Hatesohl](#) of Kevin Bryant to the Frederick Douglass Recreation Complex Advisory Board.

<b>7. <u>ITEM REMOVED FROM CONSENT AGENDA</u></b>
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## **8. PUBLIC HEARING**

[The hearing procedure and public participation will be based upon the legal requirements for the required hearing.]

**A. CONSIDER PETITION TO VACATE THE FINAL PLAT OF PRAIRIE VILLAGE AT THE HIGHLANDS, UNIT 2**

**REQUESTED ACTION BY PETITIONER:**

1. Conduct a public hearing; and
2. Approve the vacation of the final plat for Prairie Village at the Highlands, Unit Two, by finding that legal notice has been given by publication, that no private rights will be injured or endangered, that the public will suffer no loss or inconvenience, and that, in justice to the petitioner, the request should be granted; and adopt first reading of an ordinance vacating the final plat for the addition Prairie Village at the Highlands, Unit Two.

## **9. GENERAL AGENDA**

[[Comment from the public](#) related to any item on the General agenda to the City Commission is allowed. Each person will be limited to one speaking opportunity for up to five (5) minutes for each item in this section.]

**A. CONSIDER AN AGREEMENT FOR LEASE AND OPERATION SERVICES OF THE T. RUSSELL REITZ ANIMAL SHELTER**

1. Authorize the Mayor and City Clerk to execute an Agreement with Prairie Paws Animal Shelter, Inc., of Ottawa, Kansas, in the amount of \$13,850.00 for transition services and \$350,000.00 annually for animal shelter operations and lease of the animal shelter facilities.

**B. CONSIDER ADOPTING THE 2023 AMERICANS WITH DISABILITIES ACT SELF-EVALUATION AND TRANSITION PLAN FOR THE CITY OF MANHATTAN**

1. Approve Resolution No. 091923-D adopting the 2023 Americans with Disabilities Act (ADA) Self-Evaluation & Transition Plan for the City of Manhattan.

## **10. ADJOURNMENT**

- A. Move to adjourn the September 19, 2023, City Commission Meeting.**