



MINUTES
CITY COMMISSION MEETING
TUESDAY, JULY 18, 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 Pro Tem Linda Morse and Commissioners 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, 7 staff, and approximately 28 interested citizens.

PLEDGE OF ALLEGIANCE

Mayor Pro Tem Linda Morse led the Commission in the Pledge of Allegiance.

RECOGNITION

Mayor Pro Tem Linda Morse and City Manager Ron Fehr recognized the Citizens' Academy participants. Those in attendance included Alex Bonson, Ashley Bonson, Brandon Jones, Chris Ahern, Chris Coco, Melaney Coco, Kaitlin Long, Kara Titus, Kenee Olsen, Kirk Meyer, Kurt Weber, Sam Creagar, Alison Creagar, and Shaun Doeden. Those participants not able to attend included Brett Seidl, Melissa Frias, Susan Bergtold, Jon Klimek, and Stacy Cam. Kaitlin Long provided remarks on her experience in the Academy.

PROCLAMATION

Mayor Pro Tem Morse proclaimed July 22, 2017, *Day of the Cowboy*. Brianna Schmitz, Guest Services Manager and Volunteer Coordinator; Jonathan Mertz, Events Supervisor; and Chelsea Figge, Education Intern, Flint Hills Discover Center, were present to receive the proclamation.

COMMISSIONER COMMENTS

Commissioner McCulloh highlighted the National Day of the Cowboy event and activities at the Flint Hills Discovery Center on Saturday, July 22, 2017. She thanked Dan and Beth Bird for sponsoring this event. She also encouraged those interested in seeing the eclipse of the sun on August 21, 2017, and taking a bus trip to Highland for \$35, to contact the Flint Hills Discover Center for additional information.

Commissioner Butler provided information and clarification on the Quality of Life Sales Tax initiative that will be on the ballot in November 2017. He stated that this initiative is not a tax increase and encouraged all citizens to get the true facts.

Commissioner Dodson informed the community that on Friday, July 14, 2017, there was a ceremony at Fort Riley to welcome home troops that were deployed. He provided information on the ceremony and stated that some of the soldiers spent 66 hours traveling, with four airplane changes, before making it to Fort Riley. He encouraged the community to participate in the events associated with the celebration of the 100th Anniversary of the 1st Infantry Division of the United States Army at Fort Riley during the third week in August.

Mayor Pro Tem Morse stated the Riley County Fair begins on Thursday, July 27, 2017, with the Riley County Fair Parade at 6:00 p.m. She highlighted the delinquent property tax list that was recently published in *The Manhattan Mercury* and future tax sale that would be conducted by Riley County. She provided information on the Joint Land Use Study (JLUS) public meetings to be held on July 19, 7:00 p.m., City Commission Room, City of Manhattan, and on July 20, at 7:00 p.m., CL Hoover Opera House, in Junction City. She encouraged the community to attend Arts in the Park this Friday, July 21, 2017, starting at 8:00 p.m., at the Larry Norvell Band Shell in City Park.

CONSENT AGENDA

(* denotes those items discussed)

CLAIMS REGISTER NO. 2856

The Commission approved Claims Register No. 2856 authorizing and approving the payment of claims from July 4, 2017, to July 11, 2017, in the amount of \$3,240,922.94.

ORDINANCE NO. 7301 – AMEND – NO PARKING ANYTIME

The Commission approved Ordinance No. 7301 amending Section 31-54 of the Code of Ordinances to include additional “No Parking Anytime” in the new subdivisions and along Wharton Manor Road, and amending Grandview Drive, between Sunset Avenue to Wickham Road.

CONSENT AGENDA (CONTINUED)

ORDINANCE NO. 7302 – AMEND – PARKING PERMIT DISTRICTS

The Commission approved Ordinance No. 7302 amending Section 31-129 of the Code of Ordinances regarding “Parking Permit Districts” adding Harris Avenue, from Anderson Avenue to Hunting Avenue, to the Red Zone and amending Grandview Drive (moving from the north side to the south side) in the Yellow Zone.

ORDINANCE NO. 7303 – AMEND SEAT BELT VIOLATIONS FINES – 2016 STANDARD TRAFFIC ORDINANCE FOR KANSAS CITIES

The Commission approved Ordinance No. 7303 amending the provisions of the 2016 Standard Traffic Ordinance for Kansas Cities relating to increasing fines for seat belt violations.

REQUEST FOR QUALIFICATIONS – PROFESSIONAL SERVICES – BOOSTER PUMP STATION CAPACITY UPGRADE STUDY (WA1708, CIP #WA154P)

The Commission authorized City Administration to seek qualifications for professional services to develop a Booster Pump Station Capacity Upgrade Study (WA1708, CIP#WA154P).

* **NEGOTIATE CONTRACT – AGGIEVILLE INFRASTRUCTURE ANALYSIS (SP1703)**

Mayor Pro Tem Morse stated that she and Commissioner Butler served on the Selection Committee.

The Commission accepted the recommendation of the Selection Committee; and authorized City Administration to negotiate a contract with Olsson Associates, of Manhattan, Kansas, for professional services for the Aggieville Infrastructure Analysis (SP1703).

NEGOTIATE CONTRACT – CAMPUS PERIMETER TRAFFIC FLOW AND PEDESTRIAN CROSSWALK IMPROVEMENTS STUDY (CIP #CU038P)

The Commission accepted the recommendation of the Selection Committee; and authorized City Administration to negotiate a contract for professional services with Olsson Associates, of Manhattan, Kansas, for the Campus Perimeter Traffic Flow and Pedestrian Crosswalk Improvements Study (CIP #CU038P).

CONSENT AGENDA (CONTINUED)

AWARD CONTRACT – WATER TREATMENT PLANT CLARIFIER NO. 4 PAINTING (WA1707, CIP #WA124P)

The Commission awarded a construction contract in the amount of \$232,300 to Thomas Industrial Coatings, of Pevely, Missouri, who submitted the lowest qualifying bid; and authorized the Mayor and City Clerk to execute the contract for the Water Treatment Plant Clarifier No. 4 Repainting project (WA1707, CIP #WA124P).

BOARD APPOINTMENT – LIBRARY BOARD

The Commission approved the appointment of Medhat Morcos, 1513 Williamsburg Drive, to fill the unexpired term of Sheila Hochhauser. Mr. Morcos' term begins immediately and will expire April 30, 2020

Mayor Pro Tem Morse opened the public comments.

Hearing no comments, Mayor Pro Tem Morse closed the public comments.

After discussion, Commissioner Dodson moved to approve the consent agenda. Commissioner McCulloh seconded the motion. On a roll call vote, motion carried 4-0.

GENERAL AGENDA

FIRST READING - AMEND - CITY-OWNED AND OPERATED CEMETERIES (CEMETERY FEES, RULES AND REGULATIONS, AND ESTABLISH A COLUMBARIUM AREA)

Eddie Eastes, Director of Parks and Recreation, introduced the item. He provided an overview of the proposed ordinance that would update the cemetery provisions in the Code of Ordinances as well as authorize the Cemetery Sexton to adopt administrative rules and regulations for the cemeteries. He also provided information on establishing a columbarium area at Sunrise Cemetery and stated the Cemetery Board and the Parks and Recreation Advisory Board approved the addition of the columbarium fees and recommended the Commission adopt the proposed ordinance.

Mike Mohler, Cemetery Sexton, presented additional information on the individual columbarium section and highlighted a map showing the columbarium area.

Eddie Eastes, Director of Parks and Recreation, provided information on the columbarium fee and stated that this will provide an opportunity for another style of burial to occur at Sunrise Cemetery. He then responded to questions from the Commission.

GENERAL AGENDA (CONTINUED)

FIRST READING - AMEND - CITY-OWNED AND OPERATED CEMETERIES (CEMETERY FEES, RULES AND REGULATIONS, AND ESTABLISH A COLUMBARIUM AREA) (CONTINUED)

Mike Mohler, Cemetery Sexton, provided additional information on the columbarium design and restrictions. He stated that families would purchase individual columbariums that can accommodate up to four urns and that the City would be accommodating the space for these columbariums. He then responded to questions from the Commission regarding natural burials and prior discussions and recommendations of the Cemetery Board.

After further comments from the Commission, Eddie Eastes, Director of Parks and Recreation, and Mike Mohler, Cemetery Sexton, responded to questions regarding cemetery maintenance, administrative activities and regulations, and the estimated revenue to be received from the columbarium section and percent of revenue that will be deposited in the General Fund and in the Sunrise Cemetery Perpetual Care Fund.

Mayor Pro Tem Morse opened the public comments.

Hearing no comments, Mayor Pro Tem Morse closed the public comments.

After discussion and comments from the Commission, Commissioner Butler moved to approve first reading of an ordinance amending Chapter 9 of the Code of Ordinances relating to the City-owned and operated cemeteries, and addressing cemetery fees, rules and regulations. Commissioner McCulloh seconded the motion. On a roll call vote, motion carried 4-0.

COMMUNITY DEVELOPMENT BLOCK GRANT - 2017 PROGRAM YEAR ANNUAL ACTION PLAN, SUB-RECIPIENT GRANT AGREEMENTS AND GRANT AGREEMENT

Eric Cattell, Director of Community Development, presented an overview of the item. He highlighted the Community Development Block Grant (CDBG) 2017 Annual Action Plan, presented the program objectives and goals, and provided information and a map showing Manhattan's Low to Moderate Income (LMI) population. He then responded to questions from the Commission regarding the block groups identified, the map area of Kansas State University, and the intended use of CDBG funds.

Jason Hilgers, Deputy City Manager, and Ron Fehr, City Manager, provided additional information on the Census tracts identified, highlighted LMI information, and stated the Commission has the opportunity and discretion to spend CDBG funds to support projects or programs within those eligible tracts.

GENERAL AGENDA (CONTINUED)

COMMUNITY DEVELOPMENT BLOCK GRANT - 2017 PROGRAM YEAR ANNUAL ACTION PLAN, SUB-RECIPIENT GRANT AGREEMENTS AND GRANT AGREEMENT (CONTINUED)

Eric Cattell, Director of Community Development, highlighted documents included in the Consolidated Plan including a needs assessment and market analysis, a five-year strategic plan, an Annual Action Plan, a Citizen Participation Plan, and consultation process. He presented the top needs identified in the categories of administration, housing rehabilitation, public services, public facilities, and public infrastructure. He then responded to questions from the Commission and provided additional information on the administrative costs and public service funding.

Ron Fehr, City Manager, responded to questions from the Commission regarding agency funding and coordination with the Social Services Advisory Board. He highlighted the public services funding and amounts provided for Consumer Credit Counseling (Housing and Credit Counseling, Inc.), Homeless Prevention Program (Manhattan Emergency Shelter, Inc.), General Legal Services for LMI (Kansas Legal Services), Case Manager/Benefits Specialist (Pawnee Mental Health) and Children's Advocacy Center (Sunflower CASA Project, Inc. - Stepping Stones Child Advocacy Center).

Eric Cattell, Director of Community Development, provided additional information on public services funding and public infrastructure projects that have been completed.

Mayor Pro Tem Morse opened the public comments.

Hearing no comments, Mayor Pro Tem Morse closed the public comments.

After further comments from the Commission, Christina L'Ecuyer, Grant Administrator, provided additional information on the item and highlighted applications received in the past from agencies seeking funding. She informed the Commission that CDBG funds should not be considered as a regular source of funding for public service agencies.

After additional comments from the Commission, Commissioner McCulloh moved to authorize submission of the Community Development Block Grant 2017 Program Year Annual Action Plan and supporting documents; authorize the Mayor and City Clerk to execute the Sub-Recipient Agreements with Housing and Credit Counseling, Inc., Manhattan Emergency Shelter, Inc.; Kansas Legal Services, Inc.; Pawnee Mental Health, Inc.; and Sunflower CASA Project Inc. - Stepping Stones Child Advocacy Center; and, authorize the Mayor and City Clerk to execute the CDBG 2017 Program Year Grant Contract, upon receipt from HUD. Commissioner Dodson seconded the motion. On a roll call vote, motion carried 4-0.

GENERAL AGENDA (CONTINUED)

DISCUSSION ITEM: MIDYEAR REVIEW AND UPDATE ON 2017 CITY COMMISSION GOALS AND PRIORITIES

Mayor Pro Tem Morse announced that this item was removed from the agenda and will be discussed at the August 8, 2017, City Commission Work Session.

Mayor Pro Tem Morse also stated that Commissioner McCulloh would be serving on the Selection Committee for the Sunset Area Historic Survey.

ADJOURNMENT

At 8:05 p.m., the Commission adjourned.



Gary S. Fees, MMC, City Clerk