

## **CERTIFICATION OF CLERK**

I, Brenda K. Wolf, the duly appointed, qualified, and City Clerk of Manhattan, Kansas, do hereby certify that the foregoing Minutes from June 17, 2025, were duly adopted at a meeting of the City of Manhattan, Kansas, held on the 15<sup>th</sup> day of July 2025, and that said Minutes have been compared by me with the original thereof on file and of record in my office, is a true copy of the whole of said original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the City of Manhattan, Kansas, this 15<sup>th</sup> day of July, 2025.



Brenda K. Wolf  
Brenda K. Wolf, CMC, City Clerk

***MINUTES  
CITY COMMISSION MEETING  
TUESDAY, JUNE 17, 2025  
6:00 P.M.***

*This meeting was recorded and is available [online](#) for full viewing.*

**1. CALL TO ORDER**

At 6:00 p.m., Mayor Karen McCulloh called the June 17, 2025, City Commission Meeting to order.

**2. ROLL CALL AND ANNOUNCEMENT OF A QUORUM**

Present: Commissioner Susan E. Adamchak, Commissioner Peter Oppelt, Commissioner John E. Matta, and Commissioner Jayme Minton, with Mayor Karen McCulloh presiding.

Absent: None.

After roll call, the City Clerk announced there were five (5) Commissioners present and that the quorum of three (3) was met.

Also present were City Manager Danielle Dulin; Deputy City Manager Jason Hilgers, Assistant City Manager Jared Wasinger, Assistant City Manager/Assistant Director of Public Works Wyatt Thompson, City Attorney Katharine Jackson, City Clerk Brenda K. Wolf, seven (7) staff, and approximately 10 interested citizens.

**3. PLEDGE OF ALLEGIANCE**

Mayor McCulloh led the Commission in the Pledge of Allegiance.



This meeting was held in the City Commission Room at City Hall, 1101 Poyntz Avenue. Public participation was solicited without regard to race, sex, familial status, military status, disability, religion, age, color, national origin, ancestry, sexual orientation, or gender identity. In accordance with the Americans with Disabilities Act, persons with disabilities needing special accommodation to participate in the City Commission Meeting or access meeting minutes, or those requiring language assistance (free of charge) should contact the City of Manhattan ADA Coordinator, Deann Tiede, no later than forty-eight (48) hours prior to the meeting, at (785) 587-2442 or 7-1-1 (Relay).

#### **4. PUBLIC COMMENTS**

Mayor McCulloh opened the public comments and highlighted the process.

Hearing no comments, Mayor McCulloh closed the public comments.

#### **5. COMMISSIONER COMMENTS**

Commissioner Oppelt stated that on Saturday, June 21, 2025, at 9:30 a.m. in the Auditorium at the Manhattan Public Library, he and Commissioner Adamchak would have coffee and donuts with anyone who wanted to come and have discussion.

Commissioner Adamchak reported that construction preparation has started on the Back Nine project in Aggieville. She commended Public Works on the new Task Order program for street repairs.

Mayor McCulloh thanked all that attended Flag Day and stated it was well planned out. She mentioned she attended the Juneteenth Unity Walk and thanked those who provided free burritos and hotdogs.

#### **6. CONSENT AGENDA**

(\* denotes those items discussed)

A. **MINUTES**

1. Approve the [minutes](#) of the Regular City Commission Meeting held Tuesday, June 3, 2025.

B. **CLAIMS/PAYMENTS**

1. Approve [Claims Register No. 3096](#) authorizing and approving the payment of claims from May 28, 2025 - June 10, 2025, in the amount of \$7,611,351.06.

C. **LICENSES**

1. Approve a [Fireworks Display License](#) for Astro Enterprises, LLC.

D. **ORDINANCES**

1. Approve Ordinance No. 7759 [amending Sections 31-37 and 31-108 of the Code of Ordinances related to City Parking Garages](#) and approve Resolution No. 061725-A repealing Resolution No. 052025-C and establishing parking rates and max fees in the Aggieville Garage.

E. **BID AND AWARD**

1. Award a construction contract in an amount not to exceed \$400,000.00 with Surgeon Construction, LLC and authorize City Administration to execute task orders for Part A and Part B of the [Concrete Street Repairs Task Orders Project \(ST2512\)](#).
2. Award a construction contract in an amount not to exceed \$400,000.00 with Shilling Construction Company, Inc. and authorize City Administration to execute task orders for Part A and Part B of the [Asphalt Street Maintenance Task Order Project \(ST2513\)](#).
3. Award a construction contract in the amount of \$648,121.00 to Shilling Construction; authorize the City Manager to approve change orders up to 5% (\$32,406.05) of the contract amount for the [2025 Asphalt Maintenance Phase 1 Project \(ST2514\)](#).
4. Award a construction contract to Michael Edward Hays d/b/a Economy Carpentry, Painting & Concrete for the [Sidewalk Panel Repair/Replacement/Construction on-call services](#).

F. **MISCELLANEOUS AGREEMENTS**

1. Authorize execution of a grant agreement with Zachary and Michelle Burton for [Workforce Housing Sales Tax funds for the 1000 Moro Street housing project](#).
2. [Approve the following](#):
  - a. Authorize the Mayor and City Clerk to execute a Memorandum of Understanding (MOU) with the Board of Pottawatomie County Commissioners and the Board of Riley County Commissioners for participation in the US-24 Corridor Management Study Update; and
  - b. Authorize the Mayor and City Clerk to execute a Memorandum of Understanding (MOU) with the Board of Pottawatomie County Commissioners and the Board of Riley County Commissioners for participation in the Big Blue River 2<sup>nd</sup> Connection Cost-Benefit Analysis.

Mayor McCulloh opened the public comments.

The following member(s) of the public provided comments:

- Andrew Von Lintel, 225 Four Winds Court- Consent F2b-Big Blue Study

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

|          |                                                                                                          |
|----------|----------------------------------------------------------------------------------------------------------|
| MOTION:  | Commissioner Minton.                                                                                     |
| ACTION:  | <i>Approve the consent agenda.</i>                                                                       |
| SECOND:  | Commissioner Adamchak.                                                                                   |
| RESULT:  | On a roll call vote, motion carried 5-0.                                                                 |
| Ayes:    | Mayor McCulloh, Commissioner Adamchak, Commissioner Oppelt, Commissioner Matta, and Commissioner Minton. |
| Nayes:   | None.                                                                                                    |
| Abstain: | None.                                                                                                    |

## **7. ITEM REMOVED FROM CONSENT AGENDA**

No items were removed from the Consent Agenda.

## **8. PUBLIC HEARING**

### **A. CONSIDER ISSUING INDUSTRIAL REVENUE BONDS FOR THE 716 MORO STREET HOUSING PROJECT**

Stephanie Peterson, Director of Community Development, presented the item.

Susan stated she appreciated the cost-benefit analysis that was included in the packet and hopes we continue to do that as we move forward. Stephanie stated the cost-benefit analysis is required by Gilmore and Bell for any property tax abatement.

Mayor McCulloh opened the public hearing.

Hearing no comments, Mayor McCulloh closed the public hearing.

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| MOTION:  | Commissioner Adamchak.                                                                                                                                                                                                                                           |
| ACTION:  | <a href="#"><u>Approve Resolution No. 061725-B, determining the advisability of issuing Industrial Revenue Bonds (IRBs); and authorize execution of an Economic Development Agreement with Midtown Holdings LLC for the 716 Moro Street housing project.</u></a> |
| SECOND:  | Commissioner Oppelt.                                                                                                                                                                                                                                             |
| RESULT:  | On a roll call vote, motion carried 5-0.                                                                                                                                                                                                                         |
| Ayes:    | Mayor McCulloh, Commissioner Adamchak, Commissioner Oppelt, Commissioner Matta, and Commissioner Minton.                                                                                                                                                         |
| Nayes:   | None.                                                                                                                                                                                                                                                            |
| Abstain: | None.                                                                                                                                                                                                                                                            |

## **9. GENERAL AGENDA**

### **A. CONSIDER AN ORDINANCE ESTABLISHING A BOUNDARY AND REGULATIONS FOR THE DOWNTOWN CONSUMPTION AREA (CCA)**

Jared Wasinger, Assistant City Manager, presented the item. He then answered questions from the Commission.

Katie Jackson, City Attorney, City of Manhattan; Jason Hilgers, Deputy City Manager, City of Manhattan; and Gina Snyder, Executive Director, Downtown Manhattan, Inc., answered questions and provided clarification to the Commission.

Danielle Dulin, City Manager, provided additional information.

Mayor McCulloh opened the public comments.

The following member(s) of the public provided comments:

- Andrew Von Lintel, 225 Four Winds Court
- Amber Starling, 408 Houston Street

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

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| MOTION:  | Commissioner Matta.                                                                                                                                                                                                                                                                                      |
| ACTION:  | <a href="#"><u>Approve Ordinance No. 7760 amending various sections of Chapters 4 and 31 of the Code of Ordinances related to consumptions of alcoholic beverages, special events, and demonstrations, and adding a new section to Chapter 4 regarding a Downtown Common Consumption Area (CCA).</u></a> |
| SECOND:  | Commissioner Minton.                                                                                                                                                                                                                                                                                     |
| RESULT:  | On a roll call vote, motion carried 3-2.                                                                                                                                                                                                                                                                 |
| Ayes:    | Commissioner Adamchak, Commissioner Matta, and Commissioner Minton.                                                                                                                                                                                                                                      |
| Nayes:   | Mayor McCulloh and Commissioner Oppelt.                                                                                                                                                                                                                                                                  |
| Abstain: | None.                                                                                                                                                                                                                                                                                                    |

## **10. ADJOURNMENT**

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| MOTION:  | Commissioner Minton.                                                                                     |
| ACTION:  | Adjourn the June 17, 2025, City Commission Meeting.                                                      |
| SECOND:  | Commissioner Adamchak.                                                                                   |
| Ayes:    | Mayor McCulloh, Commissioner Adamchak, Commissioner Oppelt, Commissioner Matta, and Commissioner Minton. |
| No:      | None.                                                                                                    |
| Abstain: | None.                                                                                                    |

At 7:06 p.m., Mayor McCulloh announced the Commission meeting was adjourned.

  
Brenda K. Wolf, CMC, City Clerk