



# City of Arkansas City

## HISTORIC PRESERVATION BOARD MEETING

### MINUTES

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Monday, December 20, 2021 at 5:30 PM – 118 W. Central Ave., Arkansas City, KS

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#### I. Call to Order

Farrar called the meeting to order at 5:30 p.m.

#### II. Roll Call

PRESENT: Jorge Lozano, Foss Farrar, Kayleigh Lawson, Kevin Cox

ABSENT: Charles Jennings

Also present at roll call was Principal Planner Josh White and Public Information Officer Andrew Lawson.

#### III. Consent Agenda

##### 1. Meeting Minutes, October 18, 2021

Motion made by Lawson, Seconded by Cox to approve the October 18, 2021 meeting minutes as written.

Voting Yea: Lozano, Farrar, Lawson, Cox

##### 2. Administrative Reviews

Motion made by Lawson, Seconded by Lozano to approve the administrative review for HRA-2021-019 110-118 S Summit Street for a TPO roof as presented.

Voting Yea: Lozano, Farrar, Lawson, Cox

#### IV. Items for Discussion

##### 1. Future Meetings

White noted that with several proposed holidays being added as official City holidays, three meetings would be in conflict with them in 2021. White suggested moving the regular meeting to the 4th Monday of the month.

Motion made by Cox, Seconded by Lawson to move the regular meeting of the board to the 4th Monday of the Month at 5:30 p.m. in the City Commission Room at City Hall.

Voting Yea: Lozano, Farrar, Lawson, Cox

##### 2. Board Nominations

White noted that Kayleigh Lawson would be up for reappointment in February and asked for a recommendation.

Motion made by Lozano, Seconded by Cox to recommend that Kayleigh Lawson be reappointed for another 3 year term.

Voting Yea: Lozano, Farrar, Cox

Voting Abstaining: Lawson

White also noted that with Charles Jennings being elected to the City Commission he could no longer serve on the Historic Preservation Board. Since his position is the representative of the Planning Commission, the Planning Commission will recommend a replacement to the City Commission.

3. Main Street discussion

White explained the process the City is going through to become a Main Street Designated Community. He stated it is a tool to help revitalize the Main Street (Summit Street). The program does not provide direct funding but will help property owners to find funding and will seek ways to promote downtown. They will possibly create some design guidelines that would be reviewed by this board. Cox noted he was involved with the Newkirk Main Street program in the past and fully supported this move. The board also supported this. White will provide regular updates to the board about Main Street activities. The organization will find out in the Spring if it is selected. Staff is hopeful that the designation will be awarded this year. White also briefly discussed and explained the proposed Rural Housing Incentive District being proposed to the City Commission at their next meeting. The RHID is a tax increment program that will help people finance improvements to upper floors in the downtown into housing.

**V. Other Items**

1. Project updates

White noted that there was a property that was already being developed as housing on the second floor in the Summit Block building and hoped that the RHID would provide incentive for more. He also noted that there is a developer that is interested in developing housing on the second floor of 208 S Summit Street but he hadn't received a project update on that for a while. Hopefully the adoption of the RHID will also move that project forward. A. Lawson noted that the time capsule still hasn't been buried but that it should happen soon. He just needed to finish the write up that would go with it to explain each item.

**VI. Adjournment**

Motion made by Lawson, Seconded by Cox.

Voting Yea: Lozano, Farrar, Lawson, Cox

Farrar declared the meeting adjourned at 6:02 p.m.