



It is our policy to provide individuals with disabilities an equal opportunity to participate in, and enjoy the benefits of our services, programs, and activities. This meeting is being held in the City Commission Room at City Hall, 1101 Poyntz Avenue. In accordance with provisions of the ADA, every attempt will be made to accommodate the needs of the disabled. Please contact the Human Resources Department (587-2443) for assistance.

**SPECIAL ALCOHOL ADVISORY COMMITTEE
REGULAR MEETING APRIL 11, 2013
HARMON ROOM
1101 Poyntz Avenue
Manhattan, KS 66502
6:00 p.m.**

Members Present: Josh Runyan, Adam Bonewitz, Elaine Johannes, Tanya Chengappa, Chance Lee, Brad Waller

Members Absent: None

Staff Present: Mandy Singh, Staff Accountant

1. CALL TO ORDER

Elaine called the regular meeting to order at 6:05 p.m.

2. PUBLIC COMMENTS

There were no public available for comments.

4. APPROVE MINUTES FROM FEBRUARY 25, 2013

Brad Waller moved to approve the minutes from February 25. Josh Runyan seconded. Motion passed 6-0-0. There was no further discussion. Minutes were approved as filed.

7. SITE VISIT REMINDER

The site visit schedule was reviewed and changes were made based on conflicts. Elaine explained the process for site visits. Site visit reports should be emailed to Mandy Singh (singh@cityofmhk.com)

Mandy Singh will create standardized budget form to be included in the next site visit report.

8. Open Records Request

Mandy informed the committee that open records request must be filed at City Clerk's office.

9. REVIEW 2014 APPLICATIONS

A reminder was made that all applications should be thoroughly reviewed prior to site visits and public hearings.

10. REVIEW PUBLIC HEARING SCHEDULE

The schedule for the public hearing meetings was reviewed.

11. ADJOURN

The meeting was adjourned at 6:57 p.m.

Public Hearings are scheduled for May 9, 13, & 15 at 6:00 in the Harmon Room.

Submitted by Mandy Singh