



AGENDA
TUESDAY, JANUARY 21, 2025
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=9412>. 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 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, January 14, 2025.

B. **CLAIMS/PAYMENTS**

1. Approve [Claims Register No. 3082](#) authorizing and approving the payment of claims from January 1, 2025 – January 14, 2025, in the amount of \$2,383,335.19.
2. Approve [Claims Register No. 3083](#) authorizing and approving the payment of claims from January 1, 2025 – January 14, 2025, in the amount of \$4,932,165.41.

C. **LICENSES**

1. **Approve** an annual Cereal Malt Beverages Off-Premises License for Dillons #94 and Wildcat Fitness & Fun; and a Tree Maintenance License for calendar year 2025 for Hummel Tree Service Inc., and Two Big Feet Tree Pruning & Removal LLC.

D. **SET PUBLIC HEARING DATE**

1. [Set February 4, 2025, as the date to hold a public hearing levying special assessments](#) against the following benefitting property in 14 public improvement districts: **Candlewood Shopping Center Turn Lane** Transportation Improvements (ST1914); **The Highlands at Grand Mere, Unit Two** – Sanitary Sewer (SS2014), Street (ST2012), and Water (WA2024); **Stagg Hill Golf Course** Waterline Improvements (WA2109); **Elijah Addition** – Sanitary Sewer (SS1916), Street (ST1906), and Water (WA1916); **Henry Addition** – Sanitary Sewer (SS2107), Street (ST2104), and Water (WA2106); **Genesis Health Club** Sidewalk Improvements

(SW1603); and **Stagg Hill Business Community Addition** Sewer (SS2307) and Water (WA2311) Extension.

E. **SECOND AND FINAL READING**

1. Approve [Ordinance No. 7738](#) rezoning approximately 26 lots south of downtown to either Downtown Commercial (CD) District or Business Commercial (BC) District.
2. Approve [Ordinance No. 7739](#) rezoning 10 tracts west of downtown to Downtown Commercial (CD) District.
3. Approve [Ordinance No. 7740](#) rezoning a tract of land located at 330 and 326 Vattier Street from RL/O-EN, Low-Density Residential District with Established Neighborhood Overlay District, to RM, Medium-Density Residential District.

F. **RESOLUTIONS**

1. Adopt Policy Manual [Resolution No. 012125-A](#) for Reinvestment Housing Incentive Districts-(RHID) Infill, repealing and replacing Resolution No. 080624-C.
2. Adopt Policy Manual [Resolution No. 012125-B](#) for Industrial Revenue Bonds (IRB) for Housing Projects, repealing and replacing Resolution No. 080624-A.
3. Approve [Resolution No. 012125-C](#) authorizing the redemption and payment of Industrial Revenue Bonds and the Sale and Conveyance of property to CP Building, LLC and CivicPlus, LLC.

G. **PROFESSIONAL SERVICES**

1. Authorize City Administration to finalize and the Mayor and City Clerk to execute a Contract Amendment No. 1 to an engineering services agreement between the City of Manhattan and Olsson, Inc. (Olsson) for the [Water Treatment Plant Lime Sludge Lagoon Improvements Project \(WA1907\)](#).
2. Authorize Contract Amendment No. 2 in the amount of \$5,800.00 to the Professional Services Agreement with Schwab-Eaton, for the [Walters Drive Reconstruction Project \(ST2309\) and Walters Drive Waterline Improvements \(WA2408\)](#).

H. **BID AND AWARD**

1. Authorize an increase to a construction contract in the amount of \$512,500.00 with Walters-Morgan Construction, Inc. for the [Water Treatment Plant Lime Sludge Lagoon Improvements Project \(WA1907\) to add the 2025 Lime Sludge Residuals Disposal Project \(WA2501\)](#) and authorize the City Manager to approve up to an additional \$25,000.00 in change orders for the Lime Sludge Residuals Disposal Project (WA2501).
2. Authorize an increase to a construction contract in the amount of \$10,014.00 with SAK Construction, Inc., and authorize the City Manager to approve up to an additional \$10,000.00 in change orders for the [2023 Sanitary Sewer Rehabilitation Project \(SS2303\)](#).

I. **MISCELLANEOUS AGREEMENTS**

1. Approve an [agreement with The Salvation Army](#) for use of the City's public parking lot at the southeast quadrant of North Fourth Street and

Leavenworth Street at the Manhattan Town Center Mall on the fourth Tuesday of every month in 2025 to establish a mobile food pantry.

2. Approve [Memorandum of Understanding \(MOU\) between Kansas State University](#) and the City of Manhattan regarding annual processes related to the City-University Projects Fund.
3. Approve the [City-University Special Projects Agreement](#) for 2025.
4. Authorize City Administration to finalize and the Mayor and City Clerk to execute a Second Amendment to the [Loan Agreement between the City of Manhattan and the Kansas Department of Health and Environment \(KDHE\)](#) for the Water Treatment Plant Lime Sludge Lagoon Improvements Project (WA1907).
5. Authorize the Mayor to execute a [Written Consent for JSG Properties, LLC, to sublease its Airport hangar](#) to Presidio, LLC.
6. Approve a [Memorandum of Agreement \(MOA\) with the Flint Hills Regional Council \(FHRC\)](#), Junction City Main Street, and the City of Herington for the Brownfield Assessment Coalition.
7. Approve [Change Order No. 1](#) in the amount of \$25,000.00 with Creol for implementation of Oracle Cloud Services for the City's new Enterprise Resource Planning (ERP) System (CIP #FI0001E).

J. **MISCELLANEOUS**

1. Approve the [2025-2029 Citizen Participation Plan \(CPP\)](#) for the Community Development Block Grant (CDBG) program.
2. Authorize City Administration to submit a [Passenger Facility Charge Application](#) to the Federal Aviation Administration (FAA).
3. Approve the selection of Huddle Up Group for the [Manhattan Area Chamber of Commerce, Inc. \(Chamber\) Convention and Visitor's Bureau Sports Market Assessment Study](#).

K. **APPOINTMENTS**

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

7. ITEM REMOVED FROM CONSENT AGENDA

8. GENERAL AGENDA

A. CONSIDER AN AMENDMENT TO THE DEVELOPMENT AGREEMENT AND ISSUING INDUSTRIAL REVENUE BONDS FOR SALES TAX EXEMPTION FOR MIDTOWN, PHASE 1 PROJECT (12TH STREET AND LARAMIE STREET)

1. Presentation of 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. **REQUESTED ACTION BY APPLICANT:**
 - a. Approve a Second Amendment to the Development Agreement with Midtown Land Company, LLC for the [Midtown Phase 1 site \(12th Street and Laramie Street\)](#).
 - b. Approve Resolution No. 012125-D authorizing the issuance of Industrial Revenue Bonds in the amount of \$20 million for the purpose of realizing a sales tax exemption on construction materials.

9. PUBLIC HEARING

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

A. CONSIDER ISSUING INDUSTRIAL REVENUE BONDS FOR PROPERTY TAX EXEMPTION FOR 827 MORO STREET HOUSING PROJECT

1. Presentation of 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. 012125-E determining the advisability of issuing Industrial Revenue Bonds for the [827 Moro Street housing project](#) to Zachary and Michelle Burton.
 - b. Authorize City Administration to finalize and the Mayor and City Clerk to execute an Economic Development Agreement.

10. ADJOURNMENT

- A. Move to adjourn the January 21, 2025, City Commission Meeting.