



AGENDA
TUESDAY, JUNE 4, 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.cityofmnhk.com/Archive.aspx?ADID=9200>. 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://cityofmnhk.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://cityofmnhk.com/contactcommissioners> or by emailing or calling the Commissioners directly. Contact information for each Commissioner is located on the City's website at <https://cityofmnhk.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://cityofmnhk.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. 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.]

5. COMMISSIONER COMMENTS

6. OLD BUSINESS 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, May 21, 2024.
2. Approve the [minutes](#) of the Special City Commission Meeting held Tuesday, May 28, 2024.

B. *CLAIMS/PAYMENTS*

1. Approve [Claims Register No. 3067](#) authorizing and approving the payment of claims from May 15, 2024 – May 28, 2024, in the amount of \$4,210,924.50.

C. *SECOND AND FINAL READING*

1. Approve [Ordinance No. 7702](#) authorizing the financing for the new Enterprise Resource Planning system (CIP #FIO0001E).
2. Approve [Ordinance No. 7703](#) amending Sections 31-37 and 31-108 of the [Code of Ordinances](#) and approve Resolution No. 060424-A establishing parking rates for the Downtown Parking Garage

D. *APPOINTMENTS*

1. Approve [appointments](#) to external and/or City boards and committees.
 - a. Appointment of Mayor Susan E. Adamchak to the Community Liaison Group for National Bio and Agro-Defense Facility.
 - b. Appointment of Mayor Susan E. Adamchak to the Library Board.
 - c. Appointment of Mayor Susan E. Adamchak to the Manhattan Chamber of Commerce Board of Directors.
 - d. Appointment of Commissioner McCulloh to the Visit Manhattan Steering Committee.

7. INSTALL NEW COMMISSIONER

- A. City Clerk Brenda Wolf will administer the Oath of Office to newly appointed Commissioner Jayme Minton.

8. NEW BUSINESS CONSENT AGENDA

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A. ***RESOLUTIONS***

1. Approve [Resolution No. 060424-B](#) for a Special Event with Alcohol Series for the Saturday Alley Series.

B. ***PROFESSIONAL SERVICES***

1. Amend Professional Services Agreement for [North Manhattan Avenue, Campus Creek Road, and Bayberry Lane Infrastructure Improvements Project \(ST2208\)](#).

C. ***BID AND AWARD***

1. Award construction contract for [Lead & Copper Rule Revision \(LCRR\) Hydro-Excavation Project \(WA2405\)](#).
2. Award construction contract for [2024 Asphalt Maintenance, Phase I Project \(ST2404\)](#) and authorize the City Manager to approve up to an additional \$100,000.00 in change orders, pursuant to the change order process in the contract documents.
3. Authorize increased construction contract amount for [2023 Concrete Maintenance, Phase II Project \(ST2304\)](#).
4. Authorize increased construction contract amount for [2023 Asphalt Maintenance Mill and Overlay Project \(ST2305\)](#).
5. Authorize increased construction contract amount for [North Campus Corridor, Phase VIII, North Manhattan Streetscape and Lighting Project \(SP2101\)](#).
6. Authorize increased construction contract amount for [Houston Street Improvements Project \(ST2205, SW2211, WA2402\)](#).

D. ***MISCELLANEOUS AGREEMENTS***

1. Grant [modified easements to Evergy and approve biosolids management properties agreement](#).

E. ***MISCELLANEOUS***

1. Authorize City Administration to advertise for bids for the [Animal Shelter Heating/Ventilation/Air Conditioning \(HVAC\) Replacement](#) project (AS2401).

F. **PURCHASES**

1. Authorize a sole source purchase of [storm sirens and related equipment for the Fire Department \(CIP #FR064P\)](#); and authorize the City Clerk and City Treasurer to execute a lease purchase agreement and all necessary documents with Clayton Holdings, LLC.

9. ITEM REMOVED FROM CONSENT AGENDA

10. 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 USING TRANSIENT GUEST TAX (TGT) FUNDS TO OFFSET PARKING COSTS FOR CONVENTIONS HELD 2024-2028 FOR GROUP RATES AT THE DOWNTOWN PARKING GARAGE**

1. Approve Policy Manual Resolution No. 060424-C establishing the Downtown Convention Parking Program.

B. **2025 BUDGET PREPARATION AND DISCUSSION**

11. 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 the terms of the agreement between City Administration and Local 2275, International Association of Fire Fighters that presently need to remain confidential, pursuant to the exception set forth in K.S.A. 75-4319(b)(3) related to employer-employee negotiations, and to resume the open meeting at _____ p.m. in the City Commission Room.

12. ADJOURNMENT

- A. Move to adjourn the June 4, 2024, City Commission Meeting.