
MINUTES**I. Call to Order**

The meeting was called to order at 6:00pm.

II. Pledge of Allegiance**III. Roll Call**

Present: Chris Brayak, Dan Carlson, Michael Rowland, Peter Lysy

Absent: Joe Paolucci, Michael Rowland

City Staff: City Clerk, Kalla Langston

IV. Approve Agenda

The December minutes were previously approved and can be struck from the agenda. Motion made by Barker, supported by Carlson, to approve the agenda as presented. Voice vote carries unanimously.

V. Public Comments - Agenda Items Only (3-minute limit)

None.

VI. Approve Minutes**A. ~~December 16th, 2023 Meeting Minutes~~****B. February 7th, 2024 Meeting Minutes**

Motion made by Carlson, supported by Barker, to approve the minutes as presented. Voice vote carries unanimously.

VII. Unfinished Business**VIII. New Business****A. Rear Facade Proposal for 109 E Front St, Impressive Lettering**

Barker: I am here to assist the Youngs and what they are presenting. I think this was presented previously and Peter went out and visited the site.

FIRST FLOOR (exposed cinder block lower level added ~30 years ago)

- Cinder Exterior: All exposed cinder blocks, including the blocks on the second story, will be covered in a cement-based stucco finish with no visible grout lines, and the glass block windows will be trimmed out accordingly. The utilities are to stay and will be trimmed according to their specifications. The stucco will be painted over white to match the upper stories, and the utilities will not be painted.
- Doors: The steel doors on the lower level are rusting and need to be replaced. The one on the left (east) goes to store and the one on the right (west) will go up to a second floor apartment. The left door is going to be replaced with the same model and painted. The door on the right they anticipate replacing with an old wooden door from a different building.

- Lighting: There's currently no lighting on the back of the building, but plan to add new fixtures.
- Exposed Brick: The exposed brick to the east – 75% of the original interior plaster wall coating is intact. We are going to plaster over the deteriorated brick even with the soffit line and paint the same color as the cinder block wall. The exposed brick above that portion, including above the roof line, will be tuckpointed and clear sealed. This portion will not be painted.

SECOND FLOOR

- Windows: The horizontal slider window below the steel beam and is going to be replaced with another slider window that's also wood on inside and enduraclad on the outside. That will be a bedroom which will need an escape window.
- Window Seal: Around all of the openings a j-mold or something similar can be used. A cement board could be placed underneath it to thicken it up, give the sense of a four inch frame and sill. The other thing is you could put a control joint 4 inch away from that opening which would create a reveal. That could remain the same thickness and around there you could paint that as if it were grey. That would be a better waterproofing system than trying to build something out with cement based stucco. There will be a v-expansion joint in between there and that will be sealed up, and 4 inch over will be your closure joint.
- Steel Beam: The exposed steel beam that runs the length of the lower roof line will be painted the same color as the building. Tuckpointing above the steel beam and around the fire escape as needed.

TOP FLOOR

- Fire Escape: The top floor has a fire escape, stairwell is shared. Out of that there will be a door. What's happened to the building is that's all plywood, those are long gone. Two out of the three openings are plywood, and the third opening is very deteriorated. They are 33 by 84 inches tall. Looking to replace that with Menards custom double-hung windows. They can do divided light to simulate the old pattern. The Secretary of Interior say if they are plywood you can replace them, and it doesn't necessarily need to be historic.
 - Discussion Points: So, you save the middle one and then do something else with the other two. They could be replicated but you could cover them until they can be replicated at a later time and put in temporary windows. It's a unique situation where the window is still rectangular and not completely custom (25:20). Take the sashes out and hold onto them, match the frame on the others? For the fire escape opening you can put an 80-inch door in simulating some insulated, dividing light glass to somewhat replicate what was there with a transom above it. All new frames and sashes?
 - Keeping it so it can be reproduced at a later time complies with Secretary Standards for Rehabilitation number six that states; Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, other visual qualities, and materials where possible. Replacement of missing features will be substantiated by documentary and physical evidence
- Windows: There are four openings. The plywood from the upper three openings are to be replaced by windows. The damaged middle window, along with the 2 openings with plywood, will be replaced with custom made windows. These windows will be wood on the inside and white enduraclad on the outside.

Motion made by Carlson, supported by Brayak, to salvage the three original openings minus the sashes, keep the two original sashes with the intention of going with a one over one window in all three openings (which can be revisited at a later date if someone does the research to find out if those are the original dividing light), purchase custom sized replacement windows made of wood interior and enduraclad exterior with a thin half inch frame to install within the original historic frames by attaching them to the sashes, place brick below the door opening to look as it originally was and reinforce it, and frame around the horizontal slider window and the glass blocks with breaks to emulate the look of trim. Voice vote to approve this proposal as submitted here carries unanimously.

NEXT STEPS: All work must be completed by September 9th per the grant.

B. Hilltop Creekside Signage Proposal

This follows the sign ordinance and permitting as we see no issues. This is a temporary situation and further down the road we will do actual signs. Proposing a PE sign mounted flat to the building and flat to the two existing canopies. It is 3.3 ft x 8 ft panel screwed right to the metal. It is made of two sheets of aluminum with a plastic core. They won't be lit at this point, down the road may offset letters with a halo light. Building built in 1976, still falls under historic.

Motion made by Carlson, supported by Brayak, to approve it as presented provided the signs are attached in a way that's not going to damage the integrity of the building. Voice vote carries unanimously.

IX. Public Comment - Non-Agenda Items Only *(3-minute limit)*

Barker – You guys did a good job, proud of everyone on the board. Peter thanks for getting involved and meeting people ahead of time to give them an idea of what to expect and offer suggestions instead of judging. Dan thank you for the construction stuff on the frames.

X. Staff/Committee Comments

None.

XI. Adjournment

Motion made by Carlson, supported by Brayak, to adjourn the meeting at 6:53 PM. Voice vote carries unanimously.