

**CITY OF ABILENE  
HERITAGE COMMISSION  
MEETING MINUTES**

**January 21, 2021 at 4:00 p.m.  
Abilene Public Library  
209 NW 4<sup>th</sup> St. Abilene, KS 67410**

**Members Present:** Phil Hamilton, Joanne Hamilton, Nanc Scholl, Duane Schrag (Chair), Brenda Finn-Bowers, Andrew Pankratz

**Members Absent:** Mary Burtzloff

**Staff Present:** City Manager Jane Foltz, Planning & Zoning Administrator Kari Zook

---

**Call to Order**

The meeting was called to order by Chair Schrag.

**Approval of Agenda**

Finn-Bowers motioned to add the annual election of the Chair and Vice Chair officers to the Business section, seconded by J. Hamilton. Motion carried unanimously 6-0. Finn-Bowers moved to approve the agenda as amended, seconded by P. Hamilton. Motion carried unanimously 6-0.

**Approval of the Meeting Minutes – November 19, 2020**

P. Hamilton moved to approve the minutes, seconded by Scholl. Motion carried unanimously 6-0.

**Business**

**Election of Officers**

J. Hamilton moved to appoint Schrag as the Chair, seconded by P. Hamilton. Voting was then ceased by Scholl, seconded by Finn-Bowers. Motion carried unanimously 6-0.

P. Hamilton moved to appoint Finn-Bowers as the Vice-Chair, seconded by Schrag. Voting was then ceased by Schrag, seconded by P. Hamilton. Motion carried unanimously 6-0.

Additional Historic District Downtown street sign blades along NW 3<sup>rd</sup> St. at Spruce, Broadway, and Cedar St. intersections were installed by the Public Works Department and paid for by Heritage Homes Association.

**Updated Heritage Commission Guide**

Discussion was held regarding the updates submitted by Katrina Ringler, Preservation Office Supervisor with the Kansas Historical Society, and the guide was edited to include all changes.

Scholl moved to approve the updated Heritage Commission Guide as printed, seconded by Finn-Bowers. Motion carried unanimously 6-0.

Reappointments were confirmed by the City Commission on January 11, 2021. Scholl and Burtzloff were reappointed to three-year terms (2021-2024).

### **Administrative Reviews Issued:**

Roof & Right-of-Way Permits:

- 109 NW 3<sup>rd</sup> St. – Hallmark/C'est Le Vie
- 104 NW 3<sup>rd</sup> St. – American Family Insurance

### **Comments**

- Discussion was held about the storefront windows on Buckeye still being boarded up from the hailstorm in May 2020. Since these are privately owned businesses, they cannot be forced by the City to replace them. P. Hamilton presented the idea of obtaining money or grants to help businesses with projects such as this. He will work on the language for a request to be submitted to the City Commission asking for annual line-item funding to help downtown businesses.
- There is movement in Abilene regarding new businesses and retail space remodeling. The processes have been delayed with the current Covid-19 pandemic.
- Discussion was held regarding the education and lack of information being given to homeowners purchasing properties in the historic districts and properties listed on the National Register. There are many resources for realtors to assist and raise awareness and promote historic preservation. In the recent past, the Heritage Commission sent letters to homeowners with reference materials on incentives available if you own a historic property. It was mentioned having a workshop or visiting realtors in the future to educate the importance of historical properties in Abilene.

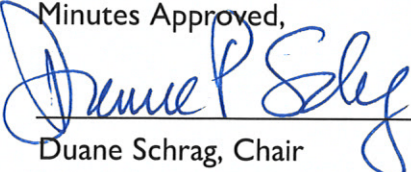
### **Adjournment**

Finn-Bowers made a motion to adjourn, seconded by Scholl. Motion carried unanimously 6-0.

Attest:



Kari Zook, Planning & Zoning Administrator

Minutes Approved,  
  
Duane Schrag, Chair