

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 February 18, 2025, were duly adopted at a meeting of the City of Manhattan, Kansas, held on the 4th day of March, 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 4th day of March, 2025.



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

MINUTES
CITY COMMISSION MEETING
TUESDAY, FEBRUARY 18, 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., Commissioner Peter Oppelt called the February 18, 2025, City Commission Meeting to order.

2. ROLL CALL AND ANNOUNCEMENT OF A QUORUM

Present: Mayor Karen McCulloh(virtually), Commissioner Susan E. Adamchak (virtually), Commissioner John E. Matta (virtually), and Commissioner Jayme Minton (virtually), with Commissioner Peter Oppelt 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, Interim Director of Public Works/Assistant City Manager Wyatt Thompson, City Attorney Katharine Jackson, City Clerk Brenda K. Wolf, 3 staff, and approximately 8 interested citizens.

3. PLEDGE OF ALLEGIANCE

Commissioner Oppelt 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

Commissioner Oppelt opened the public comments and highlighted the process.

Hearing no comments, Commissioner Oppelt closed the public comments.

5. COMMISSIONER COMMENTS

Commissioner Matta thanked City staff for working through the weather and the Street crews for doing a great job for the current snow event.

Commissioner Oppelt thanked those that showed up to his coffee event on February 15, 2025, at 9:00 a.m., in the Grosback Room at the Manhattan Public Library. He said they had a great conversation and that he planned to have more in the future. He commented that he had a conversation with the staff at Senator Jerry Moran's local office regarding the federal tax cuts and the need to stay in communication with him.

Mayor McCulloh asked City staff to contact K-State to see how tax cuts at the state and federal level was impacting them so that the Commission was informed. She said she's heard a lot of concern.

Wyatt Thompson, Interim Director of Public Works/Assistant City Manager, provided an update on the cleanup from the snow event that day and when crews were expected to start in the residential areas and in Aggieville and Downtown. He said Parks and Recreation crews were clearing facilities, trails, and sidewalks.

6. CONSENT AGENDA

(* denotes those items discussed)

A. MINUTES

1. Approve the [minutes](#) of the Regular City Commission Meeting held Tuesday, February 4, 2025.

B. CLAIMS/PAYMENTS

1. Approve [Claims Register No. 3086](#) authorizing and approving the payment of claims from January 29, 2025 – February 11, 2025, in the amount of \$2,180,401.23.
2. Approve [Claims Register No. 3087](#) authorizing and approving the payment of claims from January 29, 2025 – February 11, 2025, in the amount of \$4,773,616.59.

C. **SECOND AND FINAL READING**

1. Approve [Ordinance No. 7741 levying special assessments](#) against the following benefitting property in 14 public improvement districts: ***Candlewood Shopping Center Turn Lane*** Street Improvements (ST1914); ***The Highlands at Grand Mere, Unit Two*** – Sanitary Sewer (SS2014), Street (ST2012), and Water (WA2024); ***Stagg Hill Golf Course*** Waterline Improvements (WA2109); ***Elijah Addition*** – Sanitary Sewer (SS1916), Street (ST1906), and Water (WA1916); ***Henry Addition*** – Sanitary Sewer (SS2107), Street (ST2104), and Water (WA2106); ***Genesis Health Club*** Sidewalk Improvements (SW1603); and ***Stagg Hill Business Community Addition*** Sewer (SS2307) and Water (WA2311) Extension.

D. **RESOLUTIONS**

1. Approve [Resolution No. 021825-A](#) determining intent to issue Industrial Revenue Bonds (IRBs) and authorizing a Sales Tax Exemption for the Sunflower Flats Project, and repeal and replace Resolution No. 040224-B.

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2. **Item was removed from the Consent Agenda at the request of Commissioner Adamchak.**

~~Approve [Resolution No. 021825-B](#), determining the City's intent to issue Industrial Revenue Bonds (IRB) and authorizing a sales tax exemption for Cedarhurst of Manhattan Real Estate, LLC's Cedarhurst of Manhattan project.~~

E. **BID AND AWARD**

1. Authorize an [increased construction contract](#) in the amount of \$148,238.50 with Walters-Morgan Construction, Inc. for the Water Treatment Plant Lime Sludge Lagoon Improvements Project (WA1907).

F. **APPOINTMENTS**

1. Approve the [Mayor's recommendations for appointment](#) to external and/or City boards and committees.
 - a. Appointment of Sara Fisher to the Board of Zoning Appeals.

Commissioner Oppelt opened the public comments.

Hearing no comments, Commissioner Oppelt closed the public comments.

MOTION:	Commissioner Minton.
ACTION:	<i>Approve the consent agenda, with the exception of Item D2, Sales Tax Exemption for Cedarhurst of Manhattan Real Estate, LLC's Cedarhurst of Manhattan project, that was removed from 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

D2. SALES TAX EXEMPTION FOR CEDARHURST OF MANHATTAN REAL ESTATE, LLC'S CEDARHURST OF MANHATTAN PROJECT

Jason Hilgers, Deputy City Manager, presented the item. He then answered questions from the Commission.

Nick Dwyer (virtually), Director of Development for Dover Development, provided additional information regarding the project and answered questions from the Commission.

Commissioner Oppelt opened the public comments.

Hearing no comments, Commissioner Oppelt closed the public comments.

MOTION:	Commissioner Matta.
ACTION:	<i>Approve Resolution No. 021825-B, determining the City's intent to issue Industrial Revenue Bonds (IRB) and authorizing a sales tax exemption for Cedarhurst of Manhattan Real Estate, LLC's Cedarhurst of Manhattan project.</i>
SECOND:	Mayor McCulloh.
RESULT:	On a roll call vote, motion carried 4-0-1.
Ayes:	Mayor McCulloh, Commissioner Adamchak, Commissioner Oppelt, and Commissioner Matta.
Nayes:	None.
Abstain:	Commissioner Minton.

8. GENERAL AGENDA

A. CONSIDER DEVELOPMENT AGREEMENT FOR SUNFLOWER FLATS

Jason Hilgers, Deputy City Manager, introduced the item.

Garric Baker, Baker McMillan Architects; Aaron Estabrook, Executive Director, Manhattan Housing Authority; and Michael Snodgrass (virtually), President and Chief Executive Officer, Oikos Development Corporation, gave an overview of the project.

Aaron Estabrook, Executive Director, Manhattan Housing Authority, answered questions from the Commission.

Jason Hilgers, Deputy City Manager, provided an overview of the development agreement and land transfer.

Commissioner Peter Oppelt opened the public comments.

Hearing no comments, Commissioner Peter Oppelt closed the public comments.

MOTION:	Commissioner Oppelt.
ACTION:	<i>Authorize City Administration to finalize and the Mayor and City Clerk to execute a <u>land transfer and development agreement with the Manhattan Housing Authority (MHA) for Lot 1, Sunflower Flats for the Sunflower Flats project; and authorize Mayor and City Clerk to execute necessary real estate documents.</u></i>
SECOND:	Commissioner Minton.
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.

B. CONSIDER GUARANTEED MAXIMUM PRICE FOR 12TH STREET IMPROVEMENTS, FROM MORO TO LARAMIE, AND THE ALLEY BETWEEN MORO STREET AND LARAMIE STREET, AND THE PRELIMINARY DESIGN FOR LARAMIE STREET IN AGGIEVILLE (AG2202)

Jason Hilgers, Deputy City Manager, presented the item.

Jason Hilgers, Deputy City Manager, and Mark Bachamp, Olsson, answered questions from the Commission.

Commissioner Oppelt opened the public comments.

The following member of the public provided comments:

- Dennis Cook, Executive Director, Aggieville Business Association, 1125 Moro Street

Hearing no other comments, Commissioner Oppelt closed the public comments.

Adam Crowl, BHS Construction, answered questions from the Commission.

Majority of the Commission approved the preliminary design presented for Laramie Street, from North Manhattan Avenue to 11th Street, and were interested in providing free parking in the Aggieville parking garage or considering other options while the Moro Street intersection was under construction.

MOTION:	Commissioner Minton.
ACTION:	<i>Accept the <u>Guaranteed Maximum Price in the amount of \$5,439,282.00</u> and authorize the construction of 12th Street, from Moro Street to Laramie Street, and the alley between Moro Street and Laramie Street from North Manhattan Avenue to 12th Street (AG2202).</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.

MOTION:	Commissioner Minton.
ACTION:	<i>Approve the Second Amendment to the Construction Manager at Risk Agreement with BHS Construction splitting the 12th Street construction and the Laramie Street construction into two phases (AG2202).</i>
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. ADJOURNMENT

MOTION:	Commissioner Oppelt.
ACTION:	<i>Adjourn the February 18, 2025, City Commission Meeting.</i>
SECOND:	Commissioner Minton.
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.

City Manager Danielle Dulin announced there would be no Work Session on February 25, 2025, due to Commissioners attending the G0402 – Incident Command System Overview for Executives and Senior Official at Riley County in the Board of County Commissioners Chambers.

At 7:12 p.m., Commissioner Oppelt announced the Commission meeting was adjourned.


Brenda K. Wolf, CMC, City Clerk