

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 3, 2025, were duly adopted at a meeting of the City of Manhattan, Kansas, held on the 17th day of June 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 17th day of June, 2025.



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



MINUTES
CITY COMMISSION MEETING
TUESDAY, JUNE 3, 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 3, 2025, City Commission Meeting to order.

2. ROLL CALL AND ANNOUNCEMENT OF A QUORUM

Present: Commissioner Susan E. Adamchak, Commissioner Peter Oppelt (virtually), 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, eight (8) staff, and approximately 12 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. PROCLAMATION

- A. Mayor McCulloh proclaimed June 19, 2025, **Juneteenth**. Felix Jimenez, Marketing, and Pat Hudgins and Betti Jones (“Betti O”), Members, Manhattan Juneteenth Committee, were present to receive the proclamation.

5. PUBLIC COMMENTS

Mayor McCulloh opened the public comments and highlighted the process.

The Commission heard public comment on items and issues not scheduled on the agenda. The following member of the public provided comments:

- Tim Weisbender, 1812 Fair Lane, Vice President, Tuttle Creek Lake Association

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

6. COMMISSIONER COMMENTS

Commissioner Adamchak commended Commissioner Oppelt who worked diligently over the weekend to find housing for 10 students that were being displaced due to the closure of the Flint Hills Job Corp Center after the U.S. Department of Labor announced the suspension of operations at all Job Corps centers nationwide. She acknowledged the opening of the Roger Schultz Park on Thursday, May 29, 2025, with new playground equipment and an improved parking area. She also acknowledged the Museum of Art and Light which recently won the global prize Experiential Technology of the Year Award from the World Experience Organization (WXO).

Mayor McCulloh also thanked Commissioner Oppelt for his work finding housing for Flint Hills Job Corp Center students and stated that she hoped Senator Jerry Moran would be able to provide assistance regarding the closure. She mentioned at 4:00 p.m. on Tuesday, June 3, 2025, she attended the Manhattan Area Chamber of Commerce ribbon cutting of the Soteria Sculpture by artist Nathan Pierce of Cape Girardeau, Missouri, in front of the Landmark Bank at 701 Poyntz Avenue. She said it was a partnership between the Landmark Bank, the Greater Manhattan Community Foundation (GMCF), and the Manhattan Arts Center and funded through the GMCF’s Deihl Community Arts Funds and the Landmark Bank. She encouraged the public to drive by and look at the sculpture. She also mentioned that she attended the Roger Schultz Park opening and that the Parks staff did a nice job. She thanked Tim Schultz for all that he had done. She mentioned that Tim Schultz and his father Roger Schultz had helped with the Manhattan Area Housing Partnership by building units in Manhattan. She said that this kind of private/public partnership should be encouraged.

She highlighted that the Parks and Recreation Department were looking at naming opportunities for various things.

Commissioner Oppelt highlighted all the assistance he had in finding housing for the Flint Hills Job Corp students and that he was proud of the response received. He encouraged the public to research what the Flint Hills Job Corp does and to contact congressional delegation to ask them to do what they can to help save the program.

7. CONSENT AGENDA

(* denotes those items discussed)

A. MINUTES

1. Approve the [minutes](#) of the Regular City Commission Meeting held Tuesday, May 20, 2025.

B. CLAIMS/PAYMENTS

1. Approve [Claims Register No. 3095](#) authorizing and approving the payment of claims from May 14, 2025 – May 27, 2025, in the amount of \$4,403,288.51.

C. LICENSES

1. Approve a [Tree Maintenance License](#) for calendar year 2025 for Asplundh Tree Expert LLC.

D. ORDINANCES

1. Approve [Ordinance No. 7755](#) annexing an approximately 0.98-acre tract of land, located at 5111 Murray Road, into the city limits.
2. Approve [Ordinance No. 7756](#) establishing a Reinvestment Housing Incentive District (RHID) and adopting a development plan for LK Townhomes; and approve and authorize City Administration to execute a development agreement for the project with the Frontier Development Group.
3. Approve [Ordinance No. 7757](#), repealing Ordinance No. 7753, and amending the Manhattan Development Code (MDC).

E. RESOLUTIONS

1. Approve [Resolution No. 060325-A](#) for a Special Event with Alcohol for the Arts in the Park Concert Series.

F. BID AND AWARD

1. Authorize an increase to the construction contract in the amount of \$157,528.85 with Double J Construction LLC; approve Contract Amendment No. 8 in the amount not to exceed \$6,190.00 with Olsson, Inc for professional services related to lime disposal; and approve Ordinance No.

7758 amending Ordinance No. 7731 and increasing the project financing for the [Tuttle Creek Boulevard North Channel Improvements Project \(SM1814\)](#).

2. Authorize an increase to the construction contract in the amount of \$56,430.00 with Walters-Morgan Construction, Inc., for the [Water Treatment Plant Lime Sludge Lagoon Improvements Project \(WA1907\)](#).

G. MISCELLANEOUS AGREEMENTS

1. Authorize City Administration to finalize and the Mayor and City Clerk to execute an [Outside City Sewer Service agreement](#) with Lisa A. Heller and Christopher A. Heller for 5112 Murray Road.
2. Approve an [Easement Encroachment Agreement](#) with Diana L. McAnally for 3416 Woodduck Way.
3. Approve [Easement Encroachment Agreements](#) with KS Dev. Co. LLC for 4790 Skyway Drive.

H. APPOINTMENTS

1. Approve the [Mayor's recommendations for appointment](#) to external and/or City boards and committees.
 - a. Appointment of Alexandria Zakrzewski to the Partner City Advisory Board.

Mayor McCulloh opened the public comments.

Hearing no comments, Mayor McCulloh closed the public comments.

MOTION:	Commissioner Adamchak.
ACTION:	<i>Approve the consent agenda.</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.
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Nayes:	None.
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Abstain:	None.
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8. ITEM REMOVED FROM CONSENT AGENDA

No items were removed from the Consent Agenda.

9. GENERAL AGENDA

A. CONSIDER A DEVELOPMENT AGREEMENT FOR PUBLIC INFRASTRUCTURE IMPROVEMENTS FOR THE HARTFORD PROJECT AT 700 POYNTZ AVENUE

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

Stephanie Peterson, Director of Community Development, and Brian Johnson, Director of Public Works/City Engineer, answered questions from the Commission.

Kyle Blasdel, President, Hutton Development, answered questions from the Commission.

Mayor McCulloh opened the public comments.

Hearing no comments, Mayor McCulloh closed the public comments.

MOTION: Commissioner Adamchak.

ACTION: *Authorize Mayor and City Clerk to execute a development agreement for public infrastructure improvements along Poyntz Avenue, 8th Street, and Houston Street with Hartford LLC; and authorize the Mayor and City Clerk to execute a Restrictive Covenant for landscaping and hardscaping maintenance.*

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.

10. EXECUTIVE SESSION

MOTION:	Commissioner Adamchak.
ACTION:	<i>Recess into Executive Session to discuss the terms of the agreement between City Administration and Local 2275, International Association of Fire Fighters that presently need to remain confidential, pursuant to the exception set forth in K.S.A. 75-4319(b)(3) related to employer-employee negotiations, and to resume the open meeting at 6:40 p.m. in the City Commission Room.</i>
SECOND:	Commissioner Matta.
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.

At 6:40 pm, the Commission reconvened with Mayor McCulloh, Commissioner Susan Adamchak, Commissioner John Matta, and Commissioner Jayme Minton in attendance.

MOTION:	Commissioner Minton.
ACTION:	<i>Recess into Executive Session to discuss the performance of the City Manager, pursuant to the exception set forth in K.S.A. 75-4319(b)(1) allowing for discussion of personnel matters of non-elected personnel, and to resume the open meeting at 6:50 p.m. in the City Commission Room.</i>
SECOND:	Commissioner Matta.
RESULT:	On a roll call vote, motion carried 4-0.
Ayes:	Mayor McCulloh, Commissioner Adamchak, Commissioner Matta, and Commissioner Minton.
Nayes:	None.
Abstain:	None.

At 6:50 p.m., the Commission reconvened with Mayor McCulloh and Commissioner Adamchak, Commissioner Oppelt, Commissioner Matta, and Commissioner Minton in attendance. Mayor McCulloh stated that no binding action was taken during Executive Session, therefore no vote in the open meeting was needed.

11. ADJOURNMENT

MOTION:	Commissioner Minton.
ACTION:	<i>Adjourn the June 3, 2025, City Commission Meeting.</i>
SECOND:	Commissioner Matta.
Ayes:	Mayor McCulloh, Commissioner Adamchak, Commissioner Oppelt, Commissioner Matta, and Commissioner Minton.
No:	None.
Abstain:	None.

At 6:52 p.m., Mayor McCulloh announced the Commission meeting was adjourned.



Brenda K. Wolf, CMC, City Clerk