

## **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 October 7, 2025, were duly adopted at a meeting of the City of Manhattan, Kansas, held on the 21<sup>st</sup> day of October 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 21<sup>st</sup> day of October, 2025.



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



***MINUTES***  
***CITY COMMISSION MEETING***  
***TUESDAY, OCTOBER 7, 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 October 7, 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, City Attorney Katharine Jackson, Assistant City Clerk Chelsea Johnson, 11 staff, and approximately 16 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. PROCLAMATIONS**

- A. Mayor McCulloh proclaimed October 6-12, 2025, National Physician Assistant Week. Christine Hazlett, Clinical Director, and Dana Kalt, Student Class President of 2027, Physician Assistant Program, Kansas State University, were present to receive the proclamation.
- B. Mayor McCulloh proclaimed October 2025, Domestic Violence Awareness Month. Kathy Ray, Executive Director, Tychelle Jones, Deputy Director, and Steph Foran, Director of Programs, The Crisis Center, Inc., were present to receive the proclamation.
- A. Mayor McCulloh proclaimed October 2025, National Community Planning Month. City of Manhattan Community Development Department, was 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:

- Mel Borst, 1918 Humboldt Street

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

#### **6. COMMISSIONER COMMENTS**

Commissioner Adamchak extended appreciation to the Manhattan Fire Department who responded to a gas leak that occurred that afternoon near her home. She stated that she appreciated their service and rapid response and thanked them for looking out for the welfare and safety of the community.

Mayor McCulloh mentioned that kids could attend the Flint Hills Discovery Center for free on October 18, 2025, and asked the public to visit to view the new exhibit.

## **7. CONSENT AGENDA**

**A. MINUTES**

1. Approve the [minutes](#) of the Regular City Commission Meeting held Tuesday, September 16, 2025.

**B. CLAIMS/PAYMENTS**

1. Approve [Claims Register No. 3103](#) authorizing and approving the payment of claims from September 12, 2025 – October 2, 2025, in the amount of \$5,829,168.12.

**C. ORDINANCES**

1. Approve [Ordinance No. 7774, establishing a process for Fee in Lieu of Onsite Treatment of Runoff; approve Ordinance No. 7775, creating a Stormwater Treatment Alternative Compliance Fund and establishing the authorized expenditures from said fund; and adopt Resolution No. 100725-A](#), establishing an Alternative Offsite Stormwater Treatment Program.
2. Approve [Ordinance No. 7776](#) establishing the salaries for 2026.
3. [Amend Utility Rates](#)
  - a. Approve Ordinance No. 7777 amending applicable sections of Chapter 32 of the Code of Ordinances to modify charges for water service installations, rates and charges for monthly water, and system development charges, effective January 1, 2026.
  - b. Approve Ordinance No. 7778 amending applicable sections of Chapter 32 of the Code of Ordinances to modify monthly sewer charges, wastewater services, system development charges, and high-strength waste surcharges effective January 1, 2026.
4. Approve [Ordinance No. 7779](#) amending Section 32-185 of the Code of Ordinances to increase the stormwater management system fees for residential and nonresidential properties, effective January 1, 2026.
5. Approve [Ordinance No. 7780](#) issuing Multifamily Housing Revenue Bonds (MHRBs), Series 2025, for Zachary and Michelle Burton's multifamily housing projects located at 827 Moro Street and 1011 Laramie Street; and authorize other related documents and actions.
6. Approve [Ordinance No. 7781](#) providing for the acquisition by condemnation of interests in private property necessary for Anderson Avenue, from Harris Avenue to Connecticut Avenue, Water, Street and Stormwater Improvements Project (WA1909, ST2203, SW2206 & PD2401; CIP #'s WA086P, WA177P, WA178P, WA179P, WA180P, WA181P).

**D. RESOLUTIONS**

1. Approve [Resolution No. 100725-B](#) adopting changes to the Memorandum of Agreement with members of Local 2275 of the International Association of Firefighters (IAFF).

RESULT:	On a roll call vote, item carried 4-0-1.
Ayes:	Mayor McCulloh, Commissioner Adamchak, Commissioner Oppelt, and Commissioner Matta.
Nayes:	None.
Abstain:	Commissioner Minton.

E. **PROFESSIONAL SERVICES**

1. Authorize a professional engineering services agreement in the amount of \$52,000.00 for easement acquisition services and authorize Contract Amendment No. 1 in the amount of \$80,950.00 for additional engineering services with Bartlett & West, Inc., for the [Fort Riley Boulevard Sidewalk Gap Project \(PD2201\)](#).

F. **MISCELLANEOUS AGREEMENTS**

1. Authorize Mayor and City Clerk to execute a [development agreement for public infrastructure improvements along Poyntz Avenue](#) and the alley north of Poyntz Avenue with developer Wareham Hall Ventures, LLC and the consent of contractor BHS Construction, Inc.

G. **APPOINTMENTS**

1. Approve the [Mayor's recommendations](#) for appointment to external and/or City boards and committees.
  - a. Appointment of Katie Loughmiller to the Board of Zoning Appeals.
  - b. Appointment of Aaron Dyck to the Historic Resources Board.
  - c. Appointment of Shawn Colby to the Housing Appeals 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 Oppelt.
RESULT:	On a roll call vote, motion carried 5-0 with the exception of Item D1 ( <i>see individual item for details regarding the vote</i> ) which carried 4-0-1.
Ayes:	Mayor McCulloh, Commissioner Adamchak, Commissioner Oppelt, Commissioner Matta, and Commissioner Minton.
Nayes:	None.
Abstain:	None.

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

No items were removed from the Consent Agenda.

## **9. PUBLIC HEARING**

### **A. CONSIDER MANHATTAN INFILL HOUSING LLC – LK TOWNHOMES PROJECT**

Stephanie Peterson, Director of Community Development, presented the item. She then answered questions from the Commission.

Tyler Holloman, Frontier Development Group, LLC, presented on the item.

Mayor McCulloh opened the public hearing.

Larry Fox, 2330 Grandview Terrace, spoke in favor of the project but opposed the 10-year tax abatement. He stated the total cost of the project was \$14.5 million for 40 units or 64,000 square feet, which amounted to \$226 per square foot of living space. He noted that last year, when the developer requested subsidies for a project on the same site, the total cost of that project had been \$212 per square foot. The developer had approached the Commission a couple of months earlier with a proposal of 40 units of housing spread out over three sites, also totaling \$14.5 million in cost. One of those sites was the East Park Neighborhood site, which added an estimated \$500,000 in costs included in the \$14.5 million figure. That property was no longer part of the project, so the total cost should have been reduced to at least \$14 million. Given these figures, he believed a total cost estimate of \$215 per square foot, or \$13.75 million, was a more reasonable estimate. He further explained that at the end of the project, after the 40 units were built and 22 were sold, the developer would continue to own and rent out 18 units, which would be valued at, at least \$5.7 million, or \$318,000 per unit. Per the development agreement, they would rent these units for \$200 a month below market rates for 10 years, representing a cost to the developer of \$432,000 that needed to be factored into the equation. He added that the developers were receiving \$1.85 million in state grants, a performance grant from the city of \$260,000 for the Lee Mill Village Lots, a requested city sales tax grant of \$1.45 million, and a sales tax abatement valued at \$320,000. This amounted to \$3.88 million in upfront subsidies or \$90,000 per unit. They planned to sell 22 units at \$318,000 each, and after subtracting 7% for selling expenses, would net \$6.5 million. All of this led to a net effective cost, after all subsidies and sale proceeds, of \$3.8 million. The developer would realize total equity of \$1.9 million for their 18 units, or 34% of the final value at the end of the project before the 10-year tax abatement. He questioned why the developer needed the 10-year tax abatement, which would cost taxpayers \$1 million over 10 years.

Gary Olds, 3308 Frontier Circle, asked that in the future, if possible, the Commission help citizens understand the numbers. He stated that, in this situation, all the Commission should have cared about, in his opinion, was the sales tax revenue for the city. He noted that what was mentioned was the total sales tax revenue for the School District and County, and said nobody cared about that with regard to this decision. He stated that it had to do with the property tax revenue that would be collected for the city.

Andrew VonLintel, 2225 Fourwinds Court, stated that this was an example of wasting a lot of time and city staff resources. He mentioned the East Park issue and emphasized the need to be more careful in how the city operated. He suggested talking to people before taking action to avoid getting into legal battles, and advised keeping things simple.

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

Stephanie Peterson, Director of Community Development, answered additional questions from the Commission.

Jason Hilgers, Deputy City Manager, provided additional information and answered additional questions from the Commission.

MOTION:	Commissioner Adamchak.
ACTION:	<i>Approve Resolution No. 100725-C, determining the advisability of issuing Multifamily Housing Revenue Bonds (MHRBs) for the LK Townhome site and authorize execution of an economic development agreement for the property tax abatement with Frontier Development Group, LLC; Frontier Construction LLC, and Manhattan Infill Housing LLC for the LK Townhome site.</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.

MOTION:	Commissioner Oppelt.
ACTION:	<i>Authorize the Mayor and City administration to execute an agreement with the Kansas Housing Resources Corporation (KHRC) for a Moderate Income Housing grant for LK Townhomes and Lee Mill Village sites and a cooperative agreement between the City and Frontier Development Group, LLC; Frontier Construction LLC, and Manhattan Infill Housing LLC.</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.

MOTION:	Commissioner Minton.
ACTION:	<i>Authorize execution of a Workforce Housing Sales Tax grant (WHST) agreement with Frontier Development Group LLC, Frontier Construction LLC and Manhattan Infill Housing LLC for LK Townhomes and Lee Mill Village sites and amend the Land Transfer and Development Agreement between the City and Frontier Development LLC for the Lee Mill Village site.</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.

## 10. GENERAL AGENDA

### A. CONSIDER ADOPTING A COMPREHENSIVE ZONING MAP REVISION

John Adam, Assistant Director of Community Development, presented the item. He then answered questions from the Commission.

Stephanie Peterson, Director of Community Development, presented the item. She then answered questions from the Commission.

Mayor McCulloh opened the public comments.

The following members of the public provided comments:

- Jacob Stultz, 4514 Freeman Road
- Mel Borst, 1918 Humboldt Street

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

MOTION:	Commissioner Oppelt.
ACTION:	<u>Approve Ordinance No. 7782 adopting a comprehensive zoning map revision that includes rezoning several tracts of land within the City to Public/Institutional (PI-1 and PI-2) District, Downtown Commercial (CD) District, or Land Reserve (LR) District. [See Attachment #2 in the above link to the Staff Report]</u>
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.

## 11. ADJOURNMENT

MOTION:	Commissioner Adamchak.
ACTION:	<b><u>Adjourn the October 7, 2025, City Commission Meeting.</u></b>
SECOND:	Commissioner Oppelt.
Ayes:	Mayor McCulloh, Commissioner Adamchak, Commissioner Oppelt, Commissioner Matta, and Commissioner Minton.
No:	None.
Abstain:	None.

At 7:04 p.m., Mayor McCulloh announced the Commission meeting was adjourned.

  
Chelsea Johnson, Assistant City Clerk