



***MINUTES***  
***CITY COMMISSION MEETING***  
***TUESDAY, JANUARY 17, 2017***  
***7:00 P.M.***

The Regular Meeting of the City Commission was held at 7:00 p.m. in the City Commission Room. Mayor Usha Reddi and Commissioners Linda Morse, Michael L. Dodson, Wynn Butler, and Karen McCulloh were present. Also present were the City Manager Ron R. Fehr, Deputy City Manager Jason Hilgers, Assistant City Manager Kiel Mangus, City Attorney Katharine Jackson, City Clerk Gary S. Fees, 9 staff, and approximately 11 interested citizens.

**PLEDGE OF ALLEGIANCE**

Mayor Reddi led the Commission in the Pledge of Allegiance.

**PROCLAMATION**

Mayor Reddi proclaimed January 2017, ***Big Brothers Big Sisters National Mentoring Month***. Tara Claussen, Kansas Big Brothers Big Sisters Area Manager, was present to receive the proclamation.

**COMMISSIONER COMMENTS**

Commissioner McCulloh mentioned activities at the Manhattan Public Library and stated that she was pleased that the ice storm missed Manhattan. She highlighted the work session item on Tuesday, January 10, 2017, regarding the Flint Hills Discovery Center year-end report and update, and stated that it was good to see former mayors in attendance at the meeting.

Commissioner Dodson thanked City staff and the public works crews that were standing by to ensure that the streets were pretreated and ready to take care of the weather situation had it developed as initially forecasted.

## COMMISSIONER COMMENTS (*CONTINUED*)

Commissioner Morse thanked City staff for the tour to view various projects and developments provided the morning of Thursday, January 12, 2017, prior to the City Commission Retreat and Goal Setting Session. She informed the community that the Martin Luther King (MLK) Jr. Community Celebration events were postponed to Sunday, January 22, from 2:00 p.m. to 4:00 p.m., at the Headquarters Fire Station Lecture Hall; and stated the breakfast will be held on Saturday, February 25, at 9:00 a.m., at Four Points by Sheraton, with Dr. Gretchen Eick from Friends University as the guest speaker. She encouraged those interested to please attend the community events.

Mayor Reddi commented on the MLK Jr. Community Celebration and stated that she was glad to see the youth involved. She stated the Manhattan Regional Airport Open House would be January 26, 2017, from 1:00 p.m. to 5:00 p.m., with the ribbon cutting at 2:00 p.m. She expressed her appreciation to everyone for being prepared for the potential winter weather forecasted this past weekend. She highlighted activities to be enjoyed in the community including the ice skating rink in City Park, the Manhattan Public Library and the Flint Hills Discovery Center. She stated that Kansas State University students are back in town and to please be patient when driving.

## CONSENT AGENDA

(\* denotes those items discussed)

### MINUTES

The Commission approved the minutes of the Regular City Commission Meeting held Tuesday, January 3, 2017.

### CLAIMS REGISTER NOS. 2838 and 2839

The Commission approved Claims Register Nos. 2838 and 2839 authorizing and approving the payment of claims from December 28, 2016, to January 10, 2017, in the amounts of \$446,369.70 and \$3,383,956.38, respectively.

### FINAL PLAT – THE HARTFORD, UNIT TWO

The Commission accepted the easements and rights-of-way, as shown on the Final Plat of The Hartford, Unit Two, generally located 1,300 feet north of the intersection of Colbert Hills Drive and Grand Mere Parkway, on the west side of the future extension of Grand Mere Parkway, based on conformance with the Manhattan Urban Area Subdivision Regulations.

## CONSENT AGENDA (CONTINUED)

\* **AGREEMENT - PROFESSIONAL SERVICES - UNIFIED DEVELOPMENT ORDINANCE**

Ron Fehr, City Manager, and Eric Cattell, Director of Community Development, responded to questions from the Commission and provided additional information on the professional services agreement.

The Commission authorized the Mayor and City Clerk to execute a Professional Services Agreement in an amount not to exceed \$339,680.00 with Kendig Keast Collaborative, of Sugarland, Texas, to update the Manhattan Zoning Regulations and Manhattan Urban Area Subdivision Regulations into a Unified Development Ordinance.

**FIRST READING - ISSUE TEMPORARY NOTES - UNIFIED DEVELOPMENT ORDINANCE**

The Commission approved first reading of an ordinance authorizing issuance of General Obligation Bonds for consulting services to complete the Unified Development Ordinance.

**SET PUBLIC HEARING DATE – LEVY SPECIAL ASSESSMENTS – GOB 2017-A**

The Commission set February 7, 2017, as the date to hold a public hearing levying special assessments against the benefiting properties in the following 11 projects, which have been completed: *Grande Bluffs at Mill Pointe Addition, Unit Three – Sanitary Sewer (SS1316), Street (ST1321), and Water (WA1320); Ledge Stone Addition – Sanitary Sewer (SS1317), and Street (ST1323); Northlake Addition, Unit 2 – Sanitary Sewer (SS1321), Street (ST1326), and Water (WA1322); and Western Hills Addition, Unit Fourteen, Phase 2 – Sanitary Sewer (SS1314), Street (ST1320), and Water (WA1316).*

**RESOLUTION NO. 011717-A – ADMINISTRATIVE PURCHASING POLICY**

The Commission approved Resolution No. 011717-A, modifying an Administrative Policy related to the purchase of goods and services for the City of Manhattan.

**RESOLUTION NO. 011717-B – AMENDED PETITION – THE HARTFORD ADDITION AND THE HARTFORD ADDITION, UNIT 2 – SANITARY SEWER IMPROVEMENTS (SS1622)**

The Commission found the amended petition sufficient, and approved Resolution No. 011717-B, repealing Resolution No. 050316-A and finding the project advisable and authorizing construction for The Hartford Addition and The Hartford Addition, Unit 2, Sanitary Sewer (SS1622) Improvements.

## CONSENT AGENDA (CONTINUED)

### RESOLUTION NO. 011717-C – AMENDED PETITION – THE HARTFORD ADDITION AND THE HARTFORD ADDITION, UNIT 2 – WATER IMPROVEMENTS (WA1618)

The Commission found the amended petition sufficient, and approved Resolution No. 011717-C repealing Resolution No. 050316-B and finding the project advisable and authorizing construction for The Hartford Addition and The Hartford Addition, Unit 2, Water (WA1618) Improvements.

### RESOLUTION NO. 011717-D – AMENDED PETITION – THE HARTFORD ADDITION AND THE HARTFORD ADDITION, UNIT 2 – STREET IMPROVEMENTS (ST1609)

The Commission found the amended petition sufficient, and approved Resolution No. 011717-D, repealing Resolution No. 050316-C and finding the project advisable and authorizing construction for The Hartford Addition and The Hartford Addition, Unit 2, Street (ST1609) Improvements.

### CONTRACT AMENDMENT NO. 1 – PROFESSIONAL SERVICES - THE HARTFORD ADDITION AND THE HARTFORD ADDITION, UNIT 2 - SANITARY SEWER (SS1622), WATER (WA1618), AND STREET (ST1609) IMPROVEMENTS

The Commission authorized the Mayor and City Clerk to execute Contract Amendment No. 1 in an amount not to exceed \$9,480.00 with SMH Consultants, of Manhattan, Kansas, to perform professional services for The Hartford Addition and The Hartford Addition, Unit 2, Sanitary Sewer (SS1622), Water (WA1618), and Street (ST1609) Improvements.

### CONTRACT AMENDMENT NO. 1 – PROFESSIONAL SERVICES – SAFE ROUTES TO SCHOOL, PHASE II, INFRASTRUCTURE (ST1613)

The Commission authorized the Mayor and City Clerk to execute Contract Amendment No. 1 in an amount not to exceed \$43,984.00 with Alfred Benesch and Co., of Manhattan, Kansas, for additional design services for the Safe Routes to School, Phase II, Infrastructure (ST1613).

### CONCUR WITH DESIGN – MARLATT AVENUE/DENISON AVENUE ROADWAY EXPANSION (ST1512, CIP #EN075P)

The Commission concurred that the 30% design has been accomplished to the City's satisfaction, and authorized Riley County to contract with Alfred Benesch and Co., of Manhattan, Kansas, to complete the final plans and specifications for the Marlatt Avenue/Denison Avenue Roadway Expansion Project (ST1512, CIP #EN075P).

## CONSENT AGENDA (CONTINUED)

\* **AWARD CONTRACT - NORTHVIEW POOL HEATERS AND FILTER BUILDING EXPANSION (CP1604)**

The Commission accepted the Architect's Opinion of Probable Cost in the amount of \$185,000.00, and awarded and authorized the Mayor and City Clerk to execute a contract in the amount of \$162,950.00 with Trinium Contractors, of Manhattan, Kansas, for the construction of a building addition and heater installation at the Northview Waterpark.

\* **NATIONAL REGISTER OF HISTORIC PLACES NOMINATION – LANDMARK WATER TOWER**

The Commission authorized the Mayor to sign documents necessary for the nomination of the Landmark Water Tower to the Register of Historic Kansas Places, the National Register of Historic Places, and the Manhattan Register of Historic Places, and direct City Administration to prepare such nominations.

### **BOARD APPOINTMENTS**

The Commission approved the following appointments by Mayor Reddi to various boards and committees of the City.

#### *Arts and Humanities Advisory Board*

Appointment of Charlene Brownson, 2822 Johnson Valley Drive, to a three-year term. Ms. Brownson's term will begin April 1, 2017, and will expire March 31, 2020.

Appointment of Hannah Kleopfer, 1208 Yuma St., Apt. 1, to a three-year term. Ms. Kleopfer's term will begin April 1, 2017, and will expire March 31, 2020.

#### *Housing Authority Board of Commissioners*

Re-appointment of Linda Morse, 2118 Spain Drive, to a four-year City Commissioner term. Commissioner Morse's term will begin March 4, 2017, and will expire March 3, 2021.

#### *Municipal Audit Committee*

Re-appointment of Mike Dodson, 4109 Wellington Drive, to a one-year City Commissioner term. Commissioner Dodson's term will begin April 1, 2017, and will expire March 31, 2018.

Re-appointment of Richard Jankovich, 2021 Somerset Square, to three-year Citizen-At-Large term. Mr. Jankovich's term will begin April 1, 2017, and will expire March 31, 2020.

## CONSENT AGENDA (CONTINUED)

### BOARD APPOINTMENTS (CONTINUED)

#### Social Services Advisory Board

Appointment of Cheryl Grice, 2208 Alta Drive, to a three-year term. Ms. Grice's term begins immediately and will expire June 30, 2019.

After discussion and comments from the Commission, Commissioner McCulloh moved to approve the consent agenda. Commissioner Morse seconded the motion. On a roll call vote, motion carried 5-0.

## GENERAL AGENDA

### RESOLUTION NO. 011717-E - SET PUBLIC HEARING DATE - DETERMINATION OF STRUCTURE AT 1119 EL PASO LANE

Brad Claussen, Building Official, presented background information on the item. He highlighted the statutory procedure, the publication process and timeline for the public hearing, the action for establishing a public hearing date and process, the associated costs if the City removes the structure, and examples of past locations utilizing this procedure. He then responded to questions from the Commission regarding the assessment of the structure, lot size, and certified mailings that have been sent to the owner.

Eric Cattell, Director of Community Development, responded to questions from the Commission and provided clarification on the zoning of the property.

After comments from the Commission, Brad Claussen, Building Official, informed the Commission that the City has made every attempt to contact the owners and tried to reach some resolution on this issue to no avail. He stated that the City wanted to give the owners every opportunity to do something and it became obvious that they were not going to after staff's attempt to contact them. He then provided additional information on the process and action requested to set the public hearing date.

Katie Jackson, City Attorney, responded to questions and informed the Commission that the City would be able to assess the costs for mailings, newspaper notices and demolition costs to the property owners.

Mayor Reddi opened the public comments.

Hearing no comments, Mayor Reddi closed the public comments.

## GENERAL AGENDA (CONTINUED)

### RESOLUTION NO. 011717-E - SET PUBLIC HEARING DATE - DETERMINATION OF STRUCTURE AT 1119 EL PASO LANE (CONTINUED)

After additional discussion and comments from the Commission, Commissioner Dodson moved to accept submission of the Building Official's written report for 1119 El Paso Lane and approve Resolution No. 011717-E setting Tuesday, March 7, 2017, as a hearing date to determine whether the structure at 1119 El Paso Lane is unsafe or dangerous. Commissioner Morse seconded the motion. On a roll call vote, motion carried 5-0.

### DISCUSSION - AGGIEVILLE COMMUNITY VISION PLAN UPDATE

Eric Cattell, Director of Community Development, introduced the presenters and the item.

John Adam, Senior Planner, provided background information on the item.

Ben Chmiel, Planner, presented the Aggieville Community Vision Plan update. He highlighted the research and analysis as well as the community input received; presented the Plan and concept drafting including the Bluemont Avenue/Anderson Avenue Corridor, the Historic Corridor and the Laramie Corridor; provided 3-D hypothetical visualizations; highlighted the strategic action plan; and discussed the community vetting phase. He then responded to questions from the Commission regarding the locations of City-owned property and the Aggieville Community Vision Plan update.

Commissioner Morse stated that she wanted to see the City Park space preserved as a space for the whole community and to not have an encroachment issue of parking on the north side of the Park because of the higher density growth in Aggieville.

Commissioner Dodson stated that he would favor a campus edge plan or an Aggieville edge plan so that a break-point can be defined, such as between Aggieville and City Park. He stated that he liked the exclusion of the park to the north, the definition of various streets, and how the proposed buildings would edge near the street to take out wasted space. He asked that consideration be given to provide a vision in this document to highlight what Aggieville should look like in 2035 so that there is a better understanding of what is intended to go there, what kind of transportation is there and if there should be walking, biking or vehicles, as it is now. He stated this is fundamental to help guide the execution of the document. He asked about gateways on the north and wanted to consider gateways to the south as well as considerations for adequate building awnings and height of structures.

Ben Chmiel, Planner, responded to questions from the Commission regarding Triangle Park, public land in the District, and building height considerations. He informed the Commission that the private areas designated for redevelopment will be market driven with the idea to allow development of this type.

## GENERAL AGENDA (*CONTINUED*)

### DISCUSSION - AGGIEVILLE COMMUNITY VISION PLAN UPDATE (*CONTINUED*)

Commissioner McCulloh stated that she liked the parking structure design to the edge of Aggieville. She voiced concerns with additional parking pressures in the neighborhoods and wanted to see more opportunities for pedestrians and bicycles.

Ben Chmiel, Planner, provided additional information on the Aggieville Community Vision Plan update and interest in historical preservation. He responded to questions from the Commission and stated that additional feedback will be encouraged.

Eric Cattell, Director of Community Development, responded to questions from the Commission regarding the modeling. He provided clarification regarding adjacent property near Triangle Park and the conceptual streetscape plan.

Commissioner Butler stated that the majority of the Plan will be driven by private development, so the City's collaboration will be important to its success. He said City Park has really become an overflow parking area for Aggieville and the only way to end that is to get some decent parking spaces created. He stated that if a private developer wants to leverage City-owned land, there needs to be a net gain for public parking.

Ben Chmiel, Planner, responded to questions from the Commission and highlighted the strategic action plan and the future needs identified in the Aggieville Community Vision Plan. He informed the Commission that the amount of public participation was appreciated and excellent during the process.

Commissioner McCulloh reiterated her concerns with parking being pushed into the older neighborhoods near Aggieville. She asked that the Plan include a greater focus that would encourage pedestrian traffic. She stated the current bicycle lane along North Manhattan Avenue is confusing. She stated that her preference would be to place parking garages on the edge of the District and to consider making Moro Street a pedestrian only street.

Mayor Reddi stated that Aggieville is a very important area for the community and liked the vision of a more family-friendly, pedestrian type of district. She voiced a preference with the concept of retail with parking garages on top or underneath the buildings. She said that parking and the convenience of parking will be an ongoing issue and anytime you talk about a parking garage, you also have to talk about associated parking fees.



## GENERAL AGENDA (*CONTINUED*)

### DISCUSSION - AGGIEVILLE COMMUNITY VISION PLAN UPDATE (*CONTINUED*)

After additional discussion and further comments from the Commission, Ron Fehr, City Manager, and Jason Hilgers, Deputy City Manager, responded to additional questions from the Commission. They provided information regarding parking availability and identifying the number of parking stalls needed in the Aggieville District, parking considerations in the surrounding neighborhoods of Aggieville, interest received from prospective developers and business owners, and the level of density in the District.

Mayor Reddi opened the public comments.

Jenny Murdock, 2031 Sunnymeade Road, informed the Commission that she is affected by traffic when density is changing and is especially impacted on home game days when traffic is busy. She voiced concerns in keeping the aesthetics, charm and beauty with the proposed Plan. She stated the challenges to safely ride her bicycle to Aggieville from her home. She asked that the City carefully watch the height and density of structures in this area and to consider how to protect and sustain the community space, while keeping the beauty of Manhattan.

Mel Borst, 1918 Humboldt Street, provided information on a historic house located at the southwest corner of Laramie Street and 11<sup>th</sup> Street. He asked that consideration be given to the Plan in order to protect this house from the economic pressure it may bring. He also asked that a buffer be provided along City Park and that this house be included in the buffer area.

Ben Chmiel, Planner, responded to questions from the Commission and provided additional information on defining a historical structure. He also clarified that there was a concern expressed during the Planning Board meeting that if development is encouraged, that it may put pressure on the existing housing in the area.

Mel Borst, 1918 Humboldt Street, also asked the Commission to consider the Bluemont Avenue Corridor Study that was discussed earlier to mesh with the Aggieville Community Vision Plan.

Hearing no other comments, Mayor Reddi closed the public comments.

Mayor Reddi stated that the Aggieville Community Vision Plan is still a work in progress and encouraged citizens to contact City staff or the City Commission. She expressed her appreciation for the work that has been done and for those that have participated in the process.

As this was a discussion item only, there was no formal action taken.

**ADJOURNMENT**

At 8:50 p.m., the Commission adjourned.

A handwritten signature in blue ink, appearing to read "Gary S. Fees", is written over a horizontal line.

Gary S. Fees, MMC, City Clerk