

Call to Order:

Roll Call: Kevin Cox [x] Foss Farrar [] Gordon Fry [x] JW Lozano [x] Jean Snell [x]

Farrar later joined the meeting in progress.

Staff present at roll call was Principal Planner Josh White. Also present were Brandon Jellings, Jellings Construction and Jason Brewer, Attorney

Consent Agenda:

Meeting Minutes, **April 24, 2017 and May 8, 2017.**

A motion to approve the consent agenda was made by Fry, seconded by Snell. Voice vote carried the motion.

Old Business: NONE

New Business:

1. Historic Review-120 N Summit St-Interior Remodel and storefront

Farrar joined the meeting. White presented findings for the case and explained the appropriate standards and guidelines that should be used to make a decision on the case. The proposal is to remodel the interior into two tenant spaces as well as rework the storefront. The interior should not damage or destroy the building and was reviewed administratively. For the storefront, White supplied the guidelines for storefront. The main issue is we don't want to change the storefront so much that it is unrecognizable. Lozano asked Jellings what the plans were. Jellings said they would use tinted glass and planned to use stucco instead of the existing metal. Lozano asked about the occupancy of the building and parking. White mentioned that additional parking is not required in the central business district. Jellings mentioned that the building would be used as office space for attorneys and a yet to be determined tenant. Snell observed that the storefront has been changed multiple times over the years and the original store front is not recognizable or identifiable. White indicated he found no historic pictures. Brewer talked about what the building may have been used for in the past. Fry asked if the center wall divided the office spaces, Jellings stated yes. White added that the plans had not gone through a full plan review yet. Cox had some concerns about the tinting. Jellings responded it would be black. White indicated that completely black or mirror effect could be an issue. Jellings responded that other properties had similar set ups. White replied that some of these are not actually in the historic district and did not go through this review process. Lozano made a motion to adopt the findings and approve the permit for 120 N Summit St as reviewed in accordance with K.S.A. 75-224

2. Review proposals for the Downtown Commercial District Survey

White started off by stating that he will be tracking the board's time as a volunteer match. He stated the process of the RFP and stated that 4 responses were received. 2 were over budget, 2 were at or below budget of \$13,000. He stated Snell was also present at the bid opening. He went over his observations about each proposal. He stated that the bid that was slightly over, Dale Nimz, could be accommodated by the grant if selected, however the high bid from Rosin Preservation of \$14,500 likely would not work. Spencer Preservation bid right at \$13,000 and Citysearch Preservation represented the lowest bid of \$12,000. He noted that Spencer Preservation had done work recently in Ark City on the Osage Apartments. All four bidders met the qualifications for consultants under the grant. White also checked references for each bidder and all seemed positive. Fry felt that Spencer Preservation had done a good range of projects in Kansas. White had some concerns about some terminology in Dale Nimz proposal and he was concerned that all properties should be intensively surveyed. Cox mentioned that some of the information in the 1983 survey was actually

found to be inaccurate and shared White's concern. White did point out that might have been just a terminology or understanding issue but would need to be clarified. Rosin Preservation's timeline may not work for the project timeline and of course was also quite a bit over budget. A number of the projects listed were out of state. Citysearch Preservation did a lot of work with Dale Nimz over the years but not necessarily for this project. This again, represented the lowest bid. White did express a small amount of concern that this bid was quite a bit lower but may just be due to company efficiencies and don't necessarily reflect lower quality work. Farrar asked about public meetings. White indicated that the project would require at least two public meetings. Fry asked if the respondents would personally be present for the project. White said generally yes, the respondents would all be involved. Lozano asked what White recommended. White indicated he was leaning towards Spencer Preservation largely because of local knowledge from previous projects and the bid was still at the budget level even though it wasn't the lowest bid. Snell was concerned that Citysearch was too small of an operation and would have to bring on people for the project. He was worried about having Dale Nimz without Citysearch and felt Spencer was the best choice. White did reiterate that all of the proposals were relatively good. White asked, if cost were eliminated, which would be the choice and the consensus was Spencer. Farrar asked White if he was familiar with all of the bidders and White indicated he was. A motion to recommend that the City Commission enter into a contract with Spencer Preservation to conduct the Downtown Commercial District Survey project in accordance with the Historic Preservation Fund grant award was made by Snell which was seconded by Fry. Voice vote carried the motion. White did request at least one board member be present when it is presented to the City Commission.

3. Other Items

White noted that Eby Construction had met with the library regarding the windows but both he and Snell had not heard anything further regarding this project.

Adjournment:

Snell made motion to adjourn the meeting which was seconded by Lozano. Voice vote carried the motion.