Kansas Historic Sites Board of Review

Meeting Agenda – Regular Meeting

Kansas Historical Society - Virtual Meeting (via Zoom)
Saturday, August 7, 2021 9:00 AM

I. Call to Order
II. Roll call/Introductions
III. Approval of Minutes from May 8, 2021 meeting
IV. Consideration of National Register Nominations
   (* denotes properties within a Certified Local Government boundary)
   1. Union Electric Warehouse – Abilene, Dickinson County*  
      KHRI # 041-532
   2. A. J. & Mary Griffin House – Lawrence, Douglas County*  
      KHRI # 045-3010-00141
   3. First Presbyterian Church – Junction City, Geary County  
      KHRI # 061-735
   4. LeCluyse Residence – Shawnee, Johnson County  
      KHRI # 091-5090-00082
   5. Mt. Pleasant Four Corners Burying Grounds – Gardner, Johnson County  
      KHRI # 091-3842
   6. First Christian Church – Erie, Neosho County  
      KHRI # 133-1700-00001
   7. Rice County Jail & Sherriff’s Residence – Lyons, Rice County  
      KHRI # 159-218
   8. Dawson’s Conoco Station – Manhattan, Riley County*  
      KHRI # 161-2074
   9. Forrester House – Manhattan, Riley County*  
      KHRI # 161-3490-00556
   10. First Christian Church – Manhattan, Riley County*  
      KHRI # 161-3490-00434
   11. Mount Mitchell Heritage Prairie Historic District - Wabaunsee County  
      KHRI # 197-289; 197-285

V. For the Good of the Order
   12. Next meetings: November 13, 2021
VI. New Business
VII. Adjournment

Please note: the East Lawrence Industrial Historic District Expansion (620 E 8th St, Lawrence, Douglas County) has been removed from the agenda as of July 13, 2021.
June 30, 2021

Jennie Chinn  
State Historic Preservation Officer  
Kansas State Historical Society  
6425 SW 6th Ave., Topeka KS 66615-1099

Dear Jennie,

I am writing to inform you that the Manhattan Historic Resources Board reviewed the State and National Register nomination form for the First Christian Church building, located at 115 Courthouse Plaza, at their June 28, 2021 meeting, in accordance with 36 CFR 60-61 and Section IV of the Procedures for Implementation of Certified Local Governments in Kansas. The Board voted unanimously in support of the nomination, concurring with the findings that the property is eligible for the State and National Register of Historic Places.

Sincerely,

[Signature]

Ben Chmiel, Planner III & Staff Liaison to the Historic Resources Board  
City of Manhattan, KS, 1101 Poyntz Ave.  
785/587-2438 | chmiel@cityofmhk.com
July 22, 2021

Cultural Resources Division
State Historic Preservation Office
6425 SW 6th Avenue
Topeka, KS 66615-1099
ATTN: State Historic Preservation Officer

Re: The First Christian Church (115 Courthouse Plaza, Manhattan, Riley County—Objection to Nomination and Listing)

Dear State Historic Preservation Officer:

The Board of Riley County Commissioners is the owner in fee simple title of the above real property. This Board owns this public property on behalf of all citizens of Riley County. We respectfully provide our notarized objection to the nomination of this publicly-owned property to the National Register of Historic Places and the Register of Historic Kansas Places.

As early as March, 2007, a predecessor Board of Riley County Commissioners convened a Riley County “retreat,” participated in by all Riley County government departments. The 2007 retreat focused upon the need for expanded Riley County facilities, and generated a written “Retreat Report”. (Attachment A) Part of that open public discussion included, under the heading “Location of County Facilities”: “Acquire church and adjoining parcels”; and “Demolish existing structures and rebuild” (Attachment A, p. 3) Further, under the heading “Next Steps for Facilities,” one of the publicly-voiced “action steps” was to “Determine what to do about church.” (Attachment A, p. 4) These open, public discussions about the “church” referred to The First Christian Church. So even 14 years ago, the First Christian Church was a key part in the plans of Riley County government to provide necessary facilities expansion for the benefit of the public. And the potential future demolition of this property was never a secret.

By 2012 Riley County government’s space needs had continued to grow. A formal “Riley County Offices Downtown Manhattan, KS Master Plan” (Attachment B) was completed May 22, 2012. This Master Plan presented a detailed analysis of the facility needs of Riley County government. That Plan had begun in 2007 and had been “revised in 2008.” (Attachment B, p. 6) In 2011 the Plan’s authors had been “commissioned” by Riley County to do the groundwork for further study of facility expansion, focusing on a separate county building still in use today, “Courthouse Plaza East.” (Attachment B, p. 7; pp. 50-57) According to this 2012 public document, “The Christian Church should be acquired and razed to provide site area for the new building” -- an administrative building which would consolidate the location of most departments. (Attachment B, p.8) This conclusion by the architect was reached based his logical and independent assessment of the First Christian Church (Attachment B, pp. 33-48) and the costs associated with that structure’s “limited adaptability.” (Attachment B, p. 33) Key to the architect’s decision to abandon the idea of renovating the Church for County use was the fact that, even with that done, Riley County’s operational needs required an additional 40, 171 square feet of space. (Attachment B, p. 49)

The 2012 Master Plan, beginning on page 74, set out a “Vision for the Future” for Riley County government facilities. (Attachment B, pp. 74-94) Early in that portion of the Plan, 5 “Project Phases” are
described. (Attachment B, p. 77) “Phase 1” is “Purchase and demolish First Christian Church and parking lot.” *Ibid.*

Riley County’s logical and long-standing plans to expand its footprint in downtown Manhattan Kansas depend largely upon our ability to make the highest and best use of the First Christian Church property. As shown by the foregoing history and our formal planning documents, this organization has been transparent about our plans from the outset. And we have done so for at least the past 14 years. Most recently, a key final step in those plans was our negotiated purchase of the First Christian Church. And that property is today no more suited to be a part of those plans by renovation than it was in 2007. (See Attachment B, pp. 96-101)

A boundary map which was submitted years ago as part of the nomination the listing of the “Downtown Manhattan Historic District” is included with this objection. (Attachment C) The First Christian Church was conspicuously absent from the boundaries of that Historic District, as that District’s nomination was submitted. And yet the First Christian Church nearly abutted the proposed District’s boundary. This raises a legitimate question why the District’s comprehensive nomination form did not include the First Christian Church, if it were truly a property of significant historical value.

The public good is best served by not listing the First Christian Church on the National Register of Historic Places and the Register of Historic Kansas Places.

Sincerely,

John Ford, Chairman

Greg McKinley, Vice-Chairman

State of Kansas )
County of Riley )

Signed or attested before me on July 28, 2023 (date) by John Ford
greg mckinley [Name(s) of person(s)].

(Seal) CYNTHIA S. KABRIEL Notary Public - State of Kansas
My Appointment Expires: 07/12/25

My appointment expires: July 12, 2025
Downtown Manhattan Historic District
Riley County, Kansas
RETREAT REPORT

DATE: March 30, 2007
PLACE: Union Pacific Depot, Manhattan, KS
TIME: 9:00 a.m. to 4:00 p.m.
PRESENT: Commissioners – Alvan Johnson, Mike Kearns, Bob Newsome
Facilitators: Aileen Cray and Ron Wilson

OPENING: Ron Wilson opened the retreat by asking Commission Chair Mike Kearns to provide the Welcome and Call to Order. Ron and co-facilitator Aileen Cray introduced themselves and then asked the group to participate in an exercise to introduce themselves and their respective department to the group.

WHERE ARE WE NOW? – CHANGES NEEDED?: Ron emphasized the Fort Riley growth impacts. We have now had about a year of experience with the growth. The expected numbers have not changed much from last year.

By 2011 expected increases are:
- Troops from 9,950 to 18,300
- Accompanying family members from 12,150 to 25,650
- On-post civilians from 4,800 to 6,800

Total population increase for the region could be 30,000 to 35,000. Approximately 30% of that increase could be expected to live in Manhattan and Riley County.

Monty Wedel displayed a graph illustrating the 3.5% annual growth rate that we are now experiencing and projecting that rate to 2012 and then leveling back out to 1.3% annual growth rate thereafter. Monty also discussed some growth trends in the rural areas of the County.

Ron and Aileen then asked the group to describe some of the impacts of the growth on their respective departments. Several issues were identified. Participants were asked to keep these issues in mind as last year’s strategic action steps were reviewed to determine what steps need to be changed or what new steps need to be added.
REVIEW CURRENT 2006-2009 PLAN: The group then reviewed the plan developed last year line by line and determined what needed to be updated. It was also decided what small groups should be assigned certain sections of the existing plan for updating and revising. Based on that discussion, the following assignments were made with a target date of April 30 for completion of draft language:

Goal 1: Add an action step regarding building codes and road access for fire (Pat Collins, Monty Wedel)

Goal 3: Add an action step regarding jail expansion (Leon Hobson, Mike Watson)

Goal 5: Add an action step regarding preparation for renewal of the sales tax for roads and economic development (Clancy Holeman, Rich Vargo)

Goal 7: Revise User Fees to provide more detail (Rich Vargo, Budget & Planning Committee)

Goal 9: Add an action step regarding disaster recovery/continuity of operations (Howard Haile and acting committee)

Add an action step regarding improved radio communications (Pat Collins, Rod Meredith, Mike Watson)

FACILITIES NEEDS FOR THE FUTURE: Brent Bowman presented a preliminary report on the future space needs for County offices. After a question and answer session, the facilitators lead a discussion regarding the attributes that County facilities should have. The group identified the following attributes as important:

- On-line capability and access
- One-stop shopping
- Designed for the purpose
- Efficient
- Easily accessible
- Energy efficiency
- Consolidate services
- Convenient
- Dignified
- Identifiable
- Durable
- Design for ease of maintenance & expansion
- Room for growth
- Consolidated city/county services
- Adequate parking
- Security
- Welcoming
- Sound control & lighting
"Green" – “Environmentally friendly”
- Incorporate public input from the beginning
- Improved large gathering/open space
- Technology
- Conference/training space
- Bright & cheerful work space
- Healthy
- Storm shelters
- Fitness access
- Day care
- Financially efficient
- Back-up power
- Renewable energy

LOCATION OF COUNTY FACILITIES: The group was then asked to consider different locations or options for future County facilities. Following is a summary of the various responses:

- Stay downtown
- Use municipal parking lot
- Acquire church and adjoining parcels
- Demolish existing structures and rebuild
- Finance 128,000 sq ft building over 40 years
- Important for downtown redevelopment
- Consider building for Extension @ CICO fairgrounds
- Consolidated judicial system
- Jail becomes jail only

The general consensus seemed to be that remaining downtown was the best option for location. To test this concept further, groups were asked to consider the pro’s and con’s of staying downtown. The following is a general listing of the pro’s and con’s identified:

- People expect it to be downtown
- Contributes to redevelopment
- Cost always an issue
- Maintaining services
- Increased traffic issues
- Increased energy conservation & efficiency
- Public/private partnership
- Assumption that government is increasing in size
- How to maintain our historic buildings
- Proximity
- Front-end funding
NEXT STEPS FOR FACILITIES: Groups considered logical next steps in the building process. Following is a list of the ideas generated for actions steps:

- Public Building Commission
- Secure adequate funding
- Involve and educate the public and future commissioners
- Develop a design team – include public
- Research public/private partnerships
- ID property for purchase
- RFP for architect
- Combine ideas from architect, design team and Department Heads
- BOCC approved proposal
- Secure leases – interim
- Moving day
- Work-session w/ BOCC
- Conversations w/ City
- Determine what to do about church
- Conversation w/ McCullough Development
- Form committee(s)
- Must have public buy-in
- Who could be our partners
- Leasing possibilities
- Timing

CONSENSUS ON NEXT STEPS: From this list of options, the following four next steps were selected as the most significant:

- Demonstrate the need
- Produce a design/concept
- Determine preliminary cost
- Get public buy-in

WRAP-UP: Monty Wedel will produce a summary report and will coordinate the completion of a draft 2007 – 2010 Strategic Plan Action Program for consideration by the Department Heads and eventual adoption by the BOCC.
ACKNOWLEDGEMENTS

This Riley County Offices Downtown Manhattan, KS Master Plan would not have been possible without the feedback, input and expertise provided by Riley County’s leadership, staff, volunteers, and citizens.

COMMISSIONERS (CURRENT):
District 1 – David Lewis (Guthals), Vice Chair (2011 - present)
District 2 – Alvan Johnson, Chair (2001 - present)
District 3 – Karen McCulloh, Member (2009 – present)

COMMISSIONERS (2007):
Michael B. Keams (2003 – 2011)

STEERING COMMITTEE:
Leon Hobson, Director of Public Works
Rich Vargo, County Clerk
Monty Wedel, Planning & Development

DEPARTMENT HEADS (CURRENT):
Appraiser – Greg McHenry
Attorney – Barry Wilkerson
Community Corrections – Shelly Williams
County Clerk – Rich Vargo
County Counselor – Clancy Holeman
County Extension – Jennifer Wilson
District Court – DeLanna (Lanna) Nichols
Emergency Management – Pat Collins
Geographic Information Systems – Robert Nall
Information Technology – Robert Nall
Planning and Development – Monty Wedel
Public Works-Engineering & Construction – Leon Hobson
Register of Deeds – Debbie Regester
Treasurer – Eileen King

DEPARTMENT HEADS (FORMER):
Community Corrections – Frank McCoy
District Court – Becky Topliff
Geographic Information Systems – John Cowan
Information Technology – Howard Haile
Register of Deeds – Charlotte Shawver
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ABSTRACT

In 2007, and revised in 2008, we began an inventory of the Riley County Offices and Courts in each of the four buildings at the downtown Manhattan location.

The need for this study was precipitated by the lack of adequate space for many of the county departments and for the courts. At the heart of this initial effort was evaluating the highest and best use of the existing building resources. This effort was based on interviewing each department head to evaluate present needs. Potential shortfalls of space and technology for accommodating projected needs for 20 years into the future was also assessed.

Brent Bowman, AIA and principal of Bowman Bowman Novick Inc. led a project team which included Dan Crouch, AIA and Aaron Dyck, AIA Associate.

Each of the existing facilities was documented in plan and the positions of all departments were identified. The total number of staff for each department was documented and anticipated staffing for twenty years hence was projected. Special spatial needs were identified including conference rooms, storage and filing, etc. as well as requirements for technology, heating, ventilating and air conditioning, lighting and electrical power. Any critical adjacencies regarding other departments and the importance of convenient public access were also reviewed.
A subjective evaluation of the quality of space for each department was also made. Many spaces lacked daylighting, adequate ventilation, adequate security and convenient public access. Confidentiality was a common problem within many departments.

This evaluation resulted in a summary of space needs and outlined the areas of deficiency. The gross area shortfall was identified to be 63,171 SF (RE: pg. 30 and 31).

In 2007 Riley County requested that our team evaluate the feasibility of acquiring the adjacent First Christian Church property and adapting it to County Office use.

Our comprehensive evaluation of this building and the feasibility of adapting to county uses begins on page 33.

Ultimately our findings were that this building would only be marginally adaptable to the needs identified and then only at significant expense. There would also remain a shortfall of over 40,000 SF (RE: pg 49).

In 2011 our team was commissioned to assess a number of items for the County. First, beginning on page 50, we examined the issues related to renovating and readapting Plaza East. Second, beginning on page 59, we documented comparable case study facilities. Third we were asked to prepare a comprehensive vision for the future that would address the existing and future needs of Riley County. This study begins on page 73.
RECOMMENDATIONS

COURTHOUSE
The historic Courthouse Building is a flagship building for Riley County and downtown Manhattan. It should remain a courts building but should be freed of court support uses in order to accommodate technology updates and to provide mandated security facilities and protocol. An additional large courtroom and court services should be provided in a new building immediately adjacent with shared security features.

CARNegie LIBRARY
The historic Carnegie Library is also an iconic building for Riley County and downtown Manhattan. It should be preserved as an ancillary office space, possibly for County Extension or the County Commission.

COUNTY OFFICE BUILDING
The County Office Building should remain in operation until such time as a new County office building is completed to the west. It then should be razed.

PLAZA EAST
The Plaza East Building should be sold for adaptive re-use to the private sector at such time as the new office building is complete.

FIRST CHRISTIAN CHURCH
The Christian Church should be acquired and razed to provide site area for the new building.

NEW COUNTY OFFICE BUILDING
The new Riley County Office Building should be sited and configured as documented in the report beginning on page 74. Case studies of comparable facilities begin on page 59.
NEEDS ASSESSMENT
NEEDS ASSESSMENT

In 2007 Riley County commissioned a Space Planning Report to fully evaluate the space needs for their downtown facilities. Bowman Bowman Novick completed the report and updated the findings in 2008.

The report examined four buildings and sixteen + departments.

**Buildings:** Courthouse, Carnegie Building, County Office Building, and Plaza East Building

**Departments:** County Commission, County Clerk, County Elections, Community Corrections, Emergency Management, G.I.S., County Counselor, County Treasurer, Public Works, Planning and Development, Register of Deeds, County Extension, County Appraiser, Information Systems, County Attorney, District and Magistrate Courts, Clerk of the Courts, Court Services, and supplemental studies on training room and storage needs.

The report documents the current size and quality of each department’s space and goes on to predict how much space each department will need in approximately 20 years.

As the executive summary states on the following page, it was determined that Riley County’s downtown facilities do not have enough space currently and will be further underserved in 20 years. In addition to needing more space, many departments were also found to be operating in low quality space.
Executive Summary:

Bowman Bowman Novick Inc has been engaged by the Riley County Commission to assess present and future office space needs and consider the utilization of the existing county buildings on the Riley County Plaza.

We began this task by interviewing all department heads regarding their present space allocation and their immediate and future needs. On March 30, 2007, we presented a draft of our findings at a planning retreat attended by the Riley County Commissioners and the leaders of the various county departments. Their follow-up has been used in amending this report. This information is documented in the pages that follow.

This effort has led to the following summary of space needs as a first step in comprehensive planning for the future of Riley County Offices.

Summary of Building Area Requirements:

Total net area at present: 61,750 S.F.
Total gross area at present: 95,100 S.F. (1.54 grossing factor)
Total gross area needed at present: 73,457 S.F. x 1.25 = 91,821 S.F.
Total gross area required in 20 years: 105,972 S.F. x 1.25 = 132,465 S.F.
Department: County Commissioners

Interview with: Commissioner Kearns

Total Staff at Present: Not Applicable

Anticipated Growth in Staff Over:
- 5 Years-
- 10 Years-
- 20 Years-

Critical Adjacencies: Public entrance and lobby.

Technology Requirements: Full complement.

Data Management Issues:

Existing Space Deficiencies: Columns in Commission Room limit flexibility of arrangement and reduces seating capacity.

Remarks: A discussion of future staffing and Commission Room requirements is pending.
Department: County Clerk  
(Elections Department)

Interview with: Rich Vargo

Total Staff at Present: 4 (need 4 full-time, 2-8 temporaries at election time)

Anticipated Growth in Staff Over:  
- 5 Years - 8  
- 10 Years - 10  
- 20 Years - 14

Critical Adjacencies: County Clerk

Technology Requirements: Voting Machines require secure storage and convenient location for shipping.

Data Management Issues:

Existing Space Deficiencies:

Remarks: Larger area needed for advance voting

Area assigned at present: 3363 s.f. (including 600 s.f. in County Clerk’s Office)  
Additional area required at present: 350 s.f.  
Total area required at present: 3750 s.f.

Additional area required in future: 600 s.f.  
Total area required in 20 years: 4350 s.f.
Department: Community Corrections

Interview with: Frank McCoy

Total Staff at Present:
- Adult Services: 5 officers + 1 Part-time = 6 Total
- Juvenile Services: 6 officers (including administrative assistant). Plus 5 to 10 additional part time.
- Total Staff = 22 Maximum

Anticipated Growth in Staff Over:
- 5 Years - 27
- 10 Years - 32
- 20 Years - 40

Critical Adjacencies: Training Room
- Additional Restroom for drug testing.

Technology Requirements:
Data Management Issues:

Existing Space Deficiencies: Need private offices for probation officers. An additional conference room is required.

Remarks:
- They do lots of drug testing.
- They need to have waiting areas to separate adult/juvenile.
- Corrections must respond to juvenile case 24/7 and serve 300 kids per year.

Quality of Space: 1
- Least Quality: 1
- Highest Quality: 5

Area assigned at present: 3418 s.f.
- Additional area required at present: 1500 s.f.
- Total area required at present: 5000 s.f.

Additional area required in future: 5000 s.f.
- Total area required in 20 years: 10,000 s.f.
Department: Emergency Management

Interview with: Pat Collins, Director

Total Staff at Present: 4

Anticipated Growth in Staff Over:
- 5 Years: 5
- 10 Years: 6
- 20 Years: 7

Critical Adjacencies: Need access to a training room.

Technology Requirements: High Speed Internet

Data Management Issues:

Existing Space Deficiencies: Need a display area for pamphlets and information items. HVAC control problems.

Remarks:
- Need conference room.
- Need storage room for fireman’s gear.
- Need access to break room.
- Need shipping and receiving space/workroom/copy/file room.

Quality of Space: 1
Least Quality: 1
Highest Quality: 5

Area assigned at present: 1385 s.f.
Additional area required at present: 650 s.f.
Total area required at present: 2000 s.f.

Additional area required in future: 900 s.f.
Total area required in 20 years: 3000 s.f.
Department: G.I.S.

Interview with: John Cowan, GIS Coordinator and Department Head

Total Staff at Present: 5 Positions; 2 Inters
Dept. Head, 1 Analyst, 1 Technician, 2 Interns
(Prefers open office space for all)

Anticipated Growth in Staff Over:

- 5 Years- 3 Full-time, 2 Part-time
- 10 Years- 5 Full-time
- 20 Years- 5 Full-time

Critical Adjacencies: Training Room Desired, Meeting Room

Technology Requirements: Infrastructure needed to facilitate new and future technologies.

Data Management Issues:

Existing Space Deficiencies: Need more electrical power, There is very little control of HVAC.

Remarks:

Quality of Space: 3
Least Quality: 1
Highest Quality: 5

Area assigned at present: 728 s.f.
Additional area required at present: 100 s.f.
Total area required at present: 830 s.f.

Additional area required in future: 600 s.f.
Total area required in 20 years: 1400 s.f.
Department: County Counselor

Interview with: Clancy Holeman

Total Staff at Present: 2 Attorneys + 2 Staff= 4 Total

Anticipated Growth in Staff Over:
  5 Years-
  10 Years-
  20 Years- 4 Attorneys + 4 Support= 8 Total

Critical Adjacencies: Commissioners would appreciate more convenient access. Wish to be away from busy public areas. Public Works could be more convenient.

Technology Requirements: Need to remain integrated with county database.

Data Management Issues: On-Line Research capability will always be required.

Existing Space Deficiencies: Additional conference room needed.

Remarks: Requires staff restrooms within the office suite.

Quality of Space: 3
Least Quality: 1
Highest Quality: 5

Area assigned at present: 2080 s.f.
Additional area required at present: 0 s.f.
Total area required at present: 2080 s.f.

Additional area required in future: 1000 s.f.
Total area required in 20 years: 3000 s.f.
Department: County Treasurer

Interview with: Eileen King

Total Staff at Present: 15

Anticipated Growth in Staff Over:
- 5 Years: 17
- 10 Years: 20
- 20 Years: 25

Critical Adjacencies: Needs to be on the first floor, near County Clerk’s office.

Technology Requirements:

Data Management Issues:

Existing Space Deficiencies:

Remarks:
Things are good for now, but with military growth she will need to add a work station.
There is an extra desk vacant now in work area.
Computer room could be an office if computers could go elsewhere.
Discussed alternative ideas for future growth.
She would like a drive-up window as a future consideration.
Need to be on the first floor.
County Clerk should be close by as it is.
It would be nice to have appraiser’s office nearby.
Conference room could be a bit bigger.
Remodel was done in ’99.
Configuration of customer service area is successful.
Vehicle inspection here with a work station.
Workstations better now with flat screen monitors.

Quality of Space: 4
Least Quality: 1
Highest Quality: 5

Area assigned at present: 3564 s.f.
Additional area required at present: 100 s.f.
Total area required at present: 3660 s.f.

Additional area required in future: 1000 s.f.
Total area required in 20 years: 4700 s.f.
Department: County Clerk (not including Elections Department)

Interview with: Rich Vargo

Total Staff at Present: 8 Full-Time
(If separation of offices occur-2 additional full-time)

Anticipated Growth in Staff Over:
  5 Years- 10
  10 Years- 12
  20 Years- 14

  Note: This anticipates that election group will be designated as their own department.

Critical Adjacencies: Need access to training room.

Technology Requirements:

Data Management Issues:

Existing Space Deficiencies: HVAC control is a problem. Conference room is too small.

Remarks:
Existing office space is full. H.R. and finance/budget person need more privacy. Need separate election department, 4 people full-time.

Quality of Space: 4
Least Quality: 1
Highest Quality: 5

Area assigned at present: 3215 s.f.
Additional area required at present: Remove Elections Department (600 s.f.)
Total area required at present: 3215 s.f.

Additional area required in future: 1800 s.f.
Total area required in 20 years: 5000 s.f.
Department: Public Works

Interview with: Leon Hobson, Director of Public Works and County Engineer

Total Staff at Present:
On Site: 2 support staff in open office
1 office manager with office
2 engineering technicians who share an office
1 director
1 assistant engineer
1 intern
Custodian Staff: 4 Full-time, 1 Part-time

Anticipated Growth in Staff Over:
5 Years- 10
10 Years- 12
20 Years- 14

Critical Adjacencies: Vault is required. Needs to be 3 times larger than existing.

Technology Requirements:
Data Management Issues:

Existing Space Deficiencies: Bigger vault needed. More filing space required. A plan room is needed. Other needs include:
A Work room w/ copier.
A supply storage room.
Custodian spaces for equipment storage.
Storage in lockers.
An additional conference room.
Custodial Office
Conference Room

Quality of Space: 2
Least Quality: 1
Highest Quality: 5

Area assigned at present: 862 s.f.
Additional area required at present: 800 s.f.
Total area required at present: 1700 s.f.

Additional area required in future: 1500 s.f.
Total area required in 20 years: 3200 s.f.
Department: Planning and Development

Interview with: Monty Wedel

Total Staff at Present: 1 Director, 4 Staff = 5 total
1-2 Interns on occasion
6-7 total @ times

Anticipated Growth in Staff Over:
  5 Years- 7
  10 Years- 9
  20 Years- 12

Critical Adjacencies: Public Works, G.I.S., Work Room/ Map Room, Training Room

Technology Requirements:

Data Management Issues:

Existing Space Deficiencies: Storage Space (200 s.f.), waiting area needed, work room/map room needed. Conference room needed.

Remarks:

Quality of Space: 2
Least Quality: 1
Highest Quality: 5

Area assigned at present: 864 s.f.
Additional area required at present: 800 s.f.
Total area required at present: 1700 s.f.

Additional area required in future: 700 s.f.
Total area required in 20 years: 2400 s.f.
Department: Register of Deeds

Interview with: Charlotte Shawver

Total Staff at Present: Director, Deputy Director, Records Technology Specialist, Records Assistants (3). 6 Total

Anticipated Growth in Staff Over:
- 5 Years: 8
- 10 Years: 10
- 20 Years: 14

Critical Adjacencies: Vault of adequate size is needed, County Appraisers Office, GIS.

Technology Requirements:

Data Management Issues:

Existing Space Deficiencies: Vault is too small, large work room is needed. A secure space is needed for the public to access digital records.

Remarks: HVAC Control is a big problem.

Quality of Space: 1
Least Quality: 1
Highest Quality: 5

Area assigned at present: 1217 s.f.
Additional area required at present: 1000 s.f.
Total area required at present: 2200 s.f.

Additional area required in future: 1400 s.f.
Total area required in 20 years: 3600 s.f.
Department: County Extension

Interview with: Jennifer Wilson

Total Staff at Present: 10 Presently
(5 Extension Agents, 2 Program Assistants, 3 Administrative Assistants)

Anticipated Growth in Staff Over:
  5 Years - 10
  10 Years - 12
  20 Years - 14

Critical Adjacencies: Access to storage at grade for moving resources in and out.

Technology Requirements:

Data Management Issues:

Existing Space Deficiencies: HVAC Control is a problem.

Remarks:

Quality of Space: 3.5
Least Quality: 1
Highest Quality: 5

Area assigned at present: 2920 s.f.
Additional area required at present: 100 s.f.
Total area required at present: 3000 s.f.

Additional area required in future: 1300 s.f.
Total area required in 20 years: 4300 s.f.
Department: County Appraiser

Interview with: Greg McHenry

Total Staff at Present: 17 Full-Time + 1 Intern= 18 Total

Anticipated Growth in Staff Over:
- 5 Years- 21
- 10 Years- 23
- 20 Years- 26

Critical Adjacencies: GIS would be a convenient adjacency.

Quality of Space: 3
Least Quality: 1
Highest Quality: 5

Technology Requirements:

Data Management Issues: More emphasis on digital records.
More storage definitely needed.

Existing Space Deficiencies: HVAC control is very bad.

Area assigned at present: 2879 s.f.
Additional area required at present: 600 s.f.
Total area required at present: 3500 s.f.

Additional area required in future: 1700 s.f.
Total area required in 20 years: 5200 s.f.

Remarks: Need access to a training room for classes of 25-30.
They need more private offices due to confidentiality issues.
Department: Information Systems

Interview with: Howard Haile

Total Staff at Present: 5 + 2 needed now = 7

Anticipated Growth in Staff Over:
- 5 Years: 9
- 10 Years: 12
- 20 Years: 14

Critical Adjacencies:

Technology Requirements: Communications equipment room needs dedicated HVAC. Dedicated wiring closets needed throughout county offices. Dedicated server room with dedicated HVAC, electrical, generator and fire suppression.

Data Management Issues:

Existing Space Deficiencies:
A storage room is needed.
Access to a training room is needed.
A shipping and receiving room and a shop space are needed.

Remarks:

Quality of Space: 1
Least Quality: 1
Highest Quality: 5

Area assigned at present: 1263 s.f.
Additional area required at present: 1300 s.f.
Total area required at present: 2600 s.f.

Additional area required in future: 1000 s.f.
Total area required in 20 years: 3600 s.f.
Department: District and Magistrate Courts, Clerk of the Court and Court Services and related facilities

Interview with: Becky Topliff, Court Administrator

Total Staff at Present: 13 Clerks, 6 Probation Officers, Judges + Staff = 26 + 1 Clay County Judge = 27 Total

Anticipated Growth in Staff Over:
- 5 Years - 33
- 10 Years - 36
- 20 Years - 46

For immediate future, a new district judge, two new clerks, 1 probation officer with a part time clerk.

Critical Adjacencies: A Large Courtroom is needed with a media room and security.

Technology Requirements: All the courtrooms lack adequate infrastructure for technology.

Data Management Issues: Building infrastructures is a problem as all conduits are at maximum capacity.

Existing Space Deficiencies: Court Services office’s work spaces are very crowded.

Remarks:
- New Magistrate judge will be in space that is presently the law library. The law library must be relocated.
- Additional District Judge is likely in near future.
- A Jury assembly room is needed.
- A Media Room with a TV/Audio link is needed.
- Existing building does not have adequate infrastructure for technology.
- A new courtroom, approximately double the size of an existing courtroom is needed.
- Attorney/Client conference rooms are needed.

Quality of Space: 4
Least Quality: 1

Area assigned at present: 17,635 s.f.
Additional area required at present: 7000 s.f.
Total area required at present: 25,000 s.f.

Additional area required in future: 5,000 s.f.
Total area required in 20 years: 30,000 s.f.
Department: County Attorney

Interview with: Barry Wilkerson

Total Staff at Present: 16
(5 Attorneys, 10 Support Staff, 1 Intern)
Adding 3 more staff in June or July = 19 Total

Anticipated Growth in Staff Over:
5 Years - 19
10 Years - 19-25
20 Years - 30

Critical Adjacencies: Courthouse

Technology Requirements: Courthouse is limited with regard to infrastructure.

Data Management Issues:

Existing Space Deficiencies: It would be best if staff is all on one level.

Remarks:
Present courthouse is adequate for smaller trials but not for larger ones.
May add another district judge in 3-4 years.

Quality of Space: 4
Least Quality: 1
Highest Quality: 5

Area assigned at present: 4832 s.f.
Additional area required at present: 500 s.f.
Total area required at present: 5300 s.f.

Additional area required in future: 2500 s.f.
Total area required in 20 years: 7800 s.f.
Department: Training Room

Area assigned at present: 650 s.f.
Additional area required at present: 1050 s.f.
Total area required at present: 1700 s.f.

Additional area required in future: 1500 s.f.
Total area required in 20 years: 3200 s.f.

Quality of Space: 1
Least Quality: 1
Highest Quality: 5
Department: Storage

Area assigned at present: 8000 s.f.
Additional area required at present: 4000 s.f.
Total area required at present: 12,000 s.f.

Additional area required in future: 5000 s.f.
Total area required in 20 years: 17,000 s.f.

Quality of Space: 1
Least Quality: 1
Highest Quality: 5
Summary of all Space Needs:

<table>
<thead>
<tr>
<th></th>
<th>Existing</th>
<th>Needed in 20 years</th>
<th>Deficit</th>
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<tbody>
<tr>
<td><strong>Plaza East Space Needs After Renovation:</strong></td>
<td></td>
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<tr>
<td>Offices</td>
<td>13,846</td>
<td>24,622</td>
<td>10,776</td>
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<td></td>
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<tr>
<td><strong>County Office Building Space Needs:</strong> (Without Public Works)</td>
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<tr>
<td>County Offices</td>
<td>15,922</td>
<td>28,800</td>
<td>12,878</td>
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<td><strong>Courthouse Space Needs:</strong></td>
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<tr>
<td>Courts &amp; Support</td>
<td>17,635</td>
<td>30,000</td>
<td>12,365</td>
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<td><strong>Carnegie Building Space Needs:</strong></td>
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<td>County Attorney</td>
<td>4,832</td>
<td>7,800</td>
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<tr>
<td><strong>Misc. Needs:</strong></td>
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<tr>
<td>Training Room</td>
<td>650</td>
<td>3,200</td>
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<td>9,000</td>
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<tr>
<td><strong>Totals:</strong></td>
<td>60,885</td>
<td>111,422</td>
<td>50,537 SF</td>
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<tr>
<td><strong>Total Deficit with grossing factor:</strong></td>
<td>50,537 x 1.25 =</td>
<td>63,171 SF</td>
<td></td>
</tr>
</tbody>
</table>
This diagram illustrates graphically how much space Riley County needs in the downtown location. To meet the current and projected growth needs, Riley County needs the equivalent of a one story building that covers half of one city block.
ASSESS ALTERNATIVES
ASSESS ALTERNATIVES

Part 1: First Christian Church

In 2007 Riley County commissioned a study to determine the cost and issues associated with adapting First Christian Church for County use. The building’s location makes it a prime candidate to alleviate Riley County’s space needs, but as the study concludes it does not solve long term space needs, nor is it easily adaptable into desirable office space.

Originally constructed in 1874, the first sanctuary was replaced by a stone one in 1909 for $23,000. Classrooms were added in 1938 and in 1962 the front façade was added in addition to more classrooms. These additions helped the church, but lessen the building’s adaptability.

- Each addition put limits on the size and configuration of the floor plan making it minimally flexible.
- Each addition also introduced a different construction method to the building making long term maintenance a concern.
- The classroom additions introduced a split level concept to the building. There are levels at four different elevations within the building, five different stairways and no elevator.
- The sanctuary has a sloped floor making it difficult to divide into offices. This space would likely have to be a new County Commission room.
- Because of the building’s limited adaptability, the resulting quality of space could be compromised.

The following pages outline how the building could be adapted and what the costs associated with that adaptation would be.
LOWER LEVEL PLAN

**Legend:**
- **Blue:** Assembly Space- 2,407 S.F.
- **Yellow:** Office Space- 10,795 S.F.
- **Red:** Mechanical Space- 364 S.F.
- **Green:** Storage Space- 818 S.F.
- **Orange:** Kitchen Space- 100 S.F.
- **Gray:** Corridors and Public Facilities Space- 8,485 S.F.

Total Building Space: 23,280 S.F. (1,668 PER LEVEL)
SECTION SHAFT THROUGH ELEVATOR LOOKING NORTH
RILEY COUNTY- FIRST CHRISTIAN CHURCH ANALYSIS
JANUARY 19, 2007
Building Code Review

Date: January 16, 2007

Project: Riley County- First Christian Church Analysis

Project Address: 115 Courthouse Plaza, Manhattan, KS 66502

Project Description: A renovation of an existing church into office building and private offices and a commission room.

Required Codes:
- 2003 International Building Code
- 2003 International Plumbing Code
- 2003 International Mechanical Code
- 2002 National Electric Code

Occupancy Classification: [Section 304] - B (Business)

Construction Type: VB

Area Calculations:
- Basic Allowable Height: [Table 503] 40 feet, 2 stories
- Allowable Height Increases: Additional 20 feet (60 feet total) (sprinklers)
- Basic Allowable Area: [Table 503] 9,000 s.f. per floor
- Area Increase Calculations: 200% more area (18,000 s.f. total per floor) (sprinklers)

Actual Height and Area: 45'-2 stories, 11,665 s.f. per floor

Fire Resistive Requirements:
- Exterior Wall and Opening Protection: [Table 602] Based on Fire Sep. Distance
- Exterior Wall-0 hours
- Fire Resistive Requirements: [Table 601]
  1. Bearing Walls - Exterior- 0 hours
  2. Bearing Walls - Interior- 0 hours

3. Non-Bearing Walls - Exterior- 0 hours
4. Structural Frame- 0 hours
5. Partitions - Permanent- 0 hours
6. Floors and Floor-Ceilings- 0 hours
7. Roofs and Roof-Ceilings- 0 hours

Maximum Area of Exterior Wall Openings: [Table 704.8]
- Unprotected Openings: Where x = Fire Separation Distance
  X<3'- Not Permitted
  3'<=X<5'- Not Permitted
  5'<=X<10'- 10%
  10'<=X<15'- 15%
  15'<=X<20'- 25%
  20'<=X<25'- 45%
  25'<=X<30'- 70%
  X>30'- No Limit

- Protected Openings: Where x = Fire Separation Distance
  X<3'- Not Permitted
  3'<=X<5'- 15%
  5'<=X<10'- 25%
  10'<=X<15'- 45%
  15'<=X<20'- 75%
  20'<=X<25'- No Limit
  25'<=X<30'- No Limit
  X>30'- No Limit

Incidental Use Areas: [Table 302.1.1] - Storage greater than 100 s.f. - Provide Sprinkler

Fire Door and Fire Shutter Protection Rating: [Table 715.3]
- Fire Walls- 4/3, 3/3, 3/2, 1/1, 1/1.5
- Fire Barriers- 1/1, 1/1.75
- Shalls, Exit enclosures, Corridor Walls Fire partitions- 1/20, .5/20, 1/20

Fire Window Assembly Ratings: [Table 715.4]
- Interior Fire Walls- All Not Permitted
- Fire Barriers and Fire Partitions - less than 1 hour/not permitted, 1/1.75
- Smoke Barriers- 1/1.75

Corridors: [Table 1016.1] - 0 hours with fire sprinklers

Exit Passage ways: [Section 1020] - greater than or equal to 44 inches

Area Separations: Fire Walls [Section 705] - 3a hours

Occupancy Separations: Fire Barriers [Section 706] - 2 hours
Shaft Enclosures: [Section 707] - 1 hour for less than 4 stories
Vertical Exit Enclosures: [Section 1019] - 1 hour for less than 4 stories
Elevator Lobbies: [707.14] - yes except first floor street level with sprinklers
Interior Finishes: [Table 803.5] - sprinklers
  Enclosed Vertical Exitways: Class B
  Other Exitways: Class C
  Rooms or Areas: Class C

Fire Alarms: [Section 907] - Not applicable
Automatic Sprinkler Systems: [Section 903] - Yes
Hoistway Venting: [Section 3004] - No- Less than 4 stories
Means of Egress: [Chapter 10]

  Egress Width per person served [Table 1005.1] - sprinklers
  Stairways: - 2
  Other Egress: - 15

  Separation of Exits: [1014.2.1] - 1/3 distance of diagonal of building or sprinklers

  Travel Distance: [Table 1015.1] - 300 feet- sprinklers

  Dead End Corridors: [1016.3] - 50 feet- sprinklers

  Minimum Corridor Width: [Section 1016] - greater than or equal to 44
  Section 1005.1 determine

  Minimum Stair Width: [Section 1009] - greater than or equal to 44 incl
  Section 1005.1 determine

  Areas of Rescue Assistance: [1007.3] - no sprinklers

  Firefighter Access:

  Attic Access: [Section 1209] - yes, above 30 inch clear height with 20 opening

  Roof Access: [1009.12.1]

Plumbing:

  Minimum Plumbing Fixtures: [Chapter 29]

  Water Closets:
  Male - 1 per 25 for first 50, then 1 per 50 over 50
  Female - 1 per 25 for first 50, then 1 per 50 over 50

  Urinals - May replace 67% of water closets in each toilet room

  Lavatories:
  Male - 1 per 40 for first 50, then 1 per 80 over 50
  Female - 1 per 40 for first 50, then 1 per 80 over 50

  Drinking Fountains: 1 per 100

  Service Sinks: 1
## RILEY COUNTY - FIRST CHRISTIAN CHURCH ANALYSIS

<table>
<thead>
<tr>
<th>Category</th>
<th>Total SF</th>
<th>Cost/SF</th>
<th>Total</th>
<th>Reductions</th>
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<td>$47,000</td>
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<td>Doors, misc.</td>
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## RILEY COUNTY - FIRST CHRISTIAN CHURCH ANALYSIS

<table>
<thead>
<tr>
<th>Corridors and Public Facilities</th>
<th>8,456 SF</th>
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<td>Refinish</td>
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<td>$16.00</td>
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<td>Elevator/Foundation</td>
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<td>Stairs</td>
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<tr>
<td>Plumbing</td>
<td>36 units</td>
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<td>Cost per Unit</td>
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<td>HVAC</td>
<td>23,500 SF</td>
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<td>Per SF of Bid.</td>
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<td>$15.00</td>
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**SUBTOTAL**

|   | $1,486,661.50 |   | $1,251,061.50 |
### RILEY COUNTY - FIRST CHRISTIAN CHURCH ANALYSIS

<table>
<thead>
<tr>
<th>Percentage</th>
<th>GC's</th>
<th>$86,199.69</th>
<th>$75,099.69</th>
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<td>Insurance</td>
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<td>$12,516.82</td>
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<tr>
<td>1.000%</td>
<td>Contractors D.H.</td>
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<td>6.000%</td>
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<td>0.500%</td>
<td>Contingency</td>
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<td>5.000%</td>
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<td>TOTAL</td>
<td>$176,199.69</td>
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<td>Cost per Square Foot</td>
<td>$74.97</td>
<td>$62.00</td>
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</table>

**Excluded:**
- Design/Feas
- Asbestos

**ASSESS ALTERNATIVES**

RILEY COUNTY OFFICES DOWNTOWN MANHATTAN, KS MASTER PLAN
This diagram illustrates graphically how much space Riley County would need after the First Christian Church was adapted to County use. Even with the addition of the Church, more than 40,000 SF would be needed to meet current and projected growth needs.
In 2011 Riley County commissioned a study to determine the issues and costs associated with renovating the Plaza East building. Five departments currently reside in the building in addition to election machine storage. The main cost issues addressed were:

- Waterproofing, asbestos, mold and lead paint remediation in the basement
- Window replacement
- New fire alarm system
- New elevator
- Improving the quality of space

Two other issues quickly became apparent. First the building’s history plays a role in how the building can be adapted. The original use for Plaza East was a telegraph office. Telegraph machines at the time were very large and required a lot of structure for support. Those columns that originally supported telegraph machines now chop up the plan and interfere with an open office concept. If the building was to be renovated, columns would remain an issue.

The second issue has to do with space. Plaza East does not have enough space to accommodate five departments and elections storage into the future. Diagrams on the following pages show that even if the building was spatially rearranged, the departments would not have the room they need to operate.
PLAZA EAST BUILDING-THIRD FLOOR 1/16"
## Plaza East Known Issues Cost:

<table>
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<th>Service</th>
<th>Cost</th>
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<td>Asbestos Remediation* (basement only)</td>
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<td>Basement Water Proofing</td>
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<td>Mold and Lead Paint Remediation* (basement only)</td>
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<tr>
<td>HVAC</td>
<td>$512,500</td>
</tr>
<tr>
<td>Existing Elevator Modernization</td>
<td>$100,000</td>
</tr>
<tr>
<td>Elevator to Basement</td>
<td>$100,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$1,152,500</strong></td>
</tr>
<tr>
<td>* Can be more in upper levels</td>
<td></td>
</tr>
</tbody>
</table>

### Additional Renovation:

27,000 SF @ $100/SF = $2,700,000

### Modernization Cost:

$3,852,500

### Additional Plaza East Space Needs after Renovation:

Space Deficit: 10,776 SF
Mockingbird Station

Mockingbird Station is an adaptive reuse project in Dallas, TX. Seen here, the first 3 floors of yellow brick were originally a telegraph office similar to Plaza East. The building was adapted in 2008 to a residential apartment and commercial mixed use building. Because the building had significant structure for the telegraph machines it was possible to construct 3-4 floors of additional apartment space on top of the original structure. If Plaza East were ever to be sold and readapted, one possibility is that it would find a market as a residential and commercial mixed use project similar to Mockingbird Station.
**CASE STUDIES**

**Part 1: Sunset Drive Office Building**

Location: Olathe, KS  
Client: Johnson County  
Architect: 360 Architecture  
Cost: $30 million  
Size: 128,000 SF  
Completed: 2006  
Type: 2 Story county office  
LEED: Gold

The Sunset Drive Office Building is a useful case study because in 2006 Johnson County faced many of the issues that Riley County faces today. Johnson County needed more office space that best served the public, was efficient to operate, and enjoyable to work in. The result was a project that achieved the following:

- Comparable size and budget to Riley County’s needs
- Consolidated seven county departments into one facility
- Gave the consolidated departments a renewed sense of identity
- Provided a work environment that is desirable to county staff and conducive to operational efficiency
- Provided a flexible floor plan to accommodate the county’s changing needs
- Incorporated sustainable design strategies to reduce maintenance and operating costs and diminish negative impacts to the environment

The main difference between Riley County and Johnson County is that Johnson County chose a site that is in a suburban location north of Olathe. The building is not downtown in a visible urban context, but rather it sits on a wooded, removed site and uses standard suburban surface parking.
Site
- Existing tree and habitat preservation
- Green space for employees and public
- Site water feature is rain fed
- Bioswales to clean parking lot run-off

Water
- Rain catchment
- Grey water recycling for toilet flushing
- Low-flow faucets and fixtures
- No permanent irrigation
  - Native or adapted species for grass and plantings

Materials
- Construction waste management
  - Diverted 90% of construction waste
- Local/Regional materials
  - 20% of building materials manufactured within 500 mile radius of site
- Reclaimed cedar from demolished building
- Recycled content used throughout

Indoor Environment Quality
- Use of low-emitting materials
- Individual employee HVAC control
- Views to exterior and natural light
- Green housekeeping
Energy
- Highly efficient mechanical systems and lighting
- Floor plenum displacement ventilation
- Significant day lighting
- Designed for 45% energy use reduction below a code minimum building
  - Actual energy reduction is closer to 57%

THE TAKEAWAY
- Different to Riley County in terms of site location: suburban rather than urban
- Similar to Riley County in size and scope
- Consolidated seven county departments into one facility to better serve the public and increase operational efficiency
- Created a desirable work environment
- Sustainable design achieved through sensible means
- “Green” design is just good design
- High level of public interest in sustainable design
CASE STUDIES

Part 2: Kroon Hall

Location: Yale University
New Haven, CT
Client: Yale
Architect: Hopkins Architects
Cost: $32.5 million
Size: 56,500 SF
Completed: 2009
Type: 4 story education facility
LEED: Platinum

Like many things at Yale University the School of Forestry and Environmental Studies has a long and storied history. Co-founded in 1900 by Gifford Pinchot, the department was pivotal in creating Theodore Roosevelt’s USDA Forest Service and Pinchot is credited with coining the phrase “conservation of natural resources.” When the department decided to build a new facility in 2009 they wanted it to reflect the school’s history and values.

The result was a building that achieved the following:

• Incorporated sustainable design strategies to reduce maintenance and operating costs while diminishing negative impacts to the environment
• Provided a new facility that had a sense of fit within Yale’s campus through use of materials and site relationship
• Rather than mimic and compete with the historic architecture of Yale’s campus, it made a sensitive and complementary contemporary architectural statement
• Preserved site integrity by submerging parking underground
• Unified the dispersed Forestry faculty to one facility
CASE STUDIES: Kroon Hall
RILEY COUNTY OFFICES DOWNTOWN MANHATTAN, KS MASTER PLAN
Site
- Underground parking
- Green space for students
- Long east west building axis
- Light colored stone and concrete

Water
- 81% reduction in potable water use
- Rainwater collected from roof and grounds
- Water filtration with aquatic plants
- Low flow faucets and fixtures

Materials
- Construction waste management plan
- Local/Regional materials
  - 34% of building materials manufactured within 500 mile radius of site
- 80% of timber used is Forest Stewardship Council Certified

Indoor Environment Quality
- Use of low-emitting materials
- Views to exterior and natural light
- High efficiency air filtration
**Energy**
- 58% reduction in energy use
- Ground source heat pump
- High performance windows
- High insulation value walls
- Floor plenum displacement ventilation
- On site renewable energy generation

Rooftop solar panels provide 24% of building’s electricity

**THE TAKEAWAY**

This case study is a good example of how to build a new, sustainable facility with all the comforts of a modern building within an historic context. While it is a contemporary architectural project, Kroon Hall uses sensitively chosen materials and a carefully organized site plan to fit into the campus and through sustainable design strategies reflect the Forestry and Environmental Studies Department’s history and values.
CASE STUDIES

Part 3: Seattle City Hall

Location: Downtown Seattle, WA
Client: City of Seattle
Architect: Bohlin Cywinski Jackson and Bassetti Architects
Cost: Building: $72 million
      Plaza: $14 million
Size: 198,000 SF
Completed: 2007
Type: 7 story office building and City Council chamber connected by a transparent atrium
LEED: Gold

Seattle’s new City Hall is a useful case study on successful downtown civic projects – most importantly from an urban design standpoint.

Functionally it meets the City’s space needs and symbolically it reflects Seattle’s values by accomplishing the following:

- Fits into Seattle’s downtown urban fabric
- High level of accessibility
- Increases the “walkability” of downtown Seattle
- Provides plaza space for civil public interaction
- Fountains provide animation and white noise for the plaza
- Maintains high level of urban density
- S sensitively designed contemporary architecture that responds to the site and building occupants
- Incorporated sustainable design strategies to reduce maintenance and operating costs while diminishing negative impacts to the environment
CASE STUDIES: Seattle City Hall

RILEY COUNTY OFFICES DOWNTOWN MANHATTAN, KS MASTER PLAN
Site
- Part of a 3 block civic complex
- Public plaza space on south side
- High level of transparency
- Green roof on lower part of building

Water
- Rainwater collected in 225,000 gallon tank
- Rainwater provides 100% of irrigation needs
- 27% reduction of storm water runoff
- 30% reduction of potable water use
- Low-flow faucets and fixtures

Materials
- Construction waste management
  - 75% construction waste was recycled
- Local/Regional materials used throughout
- Recycled material used throughout

Indoor Environment
Quality
- Use of low-emitting materials
- CO2 monitoring

Energy
- Highly efficient mechanical systems
- Floor plenum displacement ventilation
- Significant day lighting
- Highly efficient lighting
THE TAKEAWAY
Seattle City Hall’s greatest lesson is in urban design. It fits into the downtown urban fabric, is highly accessible, increases Seattle’s walkability, maintains high level of urban density, and provides outdoor interactive public plaza space. In addition to these accomplishments it provides comfortable contemporary space that is sustainably designed.
VISION FOR THE FUTURE
The final piece of this Riley County Offices Downtown Masterplan is a vision for the future. This vision is to comprehensively address the needs of the County’s downtown facilities and provide a working vision for the future of Riley County. It outlines the broad strokes needed to construct a new, comprehensive downtown facility and goes on to show how that new facility could function. Floor plans and conceptual diagrams provide examples of how the new space could be laid out and after this a cost sheet is provided comparing comprehensive and piecemeal approaches. As supplemental information, a sustainability study shows how a new facility would likely perform.

In thinking about a comprehensive new County facility, it is important to think about the desired outcomes.

**LONG TERM GROWTH**
As the downtown Riley County departments grow it is important that the vision for the future meets not only current space needs but also allows for future expansion.

**FUTURE FLEXIBILITY**
Any new facility considered should be flexible and adaptable. More flexibility increases the life span of a building and makes future change possible.

**HIGH QUALITY SPACE**
Providing high quality space sends a positive message to public users and creates a positive work environment for County employees.
OPERATIONAL EFFICIENCY and BETTER PUBLIC SERVICE
Consolidating dispersed departments into a facility that encourages interaction and ease of public use will increase operational efficiency. This new facility should also better serve the public by being highly accessible, logical to navigate, and provide services in close proximity to one another. High quality space will contribute to operational efficiency and better public service.

URBAN PLANNING
Given the site location in the heart of downtown Manhattan, there is a responsibility to respond to the urban environment. Consideration should be given to appropriate density, accessibility, wayfinding, function, character, order and incident, and continuity and change.

CONTEXTUAL TO SITE
The Courthouse and Carnegie buildings have served as landmark pieces of architecture in Manhattan’s downtown urban environment. It is important that a new facility respond accordingly to these and other adjacencies.

SUSTAINABLE
Given the visibility and public nature of the site, any new facility should be constructed to the highest level of sustainability possible. Building sustainably increases a building’s life span, lowers operational costs, and respects the environmentally conscious mindset of Riley County.
PROJECT PHASES

Constructing a comprehensive new downtown facility will involve many people and multiple phases. Outlined here are the logistical broad strokes to achieve a new facility.

**Phase 1**
Purchase and demolish First Christian Church and parking lot.

**Phase 2**
Construct new comprehensive county facility.

**Phase 3**
Move offices from the County Office Building and Plaza East into the new facility.

**Phase 4**
Demolish the County Office Building for construction of additional parking or a public plaza. This space can then be used for future expansion.

**Phase 5**
Sell Plaza East.
• 3 Floors county office space and courtroom space
• 108,000 SF
• 85 Parking Stalls in lower level
• Optional 4th floor lease/ expansion space

New Downtown Facilities Plan
1st Floor Plan

The first floor houses those County departments that receive heavy day to day foot traffic. The large public lobby serves as a way finding area inside the building and to the exterior connecting the intersection of 5th and Humboldt to the County Plaza leading to Poyntz.
Comparison

The shaded plans surrounding the new facility plan represent the area each department has currently. The County Appraiser, for example, will have approximately 2x the space they currently occupy.
The second floor plan illustrates how each department here and throughout the building meets and exceeds the 20 year projected space needs. This means that not only is there a storage room on each floor, but each department has its own storage and growth built into their plan.
Comparison

The shaded plans surrounding the new facility plan represent the area each department has currently.

Also seen here is the security measure taken for County Corrections. A separate, isolated stair and elevator are provided for vertical transportation down to the parking level.
Training Room
2,625 SF
Req. in 20 yrs = 3,200 SF

Emergency Man.
3,400 SF
Req. in 20 yrs = 3,000 SF

Co Attorney
7,940 SF
Req. in 20 yrs = 7,800 SF

Storage
960 SF

Courtroom
3,300 SF

Total Courtroom and Support Space
13,875 SF
Req. in 20 yrs = 12,365 SF

Conference

MEP Conference

3rd Floor Plan
The third floor plan houses a large, 2 story volume courtroom approximately double the size of the existing courtrooms in the Courthouse. It also has court support space, county attorney offices, emergency management, an additional training room and more storage.
Comparison
The shaded plans surrounding the new facility plan represent the area each department has currently.

The isolated stair and elevator that connected to the second floor also connects to the third floor for secure transport.
4th Floor Plan

The optional 4th floor is for lease space and future expansion. It also has the upper volume of the large courtroom below. Since the floor plan is so open and flexible, all floors of the building can be easily rearranged as departments grow or as different tenants move in and out of the 4th floor. The lease space would provide income to the County in the short term and provide over 24,000 SF of space to expand in the future.
The parking level is 4 feet below grade. It has 85 parking stalls, space for voting machine storage, and access to stairs and elevators. The First floor is 6 feet above grade.
A 3 story building accounts for all projected 20 year space needs. The optional 4th floor is an opportunity for lease space and future expansion.
The core of the building houses utilitarian needs like stairs, elevators, restrooms, mechanical rooms, etc. and allows the floor plan to be open and flexible.
Concept Diagram

- Open floor plan allows for maximum flexibility
- The core holds vertical circulation and building utilities
- Building entry on Courthouse Plaza/ 5th Street axis
- Natural light penetrates deep into the building
- Broad roof overhang mediates light
- Building materials relate to surroundings and define boundary between inside and out
Program: Parking Level

- 85 parking spaces
- Elections storage
  - 4,390 SF
  - Req. in 20 yrs = 4,350 SF
Program: First Floor
RILEY COUNTY OFFICES DOWNTOWN MANHATTAN, KS MASTER PLAN

VISION FOR THE FUTURE

Program: Second Floor

- Planning/Dev.
  - 2,850 SF
  - Req. in 20 yrs = 2,400 SF

- GIS
  - 2,000 SF
  - Req. in 20 yrs = 1,400 SF

- Information Systems
  - 4,000 SF
  - Req. in 20 yrs = 3,600 SF

- Training Room
  - 2,300 SF
  - Req. in 20 yrs = 3,200 SF

- Co Counselor
  - 3,550 SF
  - Req. in 20 yrs = 3,000 SF

- Co Corrections
  - 10,825 SF
  -Req. in 20 yrs = 10,000 SF

- Storage
  - 960 SF
Training Room
2,625 SF
Req. in 20 yrs = 3,200 SF

Emergency Man.
3,400 SF
Req. in 20 yrs = 3,000 SF

Co Attorney
7,940 SF
Req. in 20 yrs = 7,800 SF

Courtroom
3,300 SF

Storage
960 SF

Court Support

Total Courtroom and Support Space
13,875 SF
Req. in 20 yrs = 12,365 SF

Program: Third Floor
Lease Space/ Future Expansion
24,340 SF

Upper Courtroom

Program: Fourth Floor
### Comprehensive County Office Facility:

<table>
<thead>
<tr>
<th>Component</th>
<th>Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Office Space</td>
<td>56,000 SF</td>
</tr>
<tr>
<td>Courtroom + Support</td>
<td>13,900 SF</td>
</tr>
<tr>
<td>Corrections</td>
<td>10,800 SF</td>
</tr>
<tr>
<td>Circulation/ Service Core</td>
<td>27,100 SF</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>108,000 SF</strong></td>
</tr>
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### Total Gross Area Required in 20 Years:

- **129,265 SF** (April 2008 Study w/o Public Works)

### Plus fourth floor lease space/ future exp:

- **24,340 SF**
Comprehensive Approach:

Acquisition of Church: $1,000,000
Demolition of Church: $100,000
3 floors @ $200/SF = $20,400,000
1 floor parking @ $100/SF = $3,400,000
Demolition of County Office Building: $125,000

Total: $25,025,000

Less sale of Plaza East: ???
4th Floor Option (32,500 SF x 100$/SF) $3,250,000

Piecemeal Approach:

Modernization of Plaza East: $3,852,500
Modernization of County Offices: $1,900,000
Renovation of Church: $3,160,000
Additional Space Required* $8,424,000

Total: $17,336,500

* Does not include cost of land acquisition
## RILEY COUNTY OFFICES SUSTAINABILITY MATRIX

### Building for the future

<table>
<thead>
<tr>
<th>PLAN</th>
<th>WALL SECTION</th>
<th>ENERGY TO OPERATE</th>
<th>ENERGY USE PER SF</th>
</tr>
</thead>
</table>
| **LEED Gold** Comprehensive | • Overhanging roof  
• Sun shades  
• Floor plenum air distribution  
• Operable windows  
• Natural daylight  
• Lower level parking | 47 Houses         | 135,315 SF  
@ 39,240 BTU/SF | • Similar benefits as LEED Silver  
• More sustainable strategies  
• Energy costs below Piecemeal Approach |
| **LEED Silver** Comprehensive | • Overhanging roof  
• Sun shades  
• Floor plenum air distribution  
• Operable windows  
• Natural daylight  
• Lower level parking | 52 Houses         | 135,315 SF  
@ 43,232 BTU/SF | • 20 year space needs met  
• Optional 4th floor for future expansion  
• More parking spaces  
• Energy efficiency  
• Operational efficiency |
| "Off the Shelf"  
• Standard construction     | • Flat roof w/ parapet  
• Slab on grade - no lower level  
• Typical windows  
• Standard HVAC air systems  
• Typical insulation | 54 Houses         | 135,315 SF  
@ 44,828 BTU/SF | • 20 year space needs met  
• Higher energy needs  
• Lesser quality of space  
• Shorter building life span  
• Fewer parking spaces |
| **Piecemeal Approach**     | • Different wall section for each building  
• Varying insulation, wall, and window qualities  
• Church wall section is 3 feet after 2 additions over the years | 60 Houses         | 65,812 BTU/SF | • 40,171 SF Needed  
• "Old Building" problems  
• Maintenance costs  
• Operational Inefficiencies  
• Marginal adaptability of church |
| **Status Quo**  
"Do nothing"              | • Different wall section for each building  
• Varying insulation, wall, and window qualities  
• Church wall section is 3 feet after 2 additions over the years | 37 Houses         | 51,460 BTU/SF | • 63,171 SF Needed  
• "Old Building" problems  
• Maintenance costs  
• Operational Inefficiencies |
LEED Gold and Silver

1. Backdrop to historic buildings
2. Quality construction and appearance
3. Meets/exceeds 20-year space needs
4. East West building axis – maximize daylight
5. 85 lower level parking spaces
6. New public plaza space on east side of building

“Off the Shelf”

3. Typical construction, typical appearance
4. Meets 20-year space needs
5. Slab on grade construction – no basement
6. 54 exterior parking spaces on east side of building

Piecemeal Approach

4. Purchase and renovate First Christian Church
5. Departments spread among 5 downtown buildings
6. 38,920 SF short of 20-year needs
7. Marginal adaptability of Church
8. Long term maintenance concerns for 5 old buildings

Do Nothing

5. Departments out of space
6. 61,630 SF short of 20-year needs
7. Departments spread among 4 downtown buildings
8. Long term maintenance concerns for 4 old buildings
LEED Gold and Silver
- Quality construction and appearance
- High level of glazing for natural light and transparency
- Masonry clad high insulation walls
- Sun shades, operable windows, broad overhanging roof
- Floor plenum air distribution
- Implement strategies used in case study projects

“Off the Shelf”
- Typical construction, typical appearance
- Stone/brick clad exterior walls
- Typical rectangular windows
- Metal decking on steel floor joists with drop ceiling

Piecemeal Approach
- Purchase and renovate First Christian Church
- Original stone building constructed in 1909. Two major additions were added first in 1938 and then in 1962
- Each addition used construction techniques common to the time of construction
- The additions and floor plan layout make the First Christian Church marginally adaptable

Do Nothing
- 4 different wall sections
- Carnegie and Courthouse traditional limestone mass walls
- Plaza East and County Office building brick/limestone faced walls
- Wood or steel floor decking with central air
**LEED Gold**
LEED Gold:
Carnegie + Courthouse:
Total:

\[5,310 \text{ MBTU/SF} \times 135,315 \text{ SF} = 39,241 \text{ BTU/ SF}\]

**LEED Silver**
LEED Silver:
Carnegie + Courthouse:
Total:

\[5,850 \text{ MBTU/SF} \times 135,315 \text{ SF} = 43,232 \text{ BTU/ SF}\]

**“Off the Shelf”**
“Off the Shelf Office”:
Carnegie + Courthouse:
Total:

\[6,066 \text{ MBTU/SF} \times 135,315 \text{ SF} = 44,828 \text{ BTU/ SF}\]

Energy Consumption
Dear Patrick,

I am writing in support of the First Christian Church in Manhattan for historical designation. Please share this letter with the Historic Sites Board of Review.

I believe our community will benefit from listing the historic First Christian Church. Our community is debating what should happen to the property. Unfortunately, some want to demolish it. Historic buildings are valuable for multiple reasons and there is community benefit in prolonging their usefulness. Listing this property will encourage our community to seek expert opinions and fully consider options to demolition.

Thank you for your service and your consideration of this nomination.

Barbara G. Anderson
Manhattan, Kansas
-----Original Message-----
From: mildor@kansas.net <mildor@kansas.net>
Sent: Thursday, July 15, 2021 6:09 PM
To: Zollner, Patrick [KSHS] <Patrick.Zollner@ks.gov>
Subject: Frist Christian Church, Manhattan, KS

EXTERNAL: This email originated from outside of the organization. Do not click any links or open any attachments unless you trust the sender and know the content is safe.

To Historic Sites Board of Review

I support the Historic Register nomination of First Christian Church, Manhattan, KS. The original section of First Christian Church was built in two phases in 1908 and 1909. The architect, J. C. Holland, had also designed the Riley County Courthouse, and the building was intentionally designed to be harmonious with the Carnegie Library and the Court House. This historic church is a significant cultural asset to the community.

Sincerely,
Doris E. Milldyke
108 Yale Circle
Manhattan, KS 66503
785 410 -7017
From: Ann Kosch <arkosch@pobox.com>
Sent: Thursday, July 15, 2021 10:57 AM
To: Zollner, Patrick [KSHS] <Patrick.Zollner@ks.gov>
Subject: I support the Register nomination of First Christian Church, Manhattan, KS

EXTERNAL: This email originated from outside of the organization. Do not click any links or open any attachments unless you trust the sender and know the content is safe.

Dear Mr. Zollner,

I am in FAVOR of a Register nomination for the historic First Christian Church, Manhattan, KS. It is a significant cultural asset to the community.

I prefer to live in a city/county that sustains its irreplaceable historic architecture. I am surprised it was not included in the Manhattan Downtown Historic District in the first place???

Regards,
Ann Kosch
405 Vattier St.
Manhattan, KS 66502
Hi, I am writing in support of the nomination of the First Christian Church building, Manhattan, KS, to the Register of Historic Kansas Places. The 112 year old building has long been a centerpiece of downtown Manhattan. I hope it is also determined that it is eligible for the National Register. This old stone building has so much character. We need to honor and protect these fine, old buildings.

Thank you for your consideration of this matter.

Sincerely,

Gloria Juhl Raney
815 Sunset Ave.
Manhattan, KS 66502
It appears that I am now the object of a targeted letter writing campaign!

---

**From:** Katie Loughmiller <loughmiller.katie@gmail.com>  
**Sent:** Friday, June 18, 2021 12:12 PM  
**To:** Zollner, Patrick [KSHS] <Patrick.Zollner@ks.gov>  
**Subject:** First Christian Church - Manhattan KS

*EXTERNAL: This email originated from outside of the organization. Do not click any links or open any attachments unless you trust the sender and know the content is safe.*

I am writing to support the adoption of First Christian Church in Manhattan KS as a state historic building. The church stands as a monument of the history of Manhattan and has served as an architecture cornerstone of the Courthouse Plaza for over a hundred years. Buildings like this should be preserved so that our communities history can be represented.

Katie Loughmiller  
1621 Fishermans Ln  
Manhattan KS 66503
For the HSBR meeting letters file I guess.

From: Kimberly Zito <kim.vlach@gmail.com>
Sent: Friday, June 18, 2021 12:09 PM
To: Zollner, Patrick [KSHS] <Patrick.Zollner@ks.gov>
Subject: First Christian Church in Manhattan

EXTERNAL: This email originated from outside of the organization. Do not click any links or open any attachments unless you trust the sender and know the content is safe.

Dear Mr. Zollner,

I am writing to urge you to place the First Christian Church in Manhattan on the National Register.

This is too important of a building - especially in that section of Manhattan - to lose.

It is disgraceful that the county commission is working so diligently on destroying it without any genuine due diligence. Please get it on the register.

Thank you,
Kim Zito
1013 Cassidy Dr, Manhattan, KS 66502
813-316-5463