

Minutes
HISTORIC RESOURCES BOARD
City Commission Room, City Hall
1101 Poyntz Avenue
Monday, February 8, 2021
4:00 p.m.
Special Meeting

Member	Present	Absent
Kevin West, Chair	X	
Eileen Meyer, Vice-Chair		X
Jana Fallin		X
Tom Hanson	X	
Troy Henningson	X	
Tanner James	X	
Bethany Pingel	X	

Staff Present: Ben Chmiel, Planner.

Public Present: None.

1. MEETING OPENING

West called the meeting to order at 4:02 p.m. Staff performed roll call and confirmed a quorum. There were no comments from the public unrelated to items on the agenda. Pingel moved to approve the minutes from the December 14, 2020 meeting. Henningson seconded. Motion carried 4-0-1.

2. MANHATTAN HISTORIC PRESERVATION 2020 ANNUAL REPORT REVIEW

Chmiel presented the draft Manhattan Historic Preservation 2020 Annual Report, going over some of the details of the past year’s projects and activities of the HRB. The Board had no comment or suggestions for edits or additions to the report. Chmiel stated that, once finished, the document would be made available on the city website along with the report from last year.

3. 2022-2026 CIP REQUEST DISCUSSION

Chmiel noted it was the time of year in which boards and committees make requests for Capital Improvement Program (CIP) funding to the City Commission. He said requests had to be finalized by the end of February. Chmiel presented the projects requested in the previous year and recommended several of the same projects for the current year’s requests, with some alterations to their prioritization. Chmiel recommended the following projects for their respective years:

- 2022: Lee Elementary Neighborhood Historic Survey (Grant Match)
- 2023: Strong Neighborhood Survey (Grant Match)
- 2024: Ward 6 & Westwood Historic Survey (Grant Match)
- 2025: West City Park Historic Survey (Grant Match)
- 2026: Union Pacific Depot Exhibition (Full Cost)

West asked when the deadline for the HPF grant submission was as well as when it would be likely that the proposed projects would be accepted/denied by the City Commission. Chmiel explained that, since CIP recommendations are given to the Commission in March and the HPF grant application was also in March, the grant request would be made in 2022 if funded by the City Commission. He further explained that the City Commission would likely determine whether the request for CIP funding would be accepted or denied by the summer or early fall. West stated that, if CIP funds are denied, it may be worthwhile to identify alternative funding sources. Chmiel stated there would be about a six month window to identify an alternative funding source for an HPF grant match should CIP projects not be funded by the Commission. West emphasized that if CIP funds are not available, other organizations with similar goals as HRB could be utilized to gain matching funds for grant requests.

Pingel inquired about how the projects from last year were identified. West explained there was a process in which HRB discussed and ranked projects for CIP prioritization. Several of the projects that were being requested starting in 2022 were remaining projects not funded in the previous year.

Chmiel discussed the idea of adding a line item to the annual budget for grant matching for future projects, potentially being half the funds required for matches so that a survey project could be conducted roughly every two years.

4. 2021 HPF GRANT DISCUSSION

Chmiel explained how every year the Kansas Historical Society makes available the Historic Preservation Fund (HPF) grant for performing historic preservation work, primarily historic resource studies. He explained how the grant requires a minimum match of 20% (*though this was a misspeak. It is actually 40%*). Chmiel went on to explain since there were no projects prioritized for an HPF grant request, and since there were no funds available for the 20% match, staff proposed not submitting a grant request for the 2021 HPF grant; instead choosing to prioritize advancing and building off the work of past surveys like the Sunset Area, Yuma Street, and Aggieville. The Board was generally agreeable to this.

5. UPDATES AND ANNOUNCEMENTS

Chmiel stated that a new application would soon be submitted by Ben Burton, the previous applicant for a project review of the Community House, which would likely be reviewed at the next HRB meeting.

Chmiel asked for clarification on whether the board wanted applications due two weeks prior to HRB meetings and packets to be released one week prior to the meeting. West stated that it would be ideal if the packet was released 10 days prior to the meeting so that the public could have ample time to review the materials and applications submitted at least two weeks prior to the meeting.

6. FUTURE AGENDA ITEMS

Chmiel said the CIP Requests would be finalized and voted on at the next meeting. He reiterated that the review of an amendment to the Community House project would also be reviewed at the next meeting.

7. ADJOURNMENT

West adjourned the meeting at 4:35 pm. The next meeting would be held February 22, 2021 in City Hall.