

# City of Manhattan Annual Report 2012



## How the City Operates

The City operates under a Commission-Manager form of government. The City Commission has five members who are elected at-large on a non-partisan basis. The Commission determines all matters of policy, adopts the annual budget, and appoints the City Manager to serve as the chief administrative officer of the City. The City Manager is directly responsible for the day-to-day operation of the City organization. The City is comprised of nine departments: Airport, City Manager's Office, Community Development, Finance, Fire, Human Resources, Legal, Parks and Recreation, and Public Works.

2012-2013 City Commission



Mayor  
Loren Peppard

Mayor Pro-Tem  
John Matta

Commissioner  
Wynn Butler

Commissioner  
Rich Jankovich

Commissioner  
Jim Sherow

City Commission Legislative meetings are generally conducted the first and third Tuesday of each month at 7:00 p.m., preceded by a Discussion/Briefing Session at 5:30 p.m. Commission Work Sessions are held the second and fourth Tuesday of each month at 5:00 p.m. These meetings are held in the City Commission Room, City Hall, 1101 Poyntz Avenue. Commission meetings are broadcast live on local Cox Communications, Cable Channel 3. The meetings are also available on the City's website, [www.cityofmhk.com/tv](http://www.cityofmhk.com/tv).

The Manhattan City Commission receives mail at: City Hall, 1101 Poyntz Avenue, Manhattan, Kansas, 66502, or via email at [City\\_Commission@cityofmhk.com](mailto:City_Commission@cityofmhk.com).

# *A message from* City Manager Ron Fehr



It is always rewarding to look back over the many changes that have occurred in Manhattan in only a year. The 2012 calendar year was no exception. It was another very active and productive year with a substantial number of groundbreakings, new or improved facility dedications, and successful business retention. As our population and community continues to grow, so do our opportunities and challenges.

Among the facility dedications were the Flint Hills Discovery Center and Blue Earth Park and Plaza creating an exciting and unique public space in our South End Redevelopment area; Fire Station No. 3 replacing an old and outdated station with better response to the southwest part of the Community and the new Station No. 5 meeting our growth needs to the west and northwest; the incredible, voter approved Sunset Zoo Nature Education Center along with a delightful Gibbon exhibit thanks to the generosity of the Woodard Family Trust. Additional critical infrastructure improvements included an expanded and modernized Water Treatment Plant, new water wells, and increasing the capacity of water moving out of the well field to the plant two fold. The new Manhattan Traffic Operations Facility,

also dedicated in 2012, now functions as an Intelligent Transportation Systems control center and features a signal repair and sign productions shop, vehicle garage, equipment storage and staff offices. Each new or improved facility brings an exceptional increase to the quality of life for our citizens and visitors and also improves the working conditions for our employees.

Significant steps were taken in 2012 to ensure the continued strength of Manhattan's economy. Residents voted to renew the Riley County one-half cent sales tax. The City of Manhattan will use those dollars to fund traditional economic development proposals, infrastructure projects, and property tax relief. Manhattan was able to retain several key businesses in 2012 with the highlight being the significant expansion of CivicPlus into a new 5-story facility downtown on the northwest edge of the South Redevelopment area. In addition, through continued work with K-State officials and the Congressional delegation along with the Department of Homeland Security, the NBAF land transfer was completed. With continued business retention and business recruitment, we can look forward to a continued increase in jobs, opportunities, and growth for years to come.

As always, I look forward to the successes of the City of Manhattan in the coming year and working with our regional partners to enhance our communities, making them a better place to live, learn, work, and play.

A handwritten signature in black ink that reads "Ron Fehr". The signature is written in a cursive, flowing style.

# Major City Accomplishments

2012

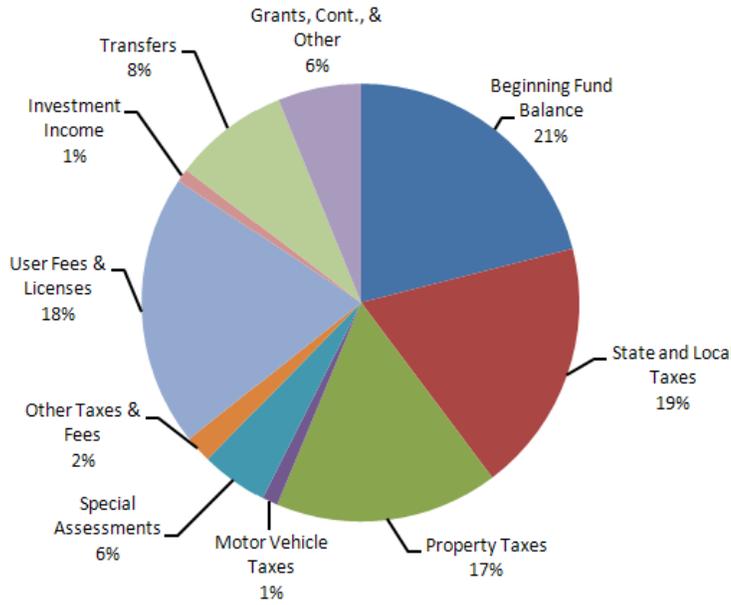


- Dedicated the Flint Hills Discovery Center and Blue Earth Plaza, Sunset Zoo Education Center, Woodard Family Gibbons exhibit, New Traffic Operation Facility, Water Treatment Plant Upgrade and Expansion Project, Firehouse No. 3, Firehouse No. 5.
- Worked with K-State officials and the Congressional delegation along with the Department of Homeland Security on the NBAF land transfer.
- Completed a market analysis and the draft Eureka Valley-Highway K-18 Corridor Plan, in preparation for its adoption in 2013.
- Coordinated numerous meetings with KDOT and regional partners resulting in the establishment of the Flint Hills Metropolitan Planning Organization.
- Eighteen housing rehabilitation projects were completed for low and moderate income homeowners. Activities included roof repairs, window replacement, electrical and plumbing system remodels, and limited repairs to mobile homes.
- Worked with RCPD on developing ordinances and procedures related to criminal activity and prosecution in the Municipal Court.
- Set a new attendance record at Sunset Zoo with over 71,000 visits.
- Provided design service by in house engineers for over 15 major projects.
- Administered the Storm Water Pollution Prevention program.
- Received 2012 Kansas Water Environment Association Waste Water Treatment Plant Safety Award.
- Received an unqualified opinion from independent auditors for the 2011 City Audit
- Received the Governmental Finance Officers Association's annual award for the 2011 City Budget and the 2010 Comprehensive Annual Financial Report.
- Coordinated the remaining public and private property within the North End redevelopment site, including the Pocket Park construction and Strasser Village streetscape.
- Concluded record year of passenger enplanements with 61,000 passengers enplaned and 63,000 deplaned at Manhattan Regional Airport (MHK). Over 120,000 passengers passed through the MHK.
- Completed Airport Improvement Projects with and without FAA funding including passenger terminal expansion design, design and construction of general aviation aircraft parking apron, passenger terminal parking lot expansion design and construction of a temporary passenger parking lot.
- Manhattan Fire Department (MFD) average response time of 4 minutes and 42 seconds; responding to fire emergencies in less than 5 minutes, 81.2 percent of the time in 2012.
- MFD responded to 2,672 incidents that involved damages valued at over \$1.6 million in 2012.
- Conducted 1,969 fire inspections, 3,353 nuisance inspections, and over 5,975 construction inspections. Issued 469 building permits, with a valuation of construction at \$90.5 million and permit fees totaling \$470,529. Issued permits for 371 new housing units.

# Revenues and Expenses

City Budget

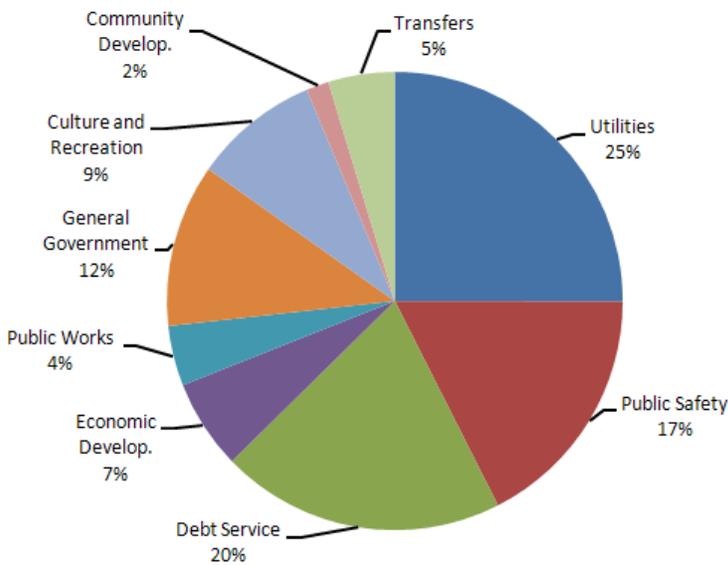
## Primary Government Sources of Revenue



Revenues by Source	2012 Budget	2013 Budget
Beginning Fund Balance	\$20,712,306	\$25,605,430
State and Local Taxes	23,223,364	22,827,021
Property Taxes	18,806,679	20,108,343
Motor Vehicle Taxes	1,561,233	1,409,770
Special Assessments	6,230,446	5,946,969
Other Taxes & Fees	2,072,000	2,425,000
User Fees & Licenses	21,859,046	24,447,498
Investment Income	1,207,173	1,200,469
Transfers	9,734,706	10,331,789
Grants, Contributions & Other Rev.	7,846,217	7,501,853
<b>Total Revenues</b>	<b>\$113,253,170</b>	<b>\$121,804,142</b>

**State & Local Sales Taxes:** Includes city/county sales taxes, and franchise fees. **Property Taxes:** Includes ad valorem, delinquent taxes, and PILOT's. **User Fees & Licenses:** Includes licenses & permits, services & sales, program revenue, utility sales, and fines. **Investment Income:** Includes land rent, farm income, and misc. investment income. **Transfers:** Includes transfers for utility administrative services, sales tax, debt service, etc. **Grants, Cont., & Other Rev.:** Includes contributions, grants, and misc. revenue

## Primary Government Functional Expenses



Expenditures by Governmental Function	2012 Budget	2013 Budget
Utilities	\$28,067,130	\$30,505,020
Public Safety	19,704,067	21,311,601
Debt Service	20,345,757	24,495,886
Economic Development	8,319,538	7,734,100
Public Works	5,362,745	5,177,766
General Government	14,034,701	14,050,280
Culture and Recreation	10,458,341	10,855,801
Community Development	1,999,891	1,947,234
Transfers	4,961,000	5,726,454
<b>Total Expenditures</b>	<b>\$113,253,170</b>	<b>\$121,804,142</b>

**Utilities:** Includes Water, Wastewater, and Stormwater operations. **Public Safety:** Includes Fire Operations, Administration, Technical Services, Building Maintenance, Fire Equipment Reserve, Fire Pension K. P. & F., and R.C.P.D. **Debt Service:** Includes all long-term debt payments. **Economic Development:** Includes General Improvement, Industrial Promotion, Economic Development Opportunity Fund, CIP Reserves, and Downtown Redevelopment T.I.F. **Public Works:** Includes Admin., Streets, Engineering, Traffic, and Special Street & Highway. **General Government:** Includes General Government, Finance, Human Resources, Airport, Court, General Services, Outside Services, City University Fund, Employee Benefits, and Special Alcohol Programs. **Culture & Recreation:** Parks & Recreation, Zoo, Pools, Flint Hills Discovery Center, Library, and Library Employee Benefits. **Community Development:** Administration & Planning, Business Districts, and Tourism & Convention Fund. **Transfers:** Includes transfers from Sales Tax to General Fund & Special Revenue Funds.



**The mission of the City of Manhattan is to sustain order and protect public safety, promote public health, preserve the built environment, and enhance economic vitality. The City supports a regional community in which individuals and families develop and thrive.**

**[www.manhattanannualreport.com](http://www.manhattanannualreport.com)**

**For the latest updates and meeting schedules for the City of Manhattan, view our website at [www.cityofmnhk.com](http://www.cityofmnhk.com)**

**We want to hear from you! For additional information, please contact:  
Gary Fees, City Clerk/Communications Manager at (785) 587-2404 or  
[fees@cityofmnhk.com](mailto:fees@cityofmnhk.com)**