

MINUTES
MANHATTAN URBAN AREA PLANNING BOARD
City Commission Room, City Hall
1101 Poyntz Avenue
November 19, 2007
7:00 p.m.

MEMBERS PRESENT: Stephanie Rolley, Chairperson; George Ham Vice-Chair; Mike Hill; and Stacy Kohlmeier.

MEMBERS ABSENT: Jerry Reynard; Mike Kratochvil; and Bill Meredith.

YOUTH IN GOVERNMENT:

STAFF PRESENT: Eric Cattell, Assistant Director for Planning; Steve Zilkie, Senior Planner; Chad Bunger, Planner; Brian Williams, Management Intern.

OPEN PUBLIC COMMENTS

No one spoke.

CONSENT AGENDA

1. **APPROVE THE MINUTES OF THE NOVEMBER 5, 2007, MANHATTAN URBAN AREA PLANNING BOARD MEETING.**
2. **APPROVE THE FINAL PLAT OF BROOKFIELD RESIDENCES ADDITION, A RESIDENTIAL PLANNED UNIT DEVELOPMENT, GENERALLY LOCATED EAST OF THE INTERSECTION OF DONNA'S WAY AND WALTERS DRIVE ALONG THE SOUTH SIDE OF WALTERS DRIVE. (APPLICANT/OWNER: MANHATTAN HOUSING INVESTORS, L.C.-SANTO M. CANTONESE)**
3. **APPROVE THE FINAL DEVELOPMENT PLAN OF THE COLLEGIATE MARKETING SERVICES COMMERCIAL PLANNED UNIT DEVELOPMENT, GENERALLY LOCATED AT THE NORTHWEST CORNER OF SOUTH 4TH STREET AND HOUSTON STREET. (APPLICANT/OWNER: COLLEGIATE MARKETING SERVICES, INC.-STEVE BALLARD)**

Ham moved that the Board approve the Consent Agenda. Hill seconded the motion, which passed on a vote of 4-0.

WORK SESSION

1. ETHICS POLICY DEVELOPMENT - FOCUS GROUP DISCUSSION WITH REPRESENTATIVES FROM CITY ADMINISTRATION.

Brian Williams, Management Intern, gave a short presentation on the ethics policy development activities of the City to-date and lead the Board in a discussion of the principles identified by the Ethics Committee.

The Board asked what initiated the current process and what the next steps in the process would be and how it would be applied to staff, advisory board members and the elected officials.

Rolley commented on the “Stewardship” principle suggesting that within the long term vision item, the organization should encourage communication connections between departments. Under the “Transparency” principle, Rolley indicated that the Board deals with process, which has been well communicated to the Board by city staff.

Ham agreed that the Board and some of the public understand the Board’s process and its duties; however some of the public don’t understand the process. He said the Board is very cognizant of conflict of interest issues.

Hill suggested that the ethics policy should include the term “reliable”.

REPORTS AND COMMENTS BY BOARD MEMBERS

There were no reports or comments.

Respectfully submitted,

Eric Cattell, AICP, Assistant Director for Planning