



REVISED AGENDA
TUESDAY, APRIL 2, 2024
CITY COMMISSION ROOM
CITY HALL
1101 POYNTZ AVENUE
MANHATTAN, KS 66502

City Commission Meeting
6:00 P.M.

NOTE: Agenda items are available on the City's website at <https://www.cityofmhk.com/Archive.aspx?ADID=9129>. 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. 022024-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.

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. PROCLAMATIONS

- A. April 11, 2024, [10th Anniversary of Accord Hospice of Manhattan](#). (Bobbie Kramm, Vice President of Clinical Services, Accord Hospice and Palliative Care; and Amy Steiner, Executive Director, and Nick French, Assistant Director, Accord Hospice of Manhattan, will be present to receive the proclamation.)
- B. April 2024, [Child Abuse Prevention Month](#). (Carson Kober, Executive Director, and Meagan Cramer, Board President, Sunflower Childrens Collective, will be present to receive the proclamation.)
- C. April 2024, [Fair Housing Month](#). (Matiullah Shinwari, Housing Liaison, and Aaron Estabrook, Executive Director, Manhattan Housing Authority; Margaret Pendleton, Chief Executive Officer, Flint Hills, Association of REALTORS[®]; and Stephanie Peterson, Director of Community Development, City of Manhattan, will be present to receive the proclamation.)

5. PUBLIC COMMENTS

[Public Comment is for [comments from the public](#) to the City Commission, which is not related to an item on the agenda. As a general practice, the City Commission will not discuss or debate these items, nor will the City Commission make decisions on items presented during this time. Individuals should address all comments and questions to the Commission. Each person will be limited to one speaking opportunity for up to five (5) minutes for this section.]

6. COMMISSIONER COMMENTS

7. 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, March 16, 2024.
- B. **CLAIMS/PAYMENTS**
 - 1. Approve [Claims Register No. 3061](#) authorizing and approving the payment of claims from March 13, 2024 – March 26, 2024, in the amount of \$158,209.97.

2. Approve [Claims Register No. 3062](#) authorizing and approving the payment of claims from March 13, 2024 – March 26, 2024, in the amount of \$2,549,461.77.

C. **LICENSES**

1. Approve an annual [Cereal Malt Beverages Off-Premises License](#) for Hy-Vee #1398, 301 3rd Place.

D. **FINAL PLATS**

1. Accept the easements and rights-of-way, as shown, on the [Final Plat of Purple Heart Addition, Unit Two](#), based on conformance with the Manhattan Development Code and approval by the Manhattan Urban Area Planning Board.

E. **SECOND AND FINAL READING**

1. Following the public hearing, having found that legal notice was given by publication, no private rights will be injured or endangered by such vacation, that the public will suffer no loss or inconvenience thereby and that in justice to the petitioner the request for vacation should be granted, approve [Ordinance No. 7694](#) vacating that portion of the platted Public Drainage Easement located on Lot 3 of Oak Hollow Addition, Unit 6 (3025 Irene Circle), City of Manhattan, Riley County, Kansas (VA2401); and accept a new drainage easement at 3025 Irene Circle, Manhattan, Kansas.

F. **RESOLUTIONS**

1. Approve [Resolution No. 040224-A](#) authorizing a Special Event with Alcohol Permit for the 7th Annual Bayou GatorCraw Fest on April 26, 2024; April 27, 2024; and April 28, 2024, in the Blue Earth Plaza area.

G. **BID AND AWARD**

1. Approve a net increase in the amount of \$43,695.00 to the construction contract with Icon Structures Inc., of Wichita, Kansas, for a new construction contract amount of \$542,452.00 for the [Douglass Complex and Flint Hills Breadbasket Parking Lot Project \(PR1706\) \(CA2016\)](#).
2. Approve a net increase in the amount of \$15,767.72 to the construction contract with McCownGordon Construction LLC, of Kansas City, Missouri, for a new contract amount of \$203,545.72 for the [Oak Street Sidewalk Connector Improvements Project \(PD2301\)](#); and authorize the City Manager to approve up to an additional \$50,000.00 in change orders to potentially increase the contract price up to \$253,545.72, pursuant to the change order process in the contract documents.
3. Approve a net increase in the amount of \$13,958.47 to the construction contract with Olgoonik Enterprises, of Fort Riley, Kansas, for a new contract amount of \$3,133,802.00; and authorize the City Manager to approve up to an additional \$50,000.00 in Change Orders to potentially increase the contract price up to \$3,183,802.00, pursuant to the Change Order process in the contract documents for the [Houston Street Improvements Project \(ST2205\)](#).

H. **GRANTS**

1. Authorize City staff to submit an [application for a Kansas Department of Transportation grant for the City Connecting Link Program](#) for pavement maintenance on Fort Riley Boulevard from Westwood Road to Poliska Lane.

I. **MISCELLANEOUS AGREEMENTS**

1. Approve and authorize the Mayor to execute an [Agreement for Special Race Event Coordination Services with Red Dirt Management, Inc.](#), of Manhattan, Kansas, for a one year term, with up to four automatic renewal, one year terms.

Item has been removed from the agenda at the request of City Administration.

J. **MISCELLANEOUS**

1. Accept from Pearce-Keller Post No. 17 of the [American Legion a public sanitary easement for Lot 1 of Purple Heart Addition.](#)

K. **PURCHASES**

1. Accept the proposal from Gavin Bricks, of Iowa City, Iowa, and authorize City Administration to purchase 25,000 Historic Paving Bricks from Gavin Historical Bricks, of Iowa City, Iowa, in the amount of \$75,000.00, for the [Juliette Avenue Brick Restoration, Phase IV Project \(ST1902\).](#)

8. ITEM REMOVED FROM CONSENT AGENDA

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 REZONING A RILEY COUNTY-OWNED TRACT FOR A NEW RILEY COUNTY EMERGENCY MEDICAL SERVICES FACILITY TO BE LOCATED AT 1115 CHARLES LITTLE ROAD**

[Manhattan Urban Area Planning Board recommends approval]

REQUESTED ACTION BY APPLICANT:

1. Approve first reading of an ordinance rezoning a 13.5-acre tract of land (*1115 Charles Little Road*), generally located southeast of the intersection of Claflin Road and Wharton Manor Road, from RH, High-Density Residential District with O-UF, University Fringe Overlay, to PI-2, Public/Institutional District, based on findings in the Staff Report and recommendation by the Manhattan Urban Area Planning Board.

B. CONSIDER REZONING A CITY-OWNED TRACT AT 2010 TECUMSEH ROAD WHICH IS ADJACENT TO THE NEW RILEY COUNTY EMERGENCY MEDICAL SERVICES FACILITY

[Manhattan Urban Area Planning Board recommends approval]

REQUESTED ACTION BY APPLICANT:

1. Approve first reading of an ordinance rezoning a 0.2-acre tract of land (*2010 Tecumseh Road*), located northwest of the intersection of Tecumseh Road and Charles Little Road, from RH, High-Density Residential District with O-UF, University Fringe Overlay, to PI-2, Public/Institutional District, based on findings in the Staff Report and recommendation by the Manhattan Urban Area Planning Board.

C. CONSIDER REQUESTS FOR SALES TAX EXEMPTION AND CITY INCENTIVES BY WAIVING VARIOUS PERMIT AND CONNECTION FEES FOR THE FOLLOWING THREE LOW-INCOME HOUSING TAX CREDIT PROJECTS

1. CONSIDER ISSUING INDUSTRIAL REVENUE BONDS FOR SALES TAX EMPTION AND GRANTING INCENTIVES FOR OIKOS DEVELOPMENT CORPORATION'S SUNFLOWER FLATS HOUSING PROJECT

REQUESTED ACTION BY APPLICANT:

- A. Approve Resolution No. 040224-B, determining the City's intent to issue industrial revenue bonds and authorizing a sales tax exemption for the Oikos Development Corporation's Sunflower Flats Project; and approve Resolution No. 040224-C granting City incentives (*\$31,580.00 building permit fee, \$24,264.00 water connection fee, and \$24,264.00 sewer connection fee*) in support of the Project.

2. CONSIDER ISSUING INDUSTRIAL REVENUE BONDS FOR SALES TAX EMPTION AND GRANTING INCENTIVES FOR MANHATTAN AREA HOUSING PARTNERSHIP'S CYPRESS RIDGE HOUSING PROJECT

REQUESTED ACTION BY APPLICANT:

- A. Approve Resolution No. 040224-D, determining the City's intent to issue industrial revenue bonds and authorizing a sales tax exemption for the Manhattan Area Housing Partnership's (MAHP) Cypress Ridge Project; and approve Resolution No. 040224-E granting City incentives (*\$32,310.00 building permit fee, \$61,312.00 water connection fee, and \$61,312.00 sewer connection fee*) in support of the Project.

3. CONSIDER ISSUING INDUSTRIAL REVENUE BONDS FOR SALES TAX EMPTION AND GRANTING INCENTIVES FOR THE PRIME COMPANY'S HUNTER DRIVE APARTMENTS HOUSING PROJECT

REQUESTED ACTION BY APPLICANT:

- A. Approve Resolution No. 040224-F, determining the City's intent to issue industrial revenue bonds and authorizing a sales tax exemption for The Prime Company's Hunter Drive Apartments project; and approve Resolution No. 040224-G granting City incentives (*\$28,688.00 building permit fee; \$24,264.00 water connection fee, and \$24,264.00 sewer connection fee*) in support of the project.

D. CONSIDER AN AMENDMENT TO AN AGREEMENT WITH IPS GROUP INC. TO ADD LICENSE PLATE RECOGNITION EQUIPMENT AND SOFTWARE FOR THIRD STREET PARKING GARAGE, AND DISCUSS CHANGES TO REGISTRATION AND FEES IN CITY-OWNED PARKING GARAGES EFFECTIVE AUGUST 1, 2024

1. Approve Amendment No. 1 to the Agreement with IPS Group Inc., of San Diego, California, in the amount of \$63,414.39 in one-time expenses and \$3,224.00 in additional annual expenses increasing the total contract amount to \$154,562.00 in one-time expenses with IPS and \$43,368.00 in annual recurring software fees including cloud storage, enforcement data, analytics, and customer support.

10. ADJOURNMENT

- A. Move to adjourn the April 2, 2024, City Commission Meeting.