



**AGENDA**  
**TUESDAY, FEBRUARY 20, 2024**  
**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=9039>. 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, Manhattan, KS 66502. Public participation is solicited without regard to race, sex, familial status, military status, disability, religion, age, color, national origin, ancestry, sexual orientation, or gender identify. In accordance with the Americans with Disabilities Act, persons with disabilities needing special accommodation to participate in this meeting, or those requiring language assistance (free of charge) should contact the City of Manhattan ADA Coordinator, Robyn Dreher, no later than forty-eight (48) hours prior to the meeting, at (785) 587-2443 or 7-1-1 (Relay).

#### 4. COMMISSIONER COMMENTS

#### 5. 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, February 6, 2024.

B. **CLAIMS/PAYMENTS**

1. Approve [Claims Register No. 3055](#) authorizing and approving the payment of claims from January 31, 2024 – February 13, 2024, in the amount of \$592,759.27.
2. Approve [Claims Register No. 3056](#) authorizing and approving the payment of claims from January 31, 2024 – February 13, 2024, in the amount of \$1,387,458.35.

C. **LICENSES**

1. Approve an annual [Cereal Malt Beverages Off-Premises License](#) for Dillons #94, 1101 Westloop Place.

D. **SECOND AND FINAL READING**

1. Approve [Ordinance No. 7690](#) amending Chapter 31, Article III, Division 5 of the [Code of Ordinances](#) of the City of Manhattan establishing rules, regulations and penalties for violations of parking within the Downtown Parking Garage.
2. Approve [Ordinance No. 7691](#) levying special assessments against the benefiting properties in the following thirteen (13) public improvement districts: **K-State Research Park, Unit Four** – Sanitary Sewer (SS2006), Street (ST2003), and Water (WA2007); **Scenic Crossing, Unit Four** – Sanitary Sewer (SS1922), Street (ST1917), and Water (WA1922); **Stonehaven Addition, Unit Two** – Amherst Street (ST1903), Stormwater (SM1903), Stormwater Quality (SM1904), Sanitary Sewer (Lift Station) (SS1914), and Roundabout (ST1904); **Smith Channel** Storm Sewer Improvements (SM1806); and **Meadowlark Entrance and US-24 Left Turn Lane/Frontage Road** Transportation Improvements (ST2110), all representing \$7,368,115.28 in total costs with \$5,981,296.60 attributable to the benefit districts and \$1,386,818.68 attributable to the City-At-Large.
3. Approve [Ordinance No. 7692](#) updating and renumbering provisions related to the Flint Hills Discovery Center Advisory Board; and authorize the Mayor and City Clerk to execute the Bylaws of the Flint Hills Discovery Center Advisory Board.

E. **FIRST READINGS**

1. Approve [first reading of an ordinance](#) updating and renumbering provisions related to the Frederick Douglass Recreation Complex Advisory Board.

F. **RESOLUTIONS**

1. Approve [Resolution No. 022024-A](#) authorizing a Special Event with Alcohol Permit for Aggieville Showdown on April 6, 2024.
2. Approve Policy Manual Resolution No. 022024-B to repeal and replace Policy Manual [Resolution No. 062122-B](#) relating to governing body meeting policies and procedures.
3. Approve [Resolution No. 022024-C](#) establishing guidelines for City departments to enter into sponsorship agreements with third parties for the support of City assets, facilities, programs, services, projects, or events and repealing Resolution No. 042412-A.

G. **PROFESSIONAL SERVICES**

1. Authorize the Mayor and City Clerk to execute Contract Amendment No. 6 to the Professional Services Agreement with Olsson, Inc., of Manhattan, Kansas, in an amount not to exceed \$20,918.00, increasing the total cost to complete the Project to an amount not exceeding \$931,039.00, for construction-phase support to the [Tuttle Creek Boulevard North Channel Improvements Project \(SM1814\)](#).

H. **BID AND AWARD**

1. Authorize the Mayor to execute Change Order No. 2, resulting in a net increase in the amount of \$42,251.00 (+1.66%), to the contract with Walters Morgan Construction, Inc., of Manhattan, Kansas. for the [Water Treatment Booster Station Upgrades Project \(WA2021\)](#).

I. **GRANTS**

1. Authorize the City Manager to submit a grant application to the [Federal Emergency Management Agency \(FEMA\) for Direct Technical Assistance](#) on the Downtown East/West Watershed Study under the Building Resilient Infrastructure and Communities (BRIC) program.
2. Authorize City Administration to submit a grant application to the [Federal Emergency Management Agency \(FEMA\) Flood Mitigation Assistance Grant](#) to acquire two flood-prone properties located at 929 Village Drive and 2408 Strawberry Circle, under the Building Resilient Infrastructure and Communities (BRIC) program.

J. **MISCELLANEOUS AGREEMENTS**

1. Approve, and authorize City Administration to finalize, and the Mayor and City Clerk to execute, a [Restrictive Covenant on Real Estate for 160 Moore's Lane](#).

K. **MISCELLANEOUS**

1. Approve a [request by Riley County to waive the building permit fee](#) for the renovation of 115 North 4<sup>th</sup> St., 4<sup>th</sup> Floor West, for use as Riley County Election space.

L. ***APPOINTMENTS***

1. Approve the [re-appointment by Mayor Butler](#) of Dana Vanlandingham to the Human Rights and Services Board.

**6. ITEM REMOVED FROM CONSENT AGENDA**

**7. 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 CONTRACT AND AMENDMENTS FOR AGGIEVILLE PUBLIC INFRASTRUCTURE IMPROVEMENTS (AG2202)**

1. Approve and authorize the Mayor and City Clerk to execute Contract Amendment No. 1, in the amount not to exceed an additional \$357,827.00, to the professional services contract with Olsson, Inc., of Manhattan, Kansas; and an Agreement with BHS Construction Inc. for project coordination professional services in an amount not to exceed \$106,843.00, and a First Amendment to Construction Manager At-Risk Agreement for Preconstruction services with BHS Construction, Inc., of Manhattan, Kansas, in an additional lump sum amount of \$5,000.00 for the 12<sup>th</sup> Street, Laramie Street, alleys and associated public infrastructure (AG2202).

B. **DISCUSS APPLYING FOR A STATE HISTORIC PRESERVATION GRANT TO HIRE A CONSULTANT TO DEVELOP A HISTORIC PRESERVATION PLAN**

*[Historic Resources Board recommends]*

**8. EXECUTIVE SESSION**

**[Executive Sessions are closed meetings held in accordance with the provisions of the Kansas Open Meetings Act. Discussion is limited to topics listed in KSA 75-4319.]**

- A. Recess into Executive Session to discuss employment matters related to one or more employees pursuant to the exception set forth in K.S.A. 75-4319(b)(1) allowing for discussion of personnel matters of non-elected personnel, and to resume the open meeting at \_\_\_\_\_ p.m. in the City Commission Room.

**9. ADJOURNMENT**

- A. Move to adjourn the February 20, 2024, City Commission Meeting.