

HISTORIC PRESERVATION COMMISSION Meeting Summary

July 8, 2026

Item 1. Call to Order

Vice-Chair Blaser called the meeting to order at 5:00 p.m.

Item 2. Roll Call

PRESENT: Susan Blaser, Darryl Coutts, Rick DeFlon, Jim McCarty, Jody Pasalich, and Anna Sue Spohn

ABSENT: Charlie Boothe

PUBLIC PRESENT: Lyndsey Baxter, Betty Bissell, Charles Fuller

STAFF PRESENT: Joshua Garrett, City Planner; Julia Goldstein, Administrative Assistant, Councilman Mark Spohn, and Keith Winge, Economic Development Director.

Item 3. Approval of meeting Summary of June 10, 2026.

Commissioner DeFlon made a motion to approve the meeting summary.
Commissioner Pasalich seconded the motion. Motion Carried.

Vote: Motion Approved 6-0

Yes: Commissioners Blaser, Coutts, DeFlon, McCarty, Pasalich and Spohn

No: None

Item 4. Certificates of Appropriateness Applications for Commission

A. HPC-26-016 An Application by Randall Kent for several exterior alterations and repairs for building and structures located at 525 E. Kansas City Ave in The Elms District.

Staff report was given by Joshua Garrett. Staff's recommendation was originally to continue the application until more detail could be provided. Mr. Garrett shared an email with additional information and photos provided after the staff report was submitted to the Commission. With this information, it appears that the repairs are generally acceptable; as such, staff now recommends approval of the proposed work.

Council members expressed three concerns/conditions of administrative approval.

1. The stonework around the porch should remain intact.
2. The concrete is not painted, even though the existing concrete was.
3. Railing should retain its historic character while being modified for safety.

Commissioner Spohn made a motion to approve HPC-26-016 with stated conditions.
Commissioner DeFlon seconded the motion. Motion Carried.

Vote: Motion Approved 6-0

Yes: Commissioners: Blaser, Coutts, DeFlon, McCarty, Pasalich and Spohn

No: None

B. HPC-26-017 An application by Betty Bissel for exterior alterations for the building located at 101 Linden Street in the Boarding House District.

Staff report was given by Mr. Garrett, recommending approval. The applicant, Betty Bissel, was available to expound on the need for additional support and showed pictures of the porch at the time she purchased the home and other homes of a similar style.

Commissioner Coutts made a motion to approve HPC-26-017.
Commissioner DeFlon seconded the motion. Motion Carried.

Vote: Motion Approved 6-0

Yes: Commissioners Blaser, Coutts, DeFlon, McCarty, Pasalich and Spohn.

No: None

Item 5. Staff Comments

There was a visitor in the chamber that wished to speak. The council was advised, as we have not been having visitors' comments, it would require a motion by the council.

Commissioner Spohn made a motion to open public comments;
Commissioner Pasalich seconded the motion.

Vote: Motion Approved 6-0

Yes: Commissioners: Blaser, Coutts, DeFlon, McCarty, Pasalich and Spohn

No: None

David Fuller, owner of 110 E Broadway, discussed his desire to replace the wooden windows, that are deteriorating, with vinyl windows. He was told that a COA is required to go through the process just like the two cases that were heard this evening. He then stated that he isn't comfortable waiting that long as he is afraid one of the windows that is bowing might fall and hurt someone. He was then advised, by Mr. Garrett, to come to the Community Development Department and complete the COA application to be reviewed by staff. If the work is emergent in nature and must be completed as soon as possible to preserve the integrity of the structure, staff may administratively approve the COA and follow up with the Commission at the next held meeting.

There was a situation where a porch was in danger of collapse and that COA was approved for immediate repair, just this past month. Mr. Garrett indicated that he or Director Brown will

bring that information to the next meeting.

Per the Municipal Code of Ordinances, the time has come for the Commission to elect its officers. The Commission elected to postpone elections until the regular August meeting.

Item 6. Commission Comments

Item 7. Adjourn. The meeting was adjourned at 5:35 p.m.

The next meeting of the Commission is currently scheduled for August 12, 2026, at 5:00 p.m.

Meeting Summary prepared by Julia Goldstein, Administrative Assistant.