



AGENDA
TUESDAY, DECEMBER 17, 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=9378>. 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 identity. 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, Deann Tiede, no later than forty-eight (48) hours prior to the meeting, at (785) 587-2442 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. 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, December 3, 2024.

B. **CLAIMS/PAYMENTS**

1. Approve [Claims Register No. 3080](#) authorizing and approving the payment of claims from November 27, 2024 – December 10, 2024, in the amount of \$6,679,006.94.

C. **LICENSES**

1. [Approve an annual Cereal Malt Beverages Off-Premises License](#) for Dara's #1, Dara's #2, Dara's #10, Dillon's #15, and Walgreens #12814; an annual *Cereal Malt Beverages On-Premises License* for Axe to Grind, Manhatchet, and The Village Geek; a *Merchant Guard Agency License* for calendar year 2025 for Allied Universal Security Services, American Guard Services, Inc., Bradley Technologies Incorporated, and Titan Security Services; and a *Tree Maintenance License* for calendar year 2025 for Three Men Tree Service and Gier Tree Service.

D. **SECOND AND FINAL READING**

1. Approve [Ordinance No. 7736](#) amending the 2024 City Budget.

E. **FIRST READINGS**

1. Approve [first reading of an ordinance amending the Manhattan Development Code \(MDC\)](#). [*Manhattan Urban Area Planning Board recommends approval*]

F. **RESOLUTIONS**

1. Adopt [Resolution No. 121724-A](#) authorizing the Director of Parks and Recreation and the City Manager to set fees for Parks and Recreation. *[Parks and Recreation Advisory Board recommends approval]*
2. Adopt [Resolution No. 121724-B](#) setting a policy for naming facilities at CiCo Park. *[Parks and Recreation Advisory Board recommends approval]*
3. Approve [Resolution No. 121724-C](#) establishing and defining the boundaries of the City of Manhattan, Kansas, as of December 17, 2024.
4. Approve [Resolution No. 121724-D](#) re-affirming expanded investment powers for the City of Manhattan to obtain final approval from the State of Kansas Pooled Money Investment Board (PMIB).
5. Approve [Resolution No. 121724-E](#) continuing the temporary use permit process for the platforms downtown for dining and consumption of alcohol for 2025 and an application fee of \$1,000.00.

G. **PROFESSIONAL SERVICES**

1. Authorize contract negotiations for project management services with Lighthouse Construction Guidance, LLC for the [Anderson Avenue, from Harris Avenue to Connecticut Avenue, Water, Street, and Storm Improvements Project \(WA1909, ST2203, SW2206, PD2401\)](#).

H. **BID AND AWARD**

1. Award a construction contract in the amount of \$139,920.00 to Carlson Utility, LLC, and authorize the City Manager to approve change orders up to 5% of the contract amount (\$6,996.00) for the [Levee Drive and Union Pacific Railroad \(UPRR\) Conduit Bore Project \(SP1601\)](#).
2. Authorize an increased construction contract amount of \$26,950.00 with Larson Construction, Inc. for the [1920 Poyntz Avenue Sanitary Sewer Improvements Project \(SS1908\)](#) and approve Resolution No. 121724-F to finance the project.
3. Approve a Phase 2 design-build agreement with McCownGordon Construction, Inc., for the [Robert K. Ott Municipal Services Facility Improvements \(SP1601\)](#) and authorize purchase of up to \$280,000.00 for additional services and equipment for the facility.

I. **MISCELLANEOUS AGREEMENTS**

1. Authorize the Mayor and City Clerk to execute a [grant agreement in the amount of \\$173,620.00 with the Manhattan Housing Authority \(MHA\)](#) to provide funding for the buyout of an Energy Performance Contract (EPC) related to Carlson Plaza Apartments.
2. Approve the [2025 funding recommendations](#) and authorize City Manager to finalize and the Mayor and City Clerk to execute contracts with the following agencies: *Aggieville Business Association; Downtown Manhattan Inc.; Manhattan Arts Center; Riley County Historical Society (Wolf House Museum); Flint Hills Area Transportation Agency; and the Manhattan Area Technical College.*

3. Approve an [Agreement with Downtown Farmer's Market](#) for use of the City's parking lot that is part of the Manhattan Town Center (Mall) for the remainder of 2024 and all of 2025.
4. Approve a [legal services agreement with Richard H. Seaton, Jr.](#) for public defender services.

J. **MISCELLANEOUS**

1. Approve the [2025 City Commission meeting calendar](#).

K. **APPOINTMENTS**

1. Approve the [Mayor's recommendations for appointment to external and/or City boards and committees](#).
 - a. Re-appointment of George Matthews to the Board of Zoning Appeals.
 - b. Re-appointment of Joe Gerken to the Cemetery Board.
 - c. Re-appointment of Patrick Gormely to the Cemetery Board.
 - d. Appointment of Rob Voelker to the Community Support Funds Advisory Board.
 - e. Appointment of Tyler Holloman to the Downtown Business Improvement District Advisory Board.
 - f. Appointment of Damen Scheele to the Downtown Business Improvement District Advisory Board.
 - g. Re-appointment of Greg Doering to the Flint Hills Discovery Center Advisory Board.
 - h. Appointment of Charles Otte to the Flint Hills Discovery Center Advisory Board.
 - i. Appointment of Susmita Rishi to the Frederick Douglass Recreation Complex Advisory Board.
 - j. Re-appointment of Kaleb James to the Riley County Law Enforcement Board.
 - k. Re-appointment of Commissioner Matta to the Riley County Law Enforcement Board.
 - l. Appointment of Craig Beardsley to the Riley County Law Enforcement Board.

7. <u>ITEM REMOVED FROM CONSENT AGENDA</u>

8. PUBLIC HEARING

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

A. **CONSIDER AN ECONOMIC DEVELOPMENT AGREEMENT AND ISSUING INDUSTRIAL REVENUE BOND FOR THE 8TH STREET AND POYNTZ AVENUE PROJECT**

1. Presentation of the item.
2. Conduct a public hearing. [Comment from the public](#) related to the item is allowed. Each person will be limited to one speaking opportunity for up to five (5) minutes.
3. **REQUESTED ACTION BY APPLICANT:**
 - a. Approve [Resolution No. 121724-G determining the advisability of issuing Industrial Revenue Bonds for the 8th Street and Poyntz Avenue \(Commerce Bank Building\) project to Hartford LLC.](#)
 - b. [Authorize City Administration to finalize and the Mayor and City Clerk to execute an Economic Development Agreement.](#)

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. **RECEIVE THE YEAR END REPORTS AND FOURTH QUARTER REPORT FROM CONVENTION & VISITORS BUREAU AND CONSIDER 2025 CONTRACTS WITH THE MANHATTAN AREA CHAMBER OF COMMERCE**

1. Presentation of the item.
2. [Comment from the public](#) related to the item is allowed. Each person will be limited to one speaking opportunity for up to five (5) minutes.
3. **ACTION:** [Accept the Manhattan Area Chamber of Commerce, Inc. \(Chamber\) 2024 Year-End Report for Economic Development and the Convention and Visitors Bureau's Fourth Quarter Report; and authorize City Administration to finalize, and the Mayor and City Clerk to execute, the 2025 agreements with the Chamber.](#)

10. ADJOURNMENT

- A. Move to adjourn the December 17, 2024, City Commission Meeting.