



***MINUTES
CITY COMMISSION MEETING
TUESDAY, DECEMBER 15, 2015
7:00 P.M.***

The Regular Meeting of the City Commission was held at 7:00 p.m. in the City Commission Room. Mayor Karen McCulloh and Commissioners Usha Reddi, Linda Morse, Michael L. Dodson, and Wynn Butler were present. Also present were the City Manager Ron R. Fehr, Deputy City Manager Jason Hilgers, Assistant City Manager Kiel Mangus, Interim City Attorney Katharine Jackson, City Clerk Gary S. Fees, 9 staff, and approximately 28 interested citizens.

PLEDGE OF ALLEGIANCE

Mayor McCulloh led the Commission in the Pledge of Allegiance.

PRESENTATION

Lucy Williams, President, Manhattan Konza Rotary Club, presented a check to the Mayor for money raised by the Club for the Mayor's Holiday Food and Fund Drive which assists the Flint Hills Breadbasket in helping families in need.

PROCLAMATION

Mayor McCulloh proclaimed December 31, 2015, ***Little Apple® New Year's Eve Celebration***. Aaron Apel, President, Aggieville Business Association Board, and Raelene Allen, Hospitality Coordinator, Aggieville Business Association, were present to receive the proclamation.

COMMISSIONER COMMENTS

Commissioner Butler thanked those that contributed to the Manhattan Community Foundation to assist in the private fundraising efforts for the Whoville group. He also thanked those businesses and individuals involved in making the Festival of Lights and the opening event held on Friday, November 27, 2015, a great success.

COMMISSIONER COMMENTS (*CONTINUED*)

Commissioner Morse informed the community that she recently had hip surgery and stated that it was great to be back. She commented on how important and essential it is for handicapped accessibility throughout the community.

Commissioner Reddi thanked the Manhattan Konza Rotary Club for raising money for the Mayor's Holiday Food and Fund Drive to support the Flint Hills Breadbasket. She stated that with school closed over the holidays, those students relying on free or reduced lunches will have a harder time receiving a good meal and thanked the generosity of organizations and people that assist in providing much needed resources. She also encouraged the community to shop locally.

CONSENT AGENDA

(* denotes those items discussed)

MINUTES

The Commission approved the minutes of the Regular City Commission Meeting held Tuesday, December 1, 2015.

CLAIMS REGISTER NO. 2670

The Commission approved Claims Register No. 2806 authorizing and approving the payment of claims from November 25, 2015, to December 8, 2015, in the amount of \$1,954,643.99.

* LICENSES

Mayor McCulloh stated there would be a fireworks display for the Little Apple New Year's Eve celebration in Aggieville on December 31, 2015.

The Commission approved a **Fireworks Display License** for the Little Apple New Year's Eve Celebration in Aggieville on December 31, 2015, for Rainbow Fireworks, Inc., 76 Plum Avenue, Inman, Kansas; a **Tree Maintenance License** for calendar year 2016 for Gudenkauf Tree Service, 102 North Street, Seneca, Kansas; and an annual **Cereal Malt Beverages Off-Premises License** for Dara's #1, 1816 Claflin Road; Dara's #2, 3270 Kimball Avenue; Dara's #10, 2323 Tuttle Creek Boulevard; Dara's #12, 1701 Anderson Avenue; Hop-N-Skip, 2233 Tuttle Creek Boulevard; Oppy's Service Inc., 605 South 3rd Street; Shop Quik #12, 430 Fort Riley Boulevard; Shop Quik # 11, 3108 Anderson Avenue; Shop Quik # 14, 529 Richards Drive; Shop Quik #16, 1127 Bluemont Avenue; Tuttle Creek Pizza Hut, 1005 Hostetler Drive; and Westloop Pizza Hut, 2931 Claflin Road.

CONSENT AGENDA (CONTINUED)

ORDINANCE NO. 7185 - AMEND STONECREEK PLANNED UNIT DEVELOPMENT

The Commission approved Ordinance No. 7185 amending Ordinance No. 6388 and the Final Development Plan of the Stonecreek Planned Unit Development, generally located southeast of the intersection of Scenic Drive and Anderson Avenue, as proposed, based on the findings in the Staff Report (*See Attachment No. 1*), with the one (1) conditions of approval.

ORDINANCE NO. 7186 - ISSUE GENERAL OBLIGATION BONDS - POYNTZ AVENUE PUMP STATION REINFORCED CONCRETE BOX EXTENSION (SM1309)

The Commission approved Ordinance No. 7186 issuing bonds to pay for the Poyntz Avenue Pump Station Reinforced Concrete Box Extension project (SM1309), to be paid from the Stormwater Fund.

* RESOLUTION NO. 121515-A - CITY BOUNDARY

Mayor McCulloh stated that the City has added 109 acres as a result of annexations during 2015.

The Commission approved Resolution No. 121515-A establishing and defining the boundaries of the city of Manhattan, Kansas, as of December 15, 2015.

2016 CONTRACT - MANHATTAN CENTER FOR THE ARTS

The Commission approved a contract as budgeted in the 2016 City Budget and authorized the Mayor and City Clerk to execute said contract with the Manhattan Center for the Arts.

2016 CONTRACT - WOLF HOUSE MUSEUM

The Commission approved a contract as budgeted in the 2016 City Budget and authorized the Mayor and City Clerk to execute said contract with the Riley County Historical Society for the Wolf House Museum.

2016 CONTRACT - DOWNTOWN MANHATTAN, INC.

The Commission approved a contract as budgeted in the 2016 City Budget and authorized the Mayor and City Clerk to execute said contract with Downtown Manhattan, Inc.

2016 CONTRACT - AGGIEVILLE BUSINESS DISTRICT

The Commission approved a contract as budgeted in the 2016 City Budget and authorized the Mayor and City Clerk to execute said contract with the Aggieville Business District.

CONSENT AGENDA (CONTINUED)

2016 CONTRACT - FLINT HILLS AREA TRANSPORTATION AGENCY

The Commission approved a contract as budgeted in the 2016 City Budget and authorized the Mayor and City Clerk to execute said contract with the Flint Hills Area Transportation Agency.

2016 CONTRACTS - SOCIAL SERVICES ADVISORY BOARD AGENCIES

The Commission approved contracts as budgeted in the 2016 City Budget and authorized the Mayor and City Clerk to execute said contracts with the Social Services Advisory Board agencies (*See Attachment No. 2*).

2016 AGREEMENTS - SPECIAL ALCOHOL FUND COMMITTEE AGENCIES

The Commission approved contracts as budgeted in the 2016 City Budget and authorize the Mayor and City Clerk to execute said contracts with the Special Alcohol Fund agencies (*See Attachment No. 3*).

2016 CONTRACT - AGGIEVILLE BUSINESS IMPROVEMENT DISTRICT

The Commission authorized the Mayor and City Clerk to execute the 2016 Aggieville Business Improvements District contract.

2016 CONTRACT - DOWNTOWN BUSINESS IMPROVEMENT DISTRICT

The Commission authorized the Mayor and City Clerk to execute the 2016 Downtown Business Improvements District contract.

CHANGE ORDER NO. 2 - 11TH AND FREMONT STREETS INTERSECTION IMPROVEMENTS (ST1416/CD1413)

The Commission approved and authorized the Mayor to execute Change Order No. 2 in the amount of \$52,791.04 to add the Lee School Crossing Project into the contract with T & M Concrete Construction Company, of Junction City, Kansas, who is currently the contractor of record for the 11th and Fremont Streets Intersection Improvements Project (ST1416/CD1413).

* CHANGE ORDER NO. 1 - CITY POOL PARKING LOT IMPROVEMENTS (CP1501)

Mayor McCulloh provided additional information on the item and explained the need for a change order.

CONSENT AGENDA (CONTINUED)

* **CHANGE ORDER NO. 1 - CITY POOL PARKING LOT IMPROVEMENTS (CP1501) (CONTINUED)**

The Commission approved and authorized the Mayor to execute Change Order No. 1 for the City Pool Parking Lot (CP1501, CIP #CU029P) project, resulting in a net increase in the amount of \$71,347.09 (+6.7%) to the contract with Kolde Construction, Inc., of St. Mary's, Kansas for soil remediation, utility relocation, additional bike-pedestrian paths/sidewalks, pedestrian lighting, pavement marking removal, modifications to the pool fence and bleacher area, and substitution for pavement marking materials.

AWARD CONTRACT - AIRPORT ROAD (ST1408) AND STORM SEWER (SM1403) IMPROVEMENTS

The Commission accepted the Engineer's Opinion of Probable Cost in the amount of \$762,169.50; awarded a construction contract in the amount of \$661,285.00 to Walters-Morgan Construction, Inc., of Manhattan, Kansas; and authorized the Mayor and City Clerk to execute the contract. Airport Road (ST1408) and Storm Sewer (SM1403) Improvements

AWARD CONTRACT - FIXED BASE OPERATOR PARKING LOT AND SITE UTILITY IMPROVEMENTS (SM1403, ST1408, SS1409, WA1408)

The Commission accepted the Engineer's Opinion of Probable Cost in the amount of \$793,203.00; awarded a construction contract in the amount of \$698,990.58 to Schultz Construction, of Manhattan, Kansas; and authorized the Mayor and City Clerk to execute the construction contract for the Fixed Base Operator Parking Lot and Site Utility Improvements (SM1403, ST1408, SS1409, WA1408).

* **PURCHASE - STRUCTURAL FIREFIGHTING COAT AND PANT**

Mayor McCulloh provided additional information on the item. She stressed the importance in providing quality safety clothing and the associated costs to ensure that firefighters and police officers are safe.

The Commission authorized the purchase of 13 sets of Globe structural firefighting coat (\$1,189.00/coat) and pant (\$889.00/pant) from Municipal Emergency Services, of Fremont, Nebraska, for a total cost in the amount of \$2,078.00 per ensemble and other miscellaneous costs, up to \$30,000.00, to be paid from the Fire Operations budget.

* **APPOINT - STREET MAINTENANCE STEERING COMMITTEE**

Mayor McCulloh highlighted the item.

CONSENT AGENDA (*CONTINUED*)

* **APPOINT - STREET MAINTENANCE STEERING COMMITTEE**
(*CONTINUED*)

Ron Fehr, City Manager, provided additional information on the item and announced the names recommended for appointments to serve geographical and stakeholder positions on the Street Maintenance Steering Committee. He then responded to questions from the Commission, provided clarification on the charge and purpose of the Street Maintenance Steering Committee, and stated that Rob Ott, Director of Public Works, would serve as staff liaison to the Steering Committee.

The Commission approved the establishment, composition, and charge of the proposed Street Maintenance Steering Committee, and appointed members to the Committee (*See Attachment No. 4*).

BOARD APPOINTMENTS

The Commission approved appointments by Mayor McCulloh to various boards and committees of the City.

Aggieville Business Improvement District Advisory Board

Re-appointment of Kevin Peirce, 1731 Humboldt Street, to a three-year term. Mr. Peirce's term will begin January 1, 2016, and will expire December 31, 2018.

City/University Special Projects Fund Committee

Re-appointment of Eileen Meyer, 2429 Buena Vista Drive, to a two-year Citizen term. Ms. Meyer's term begins immediately, and will expire June 30, 2017.

Appointment of Nancy Baker, 3052 Conrow Drive, to a two-year Citizen term. Ms. Baker's term begins immediately, and will expire June 30, 2017.

Appointment of Rodney Harms, 101 WaterBridge Road, to a two-year Citizen term. Mr. Harms' term begins immediately, and will expire June 30, 2017.

Downtown Business Improvement District Advisory Board

Re-appointment of Diane Born, 1318 Lafayette Drive, to a two-year term. Ms. Born's term will begin January 1, 2016, and will expire December 31, 2017.

Re-appointment of Christopher Spaw, 122 South Manhattan Avenue, to a two-year term. Mr. Spaw's term will begin January 1, 2016, and will expire December 31, 2017.

CONSENT AGENDA (*CONTINUED*)

BOARD APPOINTMENTS (*CONTINUED*)

Manhattan Urban Area Planning Board

Appointment of Debbie Nuss, 2404 Sumac Drive, to fill the unexpired term of Katie Bachelor. Ms. Nuss' term begins immediately, and will expire April 30, 2018.

Social Services Advisory Board

Appointment of Linda Thurston, 822 Pierre Street, to a three-year term. Ms. Thurston's term begins immediately, and will expire June 30, 2018.

After discussion and comments from the Commission, Commissioner Reddi moved to approve the consent agenda. Commissioner Morse seconded the motion. On a roll call vote, motion carried 5-0.

GENERAL AGENDA

RECOMMENDATION/NEGOTIATE CONTRACT - CONSULTANT - PARKS AND RECREATION FACILITIES FEASIBILITY STUDY

Eddie Eastes, Director of Parks and Recreation, presented background information and an overview of the item. He then responded to questions from the Commission regarding the scope of services and the contract. He provided clarification on the proposed scope of work and stated that the fee amount would come back to the Commission for approval.

Mayor McCulloh opened the public comments.

Hearing no comments, Mayor McCulloh closed the public comments.

After discussion and comments from the Commission, Commissioner Butler moved to approve the recommendation from the Parks and Recreation Advisory Board and authorize City Administration to negotiate a scope of services and contract with Bruce McMillan Architects, P.A., of Manhattan, Kansas, for architectural design and park planning services. Commissioner Morse seconded the motion. On a roll call vote, motion carried 5-0.

GENERAL AGENDA (CONTINUED)

RESOLUTION NO. 121515-B - PETITION - MILLER PARKWAY IMPROVEMENTS FROM SCENIC DRIVE TO LEE MILL HEIGHTS, UNIT 10

Rob Ott, Director of Public Works, presented background information on the item. He highlighted the petition structure of the benefit district, the benefit district breakdown costs, and stated the total petition amount would be \$2,540,000, with the City-At-Large obligation in the amount of \$1,915,828. He presented a map of the Miller Parkway Extension indicating property owned by the Buel's, Hunter's, City of Manhattan, and Lee Mill Heights, Unit 10, and Stone Pointe; showed an aerial photograph of the proposed Miller Parkway improvements and Scenic Drive; presented current photography of typical roadway sections of Miller Parkway; and highlighted a map of Miller Parkway and Scenic Drive intersection that was created by Schwab-Eaton. He then responded to questions from the Commission regarding considerations for the traffic signal at the intersection, the current traffic counts on Amherst Avenue to Seth Child Road, and provided clarification on the City obligation amount and the potential to recoup some of the costs in the future from the Hunter Tract.

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

Karen Davis, Director, Community Development, responded to questions from the Commission regarding noise levels and notifications provided to Fort Riley and property owners. She stated there are construction techniques available that contractors can use to help mitigate noise issues.

Rob Ott, Director of Public Works, informed the Commission that he communicated with the trustees of the Hunter Trust and that they were aware of the agenda item.

After comments from the Commission on the item, Ron Fehr, City Manager, informed the Commission that the City is trying to treat all parties as fair as possible with this project. He also provided additional information on the impact fee and access to the roadway.

Jason Hilgers, Deputy City Manager, provided clarification on the project financing and highlighted the proposed debt schedule.

Ron Fehr, City Manager, informed the Commission that the proposed action also rescinds a previous Resolution, finds the petition sufficient, and finds the project advisable. He addressed the need for a traffic signal at the intersection of Miller Parkway and Scenic Drive to ensure safety.

Mayor McCulloh opened the public comments.

Tim Schultz, Schultz Real Estate Development, provided additional information on the item. He also gave an update on the current activity and grading work being completed.

GENERAL AGENDA (CONTINUED)

RESOLUTION NO. 121515-B - PETITION - MILLER PARKWAY IMPROVEMENTS FROM SCENIC DRIVE TO LEE MILL HEIGHTS, UNIT 10 (CONTINUED)

Rob Ott, Director of Public Works, responded to questions from the Commission regarding safety and access from Miller Parkway to Scenic Drive.

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

After discussion and comments from the Commission, Commissioner Butler moved to authorize the Mayor and City Clerk to sign the petition; find the petition sufficient; approve Resolution No. 121515-B rescinding Resolution No. 050112-A and finding the project advisable and authorizing construction; and authorize the Mayor and the City Clerk to execute an agreement with Schwab-Eaton, P.A., of Manhattan, Kansas, to perform professional services in an amount not to exceed \$97,194.00 for the improvements to Miller Parkway and Scenic Drive Improvements (ST1512) (Lee Mill Heights, Unit 10, to Scenic Drive). Commissioner Morse seconded the motion. On a roll call vote, motion carried 5-0.

2015 CHAMBER OF COMMERCE YEAR-END REPORTS AND 2016 CONTRACTS

Lyle Butler, Chief Executive Officer (CEO)/President, Manhattan Area Chamber of Commerce, introduced the item. He presented a television commercial that showcased the Manhattan community and stated that the Chamber provided financial assistance to help promote the Festival of Lights event. He also provided information on the economic development private and public funding sources and economic development funding trends from 1998 - 2015. He stated that in 2015, 70 percent of the revenue received was generated from private sources and informed the Commission that the Chamber is a not-for-profit organization.

Janet Nichols, Military Community Liaison, Manhattan Area Chamber of Commerce, presented a picture of Major General Wayne Grigsby and Fort Riley soldiers during the Military Appreciation Day at the Kansas State University football game. She also provided an update on events and activities, including Shopping in Manhattan with 22 Fort Riley spouses; organizing a K-State basketball game for Fort Riley soldiers; facilitating the Military Relations monthly lunch meetings and the Kaw Valley Rodeo Military Appreciation night; coordinating the Little Apple Brigade Annual Ball event and assisting with the annual military golf outing in Manhattan; attending the AUSA annual meeting in Washington DC; assisting with the Veterans Day Parade and luncheon event; and attending numerous ceremonies and events at Fort Riley.

GENERAL AGENDA (*CONTINUED*)

2015 CHAMBER OF COMMERCE YEAR-END REPORTS AND 2016 CONTRACTS (*CONTINUED*)

John Pagen, Vice President & Economic Development Director, Manhattan Area Chamber of Commerce, presented the six core principles and strategies for growth for 2012 - 2016, including: existing businesses, community prosperity, entrepreneurship and innovation, talent development, enhance economic development capacity, and regional competitiveness. He also presented information on the global food systems corridor; labor force statistics of top 16 Kansas cities by population from January 2002 - October 2015; retail sales in Manhattan from 1992 - 2015; and annual new building permit values from 2001 - October 2015.

Trent Armbrust, Director, Business Development & Strategic Initiatives, Manhattan Area Chamber of Commerce, presented a map showing participants that attended a pet food workshop for industry in Manhattan. He also presented information regarding the site selector familiarization tour held in Manhattan and discussed the need to have available land designated for commercial and industrial use. Finally, he showed a chart indicating Manhattan's Innovation Ecosystem and discussed the importance of fiber optics, adequate electrical supply, availability of building space, and adaptable talent and workforce. He responded to questions from the Commission regarding the low unemployment rate in the region and discussions with the new Manhattan Area Technical College President regarding curriculum and industry workforce demands.

Lyle Butler, CEO/President, Manhattan Area Chamber of Commerce, responded to questions from the Commission regarding Chamber members and non-members needing economic development and stated that economic development does not differentiate between being a Chamber member or not. He discussed the need for online sales tax initiatives to be on a level playing field with brick and mortar businesses and informed the Commission that he met with Dr. Bob Shannon, USD 383, regarding technical education and future initiatives.

Brad Everett, Chair, Manhattan Convention & Visitors Bureau (CVB) Steering Committee, introduced the 4th quarter Convention & Visitors Bureau (CVB) presentation and acknowledged the 2015 CVB Steering Committee members. He extended his appreciation to the CVB staff for their continuing certifications and professional education achievements. He presented a pie chart indicating visitor spending in Riley County with \$126 million spent in 2014. He also highlighted sales in leisure and hospitality industries and provided a breakdown of Riley County visitor spending from 2010 - 2014. He then responded to questions from the Commission.

GENERAL AGENDA (CONTINUED)

2015 CHAMBER OF COMMERCE YEAR-END REPORTS AND 2016 CONTRACTS (CONTINUED)

Karen Hibbard, Director, Manhattan Convention & Visitors Bureau, presented information on the number of groups hosted from January 2015 through November 2015. She announced the CVB would be holding a competition to name the new cell phone charger that includes a video highlighting the community. She highlighted performance measures for fulfillment/inquiries, social media engagement, and the CVB website. She responded to questions from the Commission and mentioned several significant events that included the Bill Snyder half-marathon, Country Stampede, and events and festivals. She highlighted the Society of American Travel Writers that was in Manhattan and the positive exposure that the community received for hosting this event. Finally, she presented information on the Visitor Intercept Study, a chart showing the annual room supply and demand, the number of average rooms occupied, the average daily hotel room rate, the revenue per hotel room, and presented a new video promoting Manhattan.

After comments from the Commission, Karen Hibbard, Director, Manhattan Convention & Visitors Bureau, responded to questions regarding the use of data, analytics, and the potential coordination and promotion to package several holiday and potentially regional events in the future. She thanked the Commission for their support and stated that she looked forward to continuing to promote Manhattan in 2016.

Lyle Butler, CEO/President, Manhattan Area Chamber of Commerce, informed the Commission that the Chamber recently coordinated a trip to Columbia, Missouri, and planned to have Ames, Iowa, and Clemson, South Carolina, visit in the future. He stated that the Chamber and CVB staff looked forward to continuing its partnership with the Commission and City staff.

Mayor McCulloh opened the public comments.

Hearing no comments, Mayor McCulloh closed the public comments.

After additional discussion and comments from the Commission, Commissioner Morse moved to authorize the Mayor and City Clerk to execute the Economic Development, Fort Riley Promotion, and Tourism and Convention contracts for 2016 with the Manhattan Area Chamber of Commerce. Commissioner Dodson seconded the motion. On a roll call vote, motion carried 5-0.

ADJOURNMENT

At 9:30 p.m., the Commission adjourned.



Gary S. Fees, MMC, City Clerk

STAFF REPORT

AN AMENDMENT OF ORDINANCE NO. 6388 AND THE APPROVED FINAL DEVELOPMENT PLAN OF STONECREEK PLANNED UNIT DEVELOPMENT.

BACKGROUND

OWNER/APPLICANT: Travis Wymer–Advanced Dental Arts on behalf of the Stonecreek Business Center Association

ADDRESS: 4201 Anderson Avenue, Manhattan, KS 66503

REQUEST: Amend Ordinance No. 6388 of the Stonecreek Planned Unit Development (PUD) to allow one (1) pylon sign at the entryway to the PUD noting the name and address of the complex and a directory of the businesses within the complex.

LEGAL DESCRIPTION: Stonecreek Business Center Addition

DATE OF PUBLIC NOTICE PUBLICATION: Monday October 26, 2015

LOCATION: Southeast of the intersection of Scenic Drive and Anderson Avenue

AREA: Total area is 4.8 acres

DATE OF PUBLIC NOTICE PUBLICATION: Monday, October 26, 2015

DATE OF PUBLIC HEARING: PLANNING BOARD: November 16, 2015

CITY COMMISSION: Tuesday, December 1, 2015

EXISTING PUD

Ordinance

Ordinance No. 6388 rezoned the site from C-2, Neighborhood Shopping District to the Stone Creek PUD in February, 2004. The Ordinance approved the original signage plan for the PUD with the following note: “Project Sign shall be constructed of similar material and be of similar design to the existing Stone Creek Family Physicians sign and be illuminated by ground lighting.” The ordinance was approved with the following conditions of approval:

Attachment No. 1

1. Permitted uses shall be limited to the permitted uses listed in the C-2, Neighborhood Shopping District, except for air conditioning, heating and plumbing sales, automobile service stations, convenience stores with gas pumps, and laundry establishments, as per the Manhattan Zoning Regulations.
2. Landscaping and irrigation shall be provided pursuant to a Landscaping Performance Agreement between the City and the owner, which shall be entered into prior to issuance of a building permit.
3. All landscaping and irrigation shall be maintained in good condition.
4. Except as noted, signs shall be provided as proposed in the application documents, and shall allow for exempt signage described in Article VI, Section 6-104 (A)(1), (2), (4), (5) (7) and (8); and Section 6-104 (B) (2); and, Section 6-104 (D) (1), of the Manhattan Zoning Regulations.

Permitted Uses

Ordinance No. 6388 approved permitted uses in the C-2, Neighborhood Shopping District, except for air conditioning, heating and plumbing sales, automobile service stations, convenience stores with gas pumps, and laundry establishments.

PROPOSED AMENDMENT

The applicant/owners have proposed to erect a new pylon sign located west of the entryway of the PUD noting the name, address and businesses within the PUD. In addition, Stone Creek Family Physicians (located directly east of the subject site on Lot1, Stonecreek Addition) is to be identified on the proposed pylon sign. The proposed sign will be approximately 14 feet tall and 11 feet wide, measured at the base. The pylon sign will consist of a stone base, similar to the existing landscaped island entry sign, and business identification panels each measuring 7.5 square feet in area. The proposed sign will be externally illuminated with ground lights. The name of the PUD "Stone Creek" and physical address will be located at the top of the pylon sign, measuring approximately 24 square feet in area. The total measurable area of the proposed pylon sign is approximately 104 square feet.

The proposed pylon sign is located within the common area, adjacent to the building on Lot 4. The application site plan shows the pylon sign sited approximately 10 feet from the property line to the north along Anderson Avenue.

**MATTERS TO BE CONSIDERED WHEN AMENDING A
PLANNED UNIT DEVELOPMENT**

Attachment No. 1

1. WHETHER THE PROPOSED AMENDMENT IS CONSISTENT WITH THE INTENT AND PURPOSE OF THE APPROVED PUD, AND WILL PROMOTE THE EFFICIENT DEVELOPMENT AND PRESERVATION OF THE ENTIRE PUD:

The proposed amendment is consistent with the intent and purpose of the approved Planned Unit Development. The Stonecreek PUD is a professional office complex consisting of four buildings constructed in phases. The current PUD allows for business identification signage for individual buildings to be located internally within the existing off-street parking lot. These individual building identification signs have not been installed. The amendment is an attempt to include an overall signage plan for the current and future businesses within the PUD. According to the application documents, “The businesses of the Stonecreek PUD are easily accessible via the Anderson Avenue entrance however the current signage proposed position is not visible from the current Anderson Avenue traffic flow. The proposed amendment will allow visible signage to the Stonecreek PUD current businesses as well as those added in the future.”

2. WHETHER THE PROPOSED AMENDMENT IS MADE NECESSARY BECAUSE OF CHANGED OR CHANGING CONDITIONS IN OR AROUND THE PUD, AND THE NATURE OF SUCH CONDITIONS:

The applicant indicates that, “The proposed amendment is necessary also because of the West Anderson Avenue expansion planned in the near future. When the road is widened, the current signage area will not be visible and will not allow patrons to effectively see the businesses offered at the Stonecreek PUD.” The existing landscaped island entry sign identifies the general name of the development, “Stonecreek”. According to the applicant, patients and clients routinely have a difficult time locating the various offices within Stonecreek PUD. The West Anderson Avenue improvement project is likely to make locating the businesses more challenging for clients.

3. WHETHER THE PROPOSED AMENDMENT WILL RESULT IN A RELATIVE GAIN TO THE PUBLIC HEALTH, SAFETY, CONVENIENCE OR GENERAL WELFARE, AND IS NOT GRANTED SOLELY TO CONFER A SPECIAL BENEFIT UPON ANY PERSON:

The proposed amendment will result in a relative gain to the public health, safety, convenience or general welfare by providing better visual identification of businesses located within the Professional Place PUD. According to the applicant, “signage for the Stonecreek PUD will be visible several hundred feet before the Anderson Avenue entrance rather than at the last minute. Patrons to the businesses in the Stonecreek PUD will be able to locate these businesses more effectively and thus will result in better flow of traffic and less vehicular accidents in an attempt to get to their respective location.”

**ADDITIONAL MATTERS TO BE CONSIDERED WHEN
AMENDING A PLANNED UNIT DEVELOPMENT**

- 1. LANDSCAPING:** Landscaping consisting of lawn, deciduous, evergreen, ornamental, and existing trees. Other landscaping includes natural vegetation, including trees along Anderson Avenue and landscaped beds around each building. Underground irrigation is used to water landscaped areas.
- 2. SCREENING:** Outdoor storage/dumpster areas are located adjacent to the existing buildings and are screened with 6-foot sight obscuring screening. No significant changes are proposed with this development.
- 3. DRAINAGE: THE SITE DRAINS TO THE SOUTH TO WILDCAT CREEK TO A FOUR (4) FOOT BY SIX (6) FOOT STONE CULVERT UNDER CUMBERLAND ROAD THAT FLOWS IN A NATURAL CHANNEL TO WILDCAT CREEK. NO CHANGES ARE PROPOSED TO THE SITE THAT WOULD IMPACT THE DRAINAGE ON THE SITE OR IN THE IMMEDIATE AREA.**
- 4. CIRCULATION:** The circulation patterns throughout the Professional Place PUD parking lot are established. The location of the proposed pylon sign appears to avoid visual conflicts with vehicular and pedestrian traffic. The proposed amendment does not alter circulation or existing parking within the PUD.
- 5. OPEN SPACE AND COMMON AREA:** The open space and common areas are established within the PUD. The proposed amendment does not alter existing open space or common areas.
- 6. CHARACTER OF THE NEIGHBORHOOD:** The site is at the western edge of the existing City limits. It is located southeast of the intersection of Scenic Drive and Kimball Avenue, and Anderson Avenue intersections. Kimball Avenue is a major northern access route to the City, and Scenic Drive is a major southern route towards Manhattan Airport, Fort Riley and Junction City. Anderson Avenue extends to the west towards the cities of Keats and Riley, and into the City to the east. The adjacent section of Anderson Avenue is currently undergoing an improvement project to widen and improve the street to an urban section with sidewalks, curbs and gutters. The remainder of the neighborhood is characterized by a mix of low-density rural development and farmlands to the west, and multi-family apartments, single-family residential neighborhoods and parkland to the northeast and east. The site is in a growth corridor for the City of Manhattan.

MATTERS TO BE CONSIDERED WHEN REZONING

1. EXISTING USE: The Stonecreek PUD includes a mix of Business and Professional Offices.

2. PHYSICAL AND ENVIRONMENTAL CHARACTERISTICS: The site is partially developed with buildings, parking, and mature landscaped areas. There are two remaining lots that have yet to be improved with development. No significant changes are proposed with the amendment.

3. SURROUNDING LAND USE AND ZONING:

(a.) NORTH: Anderson Avenue, undeveloped neighborhood commercial center, and single-family homes; C-2, Neighborhood Commercial District, R-2, Two-Family Residential District R-1, Single-Family Residential District, and R, Single-Family Residential District.

(b.) SOUTH: Cumberland Road, undeveloped agricultural land, Wildcat Creek,; County G-1, General Agricultural District.

(c.) EAST: Family Physicians medical office building, Cumberland Road, multiple-family apartment complex; C-2 District, and R-3, Multiple-Family Residential District.

(d.) WEST: Scenic Drive, and Blueville Nursery; County G-1, and County C-4, Highway Business District.

4. CHARACTER OF THE NEIGHBORHOOD: See above.

5. SUITABILITY OF SITE FOR USES UNDER CURRENT ZONING: The PUD has been in place since 2004, and is suitable for the uses permitted within the district.

6. COMPATIBILITY OF PROPOSED DISTRICT WITH NEARBY PROPERTIES AND EXTENT TO WHICH IT MAY HAVE DETRIMENTAL AFFECTS: The proposed amendment is consistent with the existing PUD. The overall site will not change, only the proposed signage for the PUD. The materials and design used for the proposed pylon sign are compatible with the development. There should be no detrimental affects to the neighboring properties.

Attachment No. 1

In addition, as part of the application process the applicants held a neighborhood meeting on September 28th. According to the neighborhood meeting report, all parties were in agreement with the proposed sign to be placed at the entrance of the Stonecreek PUD. The addition of the adjacent Stone Creek Family Physicians being a part of the sign was also favored by all parties that attended the meeting.

6. CONFORMANCE WITH COMPREHENSIVE PLAN: The Manhattan Urban Area Comprehensive Plan shows the site as Neighborhood Commercial Center (NCC), which is intended to provide a range of services for residential areas, including supermarkets, restaurants, convenience stores, drycleaners, drugstores, filling stations, smaller specialty shops, retail and health services, and business and professional offices. Sites are typically on a smaller scale (1-3 acres) and should be located at the intersection of arterial and collector streets. Main entrances should be integrated with the surrounding street network. Building materials should reflect the surrounding architectural character. In addition, the site is located in the West Anderson Corridor (WAC) Special Planning Area.

NCC policies include:

NCC-1: Characteristics

Neighborhood Commercial Centers are intended to provide a range of services for residential areas, including supermarkets, restaurants, convenience stores, drycleaners, drugstores, filling stations, smaller specialty shops, retail and health services, and business and professional offices. Neighborhood centers will vary in scale and character. Smaller, limited use centers may be fully integrated into the surrounding neighborhood and be accessed comfortably by foot or bicycle; while larger centers will function more independently, providing ample parking and numerous stores. Mixed-Use Neighborhood Centers that also incorporate residential uses are appropriate in a master planned setting. Neighborhood Centers often serve more than one nearby neighborhood in order to maintain sufficient economy of scale.

NCC-2: Location

Neighborhood centers should generally be located at the intersection of arterial and collector streets. However, smaller centers with limited uses may be appropriate within a residential area at the intersection of two collector streets, or at the intersection of a collector and a local street, provided they are designed to be compatible with the surrounding neighborhood and meet a minimum level of design criteria.

NCC-3: Size

Neighborhood centers typically require a site of approximately 10 acres, but may vary, ranging from as small as 1-3 acres to as large as 15-20 acres depending on the size of its service area and the extent of its mixed-use characteristics.

NCC-4: Circulation and Access

Integrate main entrances and driveways with the surrounding street network to provide clear connections between uses for vehicles, pedestrians, and bicycles. Provide clear, direct pedestrian connections between uses within the center, to the surrounding neighborhood, and to transit stops.

NCC-5: Transitions between Uses

Provide attractive transitions between the center and surrounding neighborhoods, while not limiting access between the center and the neighborhood for all modes of travel. Transitions can be accomplished by stepping down the height of taller structures when developing towards nearby residences, providing landscape buffers or screening, or similar means. Use creative design to avoid simply “walling” off residential areas from neighborhood centers.

West Anderson Corridor (WAC)

Background and Intent

The West Anderson Corridor is contiguous to the western boundary of Manhattan and is considered as an area for potential future growth. The scenic quality of the corridor is significant, defined by the Wildcat Creek Riparian area, which bounds its southern edge and by the lush agricultural lands that extend south from Anderson Avenue to the creek. The corridor will remain primarily rural in nature within the near-term or until such time as utility services are available. To the extent possible, both the scenic quality and availability of developable land within the corridor should be preserved. As the market for growth in the corridor emerges, compatibility with Fort Riley and specific recommendations made by the 2005 Flint Hills Joint Land Use Study are a key consideration.

Policies

WAC-1: Preservation of Wildcat Creek Riparian Corridor

Design land use patterns in the Wildcat Creek Corridor to protect natural features, including steep slopes, native vegetation, riparian corridors, streams, and wetlands, in accordance with the adopted Wildcat Creek Floodplain Management Plan.

WAC-2: Future Growth Area

The West Anderson Corridor is identified as a potential future growth area, dependent upon the timing, and availability of infrastructure and urban services. Evaluate development proposals within the West Anderson Corridor based upon their compatibility with the area’s potential for future urban development and the recommendations of the 2005 Flint Hills Joint Land Use Study. Discourage isolated parcels of development that will lead to fragmented patterns of urban development.

WAC-3: Future Neighborhood Services and Residential Development

The West Anderson Corridor provides potential for additional Neighborhood Commercial services and specialty stores in the vicinity of the Anderson Avenue–Scenic Drive intersection. Explore the provision of low to medium density housing along the south side of Anderson Avenue, transitioning to the riparian open space corridor, along Wildcat Creek.

WAC-4: Multi-modal Connectivity

As development opportunities emerge, explore and implement opportunities to enhance multi-modal connections between the West Anderson Corridor and existing multi-modal facilities in other parts of the Planning Area.

The proposed PUD amendment conforms to the Comprehensive Plan.

8. ZONING HISTORY AND LENGTH OF TIME VACANT AS ZONED:

June 1, 1998	Manhattan Urban Area Planning Board recommends approval of annexation request.
June 16, 1998	City Commission approves first reading of annexation.
August 3, 1998	Manhattan Urban Area Planning Board tables public hearing on Concurrent Plats and rezoning, due to a lack of a quorum.
August 17, 1998	Manhattan Urban Area Planning Board recommends approval of rezoning from County G-1, General Agricultural District, to C-2, Neighborhood Shopping District, and approves the Final Plat of the Stone Creek Addition.
September 1, 1998	City Commission approves first reading of rezoning.
September 15, 1998	City Commission approves second reading of Ordinance Nos. 6030 and 6031, annexing and zoning the Stone Creek Addition and the adjacent Anderson Avenue and Cumberland Road rights-of-way; and accepts the easements and rights-of-way as shown on the Final Plat of the Stone Creek Addition.

Attachment No. 1

January 5, 2004	Manhattan Urban Area Planning Board recommends approval of the rezoning of Lot 2, Stone Creek Add, from C-2 District, to Commercial PUD.
January 20, 2004	City Commission approves first reading of the Stonecreek PUD.
February 3, 2004	City Commission approves Ordinance No. 6388, rezoning of Lot 2, Stone Creek Add, from C-2 District, to Commercial PUD.
March 1, 2004	Manhattan Urban Area Planning Board approves Phase 1 of the Final Development Plan and the Final Plat of Stonecreek Business Center Addition, a Replat of Lot 2, Stone Creek Addition.
March 16, 2004	City Commission accepts easements and rights-of-way of the Final Plat of the Stonecreek Business Center Addition.
May 15, 2006	Manhattan Urban Area Planning Board approves the Final Plat of Stonecreek Business Center Addition, Unit Two, a Replat of Lot 4, Stonecreek Business Center Addition.
June 6, 2006	City Commission accepts easements and rights-of-way of the Final Plat of the Stonecreek Business Center Addition, Unit Two

9. CONSISTENCY WITH INTENT AND PURPOSE OF THE ZONING ORDINANCE: The intent and purpose of the Zoning Regulations is to protect the public health, safety, and general welfare; regulate the use of land and buildings within zoning districts to assure compatibility; and to protect property values. The PUD Regulations are intended to provide a maximum choice of living environments by allowing a variety of housing and building types; a more efficient land use than is generally achieved through conventional development; a development pattern that is in harmony with land use density, transportation facilities and community facilities; and a development plan which addresses specific needs and unique conditions of the site which may require changes in bulk regulations or layout.

Attachment No. 1

The addition of off-premise signage would generally not be consistent with the intent for signs within commercial PUDs, which the Manhattan Zoning Regulations suggest follow the C-2 District requirements. The zoning regulations states that:

“Off-Premise Signs. The following restrictions shall apply to all Off-Premise Signs.
(A) Permitted Districts: C-5, C-6, LM-SC, I-3, and I-4.”

Since the Stonecreek PUD and the adjacent development located on Lot1, Stonecreek Addition is considered to be a uniformed development, providing identification of businesses within both developments seems reasonable. City Administration is recommending a condition of approval to limit the off-premise signage. The proposed amendment is consistent with the intent and purposes of the Zoning Regulations, and the intent of the PUD Regulations, subject to the conditions of approval.

10. RELATIVE GAIN TO THE PUBLIC HEALTH, SAFETY AND WELFARE THAT

DENIAL OF THE REQUEST WOULD ACCOMPLISH, COMPARED WITH THE HARDSHIP IMPOSED UPON THE INDIVIDUAL OWNER: There appears to be no adverse affects on the public and no relative gain would be accomplished by denial. Denial of the amendment would be a hardship on the owner because no adverse effects on the public are expected.

11. ADEQUACY OF PUBLIC FACILITIES AND SERVICES: Adequate public street, sewer, and water are available to serve the site and the proposed use.

12. OTHER APPLICABLE FACTORS: None

13. STAFF COMMENTS AND RECOMMENDATION: City Administration recommends approval of the proposed amendment of Ordinance No. 6388 and the approved Final Development Plan of Stonecreek Planned Unit Development, subject to the following condition of approval:

1. The proposed pylon sign shall be allowed to identify businesses located within the Stonecreek PUD and only the business and professional offices located on Lot 1, Stonecreek Addition.

ALTERNATIVES:

1. Recommend approval of the proposed amendment of Ordinance No. 6388 and the approved Final Development Plan of Stonecreek Planned Unit Development, stating the basis for such recommendation, with the conditions listed in the Staff Report.

Attachment No. 1

2. Recommend denial of the proposed amendment of Ordinance No. 6388 and the approved Final Development Plan of Stonecreek Planned Unit Development, stating the specific reasons for denial.
3. Table the proposed Amendment to a specific date, for specifically stated reasons.

POSSIBLE MOTION:

The Manhattan Urban Area Planning Board recommends approval of the proposed amendment of Ordinance No. 6388 and the approved Final Development Plan of the Stonecreek Planned Unit Development, based on the findings in the staff report, with the condition recommended by City Administration.

PREPARED BY: Chase Johnson, CFM, Planner

DATE: October 30, 2015

Social Services Advisory Board Agency Funding

	2016	2016
<i>Basic Human Needs (food, clothing, shelter, transportation)</i>	<i>Request</i>	<i>Allocated</i>
Riley Co. ATA (transportation) *	-	-
Crisis Center (intervention/shelter programs)	\$ 48,800	\$ 48,800
Downtown Farmers' Market	\$ 5,000	-
MESI (shelter)	\$ 75,600	\$ 66,768
Shepherd's Crossing	\$ 44,000	\$ 44,000

<i>Prevention/Intervention (Youth)</i>		
Big Brothers/Big Sisters	\$ 37,000	\$ 37,000
Boys and Girls Clubs	\$ 30,605	\$ 30,605
Manhattan Day Care and Learning	\$ -	\$ -
Morning Star Inc., CRO	\$ 4,992	\$ 4,992
Sunflower CASA	\$ 27,000	\$ 27,000
UFM Scholarship Program***	\$ -	\$ -
K-State Center for Child Development	\$ 40,800	\$ 40,800

<i>Prevention/Intervention (Elderly and Disabled)</i>		
Homecare and Hospice	\$ 50,000	\$ 50,000
Kansas Legal Services	\$ 35,000	\$ 35,000

Totals	\$ 398,797	\$ 384,965
<i>Dollar increase/decrease over prior year</i>	\$ 13,832	
<i>Percent of change over prior year</i>	3.59%	
<i>Population Change</i>		

2016 Special Alcohol Allocations		
	Requested	Approved
Big Brothers/Big Sisters	\$ 19,000	\$ 19,000
Boys & Girls Club	29,011	29,011
Friends of Recovery Association	20,000	20,000
KSU - AODES	40,321	40,321
Manhattan Area Risk Prevention Coalition (MARPC)	15,720	15,720
Manhattan Emergency Shelter	13,362	22,194
Pawnee Mental Health	76,785	76,785
Riley County Youth Court	4,000	4,000
Riley County Comm. Corrections (Juv)	4,000	4,000
Riley County Comm. Corrections (Adult)	10,000	10,000
Sunflower CASA	45,690	45,690
The Restoration Center	80,000	60,000
UFM Learning Center	20,000	20,000
Unified School Dist. #383	184,223	184,223
Total	\$ 562,112	\$ 550,944

STREET MAINTENANCE STEERING COMMITTEE APPOINTMENTS

Group #1 – Citizens interested by Geographic Area

<u>Name</u>	<u>Address</u>	<u>Area</u>
Mark Montague	2140 Westchester Drive, Apt. 2	1
Susan Peterson	1200 Sharingbrook Drive/K-State	2 (K-State)
Raymond Clotfelter	1917 Judson Street	3
Debbie Nuss	2404 Sumac Drive	4
Lyle Butler	501 Poyntz (Chamber)	5 (Dual Role)

Group #2 – Stakeholders

Mustaque Hossain Eng)	3328 Effingham Street	(KSU Civil
Gregory Newmark RP)	1621 Beechwood Terr.	(KSU LA &
Kelly Briggs	753 Crestline Dr.	(Bayer Const.)

Commissioner Representative

Mike Dodson