

MINUTES
CITY COMMISSION MEETING
TUESDAY, FEBRUARY 15, 2011
7:00 P.M.

The Regular Meeting of the City Commission was held at 7:00 p.m. in the City Commission Room. Mayor Bruce Snead and Commissioners James E. Sherow, Loren J. Pepperd, Jayme Morris-Hardeman, and Bob Strawn were present. Also present were the City Manager Ron R. Fehr, Assistant City Manager Jason Hilgers, Assistant City Manager Lauren Palmer, City Attorney Bill Frost, City Clerk Gary S. Fees, 8 staff, and approximately 15 interested citizens.

PLEDGE OF ALLEGIANCE

Mayor Snead led the Commission in the Pledge of Allegiance.

COMMISSIONER COMMENTS

Commissioner Morris Hardeman provided an update on the regional breakthrough team for public transit and informed the community on regional transportation expansion plans with the Flint Hills aTa bus service.

Commissioner Sherow provided clarification from last Tuesday's City Commission meeting on the leadership at Kansas State University during the civil rights movement.

Commissioner Strawn stated that today is a great day to be a Wildcat, in celebration of K-State's men's basketball victory over the University of Kansas. He stated that K-State athletics is a tremendous economic driver for our community.

Bernie Hayen, Director of Finance, provided additional information on the economic impact of the Kansas State University athletic department.

Mayor Snead reiterated that last Monday evening was a great event for K-State and Manhattan. He then provided an overview of items mentioned during the Discussion/Briefing Session held prior to the City Commission Legislative Meeting. The Commission reviewed upcoming agenda items for the Joint City/County meeting on Thursday, February 17, 2011, and the Intergovernmental Meeting on Monday, February 28, 2011; discussed items and issues for a potential housing summit; discussed a request

COMMISSIONER COMMENTS (*CONTINUED*)

from Downtown Manhattan, Inc., for 2011 Capital Improvements Program and agreed to discuss the item at a future work session; discussed a cornerstone for the Flint Hills Discovery Center and discussed a future site visit to see the construction progress; discussed updates on the Riley County-Manhattan Health Board; received an update on transit; discussed a future work session on mobile food vending; discussed arrangements for the Fake St. Patty's Day event; and discussed the recent announcement for K-18 and associated impacts.

Commissioner Strawn informed the community that the cornerstone effort for the Flint Hills Discovery Center involves arrangements with the Masonic Temple.

CONSENT AGENDA

(* denotes those items discussed)

MINUTES

The Commission approved the minutes of the Special City Commission Meeting held Tuesday, February 8, 2011.

CLAIMS REGISTER NO. 2662 and 2663

The Commission approved Claims Register Nos. 2662 and 2663 authorizing and approving the payment of claims from January 26, 2011, to February 8, 2011, in the amounts of \$1,437,944.35 and \$2,827,673.55, respectively.

* **ORDINANCE NO. 6881 – AMEND – FLINT HILLS DISCOVERY CENTER ADVISORY BOARD**

The Commission approved Ordinance No. 6881 requiring that at least four members of the Flint Hills Discovery Center Advisory Board must either be: 1) a resident of the city of Manhattan; or, 2) own real property within the city; or, 3) own, operate, or be employed by a business or entity which has a principal place of business within the city; or 4) satisfy a combination of factors 1, 2, and 3.

* **BYLAWS – AMEND– FLINT HILLS DISCOVERY CENTER ADVISORY BOARD**

The Commission approved amended bylaws requiring that at least four members of the Flint Hills Discovery Center Advisory Board must either be: 1) a resident of the city of Manhattan; or, 2) own real property within the city; or, 3) own, operate, or be employed by a business or entity which has a principal place of business within the city; or 4) satisfy a combination of factors 1, 2, and 3.

CONSENT AGENDA (CONTINUED)

RESOLUTION NO. 021511-A – TEMPORARY NOTE SERIES 2011-01

The Commission approved accepting the best bid from Citigroup Global Markets Inc., of Chicago, Illinois, for selling the notes and approved Resolution No. 021511-A issuing Temporary Note Series No. 2011-01 in the amount of \$5,105,000.00 to finance the following five (5) capital projects to be debt financed: *CiCo Pool Renovation (CP0902)*; *Northview Pool Replacement (CP0903)*; *South End Downtown Redevelopment Parking Garage (PG0901)*; *Fire Station #5 (FR75P)*; and *Fire Station # 3 (FRX75P)*.

RESOLUTION NO. 021511-B – TEMPORARY NOTE SERIES 2011-02

The Commission approved accepting the best bid from UMB BANK, N.A., of Kansas City, Missouri, for selling the notes, and approved Resolution No. 021511-B issuing Temporary Note Series 2011-02 in the amount of \$4,750,000.00 to finance the *South End Downtown Redevelopment Conference Center (CC0901)*.

RESOLUTION NO. 021511-C – ADOPT – 2011-2014 RILEY COUNTY ECONOMIC DEVELOPMENT STRATEGIC PLAN

The Commission removed the item from the table and approved Resolution No. 021511-C adopting the updated Riley County Economic Development Strategic Plan for 2011-2014.

RESOLUTION NO. 021511-D – ADOPT – RILEY COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN

The Commission approved Resolution No. 021511-D adopting the Riley County Multi-Jurisdictional Hazard Mitigation Plan.

RESOLUTION NO. 021511-E – AWARD CONTRACT AND COMMITMENT OF CITY FUNDS – KIMBALL AVENUE AND CANDLEWOOD DRIVE INTERSECTION (ST1002)

The Commission approved Resolution No. 021511-E authorizing the Mayor and City Clerk to execute the Authority to Award Contract and Commitment of City Funds of approximately \$150,000.00 and a Construction Engineering Agreement with KDOT and Alfred Benesch and Company, of Manhattan, Kansas, in the amount of \$43,307.00 for a total project cost of approximately \$300,302.00, with KDOT providing 50% of the funding for the Kimball Avenue and Candlewood Drive Intersection (ST1002).

RESOLUTION NO. 021511-F – ISSUE TEMPORARY NOTES - KIMBALL AVENUE AND CANDLEWOOD DRIVE INTERSECTION (ST1002)

The Commission approved Resolution No. 021511-F authorizing the issuance of temporary notes for construction of the Kimball Avenue and Candlewood Drive Intersection (ST1002).

CONSENT AGENDA (CONTINUED)

KDOT ITS GRANT APPLICATION

The Commission authorized City Administration to complete the necessary application forms for an ITS Grant for the upgrade and coordination of traffic signals along the Anderson Avenue Corridor from Sunset Avenue to 11th Street and submit all necessary application documents to KDOT.

NEGOTIATE CONTRACT – PROFESSIONAL SERVICES – FORT RILEY BOULEVARD SEWER MAIN UPSIZING (SS1101)

The Commission accepted the recommendation of the Selection Committee and authorized City Administration to negotiate a professional services contract with Bartlett and West, of Manhattan, Kansas, for the Fort Riley Boulevard Sewer Main Upsizing Project (SS1101).

PURCHASE – LIGHT EMITTING DIODE SIGNAL LAMP, PHASE 2, ENERGY EFFICIENCY PROJECT (SP0910)

The Commission accepted the Engineer's Estimate in the amount of \$27,340.00 and authorized the purchase of Light Emitting Diode Signal Lamp (LED) materials in the amount of \$26,478.00 from Gades Sale Company, Inc., of Wichita, Kansas.

* **AWARD CONTRACT – RILEY COUNTY SENIOR SERVICE CENTER IMPROVEMENTS (CD 1004)**

Jami Ramsey, Director, Riley County Senior Center, thanked the Commission for their funding support of a new heating, ventilation, and air conditioning system and roof for the Senior Center.

The Commission accepted the Engineer's Estimate in the amount of \$110,000.00 and awarded a construction contract in the amount of \$84,248.00 to R.M. Baril General Contractor, Inc., of Manhattan Kansas, for the Riley County Senior Service Center Roof and Heating, Ventilation, and Air Conditioning Improvement Project (CD1004).

* **AWARD CONTRACT – EMERGENCY ON-CALL ELECTRICAL SERVICES (SP1011)**

Ron Fehr, City Manager, provided additional information on the item.

The Commission awarded a time and materials contract to the apparent low bidder, V and V Electric, of Manhattan, Kansas, for emergency on-call electric services (SP1011).

CONSENT AGENDA (CONTINUED)

CONTRACT AMENDMENT NO. 3 – PROFESSIONAL SERVICES – 3RD STREET OPENINGS AT LEAVENWORTH STREET (ST0806) AND PIERRE STREET (ST0910)

The Commission authorized the Mayor and City Clerk to execute a contract amendment in the amount of \$74,900.00 with Alfred Benesch and Company, of Manhattan, Kansas, to prepare streetscape designs and bid the 3rd Street openings streetscapes at Leavenworth Street (ST0806) and Pierre Street (ST0910).

CONTRACT AMENDMENT NO. 3 – ENGINEERING SERVICES – WASTEWATER TREATMENT PLANT UPGRADE AND EXPANSION (SP0705)

The Commission approved Contract Amendment No. 3 in the amount of \$20,928.00 with Carollo Engineers, of Overland Park, Kansas, for additional engineering services for the Wastewater Treatment Plant Upgrade and Expansion Project (SP0705).

* PURCHASE - VEHICLES

Ron Fehr, City Manager, responded to questions from the Commission and provided additional information on the item.

Dale Houdeshell, Director of Public Works, informed the Commission that his staff monitors vehicles on the Kansas State Surplus Property list.

The Commission authorized the purchase of four (4) vehicles utilizing State vehicle bids and one (1) vehicle from Briggs Motor Company, of Manhattan, Kansas, all in accordance with the 2011 Capital Improvement Program for a total cost of \$81,006.50 (*See Attachment No. 1*).

GRANT OF RIGHT-OF-WAY – UNDERGROUND ELECTRIC – MANHATTAN REGIONAL AIRPORT

The Commission authorized the Mayor and City Clerk to approve an agreement for a Utility Easement at the Manhattan Regional Airport with Westar Energy, Inc., due to the re-alignment of K-18.

* AUTHORIZE PAYMENT – NBAF SITE GAS LINE RELOCATION AND INSTALLATION

Ron Fehr, City Manager, provided additional information on the item.

The Commission approved payment of \$26,943.56 to Kansas Gas Service for gas line relocation and installation at the NBAF site and authorized City Administration to finance this improvement from the Economic Development Fund as requested by the Department of Homeland Security from their allocation.

CONSENT AGENDA (CONTINUED)

BOARD APPOINTMENTS – FLINT HILLS DISCOVERY CENTER ADVISORY BOARD

The Commission approved the following appointments by Mayor Snead to the Flint Hills Discovery Center Advisory Board:

Appointment of Kristin Brighton, 3917 Golden Eagle Drive, to a three-year term. Ms. Brighton's term begins immediately, and will expire January 31, 2014.

Appointment of Tom Warner, 5422 Tuttle Cove Road, to a three-year term. Mr. Warner's term begins immediately, and will expire January 31, 2014.

Appointment of Ron Wilson, 2103 Zeandale Road, to a one-year term. Mr. Wilson's term begins immediately, and will expire January 31, 2012.

* **RESOLUTION NO. 021511-G – MUNICIPAL AUDIT COMMITTEE – INCREASE NUMBER OF MEMBERS FROM THREE TO FOUR**

Commissioner Strawn discussed the Municipal Audit Committee and their charge to advise the City Commission.

The Commission approved Resolution No. 021511-G re-establishing a Municipal Audit Committee with four (4) members.

After discussion, Commissioner Sherow moved to approve the consent agenda, as read. Commissioner Morris-Hardeman seconded the motion. On a roll call vote, motion carried 5-0, with the exception of Item C, AMENDING THE FLINT HILLS DISCOVERY CENTER ADVISORY BOARD, which carried 3-2, with Commissioners Pepperd and Strawn voting against the motion.

GENERAL AGENDA

CONSTRUCTION REIMBURSEMENT GRANT AGREEMENT - RELOCATE WASTEWATER TREATMENT PLANT ROAD – AND - EXTEND A MULTI-USE TRAIL FROM MCCALL ROAD TO THE MANHATTAN LEVEE (ST0912)

Dale Houdeshell, Director of Public Works, presented a project overview and the estimated cost of construction on the item. He then responded to questions from the Commission regarding the project timeframe, required signal coordination, and coordination with the Union Pacific Railroad.

GENERAL AGENDA (CONTINUED)

CONSTRUCTION REIMBURSEMENT GRANT AGREEMENT - RELOCATE WASTEWATER TREATMENT PLANT ROAD – AND - EXTEND A MULTI-USE TRAIL FROM MCCALL ROAD TO THE MANHATTAN LEVEE (ST0912) (CONTINUED)

After discussion, Commissioner Sherow moved to authorize City Administration to finalize a state aid agreement with KDOT and the Mayor to execute the finalized grant offer from KDOT for the US 24 Corridor, relocating the Wastewater Treatment Plant Road to align with Levee Drive (ST0912), and direct City Administration to proceed with this project in a manner that will facilitate construction in summer 2011. Commissioner Pepperd seconded the motion.

Mayor Snead provided additional information on the item and expressed his appreciation for everyone that worked on the K-18 project and in seeking additional transportation funds from the State of Kansas.

On a roll call vote, motion carried 5-0.

DISCUSSION - FACILITIES CONSERVATION IMPROVEMENT PROGRAM - ENERGY PERFORMANCE CONTRACT

Lauren Palmer, Assistant City Manager, introduced the item.

Chad Remboldt, Comprehensive Solutions Consultant, Trane Commercial Systems, presented an overview of energy conservation measures, design, construction management, commissioning, training, energy savings measurement and verification, and warranty information.

Randy Jameson, P.E., CEM, Project Developer, Trane Commercial Systems, presented proposed lighting upgrades, proposed measures for Fire Station No. 1, proposed boiler replacement at the Wastewater Treatment Plant administration building, proposed air handling unit improvements at Manhattan Public Library, proposed transport of natural gas, and the water meters replaced for testing and results. He then responded to questions regarding projected costs, light bulb replacement, and the life expectancy for furnaces and boilers.

Chad Remboldt, Comprehensive Solutions Consultant, Trane Commercial Systems, presented the proposed cash flow pro forma fixed annual payments for the Water Treatment Plant and Wastewater Treatment Plant energy conservation measures and information on the International Performance Measurement and Verification Protocol and recommended verification options.

GENERAL AGENDA (CONTINUED)

DISCUSSION - FACILITIES CONSERVATION IMPROVEMENT PROGRAM - ENERGY PERFORMANCE CONTRACT

Randy Jameson, P.E., CEM, Project Developer, Trane Commercial Systems, responded to questions from the Commission on the electrical and gas savings, projected interests costs, potential savings, and the accuracy of new water meters.

Bernie Hayen, Director of Finance, responded to questions from the Commission about the testing and replacement of water meters.

Ron Fehr, City Manager; Lauren Palmer, Assistant City Manager; and Bernie Hayen, Director of Finance, responded to questions from the Commission and provided additional information on the item.

Randy Jameson, P.E., CEM, Project Developer, and Chad Remboldt, Comprehensive Solutions Consultant, Trane Commercial Systems, provided additional information on the implementation process, measurement verification process, and the potential to contract for a lower natural gas rate.

Curt Loupe, Director of Parks and Recreation, responded to questions from the Commission regarding energy efficiencies to be gained in their facilities.

Fred Atchison, Director, Manhattan Public Library, informed the Commission that additional information is needed, but stated that the Library Board is interested in receiving additional detail on the item.

After additional discussion of the Commission, the consensus was to proceed forward with the program for future consideration.

Ron Fehr, City Manager, informed the Commission that he appreciated the feedback and direction received to finalize the Energy Performance contract for future consideration .

This item was a discussion item only, so no vote was taken by the Commission.

ADJOURNMENT

At 8:53 p.m. the Commission adjourned.



Gary S. Fees, MMC, City Clerk

Vehicles Being Replaced

<i>Vehicle #</i>	<i>Quantity</i>	<i>Description</i>	<i>CIP #</i>	<i>Funding Source</i>	<i>Budget</i>	<i>Cost</i>	<i>Difference</i>
14	1	Compact Pickup with extended cab	FR010E	General Fund	\$20,000.00	\$16,500.00	\$3,500.00
76	1	½-ton Pickup	CP015E	Special Parks and Recreation	\$18,000.00	\$15,805.00	\$2,195.00

New Vehicles

<i>Vehicle #</i>	<i>Quantity</i>	<i>Description</i>	<i>CIP #</i>	<i>Funding Source</i>	<i>Budget</i>	<i>Cost</i>	<i>Difference</i>
207	1	½-ton Pickup	WW043E	Water	\$18,000.00	\$14,960.50	\$3,039.50
208	1	½-ton Pickup w/extended cab	WW047E	Wastewater	\$20,000.00	\$18,780.50	\$1,219.50
209	1	½-ton Pickup	WW044E	50% split between Water & Wastewater	\$20,000.00	\$14,960.50	\$5,039.50