



MINUTES
CITY COMMISSION MEETING
TUESDAY, NOVEMBER 7, 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 Linda Morse and Commissioners Michael L. Dodson, Wynn Butler, Karen McCulloh, and Usha Reddi were present. Also present were the City Manager Ron R. Fehr, Deputy City Manager Jason Hilgers, Assistant City Manager Kiel Mangus, Legal Counsel Bill Frost, City Clerk Gary S. Fees, 7 staff, and approximately 27 interested citizens.

PLEDGE OF ALLEGIANCE

Mayor Morse led the Commission in the Pledge of Allegiance.

PROCLAMATIONS

Mayor Morse proclaimed November 11, 2017, ***Buddy Poppies***. Marvin Ketter, Quartermaster, Veterans of Foreign Wars Post 1786, was present to receive the proclamation.

Mayor Morse proclaimed November 11, 2017, ***Veterans Day***. Janet Nichols, President, and Christine Benne, Vice President, Flint Hills Veterans Coalition, were present to receive the proclamation.

PUBLIC COMMENTS

Mayor Morse opened the public comments.

Phil Anderson, 1719 Fairchild Avenue, informed the Commission that David Miller is a local architect and contractor whose business is to buy older homes and repurpose them. He stated that his design and construction is unique and his focus is on restoration in Manhattan's older neighborhoods. He encouraged the Commission and invited the public to attend an open house at 222 South 6th Street on November 17, 2017, from 6:00 p.m. - 10:00 p.m., and on November 18, 2017, from 1:00 p.m. - 5:00 p.m.

PUBLIC COMMENTS (CONTINUED)

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

COMMISSIONER COMMENTS

Commissioner Reddi congratulated Janet Nichols and Christine Benne for their outstanding work on the annual Little Apple Brigade Military Ball. She reminded the community that the holiday shopping season will begin soon and encouraged citizens to shop locally and support the great businesses that we are fortunate to have in the community.

Commissioner McCulloh stated the summer reading program at the Manhattan Public Library was a huge success with over 3,705 participants. She informed the community that the disposal of expired and unwanted prescription drugs on October 28, 2017, went very well and thanked the Riley County Police Department for helping with the event. She stated that on Thursday, November 9, 2017, the Riley County Health Advisory Board would be sponsoring a discussion on sexual assault at the headquarters fire station on Kimball Avenue at 7:00 p.m.

Mayor Morse informed the community that she and Commissioner Reddi would be going to the K-State Child Development facility this week to read with the children. She stated that she attended the unveiling of a Union Pacific engine to honor the military at the Kansas Territorial Capitol at Fort Riley on Monday, November 6, 2017. She encouraged everyone to attend the Veteran's Day Parade, the events following the Parade in Peace Memorial Auditorium, and to be aware of the many activities planned in the community on Friday, November 10, 2017, to recognize veterans and their families. She also encouraged the community to enjoy free admission at the Sunset Zoo on Saturday, November 11, 2017, in honor of American soldiers and their families.

CONSENT AGENDA

(* denotes those items discussed)

MINUTES

The Commission approved the minutes of the Regular City Commission Meeting held Tuesday, October 17, 2017.

CLAIMS REGISTER NO. 2863

The Commission approved Claims Register No. 2863 authorizing and approving the payment of claims from October 11, 2017 - October 31, 2017, in the amount of \$3,954,404.93.

CONSENT AGENDA (CONTINUED)

LICENSES

The Commission approved a Tree Maintenance License for calendar year 2018 for Asplundh Tree Expert, LLC, 708 Blair Mill Road, Willow Grove, Pennsylvania; Blueville Nursery, Inc., 4539 Anderson Avenue; Burch Groves Tree Care, 816 Park Street, Alta Vista, Kansas; Gier Tree Service, 213 East North Street, Smolan, Kansas; Growing Concerns, Inc., PO Box 1354; Hummel Tree Service, Inc., 601 Pottawatomie Avenue; and Mugler Tree Care, 2400 West 60th Street; and an annual Cereal Malt Beverages Off-Premises License for Kwik Shop #733, 1337 Anderson Avenue.

ORDINANCE NO. 7321 – AMEND – AIRPORT LANDING FEES

The Commission approved Ordinance No. 7321 amending Section 7-146 of the Code of Ordinances relating to landing fees at Manhattan Regional Airport.

* **ORDINANCE NO. 7322 – 2018 SERVICE FEES – AGGIEVILLE BUSINESS IMPROVEMENT DISTRICT (ABID)**

Ron Fehr, City Manager, responded to questions from the Commission regarding the item. He informed the Commission that this is second reading of the ABID ordinance and highlighted changes made. He stated that City staff is continuing to work with the District to try and minimize the affidavit process and the number engaged in the official process if dues are not paid by the deadline.

The Commission approved Ordinance No. 7322 levying business improvement service fees for 2018 on businesses located within the Aggieville Business Improvement District.

* **ORDINANCE NO. 7323 – 2018 SERVICE FEES – DOWNTOWN BUSINESS IMPROVEMENT DISTRICT (DBID)**

Ron Fehr, City Manager, responded to questions from the Commission regarding the item. He informed the Commission that this is second reading of the DBID ordinance and highlighted changes made. He stated that City staff is continuing to work with the District to try and minimize the affidavit process and the number engaged in the official process if dues are not paid by the deadline.

The Commission approved Ordinance No. 7323 levying business improvement service fees for 2018 on businesses located within the Downtown Business Improvement District.

CONSENT AGENDA (CONTINUED)

RESOLUTION NO. 110717-A – AMEND BOND SALE DATE – GENERAL OBLIGATION BONDS SERIES 2017-D

The Commission approved Resolution No. 110717-A amending as the date to sell \$10,170,000.00 in General Obligation Bonds (Series 2017-D) from November 21, 2017, to November 14, 2017.

AGREEMENT – PROFESSIONAL SERVICES – SOUTH EAST NEIGHBORHOOD RECREATION CENTER FINAL DESIGN (SP1702)

The Commission authorized the Mayor and City Clerk to execute a contract, in an amount not to exceed \$297,744.00, with Bruce McMillan AIA, Architects, of Manhattan, Kansas, for final design and construction administration services for the South East Neighborhood Recreation Center Project (SP1702).

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

The Commission authorized the Mayor and City Clerk to execute an agreement for professional services, in an amount not to exceed \$54,940.00, with Bartlett & West, Inc., of Manhattan, Kansas, for the for the Booster Pump Station Capacity Upgrade Study (WA1708, CIP #WA154P).

AGREEMENT – PROFESSIONAL SERVICES – WASTEWATER TREATMENT PLANT HEADWORKS PUMP STATION IMPROVEMENTS (SS1713, CIP #WW178E)

The Commission authorized the Mayor and City Clerk to execute an agreement for professional services, in an amount not to exceed \$70,601.59, with Olsson Associates, of Manhattan, Kansas, for the Wastewater Treatment Plant Headworks Pump Station Improvements project (SS1713, CIP #WW178E).

AWARD CONTRACT – WASTEWATER TREATMENT PLANT STORAGE BUILDING (SS1711, CIP #WW149P)

The Commission accepted the Engineer's Opinion of Probable Cost in the amount of \$130,000.00; and awarded and authorized the Mayor and City Clerk to execute a construction contract in the amount of \$95,000.00 with Schultz Construction, Inc., of Manhattan, Kansas, for the Wastewater Treatment Plant Storage Building project (SS1711, CIP #WW149P).

OUTSIDE CITY WATER AGREEMENT – 1603 HILL VALLEY DRIVE

The Commission authorized the Mayor and City Clerk to execute outside city limits water service connection agreement with Advanced Property Management, for the property at 1603 Hill Valley Drive, Riley County, Kansas.

CONSENT AGENDA (CONTINUED)

OUTSIDE CITY WATER AGREEMENT – 1605 HILL VALLEY DRIVE

The Commission authorized the Mayor and City Clerk to execute outside city limits water service connection agreement with Advanced Property Management, for the property at 1605 Hill Valley Drive, Riley County, Kansas.

OUTSIDE CITY WATER AGREEMENT – 1607 HILL VALLEY DRIVE

The Commission authorized the Mayor and City Clerk to execute outside city limits water service connection agreement with Advanced Property Management, for the property at 1607 Hill Valley Drive, Riley County, Kansas.

OUTSIDE CITY WATER AGREEMENT – 1608 GREEN VALLEY CIRCLE

The Commission authorized the Mayor and City Clerk to execute outside city limits water service connection agreement with Advanced Property Management, for the property at 1608 Green Valley Circle, Riley County, Kansas.

LEASE AGREEMENT – COMMUNITY GARDENS

The Commission authorized the Mayor and City Clerk to execute a lease with University for Mankind (UFM) Community Learning Center for operation of the Community Gardens for a term of five years (2018-2022).

CONSENT TO SUBLEASE HANGAR – JSG PROPERTIES, LLC, TO EBERT CONSTRUCTION

The Commission consented to the subletting of the Aircraft Hangar property under lease agreement between the City of Manhattan and JSG Properties, LLC, to Ebert Construction, and authorized the Mayor and City Clerk to execute the consent.

BOARD APPOINTMENTS

The Commission approved the following appointments by Mayor Morse to various boards and committees of the City:

Cemetery Board

Appointment of Richard Akins, 2304 Hillview Drive, to fill the unexpired term of Lawrence Pollack and a three-year term. Mr. Akins' term begins immediately and will expire December 31, 2020.

Douglass Center Advisory Board

Appointment of Donald Glaspie, 4693 N. Douglas Drive, to a three-year At-Large term. Mr. Glaspie's term begins immediately and will expire October 2, 2020.

Appointment of Kevin Bryant, 7850 Lookout Drive, to an unexpired At-Large term. Mr. Bryant's term begins immediately and will expire October 2, 2018.

CONSENT AGENDA (*CONTINUED*)

BOARD APPOINTMENTS (*CONTIUED*)

Special Alcohol Funds Advisory Board

Appointment of Judy Burgess, 801 Pebblebrook Circle, to the remainder of a three-year term. Ms. Burgess' term begins immediately and will expire June 30, 2020.

Appointment of Colin Gentry, 415 North 16th Street, to fill the unexpired term of Matthew Yates. Mr. Gentry's term begins immediately and will expire June 30, 2019.

Mayor Morse opened the public comments.

Hearing no comments, Mayor Morse closed the public comments.

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

GENERAL AGENDA

RESOLUTION OF INTENT/FIRST READING – ISSUE INDUSTRIAL REVENUE BONDS (IRB) - MEADOWLARK HILLS

Jason Hilgers, Deputy City Manager, provided an overview of the item. He highlighted the proposed two elderly care units at 120 N. Scenic Drive, Manhattan, and 7621 Falcon Road, Riley, Kansas, and explained the process in issuing IRBs.

Chris Nelson, representing Meadowlark Hills, responded to questions from the Commission regarding their operations and their desire to expand and serve more seniors in the Flint Hills region. He provided additional information on their campus, the purpose for the bonds and bond placement, and the issuance amount.

Ron Fehr, City Manager, responded to questions from the Commission regarding the Industrial Revenue Bonds and exemptions. He stated that the facilities at Meadowlark Hills are exempt under state statute.

After comments from the Commission, Chris Nelson, representing Meadowlark Hills, responded to questions regarding the items that would be purchased with the Industrial Revenue Bonds and the operation of the future facilities.

GENERAL AGENDA (CONTINUED)

RESOLUTION OF INTENT/FIRST READING – ISSUE INDUSTRIAL REVENUE BONDS (IRB) - MEADOWLARK HILLS (CONTINUED)

Ron Fehr, City Manager, responded to additional questions from the Commission. He stated that the City is under no financial obligation and incurs no legal responsibility for repayment by acting as a financial conduit.

Mayor Morse opened the public comments.

Hearing no comments, Mayor Morse closed the public comments.

After discussion and additional comments from the Commission, Commissioner Butler moved to approve Resolution No. 110717-B indicating the Commission's intent to issue and first reading of an ordinance issuing \$3 million in Industrial Revenue Bonds to fund the 2017A Series IRBs; and approve certain documents and actions in connection with the issuance for the purpose of acquiring two group homes for seniors located at 120 N. Scenic Drive, Manhattan, and 7621 Falcon Road, Riley. Commissioner Dodson seconded the motion. On a roll call vote, motion carried 5-0.

ADJOURNMENT

At 7:32 p.m., the Commission adjourned.



Gary S. Fees, MMC, City Clerk