



***MINUTES
CITY COMMISSION MEETING
TUESDAY, DECEMBER 15, 2020
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 Wynn Butler, Linda Morse, Mark J. Hatesohl, and Aaron Estabrook were present. Also present were City Manager Ron Fehr, Deputy City Manager Jason Hilgers, Assistant City Manager Dennis Marstall, Assistant to the City Manager Jared Wasinger, City Attorney Katharine Jackson, City Clerk Brenda K. Wolf, 3 City staff, and approximately 17 interested citizens.

NOTE: The City Commission Meeting was open to the public. The public was able to make in-person comments but due to precautions associated with the COVID-19 pandemic, seating for the public was limited. In lieu of coming to City Hall, written public comments for any item on the agenda were able to be submitted through the City's website at <https://cityofmhk.com/> and were distributed to all members of the City Commission before the meeting, or by emailing or calling the Commissioners directly.

PLEDGE OF ALLEGIANCE

Mayor Reddi led the Commission in the Pledge of Allegiance.

COMMISSIONER COMMENTS

Commissioner Morse brought attention to the planting of 10-foot trees and saplings at Northeast Community Park by the Manhattan Rotary Club in conjunction with the Konza Rotary Club. She asked that public let the Commissioners and City Administration know of good works by groups and individuals so that they can thank them.

Mayor Reddi stated that on Thursday, December 17, 2020, there would be free COVID-19 testing at CiCo Park, from 11 a.m. - 1 p.m. and 5 p.m. - 7 p.m., and starting on December 18, 2020, there would be free saliva COVID testing in Riley County done every day except on holidays and Sundays, and that appointments could be made starting December 16, 2020, and urged the public to take advantage of the free testing. She mentioned that the Manhattan Area Task Force would have a meeting on Thursday, December 17, 2020, at 2 p.m., in which Bob Copple and other health officials would be talking about vaccination in the state of Kansas and how it would impact Manhattan.

CONSENT AGENDA
(* denotes those items discussed)

MINUTES

The Commission approved the minutes of the Regular City Commission Meeting held Tuesday, December 1, 2020.

CLAIMS REGISTER NO. 2958

The Commission approved Claims Register No. 2958 authorizing and approving the payment of claims from November 25, 2020 – December 8, 2020, in the amount of \$6,191,679.21.

LICENSES

The Commission approved a **Merchant Guard Agency License** for calendar year 2021 for Prudential Security, Inc., 20600 Eureka Road #900, Taylor, Michigan; Smart Security, Inc., 625 South Anna Street, Wichita, Kansas; and Vend-Tech Enterprise, LLC, 250 North Rock Road Suite 360, Wichita, Kansas; a **Tree Maintenance License** for calendar year 2021 for Shiver Me Timbers, 4521 Freeman Road; and an annual **Cereal Malt Beverages Off-Premises License** for Shop Quik #11, 3108 Anderson Avenue; Shop Quik #12, 430 Fort Riley Boulevard; Shop Quik #14, 529 Richards Drive; Shop Quik #16, 1127 Bluemont Avenue; and Shop Quik #18, 1005 Scenic Landing.

ORDINANCE NO. 7518 – EXTEND - FACE MASK REQUIREMENTS

The Commission approved Ordinance No. 7518 amending Section 22-73 of the City Code extending the term of the face mask ordinance requirements to 11:59 p.m. on April 1, 2021.

* **RESOLUTION NO. 121520-A – TEMPORARY ALCOHOL PERMIT – DOWNTOWN SIDEWALK PLATFORMS – WAIVE FEE FOR 2021**

The Commission approved Resolution No. 121520-A authorizing City Administration to administer a temporary permit program to allow the sale, service and consumption of alcohol within City right-of-way; approved platform dining areas downtown and waived fees for 2021.

* **RESOLUTION NO. 121520-B – TEMPORARY EXPANSION OF RETAIL AND FOOD ESTABLISHMENT ON CITY PROPERTY – WAIVE FEE FOR 2021**

The Commission approved Resolution No. 121520-B authorizing City Administration to administer a temporary permit program to expand retail and food service establishments onto City property and waived fees for 2021.

RESOLUTION NO. 121520-C – 2020 CITY BOUNDARY

The Commission approved Resolution No. 121520-C establishing and defining the boundaries of the City of Manhattan, Kansas, as of December 15, 2020.

CONSENT AGENDA (CONTINUED)

RESOLUTION NO. 121520-D – TEMPORARY CITY OPERATIONS – COVID-19 PANDEMIC

The Commission approved Resolution No. 121520-D which temporarily changes some aspects of how the City operates its affairs during the pandemic, to expire on April 1, 2021.

RESOLUTION NO. 121520-E – CONDEMNATION – EASEMENTS – LEVEE PROJECT (SM1813)

The Commission approved Resolution No. 121520-E declaring it is necessary to acquire the subject easements on the properties listed by the power of eminent domain for the Manhattan Levee Flood Risk Management Project (SM1813/SP1908), and directing the Director of Public Works/City Engineer or SMH Consultants, of Manhattan, Kansas, to complete and file with the City Clerk surveys of the necessary easements.

RESOLUTION NO. 121520-F – INVESTMENT POLICY

The Commission approved Resolution No. 121520-F re-affirming expanded investment powers for the City of Manhattan based on final approval from the Pooled Money Investment Board.

REQUEST FOR PROPOSALS – DESIGN/BUILD CONTRACT - KIDSCAPE AT THE FLINT HILLS DISCOVERY CENTER

The Commission, pursuant to Charter Ordinance No. 44, approved the use of a Design/Build process for procuring the design and construction of the second floor Kidscape at the Flint Hills Discovery Center; authorized City Administration to issue a Request for Proposals for a Design/Build Contract for design/construction of the second floor Kidscape at the Flint Hills Discovery Center; and appointed Commissioner Morse to serve on the Selection Committee Kidscape at the Flint Hills Discovery Center:

2021 CONTRACT – MANHATTAN CENTER FOR THE ARTS

The Commission approved a contract as budgeted in the 2021 City Budget and authorized the Mayor and City Clerk to execute said contract with the Manhattan Center for the Arts.

2021 CONTRACT – THE WOLF HOUSE MUSEUM

The Commission approved a contract as budgeted in the 2021 City Budget and authorized the Mayor and City Clerk to execute said contract with the Wolf House Museum.

CONSENT AGENDA (CONTINUED)

2021 CONTRACT – DOWNTOWN MANHATTAN, INC.

The Commission approved a contract as budgeted in the 2021 City Budget and authorized the Mayor and City Clerk to execute said contract with Downtown Manhattan, Inc.

2021 CONTRACT – AGGIEVILLE BUSINESS ASSOCIATION

The Commission approved a contract as budgeted in the 2021 City Budget and authorized the Mayor and City Clerk to execute said contract with the Aggieville Business Association.

2021 CONTRACT – FLINT HILLS AREA TRANSPORTATION AGENCY

The Commission approved a contract as budgeted in the 2021 City Budget and authorized the Mayor and City Clerk to execute said contract with the Flint Hills Area Transportation Agency.

2021 CONTRACTS – SOCIAL SERVICES ADVISORY BOARD AGENCIES

The Commission approved a contract as budgeted in the 2021 City Budget and authorized the Mayor and City Clerk to execute said contract with the Social Services Advisory Board agencies (*See Attachment No. 1*).

2021 CONTRACTS – SPECIAL ALCOHOL FUND AGENCIES

The Commission approved a contract as budgeted in the 2021 City Budget and authorized the Mayor and City Clerk to execute said contract with the Special Alcohol Fund agencies (*See Attachment No. 2*).

AMENDMENT - 2020 BOYS AND GIRLS CLUB SOCIAL SERVICES PROPOSAL

The Commission approved amending the 2020 Boys & Girls Club Social Services Proposal.

2021 CONTRACT – AGGIEVILLE BUSINESS IMPROVEMENT DISTRICT

The Commission authorized the Mayor and City Clerk to execute the 2021 Aggieville Business Improvements District contract.

2021 CONTRACT – DOWNTOWN BUSINESS IMPROVEMENT DISTRICT

The Commission authorized the Mayor and City Clerk to execute the 2021 Downtown Business Improvements District contract.

CONSENT AGENDA (CONTINUED)

CONTRACT – ANIMAL SHELTER SERVICES – CITY OF LEONARDVILLE

The Commission authorized the Mayor and City Clerk to execute a contract with the City of Leonardville to allow the delivery of dogs and cats from its jurisdiction to the T. Russell Reitz Animal Shelter and to empower the City of Manhattan to accept and dispose of animals delivered to the Shelter by the contracted entity.

CONTRACT – ANIMAL SHELTER SERVICES – CITY OF OGDEN

The Commission authorized the Mayor and City Clerk to execute a contract with the City of Ogden to allow the delivery of dogs and cats from its jurisdiction to the T. Russell Reitz Animal Shelter and to empower the City of Manhattan to accept and dispose of animals delivered to the Shelter by the contracted entity.

CONTRACT – ANIMAL SHELTER SERVICES – CITY OF RILEY

The Commission authorized the Mayor and City Clerk to execute a contract with the City of Riley to allow the delivery of dogs and cats from its jurisdiction to the T. Russell Reitz Animal Shelter and to empower the City of Manhattan to accept and dispose of animals delivered to the Shelter by the contracted entity.

CONTRACT – ANIMAL SHELTER SERVICES – CITY OF ST. GEORGE

The Commission authorized the Mayor and City Clerk to execute a contract with the City of St. George to allow the delivery of dogs and cats from its jurisdiction to the T. Russell Reitz Animal Shelter and to empower the City of Manhattan to accept and dispose of animals delivered to the Shelter by the contracted entity.

CONTRACT – ANIMAL SHELTER SERVICES – CITY OF WAMEGO

The Commission authorized the Mayor and City Clerk to execute a contract with the City of Wamego to allow the delivery of dogs and cats from its jurisdiction to the T. Russell Reitz Animal Shelter and to empower the City of Manhattan to accept and dispose of animals delivered to the Shelter by the contracted entity.

CONTRACT – ANIMAL SHELTER SERVICES – POTTAWATOMIE COUNTY

The Commission authorized the Mayor and City Clerk to execute a contract with Pottawattamie County to allow the delivery of dogs and cats from its jurisdiction to the T. Russell Reitz Animal Shelter and to empower the City of Manhattan to accept and dispose of animals delivered to the Shelter by the contracted entity.

CONSENT AGENDA (CONTINUED)

MASTER SERVICE AGREEMENT – NETWORKS PLUS - MICROSOFT OFFICE 365, MICROSOFT ENTERPRISE MOBILITY AND SECURITY E5, AND DATTO SAAS BACKUP PROTECTION

The Commission authorized City Administration to finalize and execute a Master Service Agreement with Networks Plus for Microsoft Office 365, Microsoft Enterprise Mobility and Security E5, and Datto SaaS Backup Protection.

SECOND AMENDMENT – EMERGENCY COMMUNICATIONS RADIOS – CITY OF RILEY

The Commission authorized the Mayor and City Clerk to execute a Second Amendment to the Radio Communication Systems User Agreement, to include the City of Riley as a user on the radio communications system and to purchase radios through the Riley County, Kansas, Board of County Commissioners contract with Harris Corporation.

SOLE SOURCE PURCHASE – AUTOMATED METER READING SYSTEM

The Commission approved a sole-source purchase in the total amount of \$236,544.00 for an Automated Meter Reading System – Purchase Proposal for Meter Transmission Units, from Mountain States Pipe and Supply Company, of Colorado Springs, Colorado.

BOARD APPOINTMENTS

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

Aggieville Business Improvement District Advisory Board

Re-appointment of David Sauter, 1912 Stratton Circle, to a three-year term, which will begin January 1, 2021, and will expire December 31, 2023.

Bicycle and Pedestrian Advisory Committee

Re-appointment of Joseph Edmunds, 360 Zeandale Road, to a three-year Riley County recommended term, which begins immediately, and will expire October 31, 2023.

Re-appointment of Carol Sevin, 1030 Pierre Street, to a three-year Kansas State University recommended term, which begins immediately, and will expire October 31, 2023.

Riley County Park Board

Recommendation of Mike Roediger, 1419 Beechwood Terrace, to the Riley County Commission to continue serving on the Board as the City's appointment.

CONSENT AGENDA (CONTINUED)

BOARD APPOINTMENTS (CONTINUED)

Social Services Advisory Board

Appointment of Adam Simpson, 1001 Bluemont Avenue, Apartment #2, to a three-year term, which begins immediately, and will expire June 30, 2023.

* **RESOLUTION NO. 121520-G – CONDEMNATION – AGGIEVILLE PARKING GARAGE PROJECT (AG1903) AND LARAMIE STREET (AG1902)**

Mayor Reddi asked that the item be moved to the end of the General Agenda.

Mayor Reddi opened the public comments.

Gina Scroggs, Executive Director, Downtown Manhattan, Inc., spoke in support of the waiver of fees to protect small businesses and asked the Commission to continue to waive fees for 2021.

Lindsay Hufnagel, Owner, Boutique, 318 Poyntz Avenue, and Pine & Plaid, 320 Poyntz Avenue, stated that Downtown businesses were appreciative of dining platforms and open air market initiative approved by the Commission in 2020 and asked the Commission to approve the temporary expansion of the premises resolution for use of City property and waiver of fees for 2021.

Hearing no other comments, Mayor Reddi closed the public comments. There were no written public comments submitted for any of the Consent Agenda items.

After discussion, Commissioner Estabrook moved to approve the consent agenda with the exception of Item R, RESOLUTION NO. 121520-G – CONDEMNATION – AGGIEVILLE PARKING GARAGE PROJECT (AG1903) AND LARAMIE STREET (AG1902), which was moved to the end of the General Agenda. Commissioner Morse seconded the motion. On a roll call vote, motion carried 5-0 with the exception of Item E, TEMPORARY ALCOHOL PERMIT – DOWNTOWN SIDEWALK PLATFORMS – WAIVE FEE FOR 2021, and TEMPORARY EXPANSION OF RETAIL AND FOOD ESTABLISHMENT ON CITY PROPERTY – WAIVE FEE FOR 2021, which carried 4-1 with Mayor Reddi voting against, and Item D, ORDINANCE NO. 7518 – EXTEND - FACE MASK REQUIREMENTS, which carried 4-1 with Commissioner Hatesohl voting against.

GENERAL AGENDA

2020 YEAR END REPORTS/2021 AGREEMENTS - CHAMBER OF COMMERCE ECONOMIC DEVELOPMENT, FORT RILEY PROMOTION SERVICES, AND TOURISM AND CONVENTION

Jason Smith, President and Chief Executive Officer, Manhattan Area Chamber of Commerce; Kent Glasscock, Chief Executive Officer, Kansas State University Innovation Partners; Daryn Soldan, Director of Economic Development, Manhattan Area Chamber of Commerce; Sarah Siders, Executive Director, Spark; Rebecca Robinson, Chief Corporate Engagement and Economic Development Officer, Kansas State University Innovation Partners; and Jason Hilgers, Deputy City Manager, City of Manhattan, presented the first unified economic development report and answered questions from the Commission.

Larie Schoap, Chair, Manhattan Area Chamber of Commerce Board, presented Mayor Reddi a plaque of appreciation for her outstanding service and leadership over the past year.

Janet Nichols, Military Community Liaison, Manhattan Area Chamber of Commerce, highlighted Military Relations Committee events for 2020. She answered questions from the Commission.

Bernie Haney, Chair, Convention and Visitor Bureau (CVB) Steering Committee Advisory Board, highlighted the struggles for 2020 in tourism.

Karen Hibbard, Director, Convention and Visitors Bureau, provided the fourth quarter CVB presentation. She then answered questions from the Commission.

Jason Hilgers, Deputy City Manager, highlighted the three Chamber contracts and transient guest tax.

Jason Smith, President and Chief Executive Officer, Manhattan Area Chamber of Commerce, answered questions from the Commission.

Mayor Reddi opened the public comments.

Hearing no comments, Mayor Reddi closed the public comments. There were no written public comments submitted for this item.

After discussion, Commissioner Morse moved to authorize City Administration to finalize and the Mayor and City Clerk to execute the Fort Riley Promotion, Economic Development, and Tourism and Convention contracts for 2021 with the Manhattan Area Chamber of Commerce. Commissioner Hatesohl seconded the motion. On a roll call vote, motion carried 5-0.

At 9:15 p.m., the Commission took a short break.

GENERAL AGENDA (CONTINUED)

DISCUSSION - HOUSING ADVISORY BOARD AND OTHER HOUSING INITIATIVES

Dennis Marstall, Assistant City Manager, presented highlights from previous housing conversations, community surveys from 2017 and 2019, the 2020 sales tax question with Workforce Housing Initiatives, and the scope of the 2021 Housing Study, and asked Commission to clarify what the Housing Advisory Board should address.

Mayor Reddi opened the public comments.

Donna Schenk-Hamlin, 1922 Leavenworth Street, stated she was encouraged to hear the common ground with focus on workforce housing and could see a generic housing advisory board with a cross section of the community. She stated that she was working to set up a study circle series on what it entails to create an appropriate Manhattan community housing trust.

Hearing no other comments, Mayor Reddi closed the public comments. There were two written public comments submitted for this item.

The Commission discussed having the Housing Advisory Board focus on a variety of issues including work force housing, incentives for first time homeowners, relocation incentives, housing initiatives for retirees, coordinate rejuvenate/revitalize existing housing with Community Development, and look into a housing trust or land trust, plus identify federal resources, rather than focus on rental or inspection issues. The Commission discussed its desire to see a proposal for the creation of a Housing Advisory Board in January or February, with a membership that consisted of stakeholders in housing as well as citizens at-large.

As this was a discussion item, the Commission took no formal action.

DISCUSSION - DIVERSITY, EQUITY AND INCLUSION TASK FORCE

Usha Reddi, Mayor, presented her vision/intent of a temporary Diversity, Equity and Inclusion Task Force.

Ron Fehr, City Manager, provided additional information and answered questions from the Commission.

There were 10 written public comments submitted for this item.

After discussion, Commissioner Estabrook moved to approve the creation of the DEI task force and authorize the Mayor to make appointments, subject to the consent of the Commission, at the January 5th Old Business section of the meeting. Commissioner Morse seconded the motion. On roll call vote, motion carried 3-1-0 with Commissioner Hatesohl voting against and Commissioner Butler abstaining.

ITEM REMOVED FROM CONSENT AGENDA

RESOLUTION NO. 121520-G – CONDEMNATION – AGGIEVILLE PARKING GARAGE PROJECT (AG1903) AND LARAMIE STREET (AG1902)

Ron Fehr, City Manager, and Jason Hilgers, Deputy City Manager, provided additional information for the Commission.

There were no written public comments submitted for this item.

After discussion, Commissioner Butler moved to approve Resolution No.121520-G declaring it is necessary to acquire the property interests on the properties listed by the power of eminent domain for the Aggieville Parking Garage Project (AG1903) and the associated street and utility projects (AG1902), and direct staff to complete and file a survey of the necessary interests. Commissioner Estabrook seconded the motion. On a roll call vote, motion carried 5-0.

ADJOURNMENT

At 11:05 p.m., the Commission adjourned.



Brenda K. Wolf, CMC, City Clerk

Attachment No. 1

Social Services Advisory Board (SSAB)

Big Brothers/Big Sisters	\$ 30,000
Boys & Girls Club	\$ 45,865
Crisis Center	\$ 48,800
Homecare & Hospice	\$ 50,812
Kansas Legal Services	\$ 40,000
KSU Child Development Center	\$ 43,432
Manhattan Emergency Shelter	\$ 86,768
Morning Star Inc., CRO	\$ 12,000
Shepherd's Crossing	\$ 50,000
Sunflower CASA Project, Inc.	\$ 56,000
Thrive	<u>\$ 14,000</u>
Total	\$ 477,677

Special Alcohol Fund

Special Alcohol Programs

Big Brothers/Big Sisters	\$ 16,000
Boys & Girls Club	\$ 18,000
Friends of Recovery	\$ 5,000
KSU-Alcohol & Other Drug Education	\$ 18,000
Manhattan Emergency Shelter	\$ 18,000
Pawnee Mental Health	\$ 85,000
Riley Co. Comm. Corrections-Juvenile	\$ 6,300
Riley Co. Comm. Corrections-Adult	\$ 25,000
Riley Co. Court Services-Probation	\$ 3,000
Sunflower CASA Project, Inc.	\$ 37,000
The Restoration Center	\$ 20,000
Thrive!	\$ 10,000
UFM Learning Center	\$ 20,000
Unified School District #383	<u>\$190,000</u>
Total	\$471,300