

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 March 25, 2025, were duly adopted at a meeting of the City of Manhattan, Kansas, held on the 15th day of April, 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 15th day of April, 2025.



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



MINUTES
SPECIAL CITY COMMISSION MEETING
TUESDAY, MARCH 25, 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 March 25, 2025, Special City Commission Meeting to order.

2. ROLL CALL AND ANNOUNCEMENT OF A QUORUM

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

Absent: Commissioner Peter Oppelt (arrived shortly after meeting started).

After roll call, the City Clerk announced there were four (4) 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, four (4) staff, and approximately 19 interested citizens.

At 6:01 p.m., Commissioner Oppelt joined the Commission meeting.

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. AGENDA

A. RILEY COUNTY POLICE DEPARTMENT UPDATE

Brian Peete, Director, Riley County Police Department, provided an update to the Commission. He then answered questions from the Commission.

As this was an update, the Commission took no formal action.

B. DISCUSS ADOPTION OF A COMMON CONSUMPTION AREAS ORDINANCE AND BOUNDARY FOR DOWNTOWN

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

Gina Snyder, Executive Director, expressed concerns with the Dillard's west parking lot being included in the Common Consumption Area.

Mayor McCulloh opened the public comments.

The following member of the public provided comments:

- Denice Ellis, 928 Leavenworth Street

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

Majority of the City Commission directed City staff to move forward with a common consumption ordinance for the Downtown area only and that Aggierville would continue with an event-by-event basis.

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

C. MANHATTAN AREA CHAMBER OF COMMERCE ECONOMIC GROWTH PLAN STRATEGY DISCUSSION

Jason Smith, 904 Locharno Drive, President/Chief Executive Officer, Manhattan Area Chamber of Commerce, presented the item. He then answered questions from the Commission.

Mayor McCulloh opened the public comments.

The following member of the public provided comments:

- Kirk Crabtree, 322 15th Street, Ogden; Board member, Rural Economic Development Advisory Board

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

Jason Smith, 904 Locharno Drive, President/Chief Executive Officer, Manhattan Area Chamber of Commerce, answered questions from the Commission.

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

D. MANHATTAN AREA CHAMBER OF COMMERCE PERFORMANCE METRICS DISCUSSION

Daryn Soldan, Executive Vice President/Director of Economic Development, Manhattan Area Chamber of Commerce, presented the item. He then answered questions from the Commission.

Mayor McCulloh opened the public comments.

Hearing no comments, Mayor McCulloh closed the public comments.

Daryn Soldan, Executive Vice President/Director of Economic Development, Manhattan Area Chamber of Commerce, answered questions from the Commission.

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

At 7:59 p.m., the Commission took a brief recess.

At 8:10 p.m., the Commission reconvened with Mayor McCulloh and Commissioner Adamchak, Commissioner Oppelt, Commissioner Matta, and Commissioner Minton in attendance.

E. VISIT MANHATTAN FIRST QUARTER UPDATE

Marcia Rozell, Director, Visit Manhattan, Kansas, presented the item. She then answered questions from the Commission.

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

F. EXECUTIVE SESSION

MOTION:	Commissioner Minton.
ACTION:	<i>Recess into Executive Session to receive information on a legal matter in consultation with the City Attorney which would be deemed privileged in an attorney-client relationship, pursuant to K.S.A. 75-4319(b)(2), and to resume the open meeting in the City Commission Room at 8:45 p.m.</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.

At 8:45 p.m., the Commission reconvened with Mayor McCulloh and Commissioner Adamchak, Commissioner Oppelt, Commissioner Matta, and Commissioner Minton in attendance.

MOTION:	Commissioner Oppelt.
ACTION:	<i>Recess into Executive Session to receive information on a legal matter in consultation with the City Attorney which would be deemed privileged in an attorney-client relationship, pursuant to K.S.A. 75-4319(b)(2), and to resume the open meeting in the City Commission Room at 8:55 p.m.</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.

At 8:55 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.

5. ADJOURNMENT

MOTION: Commissioner Oppelt.

ACTION: *Adjourn the March 25, 2025, Special City Commission Meeting.*

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.

At 8:56 p.m., Mayor McCulloh announced the Commission meeting was adjourned.



Brenda K. Wolf

Brenda K. Wolf, CMC, City Clerk