



City of Newton  
Agenda  
Regular Commission Meeting  
Tuesday, June 23, 2026 @ 7:00 PM  
Commission Chambers

PLEDGE OF ALLEGIANCE

	Page
A. REGULAR AGENDA	
1. Consider the minutes of the June 9, 2026 meeting and the June 18, 2026 budget work session. <a href="#">Regular Commission - 09 Jun 2026 - Minutes - Pdf</a> <a href="#">Budget Work Session - 6-18-26</a>	3 - 7
2. Discuss Depot District next steps. <a href="#">Depot Building Assessment</a>	8 - 57
3. Receive a presentation from Walk & Roll regarding a survey about biking to school.	
4. Conduct a hearing to consider the removal of Newton Housing Authority (NHA) Commissioners. <a href="#">Hearing on Removal of Newton Housing Authority Commissioners - Pdf</a>	58
5. Consider a Resolution to establish a Reinvestment Housing Improvement District (RHID) for property located at SW 24th Street and west of Anderson Road. <a href="#">RHID 900 Meadowbrook Drive Memo - Pdf</a>	59 - 64
6. Consider a Resolution to establish a Reinvestment Housing Improvement District (RHID) for property located east of S. Blaine Street and northwest of SE 14th Connector. <a href="#">RHID Blaine St / SE 10th Street Memo - Pdf</a>	65 - 69
7. Consider a Resolution to establish a Reinvestment Housing Improvement District (RHID) for property located east of Kansas Avenue and northwest of SE 14th Connector. <a href="#">RHID South Kansas Ave / SE 11th Street Memo - Pdf</a>	70 - 74
8. Consider a request to close West 1st Street from Meridian to Grandview and Grandview to Athletic Park entrance from 6:00-7:30 p.m. on August 8th for the Harvey County Free Fair Parade and for City assistance with the Harvey County Free Fair. <a href="#">HV CO Fair 2026</a> <a href="#">HV CO Fair letter</a> <a href="#">2026-Harvey-Co-Fair-Schedule</a>	75 - 81

9. Citizen's Forum
10. Executive Session
11. Adjournment

#### UPCOMING MEETINGS

- July 3 City Offices Closed - Holiday
- July 9 7:30 a.m. Agenda Review
- July 14 7:00 p.m. Commission Meeting
- July 23 7:30 a.m. Agenda Review
- July 28 7:00 p.m. Commission Meeting

**City of Newton Meeting Minutes  
June 9, 2026**

The Newton City Commission convened in regular session at 7:00 p.m. on June 9, 2026 at City Hall, 201 E 6<sup>th</sup> Street. Attending were Mayor Stinnett, Vice Mayor Watson, Commissioners Koehn, Miller and Valentine, City Manager Rivas, City Attorney Towle, Assistant City Manager of Economic Development Likiardopoulos, Public Works Director Bonham, Communications Director McDaniel, Aviation Director Palmer, Police Chief Dunlavy, Fire/EMS Chief Roberson, and Administrative Assistant Wallace. City Clerk Duerksen was absent.

**REGULAR AGENDA**

**1. Consider the minutes of the May 26, 2026 meeting.**

**MOTION:** Commissioner Miller moved and Vice Mayor Watson seconded to approve the minutes. Motion carried unanimously.

**2. Receive the recommendation from Main Street for a common consumption area.**

Jen Lehman, CVB/Main Street Coordinator, presented the information for a common consumption area in the downtown district. She spoke about other communities in the area that have a common consumption area in place and the successes they have had. Commissioners expressed some concerns about establishing such an area, while other Commissioners shared some good experiences they have had with common consumption areas.

**3. Consider a request for the façade improvement program funding.**

The Main Street Board is requesting approval of \$36,000 in funding for the façade improvement program. This program has sparked a lot of improvements in the downtown district and has helped small businesses in the old buildings of the downtown district. The money would be allocated from community development monies marketed for redevelopment. This funding would allow for the approval of 12 applications.

**MOTION:** Commissioner Koehn moved and Vice Mayor Watson seconded to approve \$36,000 in funding for the façade improvement program. Motion carried unanimously.

**4. Consider a temporary alcohol permit for the Wine Walk on June 18, 2026.**

**MOTION:** Commissioner Miller moved and Vice Mayor Watson seconded to approve the temporary alcohol permit for the Wine Walk on June 18, 2026. Motion carried 4-1 with Mayor Stinnett, Vice Mayor Watson, Commissioners Miller and Koehn voting yea and Commissioner Valentine voting nay.

**5. Consider the Chamber of Commerce funding agreement.**

Since 2015, the Commission has provided funding support to the Newton Area Chamber of Commerce. In 2021, that support was allocated through a formal agreement for specific services, including support and promotion of the downtown business district. The proposed agreement expands the Chambers promotion responsibilities to the whole community rather than only downtown and enhances annual reporting requirements. The \$35,000 funding includes a new \$5,000 allocation for first-year membership dues for qualifying new Chamber members.

**MOTION:** Commissioner Koehn moved and Vice Mayor Watson seconded to approve the agreement with the Chamber of Commerce. Motion carried unanimously.

**6. Planning Commission**

**A. Receive the recommendation of the Planning Commission regarding a Special Use Permit (SUP) for property located at 320 S. Pine.**

At their June 1<sup>st</sup> meeting, the Planning Commission received an application for a Special Use Permit (SUP) for property located at 320 S. Pine. The request was to construct a 24x28, two-story garage with a second level living quarters. The Planning Commission unanimously approved the application.

**B. Consider approval of a Special Use Permit (SUP) for 320 S. Pine.**

A Resolution granting a Special Use Permit to construct an accessory dwelling unit on the premises located at 320 South Pine Street in the City of Newton, Kansas was considered.

**MOTION:** Vice Mayor Watson moved and Commissioner Valentine seconded to accept the recommendation of the Planning Commission and to approve Resolution G-1381 for a Special Use Permit at 320 S. Pine. Motion carried unanimously.

**7. Executive Session – Attorney-client privilege.**

**MOTION:** Commissioner Valentine moved and Commissioner Koehn seconded to go into executive session to discuss matters under attorney-client privilege, to return to regular session at 7:50 p.m. Motion carried unanimously.

The City Commission went into executive session at 7:30 p.m. and returned to regular session at 7:50 p.m.

**MOTION:** Commissioner Miller moved and Commissioner Koehn seconded to extend the executive session, to return to regular session at 8:00 p.m. Motion carried unanimously.

The City Commission went back into executive session at 7:50 p.m. and returned to regular session at 8:00 p.m. The Mayor announced no action was taken or binding decisions made in the executive session.

**8. Mayor’s Appointments – Newton Housing Authority.**

The City Commission started the process of removing and replacing the board members of the Newton Housing Authority. The five-member board has three seats open for appointments and two sitting members. Commissioners said the board has failed to resolve the concerns raised by the City Commission at the joint meeting in March of 2025. These concerns surrounded communication and transparency, the treatment of residents, procedures to address resident complaints, and strategies for evaluating resident satisfaction. In February, the Housing Authority received a designation of substandard management from the U.S. Department of Housing and Urban Development (HUD) and was required to submit a plan to address the deficiencies within 30 days. The City requested a copy of that plan from NHA but has not received it.

**MOTION:** Commissioner Valentine moved and Vice Mayor Watson seconded to start the removal process of the two current members of the Newton Housing Authority. Motion carried unanimously.

**MOTION:** Mayor Stinnett moved and Vice Mayor Watson seconded to appoint Cindy Simons to fill the unexpired term of Joe Carbajal, term ending 4-30-2027; Greg Yutzky to fill the expired term of Jason Shipley and Kay Self to fill the expired term of Scott Kiehl, terms ending 4-30-2030. Motion carried unanimously.

**9. Citizen’s Forum.**

There was no one to speak.

**10. Executive Session – Data concerning Industrial Prospect**

**MOTION:** Vice Mayor Watson moved and Commissioner Valentine seconded to go into executive session to discuss data relating to the financial affairs or trade secrets of corporation, partnerships, trusts and individual proprietorships, to return to regular session at 8:30 p.m. Motion carried unanimously.

The City Commission went into executive session at 8:10 p.m. and reconvened to regular session at 8:30 p.m. The Mayor announced no action was taken and no binding decisions were made in the executive session.

**11. Executive Session – Attorney-client privilege**

**Draft**

**MOTION:** Commissioner Miller moved and Commissioner Koehn seconded to go into executive session to discuss matters under the attorney-client privilege, to return to regular session at 8:40 p.m. Motion carried unanimously.

The City Commission went into executive session at 8:30 p.m. and returned to regular session at 8:40 p.m.

**MOTION:** Commissioner Koehn moved and Vice Mayor Watson seconded to extend the executive session and to return to regular session 8:50 p.m. Motion carried unanimously.

The City Commission returned to the executive session at 8:40 p.m. and returned to regular session at 8:50 p.m. The Mayor announced no action was taken and no binding decisions were made in the executive session.

**12. Adjournment.**

There being no further business, the Mayor adjourned the meeting at 8:51 p.m.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

**BUDGET WORK SESSION MINUTES**  
**June 18, 2026**

The Newton City Commission convened for the Budget Work Session on June 18, 2026 at 8:00 a.m. at 201 East 6<sup>th</sup> Street in the Commission Chambers. Attending were Mayor Stinnett, Vice Mayor Watson, Commissioners Koehn, Miller and Valentine and City staff.

Mayor Stinnett called the budget work session to order at 8:00 a.m. Following discussion on the 2027 budget, the Commission held an executive session.

**MOTION:** Commissioner Valentine moved and Commissioner Koehn seconded to go into executive session to discuss matters under attorney-client privilege, to return to open session at 11:25 a.m. Motion carried unanimously.

The Commission went into executive session at 10:54 a.m. and returned to open session at 11:25 a.m. The Mayor announced no action was taken and no binding decisions were made during the executive session. The Mayor then declared the budget work session adjourned at 11:25 a.m.

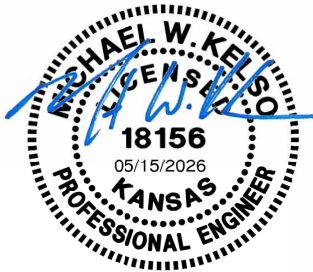
ATTEST:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

# CITY OF NEWTON, KANSAS

## NEWTON DEPOT BUILDING ASSESSMENT



PEC PROJECT NO. 257044-011



MAY 2026

PREPARED BY  
PROFESSIONAL ENGINEERING CONSULTANTS PA  
303 S. Topeka Wichita, KS 67202 316-262-2691 [www.pec1.com](http://www.pec1.com)

## Newton Depot Building Assessment

---

### Table of Contents

<b>1.0</b>	<b>Introduction .....</b>	<b>1-1</b>
<b>2.0</b>	<b>Site Civil .....</b>	<b>2-1</b>
<b>3.0</b>	<b>Architectural .....</b>	<b>3-1</b>
<b>4.0</b>	<b>Mechanical .....</b>	<b>4-1</b>
<b>5.0</b>	<b>Electrical.....</b>	<b>5-1</b>
<b>6.0</b>	<b>Structural .....</b>	<b>6-1</b>
<b>7.0</b>	<b>Recommendations .....</b>	<b>7-1</b>
<b>8.0</b>	<b>Summary of Estimated Costs.....</b>	<b>8-1</b>
<b>9.0</b>	<b>Disclaimers.....</b>	<b>9-1</b>
<b>10.0</b>	<b>Next Steps.....</b>	<b>10-1</b>

### List of Figures

Figure 1 - Brick Exterior.....	3-3
Figure 2 - Slate Tile Roof .....	3-4
Figure 3 - Second Floor: Carpet.....	3-5
Figure 4 - First Floor: Historic Details.....	3-6
Figure 5 - Typical Office Suite Restroom (flush tank water closet).....	4-3
Figure 6 - Typical office suite restroom (flush tank water closet) .....	4-3
Figure 7 - Waste Piping in Basement .....	4-4
Figure 8 - Water Heater in Basement Tunnel .....	4-4
Figure 9 - First Floor Public RR Water Closet (flush valve).....	4-5
Figure 10 - Split System Air Handler Above First Floor Ceiling .....	4-5
Figure 11 - HVAC Equipment on the Roof. RTU (left) and CU (upper right) are within 10' of roof edge ..	4-6
Figure 12 - More HVAC Equipment on roof, with some located within 10' of the edge .....	4-6
Figure 13 - Concrete in Basement.....	5-3
Figure 14 - Panel in Toilet Stall.....	5-4
Figure 15 - Second Floor Panel .....	5-4
Figure 16 - South Exterior Wall .....	6-2
Figure 17 - Concrete Beam Cracking.....	6-2
Figure 18 - South Exterior Wall .....	6-3
Figure 19 - Exterior Stone Damage .....	6-3
Figure 20 - Stone/Masonry .....	6-4
Figure 21 - Main Level Concrete Slab Damage .....	6-4

## **Newton Depot Building Assessment**

---

Figure 22 - Concrete Beam Cracking.....	6-5
Figure 23 - Roof Framing.....	6-5
Figure 24 - Exterior Masonry/Stone.....	6-6
Figure 25 - Exterior Masonry/Stone.....	6-6
Figure 26 - Main Level Concrete Slab Damage .....	6-7

### **List of Tables**

Table 1 - Summary of Estimated Costs .....	8-1
--	-----

### **List of Appendices**

Appendix A – Exhibit A - City of Newton Depot Building Assessment SE Corner of Main St and E. 5 <sup>th</sup> St.
Appendix B – Exhibit B - City of Newton Depot Building Assessment SE Corner of Main St and E. 4 <sup>th</sup> St.
Appendix C – Gravity Works Architecture – Newton Depot Building Analysis

## **Newton Depot Building Assessment**

---

### **1.0 Introduction**

Professional Engineering Consultants, P.A. (PEC) and Gravity::Works Architecture were engaged by the City of Newton, KS. to perform a Civil, Mechanical/Plumbing, Electrical, Structural and Architectural assessment of the Existing Newton Depot building and neighboring parking lot. The building is situated at the southeast corner of E. 5th Street and E. Main Street and the neighboring parking lot is located at the southeast corner E 4th Street and E. Main Street. The purpose of this visual (non-destructive) observation was to determine the current state of infrastructure at the existing building. The Architectural focus was on obvious code deficiencies, general building condition, and likeliness of building and structure to accommodate proposed renovation or remodeling.

On March 16, 2026, Michael Kelso, P.E., S.E.(Structural), David Garza (Electrical), Shaun Conway PE, LEED AP(Mechanical), and Vince Haines, AIA (Architectural) visited the building and performed a walk-thru with the City Staff. Dustin Billingsley (Civil) visited the site for exterior review on March 17, 2026. Building, site, mechanical, plumbing, electrical, and structural systems were observed to understand the general conditions of the buildings as they pertained to operation, maintenance, and applicable Code. Vince Haines, AIA assessed the existing Architectural condition and any associated Building Code items such as egress, ADA, life safety, etc. Refer to Appendix C for a detailed explanation. Based on the observations made while in the building, this assessment will address any current deficiencies. Each section of this study expands on building issues and specific discipline related items in further detail.

PEC discloses that our inspection consisted of a visual observation in addition to the use of available existing building plans and was made solely to determine the existing integrity based on the observed condition of the building. This report makes no attempt to verify or quantify that the observed building conforms to the applicable building codes now enforced or the building codes enforced at the time of construction. The conclusions, herein, are a professional opinion based upon certain assumptions made regarding the condition of the building that could not be observed without destroying otherwise adequate or serviceable portions of the building. The following is a brief overview/description of the building followed by our observations, and recommendations.

## **Newton Depot Building Assessment**

---

### **2.0 Site Civil**

#### **2.1 Existing Paving/Grading**

The parking area directly abutting the southeast side of the Depot building is bounded to the west by N. Main Street, the southeast by railroad right of way and the north by E. 5th Street. Topography of this site generally appears to slope from northwest to southeast. The parking lot predominantly consists of asphalt paving with some small sections of concrete pavement and sidewalks. There are two existing concrete driveways into the parking area; one on the west entering from N. Main Street and one to the north entering from E. 5th Street (see Exhibit A).

City owned, neighboring parking at 320 N. Main, is located south of the Depot building across the railroad right of way. This parking area is bounded to the north by E. 4th Street, the east by N. Oak Street, the south by E. 3rd Street, and the west by N. Main Street. Topography of the site appears to slope in various directions, with some runoff leaving the site through existing driveways and some runoff being collected in an existing curb inlet on the west side of the parking lot. There are four existing concrete driveways entering the site; one on the north side from 4th Street, one on the west side from Main Street, and two on the south side from 3rd Street (see Exhibit B).

Both of the parking areas exhibit multiple indicators of age-related deterioration. Widespread aggregate exposure is present across the pavement surfaces, suggesting depletion of asphalt binders and oils. Cracking of various widths, reaching up to approximately 4 inches in the Depot parking area and up to 12 inches in the neighboring lot, were observed throughout the pavement, along with multiple areas exhibiting fatigue (alligator) cracking.

#### **2.2 Exterior Accessibility**

On the Depot building site, there is a striped hatch area along the front entrance of the building that may indicate the ADA accessible route. Most of the pavement markings are faded making it difficult to determine exact delineations, but there are existing signs that indicate there were two ADA stalls one of which was designated as van accessible. Most of the exterior pavement in this lot has relatively gentle slopes that appear to accommodate ADA accessible requirements.

For the neighboring parking lot, there do not appear to be any parking stalls identified as ADA accessible and there are no clearly identified ADA accessible routes. Given the poor pavement conditions and varying slopes, it was not possible to visually ascertain the ADA compliance of this parking area should the City continue to use it as such.

## Newton Depot Building Assessment

---

### 3.0 Architectural

#### 3.1 Architectural Summary

The Historic Santa Fe Depot in Newton, Kansas is a two-story masonry structure with a partial basement, originally constructed in 1929–1930 as a regional headquarters for the Atchison, Topeka and Santa Fe Railway. The Architectural aesthetic is Tudor Revival, designed to resemble William Shakespeare’s house in Stratford-on-Avon. The building remains in active use, with portions serving the Amtrak Southwest Chief line and the remainder adapted for office tenancy.

Based on visual observations, the building is in remarkably good condition relative to its age and continued use. The primary structural systems and building envelope appear sound, with no significant signs of distress or deferred maintenance. Character-defining historic features—including original windows, wood trim, and overall architectural integrity—remain largely intact and contribute positively to the building’s long-term value and eligibility for historic preservation incentives.

Interior finishes are generally aged and at or near the end of their useful life, and certain code-related deficiencies exist, particularly in fire protection, vertical egress enclosure, elevator functionality, and second-floor accessibility compliance.

Overall, the building is well-positioned for continued use, renovation, or adaptive reuse, with targeted upgrades recommended to address code compliance, building systems, and interior modernization.

#### 3.2 Building Description

1. Year of Construction: 1929-1930
2. Building Type: Historic Depot / Mixed-Use Office and Transportation Facility
3. Number of Stories: Two stories with partial basement
4. Primary Structural System: Load-bearing mass masonry (brick)
5. Roof System:
  - Pitched roof with slate tile shingles (wood-framed rafters)
  - Low-slope roof areas concealed by parapet walls (wood-framed joists)
6. Exterior Envelope: Brick masonry with stone and steel lintels
7. Interior Construction: combination of load-bearing masonry walls and wood-framed partitions with plaster finishes
8. Current Use:
  - First Floor: Amtrak passenger services and office suits.
  - Second Floor: Office suites
  - Basement: Mechanical and service functions

## **Newton Depot Building Assessment**

---

### **3.4 Training**

1. Visual, non-destructive inspection of accessible areas
2. Review of observable architectural systems and components
3. No verification of concealed conditions
4. Limited Assessment of building systems beyond architectural interface

### **3.5 Findings by System**

#### **3.5.1 Structural Systems**

1. No visible signs of structural movement, settlement, or significant distress were observed.
2. The load-bearing masonry system appears stable and well-maintained.
3. Minor cracking consistent with normal thermal expansion and contraction was observed, particularly at lintels over large openings.
4. Observed conditions are typical for a structure of this age and do not currently indicate structural concern.

### **3.6 Building Envelope**

#### **3.6.1 Exterior Walls**

1. Brick masonry is in very good condition.
2. Mortar joints (tuck pointing) are well preserved, especially considering the building's age. Discrepancies between Architectural and Structural comments regarding tuck pointing is relative to structural integrity vs weatherproofing and envelope. Architectural recommendations for stone replacement, brick tuck pointing, and weatherproofing is intended to address the exterior envelope and weatherproofing of the building to prevent moisture infiltration and future wall damage.
3. Some repair is needed for degrading and damaged stone.
4. Wood rot and repair is needed on the eaves, fascia and some exterior wood trim. This is limited to a few areas and does not appear to be widespread.

## Newton Depot Building Assessment

---

**Figure 1 - Brick Exterior**



### **3.6.2 Windows**

1. Original single-hung wood windows remain in place throughout the building.
2. Aluminum storm windows have been added.
3. Windows appear operable and in notably good condition.
4. Retention of original fenestration is a significant asset for historic preservation compliance and potential grant funding opportunities.

### **3.6.3 Doors**

1. Most exterior doors appear to have been replaced and are operational.
2. The primary entrance serving the Amtrak area appears to retain original character.
3. Large historic sliding doors remain in place; however, their ability to operate is uncertain.

## Newton Depot Building Assessment

---

### 3.6.4 Roofing

1. The overall roof system is serviceable and shows no evidence of major failure.
2. Slate tile roofing appears original and exhibits age-related wear; ongoing maintenance is recommended.
3. Low-slope roof areas are generally in good condition, requiring only minor repairs or patching.
4. No evidence of active leaks or significant water intrusion was observed, either at the roof surface or within interior spaces.

**Figure 2 - Slate Tile Roof**



## Newton Depot Building Assessment

---

### 3.7 Interior Conditions

1. Interior finishes are generally dated and approaching the end of their service life.

#### 3.7.1 Ceilings

1. Acoustic ceiling tiles exhibit sagging and discoloration, likely due to elevated interior humidity levels.

#### 3.7.2 Flooring

1. Carpet is worn, dated, and in some areas heavily wrinkled, further suggesting humidity-related conditions.

**Figure 3 - Second Floor: Carpet**



## Newton Depot Building Assessment

---

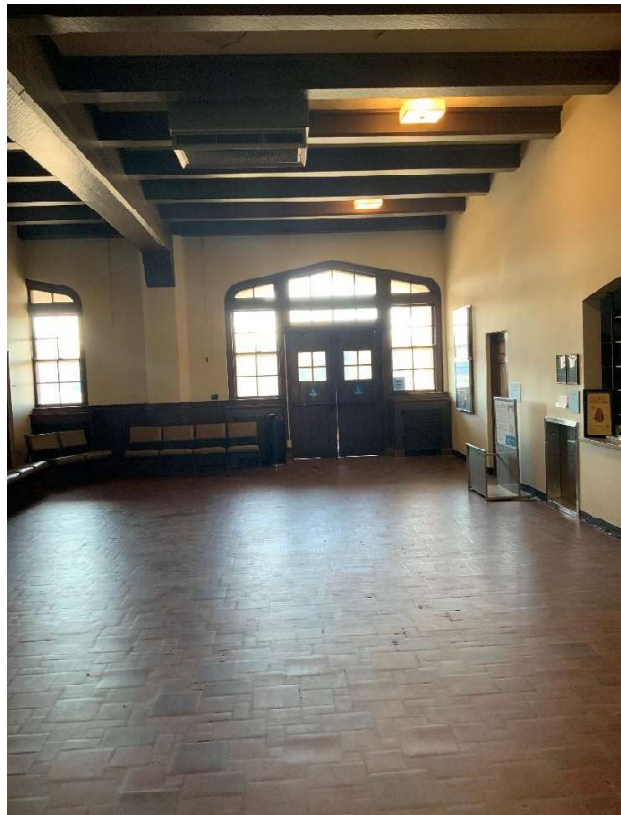
### 3.7.7 Walls & Finishes

1. Painted wall surfaces are in fair condition.

### 3.7.4 Historic Elements

1. Original wood trim and detailing remain largely intact and are in good condition.
2. Newer trim installations have been sensitively designed to match original profiles and detailing, maintaining architectural continuity.

**Figure 4 - First Floor: Historic Details**



## **Newton Depot Building Assessment**

---

### **3.8 Life Safety / Code Considerations**

#### **3.8.1 General**

1. Under current use as a business/office occupancy, the building generally aligns with baseline code expectations; however, several notable deficiencies and potential compliance issues were identified.

#### **3.8.2 Egress**

1. The second floor is served by two exit stairs:
  - West Stair: Enclosed within a fire-rated assembly and discharges directly to the exterior.
  - East Stair: Not enclosed and may not meet current fire-resistance requirements.

#### **3.8.3 Fire Protection**

1. The building is not equipped with an automatic fire sprinkler system.
2. Existing fire department hose stations are present; operational status is unknown and should be verified.

#### **3.8.4 Vertical Transportation (Elevator)**

1. The elevator was not operational at the time of assessment.
2. Given its age and condition, it is likely non-compliant with current codes and standards as enforced by the State of Kansas.
3. Further evaluation by a licensed elevator inspector is recommended.

#### **3.8.5 Accessibility (ADA)**

1. First-floor restrooms have been upgraded to meet ADA accessibility standards and serve both office tenants and the Amtrak area.
2. Second-floor restrooms do not appear to meet ADA compliance requirements.
3. Accessibility to upper levels is dependent on elevator functionality, which is currently compromised.

## **Newton Depot Building Assessment**

---

### **3.8.6 General Building Code**

1. The building occupancy is “B” Business and has been under this use for many years. With confirmation with Mr. Justin Erickson, Planning and Zoning Supervisor, the building can continue to operate under its current use designation and remain grandfathered in on building code enhancements. No life safety or egregious code deficiencies were observed.
2. If the building were to undergo significant renovation or change in occupancy use (hotel or housing for example) then the building would be required to fully comply with current building and fire code requirements.

### **3.9 Deficiencies & Priority Levels**

#### **3.9.1 Priority 1 – Immediate (Life Safety / Critical)**

1. Assess and restore or replace non-operational elevator.
2. Verify functionality of fire hose stations and overall fire protection readiness.

#### **3.9.2 Priority 2 – Short-Term (Prevent Deterioration / Compliance)**

1. Implement targeted roof maintenance, particularly at slate tile areas.
2. Address interior humidity conditions impacting ceiling and flooring materials.
3. Evaluate feasibility of fire sprinkler system installation.

#### **3.9.3 Priority 3 – Long-Term (Capital Improvements)**

1. Replace or upgrade interior finishes (ceilings, flooring, paint)
2. Improve ADA compliance for second-floor restrooms.
3. Restore or rehabilitate historic sliding doors if desired for functional or interpretive use

### **3.10 Recommendations**

1. Maintain and preserve original historic elements, particularly windows and wood detailing, as these significantly enhance the building’s historical and financial value.
2. Pursue improvements in a manner consistent with historic preservation standards to maintain eligibility for tax credits and grant funding.

### **3.11 Limitations**

This report is based solely on visual observations of accessible areas at the time of the site visit. No destructive testing or concealed condition analysis was performed. As such, this report does not constitute a warranty or guarantee of existing or future conditions.

## **Newton Depot Building Assessment**

---

### **3.12 Architectural Summary**

The Historic Santa Fe Depot is an exceptionally well-preserved structure of both architectural and historical significance. Its current condition supports continued occupancy with minimal immediate structural concern. With strategic investment in code compliance, building systems, and interior modernization, the building is highly suitable for continued use, adaptive reuse, or long-term preservation, aligning with future community and economic development goals.

## **Newton Depot Building Assessment**

---

### **4.0 Mechanical**

#### **4.1 Existing Conditions**

##### **4.1.1 Newton Depot Building**

The Newton Depot Building is a historic building located in downtown Newton, KS next to the railroad tracks. A portion of the building is single story, while there is another portion that has a second floor. There is also a basement. The two-story portion of the building has a pitched roof, while there is a flat roof above the single-story portion that houses the outdoor HVAC equipment. Currently, a portion of the building is used as the Amtrak train station. The remainder of the building is mostly office/business space, with most of the spaces currently being unoccupied.

##### **4.1.2 Plumbing**

Per the Owner, there is a single 2" water service to the building, but this was not verified. There aren't any complaints about domestic water leaks or capacity issues in the building, although some piping is likely beyond its average life expectancy. Likewise, there aren't any complaints from the Owner about sanitary sewer issues. Often with buildings of this age, there can be clogged or collapsed lines, but there are no complaints of that. A plumber could camera the sanitary sewer service line on site to verify its condition. There is some storm water intrusion into the basement, with a few sump pumps installed to deal with that. Further investigation would be necessary to determine if these issues are due to site drainage or foundation leakage. The building does not currently have natural gas service.

There are several water heaters throughout the building. There doesn't seem to be a central domestic water heater plant. Instead, there are smaller water heaters at applicable plumbing fixtures. Most water heaters that we observed are at or beyond their average life expectancy. With no natural gas service present, all water heaters are electric.

There are also a variety of plumbing fixtures throughout. There are some smaller public restrooms at the first floor and second floor. Public water closets at the first floor are flush valve, while on the second floor they were flush tank. There are also a few flush valve urinals. Lavatories had manual faucets, while a couple of the manual faucets at the first floor were metering pushbutton style. Several of the office suites also have private restrooms and/or sinks. For the most part, water closets in these office restrooms were

## Newton Depot Building Assessment

---

flush tank. Plumbing fixtures throughout the building are aged and in poor to average condition. If the water service to the building is truly 2", then that supports most of the water closets being flush tank. Flush valves require larger water piping, so this service size would not support a large number of flush valves.

### 4.1.3 HVAC

There is no central plant present in the Depot building, so all areas are served by unitary equipment. As mentioned previously, there is a flat roof over the single-story portions of the building, and this is where the outdoor HVAC equipment lives. All cooling is done with DX equipment, either split systems or packaged rooftop units. All heating is done with electric heat. There are some systems that utilize heat pumps with backup electric heat, but other systems just use electric resistance heat. Heat pumps are an efficient way to heat, but their performance and efficiency tends to drop off when it falls below 30 or 40 degrees outside, which is why backup electric heat is needed.

Larger spaces are served by packaged rooftop units that are DX cooling and either heat pump with backup electric heat, or just electric heat. As an example, the Amtrak lobby/waiting area is served by a RTU with a concentric diffuser in the ceiling. The majority of the building is served by split systems. These systems consist of a residential-style air handler located horizontal above the ceiling, with a condensing unit/heat pump located on the first floor roof. The indoor unit is ducted to return grilles and supply diffusers. Access to the first floor air handlers is through ceiling tiles, while second floor access is through ceiling tiles or via the spacious attic. An observation that was made with both split systems and RTU's is that they don't have mechanical ventilation air. Code mandates outside air ventilation delivered to occupied spaces. International Mechanical Code (IMC) section 403 addresses mechanical ventilation, while IMC 402 addresses natural ventilation. With a packaged rooftop unit, this ventilation air usually enters through the unit cabinet, with a weather hood located around the opening. No RTU's that we observed had this. With the split system air handlers, outside air is usually ducted from a roof hood or wall louver to the return duct of the unit, where the air is blended prior to going through the unit filter and being conditioned. We did not observe this either. Code does allow the use of natural ventilation in lieu of mechanical ventilation, if the opening of an operable window or other opening is greater than 4% of the space square footage (IMC 402.2). However, in practice, windows are rarely open in this climate to satisfy this requirement. Generally, the average life expectancy of a packaged RTU or split system is about 20 years. Equipment at the Depot building has a wide range of ages. We found most of the RTU's to be about 20-25 years old. Most of the split systems we observed ranged from 15-25 years old, with a few being newer

## Newton Depot Building Assessment

---

than that range, and a few being older. So in general, most of the HVAC equipment, while operable, is at or beyond its average life expectancy.

A final HVAC observation relates to the location of equipment on the roof. IMC section 304.11 states that any equipment on the roof that requires service shall be ten feet away from the edge of the roof, or 42" min. guards are required. A 42" tall parapet will also suffice to satisfy this requirement. We observed a RTU and several condensing units that are within 10' of the edge of the roof, and the parapet is well below 42".

**Figure 5 - Typical Office Suite Restroom (flush tank water closet)**



## Newton Depot Building Assessment

---

**Figure 7 - Waste Piping in Basement**



**Figure 8 - Water Heater in Basement Tunnel**



## Newton Depot Building Assessment

---

**Figure 9 - First Floor Public RR Water Closet (flush valve)**



**Figure 10 - Split System Air Handler Above First Floor Ceiling**



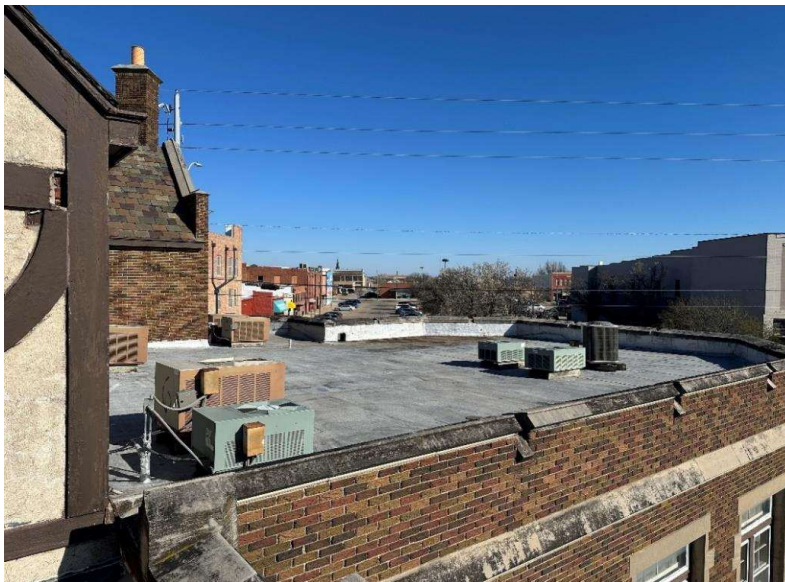
## Newton Depot Building Assessment

---

**Figure 11 - HVAC Equipment on the Roof. RTU (left) and CU (upper right) are within 10' of roof edge**



**Figure 12 - More HVAC Equipment on roof, with some located within 10' of the edge**



## **Newton Depot Building Assessment**

---

### **5.0 Electrical**

#### **5.1 Entrance and Distribution**

The Depot is served by an Evergy pad mounted transformer located on the northeast side of the building. The transformer supplies two 800 ampere, 120/208 volt, three phase main disconnect switches. Each main disconnect feeds a wireway located in the basement, which in turn supplies multiple tenant fused disconnect switches and utility company meters.

Distribution and tenant feeders are installed in Electrical Metallic Tubing (EMT) conduit.

A concrete pad is present in front of the north disconnects wireway. The National Electrical Code (NEC) requires a minimum of 3 feet of clear working space in front of electrical equipment. Removal of the concrete pad is recommended to provide the required code compliant working clearance (see Figure 13). The estimated cost to remove the concrete slab is approximately \$2,000.

#### **5.2 Branch Circuit Panelboards**

Branch circuit panelboards are located within the tenant spaces they serve and were generally observed to be in fair to good condition. One panelboard is installed within a restroom wall, with a toilet located directly below the panel. This configuration does not meet the NEC working clearance requirements. To achieve code compliance, the toilet should be removed or the panelboard relocated (see Figure 14). The estimated cost to relocate the panelboard is approximately \$7,000.

A second floor panelboard was observed with a built in counter installed directly in front of it. This condition also fails to meet NEC working clearance requirements (see Figure 15). Relocation of this panelboard is recommended, with an estimated cost of approximately \$4,000.

#### **5.3 Convenience Receptacles**

Convenience receptacles are installed throughout the tenant spaces and are supplied by branch circuit breakers from the panelboards serving each respective tenant area. In some locations, surface mounted plug mold has been installed where wall mounted receptacles were not feasible or where receptacles have been added over time.

Two second floor restrooms were observed to have a receptacle installed adjacent to the sink. The National Electrical Code (NEC) requires receptacles located within 6 feet of a sink to be provided with ground fault circuit interrupter (GFCI) protection. These receptacles should be replaced with GFCI type receptacles to meet code requirements. The estimated cost to replace the two receptacles with GFCI type receptacles is approximately \$300.

## **Newton Depot Building Assessment**

---

### **5.4 Equipment Connections**

Several disconnect switches serving the roof mounted mechanical units exhibit surface rust resulting from prolonged exposure to the elements. A detailed inspection of the internal conductive components by a qualified electrician is recommended to verify that corrosion has not adversely affected their integrity or performance. Replacement should be undertaken if deterioration is identified. The estimated cost to replace a 60 ampere, 240 volt, NEMA 3R fused disconnect switch is approximately \$500 per unit.

### **5.5 Interior Lighting**

Most areas on both the first and second floors are equipped with 2 ft × 4 ft lay in ceiling systems. The majority of these spaces utilize four lamp, 2 ft × 4 ft lay in fluorescent light fixtures. On the first floor, most fixtures were observed to be operational at the time of inspection. Operating conditions on the second floor could not be verified because power to these areas was shut off. Several second floor fixtures are located near ceiling tiles exhibiting water damage, apparently resulting from roof leaks. Any fixtures affected by water infiltration should be evaluated and replaced as necessary.

Although the fixtures remain operational, replacement with energy efficient LED luminaires is recommended to reduce overall energy consumption and minimize ongoing maintenance typically associated with older fluorescent technology.

The first floor train station lobby, which features higher ceiling heights, is illuminated by short pendant, square shaped fixtures utilizing three or four incandescent or LED retrofit lamps. The adjacent seating area is equipped with a surface mounted track lighting system with cylindrical track heads, primarily used to provide wall and accent lighting.

The estimated cost to replace a 2 ft × 4 ft lay in light fixture with a new flat panel LED fixture is approximately \$400 per fixture.

### **5.6 Exterior Lighting**

Wall arm-mounted exterior fixtures utilizing mercury vapor lamps are installed on all sides of the building to provide general site and façade illumination. Operating conditions could not be verified during the daytime inspection.

Additional exterior lighting fixtures include smaller surface mounted luminaires located above exit doors and surface mounted fixtures installed within soffits.

Replacement of the existing exterior lighting fixtures with architectural LED luminaires is recommended to improve energy efficiency, enhance color rendering of building wall materials, and provide improved overall illumination quality. The estimated cost to replace an exterior fixture with an architectural exterior LED fixture is approximately \$1,500 per fixture.

## Newton Depot Building Assessment

---

### 5.7 Emergency Lighting and Exits

Wall mounted battery pack emergency light fixtures are installed along hallway exit paths to provide emergency illumination. Battery pack-type wall and ceiling mounted exit signs are also provided to identify exit paths and exit doors.

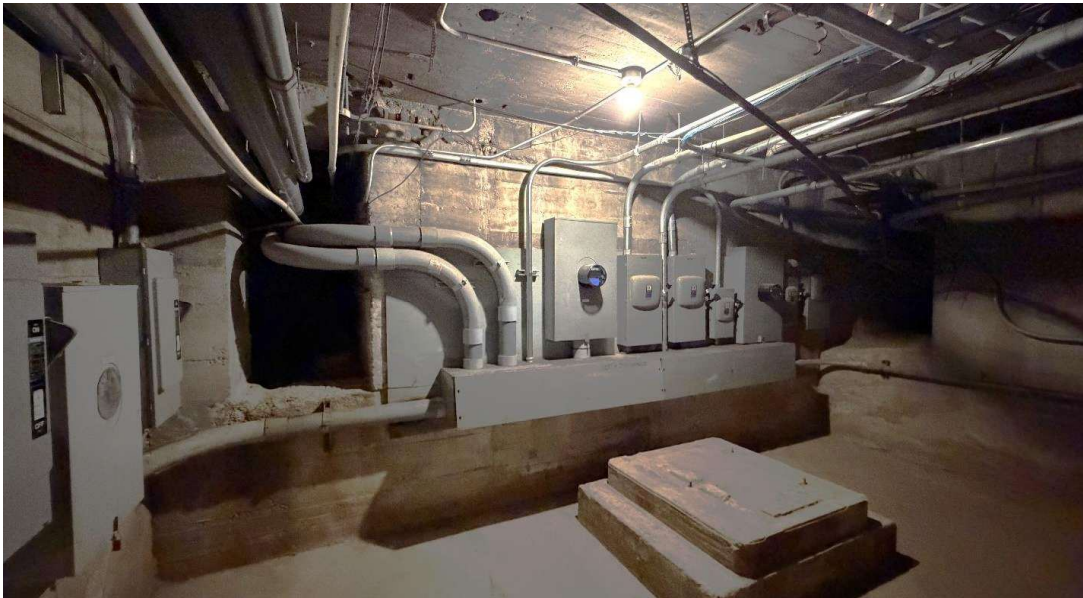
Based on the apparent age of these fixtures, it is likely that the integral batteries have exceeded their expected service life. Replacement of the existing emergency lighting fixtures and exit signs with new battery backed LED units is recommended to ensure reliable operation during power outages.

The estimated cost to replace an exit sign with a battery backed LED exit sign is approximately \$300 per unit. The estimated cost to replace an emergency light fixture with a battery backed LED emergency fixture is approximately \$250 per unit.

### 5.8 Fire Alarm System

Numerous smoke detector heads are missing throughout the building. If smoke detection is required to be provided by current applicable codes, the existing system would require replacement with a new, fully compliant fire alarm system. Installation of a new fire alarm system is estimated at approximately \$3.00 to \$5.00 per square foot.

**Figure 13 - Concrete in Basement**



## Newton Depot Building Assessment

---

**Figure 14 - Panel in Toilet Stall**



**Figure 15 - Second Floor Panel**



## **Newton Depot Building Assessment**

---

### **6.0 Structural**

#### **6.1 Observations**

The Newton Depot Building is a historic structure located in Newton, Kansas. The building generally consists of load-bearing exterior masonry walls. The main-level Floor is constructed with a combination of a cast-in-place concrete slab spanning between load-bearing masonry walls, steel beams, and concrete columns. The second-level floor and low roof are constructed with a combination of steel girder beams and dimensional wood joists. The sloped roof is wood framed with dimensional wood rafters, ridge/valley beams, and ceiling joists bearing on the load-bearing exterior masonry walls.

Only limited portions of the structure were observable during the site visit. In addition, the original 1929 drawings were reviewed.

In the basement, areas of concrete damage were observed in several locations. Several concrete cracks and spalls exposed corroded reinforcing steel. No signs of significant differential settlement or movement were observed. The walls generally appeared plumb and intact. Localized cracking, surface deterioration, and general material wear were also observed.

The floor and roof framing appears to be performing satisfactorily under existing conditions. No global sagging, structural failure, or overstressing of primary framing members was observed.

Brick and stone deterioration were observed at several locations. Exterior wood trim at eaves and gutters also shows deterioration in multiple areas.

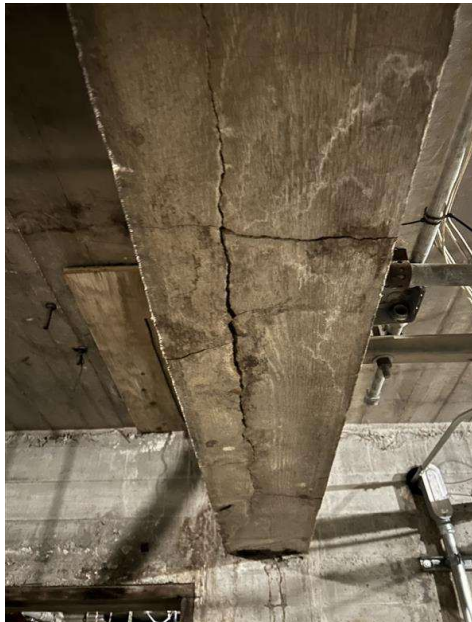
## Newton Depot Building Assessment

---

**Figure 16 - South Exterior Wall**



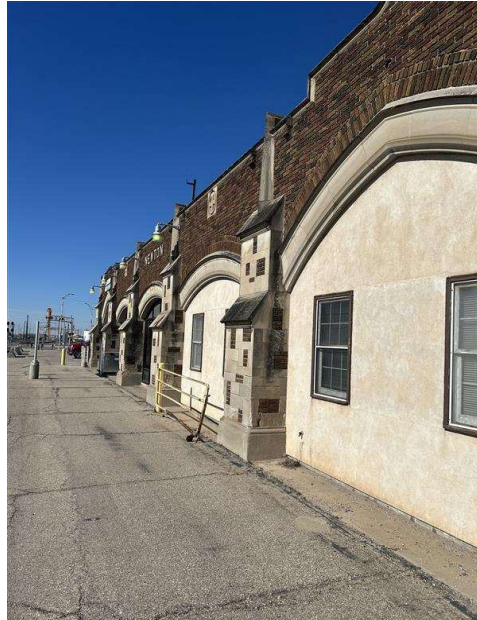
**Figure 17 - Concrete Beam Cracking**



## Newton Depot Building Assessment

---

**Figure 18 - South Exterior Wall**



**Figure 19 - Exterior Stone Damage**



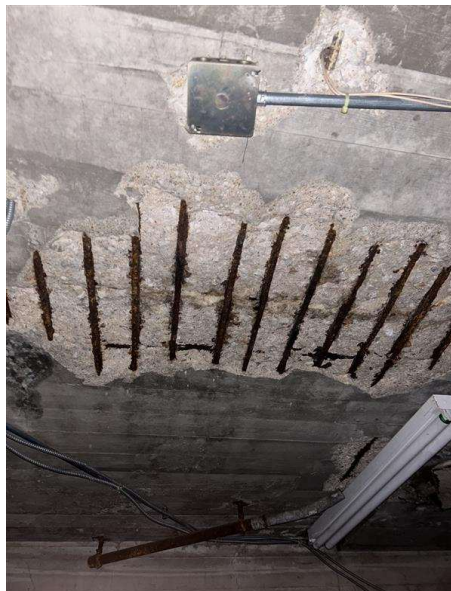
## Newton Depot Building Assessment

---

**Figure 20 - Stone/Masonry**



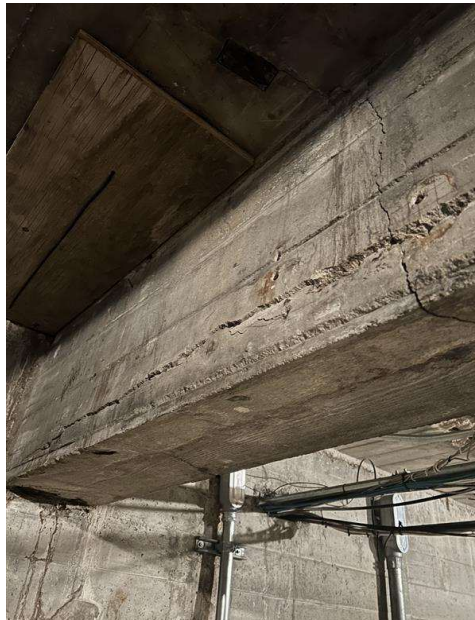
**Figure 21 - Main Level Concrete Slab Damage**



## **Newton Depot Building Assessment**

---

**Figure 22 - Concrete Beam Cracking**



**Figure 23 - Roof Framing**



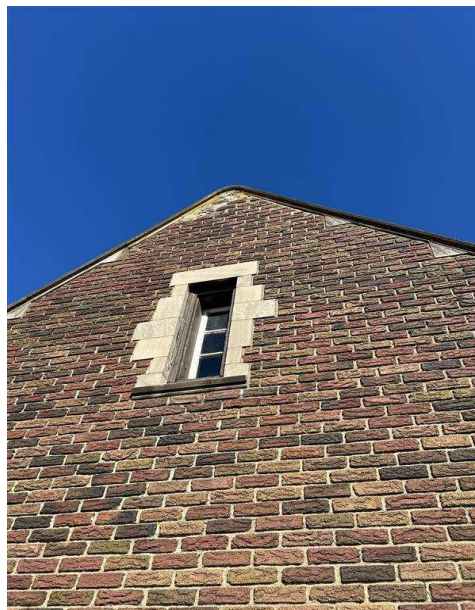
## **Newton Depot Building Assessment**

---

**Figure 24 - Exterior Masonry/Stone**



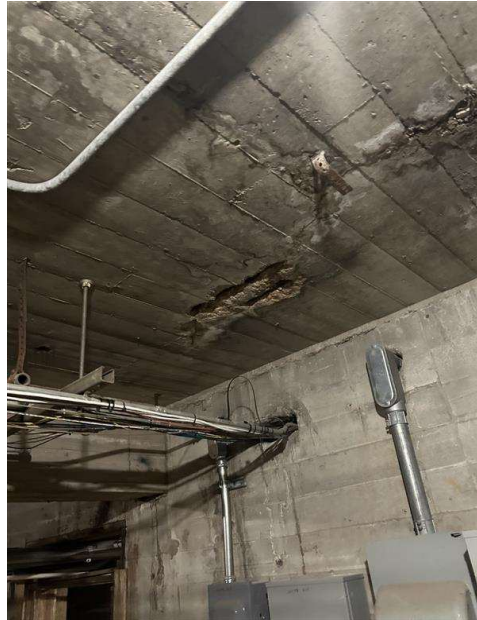
**Figure 25 - Exterior Masonry/Stone**



## Newton Depot Building Assessment

---

**Figure 26 - Main Level Concrete Slab Damage**



## **Newton Depot Building Assessment**

---

### **7.0 Recommendations**

#### **7.1 Civil and Architectural**

The following is a list of civil and architectural related issues that need to be addressed in future remodeling considerations.

1. Rehabilitation of the existing pavements is recommended for both parking areas. Rehabilitation could include some or all of the following based on budget constraints and desired final appearance. Re-stripping would also be recommended for both parking areas.
  - Full depth removal and replacement of existing pavement.
  - Mill (or grind) off 1" to 2" of existing pavement and replace the surface course with new asphalt.
  - Perform pavement patching to remove/replace asphalt in the more worn/damaged areas.
  - Perform crack repair to address widespread cracks in the pavement.
  - Apply a seal coat to all existing asphalt surfaces. Seal coat would typically be performed in conjunction with patching and crack repair.

#### **7.2 Mechanical**

##### **7.2.1 Plumbing**

For the most part, any recommendations would be tied to the future use of the building, which is unknown at this time. For its current use, which is office space, the water and waste distribution, as well as the use of more point of use water heaters, appears to be adequate. Additionally, the use of flush tank water closets at the office suites is also appropriate due to the building water service not being able to handle a large number of flush valves. Any future use is likely going to require replacement of existing plumbing fixtures and water heaters. Plumbing fixtures are aged and many haven't been used for a while, which can quicken deterioration of internal components. The same goes for water heaters, many are beyond their average life expectancy.

A future use that requires more water and waste demand, such as assembly with large public restrooms, or residential/hospitality with a higher plumbing fixture count, will likely require new plumbing services and distribution.

##### **7.2.2 HVAC**

The current HVAC system type and distribution works well for the building's current use, with different areas and zones being served by different systems. There are three main points as it relates to the current HVAC system. The first is equipment age. Most

## **Newton Depot Building Assessment**

---

equipment is at or beyond its average life expectancy. Wholesale changes aren't necessarily required though, as this type of equipment can easily be replaced when it fails or when maintenance becomes frequent. Depending on the tonnage, the average cost of replacement for a split system or RTU that are the size present on this building ranges from \$10,000 to \$20,000 each. The second point is how close some equipment is to the edge of the roof. Due to the historic nature of the building, it is assumed that raising the parapets or installing guards is not an option. Therefore, roof-mounted equipment should be moved more than 10' from the edge of the roof. With an RTU, this could be difficult as it means patching the roof and installing a new roof curb. With condensing units, it means extending/rerouting refrigerant piping and electrical. This could potentially be coordinated with the AHJ to perform when equipment is replaced since it is an existing condition. The final point is mechanical ventilation. As mentioned, some spaces could be treated as exceptions due to the natural ventilation section of the IMC. However, in this climate it is preferred to use mechanical ventilation. When new RTU's are installed, they can be ordered with outside air capability and a weather hood. But split systems need to have outside air ducted to them. Once again, due to the historic nature of the building, putting louvers in walls could be difficult to approve. Roof hoods can be an option at the first floor. At the second floor, something more creative will be required.

Similar to plumbing, the future use of the building really drives what happens with the HVAC. The current systems are good for the office occupancy they serve. But if the space was to transition to assembly, or residential/hospitality, or more commercial, then the HVAC system will need to be revisited.

### **7.3 Structural**

Based on accessible areas observed, the structural systems appear to be in serviceable condition and performing as intended for continued use under current loading and occupancy conditions.

The observed cracking and material deterioration appear consistent with normal aging and service exposure and do not represent immediate structural safety concerns.

PEC recommends the following actions to support the continued service life of the structure:

- Periodically monitor observed masonry cracking and deterioration for signs of progression. Remove loose and delaminated concrete to sound substrate.
- Fully expose reinforcing steel within repair areas and evaluate for section loss.
- Replace reinforcing steel where section loss is identified; otherwise, clean and treat existing reinforcement with an approved corrosion protection system.

## **Newton Depot Building Assessment**

---

- Patch areas using a compatible structural concrete repair mortar installed per manufacturer recommendations.
- Address roof and building envelope issues to reduce moisture intrusion and associated deterioration of structural elements.
- If future renovations, changes in use, or additional structural loading are contemplated, a detailed structural evaluation and analysis should be performed at that time.

## Newton Depot Building Assessment

### 8.0 Summary of Estimated Costs

**Table 1 - Summary of Estimated Costs**

(All costs are preliminary estimates based on a visual review only)

Newton Depot Building Assessment		
<b>Civil Site Work</b>	<b>Est. Cost</b>	<b>Units</b>
Remove & Replace Pavement	\$11 - \$15	SF
Repair/Rehab Pavement Costs, Patch/Fill/Seal to Mill/OL	\$2 - \$5	SF
<b>Architectural</b>	<b>Est. Cost</b>	<b>Units</b>
Slate Roof Removal & Replacement	\$3K to 5.5K	SQ
Flat & Low-Sloped Roof Repair	\$10K-15K	LS
Remove & Replace Deteriorated Ext Wood Elements as Needed	\$10,000	LS
Replace & Repair Deteriorated Stone	\$35K-45K	LS
Misc. Tuck Pointing & Waterproofing	\$10 to \$15	SF
Painting	\$25,000	LS
Tenant Finish & Interior Remodeling	TBD	
Note: Architectural estimates are intended to capture general costs for improvements and suggested cures. Costs represented as a range are dependent on the area to be addressed and represent current market rates for similar work.		
<b>Mechanical</b>	<b>Est. Cost</b>	<b>Units</b>
<b>Plumbing</b>		
If remains office & existing public RR are ok w/no additions	0	
If turns into hotel, must gut and rework	\$15	SF
<b>HVAC</b>		
If remains offices, depends on tonnage & amt ductwork revised then replacement of an existing system	\$10K to \$20K	EA
If turns into hotel, must remove & redo entire system according to new layout	TBD	
<b>Electrical</b>	<b>Est. Cost</b>	<b>Units</b>
<b>Entrance &amp; Distribution</b>		
Remove concrete slab	\$2,000	LS
<b>Branch Circuit Panelboards</b>		
Relocate panelboard	\$7,000	LS
<b>Convenience Receptacles</b>		
Replace 2 Recep w/GFCA	\$300	LS
<b>Equipment Connections</b>		
Replace 60 A, 240V, NEMA 3R fused disconnect switch	\$500	EA
<b>Exterior Lighting</b>		
Replace Ext Fix w/Arch Ext LED	\$1,500	EA
<b>Interior Lighting</b>		
Replace 2 x 4 fixture w/LED flat panel	\$400	EA
<b>Emergency Lighting &amp; Exits</b>		
Replace Exit Sign w/Batt Backed LED Exit Sign	\$300	EA
Replace Emerg Light Fix w/Batt Backed LED Emer Fix	\$250	EA
<b>Fire Alarm</b>		
Install New Fire Alarm System	\$3-5	SF
<b>Structural</b> (removal &/or analysis/future use needed to determine costs)	<b>Est. Cost</b>	<b>Units</b>
Concrete Repair (all issues listed in assessment)	\$50,000	LS

## **Newton Depot Building Assessment**

---

### **9.0 Disclaimer**

The assessment was based solely on the conditions readily observable at the time of the site visit as well as existing building drawings. We did not have access to as-built drawings of the building in its current condition. Subsequent deterioration, concealed conditions, or structural deficiencies not visible during the assessment may exist. A large amount of piping and ductwork were hidden from view, as well as structural elements that would require further hands on invasive work to determine the full extent of repairs needed. No warranty or guarantee of future performance is expressed or implied. Also, the study did not include asbestos or lead paint testing and analysis.

The recommendations provided in this report are qualitative only and should be considered schematic and not for construction purposes. The design and implementation based on these recommendations should be done under the direction of a licensed design professional. PEC will not be responsible for the implementation of the remedial actions taken that are solely based on the qualitative recommendations provided in this report. Unless otherwise specified, nothing in the report shall be deemed to imply or suggest anything beyond what is specifically stated therein.

## **Newton Depot Building Assessment**

---

### **10.0 Next Steps**


The building is in serviceable condition with some immediate needs and other needs that would be based on occupancy and uses. The recommended next step is a market study to determine potential uses and then proceed into Conceptual Design to determine feasibility of the preferred use. Construction drawings and specifications prepared by licensed professionals are needed to address the recommendations of this assessment and other needs determined during the market study.

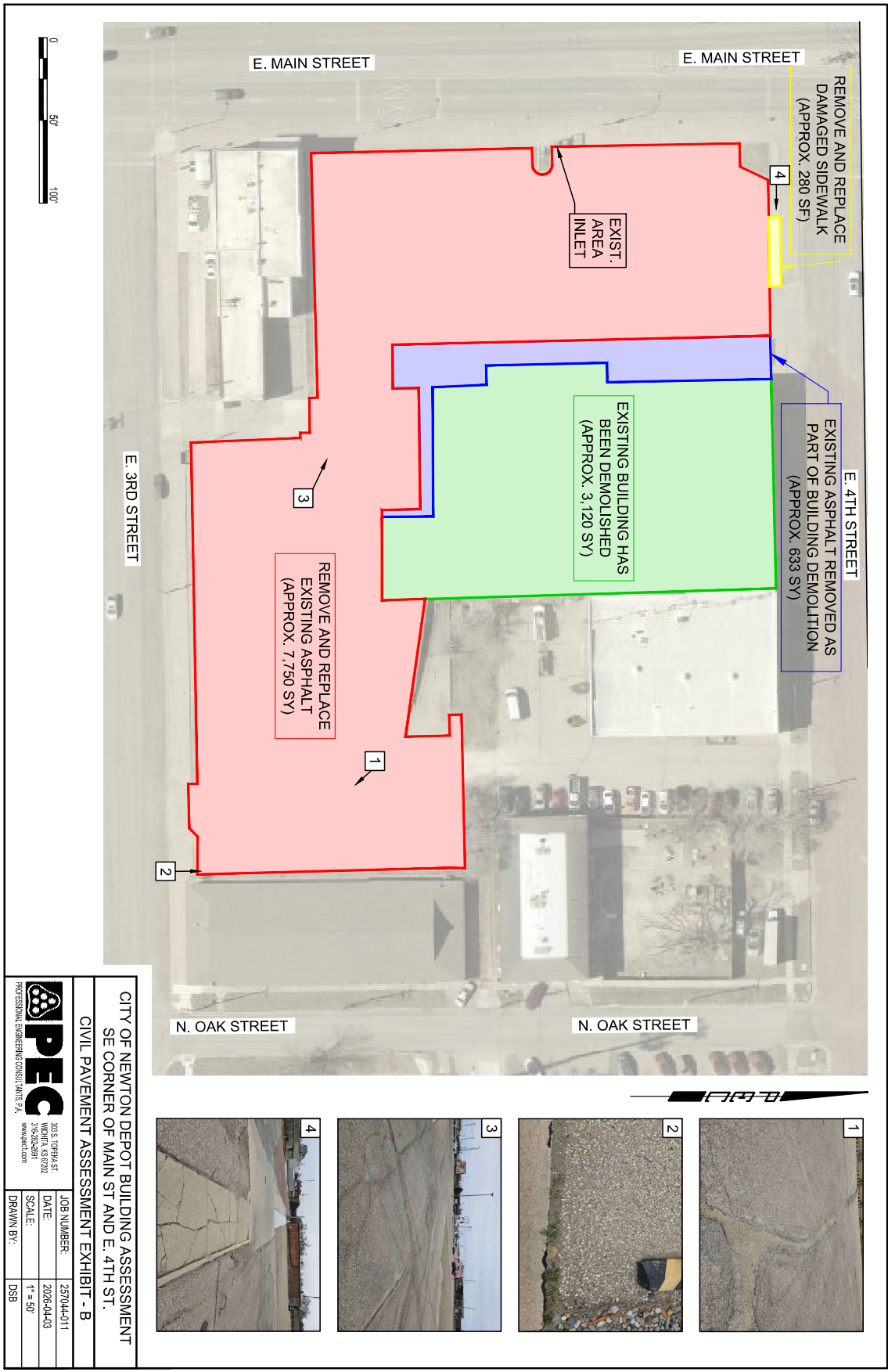
PEC would appreciate the opportunity to assist in implementing the recommendations in this report. Please do not hesitate to contact us if we can be of further service.



CITY OF NEWTON DEPOT BUILDING ASSESSMENT  
SE CORNER OF MAIN ST AND E. 5TH ST.

CIVIL ASSESSMENT EXHIBIT - A

 PROFESSIONAL ENGINEERING CONSULTANTS, P.A.	303 S. TORBURN ST. WICHITA, KS 67202 www.ppec.com	JOB NUMBER: 257044-011 DATE: 2025-04-03 SCALE: 1" = 50' DRAWN BY: DSB
	CITY OF NEWTON DEPOT BUILDING ASSESSMENT SE CORNER OF MAIN ST AND E. 5TH ST.	



**CITY OF NEWTON DEPOT BUILDING ASSESSMENT  
SE CORNER OF MAIN ST AND E. 4TH ST.**

**CIVIL PAVEMENT ASSESSMENT EXHIBIT - B**

<p><b>PPEC</b> PROFESSIONAL ENGINEERING CONSULTANTS, P.A.</p>	303 S. TORRENS ST. WICHITA, KS 67202 www.ppec.com	JOB NUMBER: 257044-011
	DATE: 2025-04-03	SCALE: 1" = 50'
DRAWN BY: DSB		

# NEWTON DEPOT BUILDING ANALYSIS



Prepared for the City of Newton  
April 23, 2026



Newton Depot Building  
Property Address: 414 N Main St, Newton, KS 67114  
Client: City of Newton  
Date of Report: April 23, 2026  
Prepared By: Gravity::Works Architecture, PA

**BUILDING ASSESSMENT REPORT**

**1. EXECUTIVE SUMMARY**

The Historic Santa Fe Depot in Newton, Kansas is a two-story masonry structure with a partial basement, originally constructed in 1929–1930 as a regional headquarters for the Atchison, Topeka and Santa Fe Railway. The Architectural aesthetic is Tudor Revival, designed to resemble William Shakespeare’s house in Stratford-on-Avon. The building remains in active use, with portions serving the Amtrak Southwest Chief line and the remainder adapted for office tenancy.

Based on visual observations, the building is in remarkably good condition relative to its age and continued use. The primary structural systems and building envelope appear sound, with no significant signs of distress or deferred maintenance. Character-defining historic features—including original windows, wood trim, and overall architectural integrity—remain largely intact and contribute positively to the building’s long-term value and eligibility for historic preservation incentives.

Interior finishes are generally aged and at or near the end of their useful life, and certain code-related deficiencies exist, particularly in fire protection, vertical egress enclosure, elevator functionality, and second-floor accessibility compliance.

Overall, the building is well-positioned for continued use, renovation, or adaptive reuse, with targeted upgrades recommended to address code compliance, building systems, and interior modernization.

**2. PURPOSE & SCOPE**

The purpose of this assessment is to evaluate the general architectural condition of the existing structure, building envelope, and interior systems of the Historic Santa Fe Depot.

This assessment is based on non-invasive visual observations conducted during a site visit. No destructive testing was performed. Supplemental assessments by structural, mechanical, electrical, and site consultants are referenced but documented separately.

### 3. BUILDING DESCRIPTION

- Year of Construction: 1929–1930
- Building Type: Historic Depot / Mixed-Use Office and Transportation Facility
- Number of Stories: Two stories with partial basement
- Primary Structural System: Load-bearing mass masonry (brick)
- Roof System:
  - Pitched roof with slate tile shingles (wood-framed rafters)
  - Low-slope roof areas concealed by parapet walls (wood-framed joists)
- Exterior Envelope: Brick masonry with stone and steel lintels
- Interior Construction: Combination of load-bearing masonry walls and wood-framed partitions with plaster finishes
- Current Use:
  - First Floor: Amtrak passenger services and office suites
  - Second Floor: Office suites
  - Basement: Mechanical and service functions

### 4. METHODOLOGY

- Visual, non-destructive inspection of accessible areas
- Review of observable architectural systems and components
- No verification of concealed conditions
- Limited assessment of building systems beyond architectural interface

### 5. FINDINGS BY SYSTEM

#### 5.1 Structural Systems

- No visible signs of structural movement, settlement, or significant distress were observed.
- The load-bearing masonry system appears stable and well-maintained.
- Minor cracking consistent with normal thermal expansion and contraction was observed, particularly at lintels over large openings.
- Observed conditions are typical for a structure of this age and do not currently indicate structural concern.

#### 5.2 Building Envelope

##### Exterior Walls:

- Brick masonry is in very good condition.
- Mortar joints (tuckpointing) are well preserved, especially considering the building's age.
- Some repair is needed for degrading and damaged stone.
- Wood rot and repair is needed on the eaves, fascia and some exterior wood trim. This is limited to a few areas and does not appear to be widespread.

## Windows:

- Original single-hung wood windows remain in place throughout the building.
- Aluminum storm windows have been added.
- Windows appear operable and in notably good condition.
- Retention of original fenestration is a significant asset for historic preservation compliance and potential grant funding opportunities.

## Doors:

- Most exterior doors appear to have been replaced and are operational.
- The primary entrance serving the Amtrak area appears to retain original character.
- Large historic sliding doors remain in place; however, their ability to operate is uncertain.

## Roofing:

- The overall roof system is serviceable and shows no evidence of major failure.
- Slate tile roofing appears original and exhibits age-related wear; ongoing maintenance is recommended.
- Low-slope roof areas are generally in good condition, requiring only minor repairs or patching.
- No evidence of active leaks or significant water intrusion was observed, either at the roof surface or within interior spaces.

## 5.3 Interior Conditions

- Interior finishes are generally dated and approaching the end of their service life.

## Ceilings:

- Acoustic ceiling tiles exhibit sagging and discoloration, likely due to elevated interior humidity levels.

## Flooring:

- Carpet is worn, dated, and in some areas heavily wrinkled, further suggesting humidity-related conditions.

## Walls &amp; Finishes:

- Painted wall surfaces are in fair condition.

## Historic Elements:

- Original wood trim and detailing remain largely intact and are in good condition.
- Newer trim installations have been sensitively designed to match original profiles and detailing, maintaining architectural continuity.

## 5.4 Life Safety / Code Considerations

## General:

Under current use as a business/office occupancy, the building generally aligns with baseline code expectations; however, several notable deficiencies and potential compliance issues were identified.

## Egress:

- The second floor is served by two exit stairs:
  - o West Stair: Enclosed within a fire-rated assembly and discharges directly to the exterior.
  - o East Stair: Not enclosed and may not meet current fire-resistance requirements.

## Fire Protection:

- The building is not equipped with an automatic fire sprinkler system.
- Existing fire department hose stations are present; operational status is unknown and should be verified.

## Vertical Transportation (Elevator):

- The elevator was not operational at the time of assessment.
- Given its age and condition, it is likely non-compliant with current codes and standards as enforced by the State of Kansas.
- Further evaluation by a licensed elevator inspector is recommended.

## Accessibility (ADA):

- First-floor restrooms have been upgraded to meet ADA accessibility standards and serve both office tenants and the Amtrak area.
- Second-floor restrooms do not appear to meet ADA compliance requirements.
- Accessibility to upper levels is dependent on elevator functionality, which is currently compromised.

## General Building Code

- The building occupancy is "B" Business and has been under this use for many years. With confirmation with Mr. Justin Erickson, Planning and Zoning Supervisor, the building can continue to operate under its current use designation and remain grandfathered in on building code enhancements. No life safety or egregious code deficiencies were observed.
- If the building were to undergo significant renovation or change in occupancy use (hotel or housing for example) then the building would be required to fully comply with current building and fire code requirements.

## 6. DEFICIENCIES & PRIORITY LEVELS

Priority 1 – Immediate (Life Safety / Critical):

- Assess and restore or replace non-operational elevator
- Verify functionality of fire hose stations and overall fire protection readiness

Priority 2 – Short-Term (Prevent Deterioration / Compliance):

- Implement targeted roof maintenance, particularly at slate tile areas
- Address interior humidity conditions impacting ceiling and flooring materials
- Evaluate feasibility of fire sprinkler system installation

Priority 3 – Long-Term (Capital Improvements):

- Replace or upgrade interior finishes (ceilings, flooring, paint)
- Improve ADA compliance for second-floor restrooms
- Restore or rehabilitate historic sliding doors if desired for functional or interpretive use

## 7. RECOMMENDATIONS

- Maintain and preserve original historic elements, particularly windows and wood detailing, as these significantly enhance the building's historical and financial value.
- Pursue improvements in a manner consistent with historic preservation standards to maintain eligibility for tax credits and grant funding.

## 8. LIMITATIONS

This report is based solely on visual observations of accessible areas at the time of the site visit. No destructive testing or concealed condition analysis was performed. As such, this report does not constitute a warranty or guarantee of existing or future conditions.

## 9. ATTACHMENTS

- Photographs
- Referenced supplemental assessments
  - o Structural Assessment
  - o Mechanical Assessment
  - o Electrical Assessment
  - o Site Assessment

## 10. ARCHITECTURAL SUMMARY

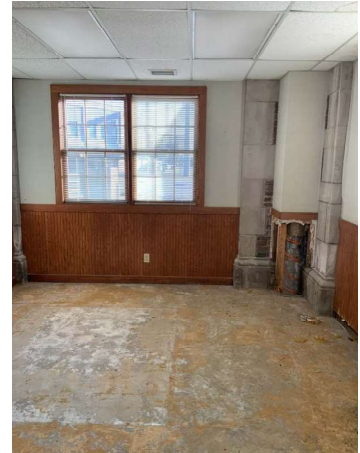
The Historic Santa Fe Depot is an exceptionally well-preserved structure of both architectural and historical significance. Its current condition supports continued occupancy with minimal immediate structural concern. With strategic investment in code compliance, building systems, and interior modernization, the building is highly suitable for continued use, adaptive reuse, or long-term preservation, aligning with future community and economic development goals.



Basement: Ground water in basement area is limited. Sump pump appears operational



Basement: Dry basement at electrical and equipment rooms



First Floor: Rooms in need of remodeling



First Floor: Stained and sagging ceiling tile



First Floor: Sagging ceiling tile indicating high humidity



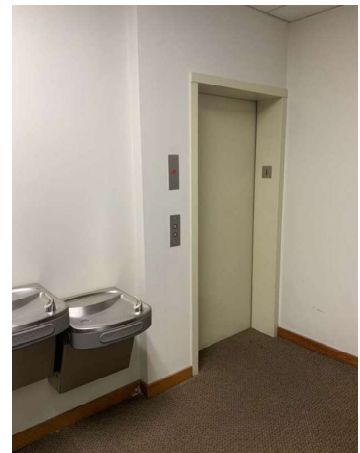
First Floor: Stained and sagging ceiling tile



First Floor: Ceiling in need of paint and maintenance



First Floor: Restrooms and other ADA accommodations provided on first floor only



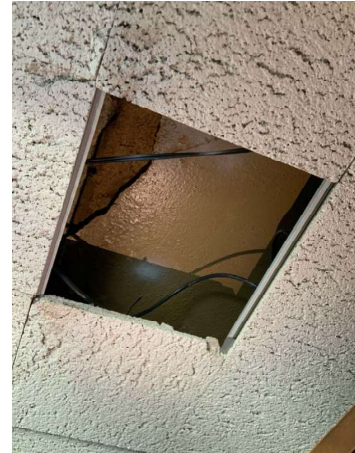
First Floor: Restrooms and other ADA accommodations provided on first floor only



First Floor: Exterior wall repairs above lay-in ceiling system



Second Floor: Sagging and stained ceiling tile indicating high humidity



Second Floor: Plaster above suspended ceiling system is in poor condition



Second Floor: Exterior walls indicates moisture infiltration and in need of painting



Second Floor: Carpet at end of life. Buckling indicates high humidity



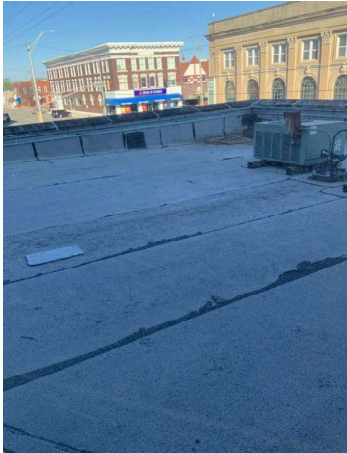
First Floor: Historic details remain in good condition



First Floor: Historic details remain in good condition



Building retains historic windows and in operable condition



Roof: Modified Bitumen roof in good condition and in need of minor repairs



Roof: TPO roof membrane in good condition



Roof: Slate tile roof in need of repair and replacement in areas



Roof: Modified Bitumen roof in good condition and in need of minor repairs. Flashing appears in fair condition



Roof: Modified Bitumen roof in good condition and in need of minor repairs



Roof: Brick wall and stone at parapet are in good condition, In need of sealant maintenance



Roof: Roof top equipment appear to be properly flashed weather tight



Roof: Slate tile roof in need of repair and replacement in areas. Flashing needs maintenance



Exterior: Exterior brick in good condition and in need of spot tuckpointing. Some areas of wood rot need maintenance



Exterior: Brick in need of tuck pointing and weatherproofing



Exterior: Exterior brick in good condition and in need of spot tuckpointing. Some areas of wood rot need maintenance



Exterior: Windows in need of sealant and caulking



Exterior: Locations of deteriorated or damaged base stone



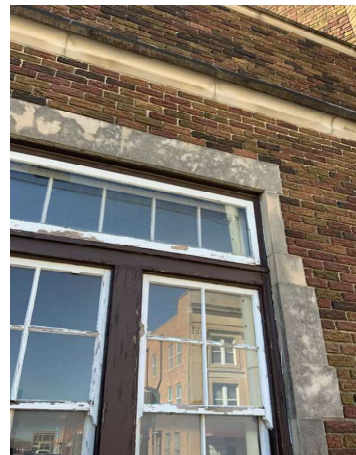
Exterior: Locations of deteriorated or damaged base stone



Exterior: Brick exterior is in good condition and in need of spot tuck pointing and sealant



Exterior: Areas of tuck pointing and sealant



Exterior: Window and opening lintels appear to be in good condition and do not indicate steel decay or structural movement



Exterior: Historical window remain throughout the building in good and operational condition



Exterior: Areas around building in need of wood trim repair and maintenance



---

**TO:** City Commission  
**FROM:** Chris Towle  
**DATE:** June 23, 2026  
**SUBJECT:** Conduct a hearing to consider the removal of Newton Housing Authority (NHA) Commissioners.

---

**PURPOSE:**

This item concerns the membership of the Board of the Newton Housing Authority (NHA). As you recall, at our previous meeting, the City Commission appointed three members to serve as Commissioners of the NHA, filling three vacant positions. The City also approved a letter providing notice under the Municipal Housing Law to consider the removal of the two other NHA Commissioners. Under the Municipal Housing Law, the City can remove members for inefficiency, neglect of duty, or misconduct in office. Here, there are no allegations of misconduct, but the basis for inefficiency and neglect of duty are outlined in the previously mentioned notice letter. Each commissioner suggested for removal is afforded a hearing in their defense and is provided with notice and the opportunity to be heard. The hearing will include an overview of the claims asserted against two commissioners, allow them their defense, and consider the same before determining whether to remove the commissioners from their position with the NHA. Should one or more positions become vacant through removal or resignation, the City is free to appoint a replacement member or members.

**RECOMMENDATION:**

Conduct hearing to consider removal of NHA Commissioners.



---

**TO:** City Commission  
**FROM:** Zach McHatton  
**DATE:** June 23, 2026  
**SUBJECT:** RHID 900 Meadowbrook Drive Memo

---

**PURPOSE:**

The agenda item before the City Commission requests consideration of a Resolution initiating the creation of a Reinvestment Housing Improvement District (RHID) for property located at 900 Meadowbrook Drive at SW 24th Street and west of Anderson Road. Adoption of this Resolution represents the first formal step in the statutory process required to establish an RHID and is necessary to advance the proposed housing project.

Pursuant to K.S.A. 12-5244, the RHID process begins with adoption of a Resolution by the Governing Body that makes specific findings and determinations regarding the need for the type of housing proposed within the City. The Resolution also includes the legal description of the property where the project would occur. Approval of this item does not create the district or authorize financing. It documents the City's determination that the proposed project addresses identified housing needs and should proceed through the remaining steps of the RHID process.

Following adoption, the Resolution, along with a complete copy of the City's 2019 Housing Study and Needs Assessment, will be submitted to the Secretary of the Kansas Department of Commerce for review and approval, as required by statute. Upon receiving approval from the Department of Commerce, staff will return to the City Commission to request additional actions necessary to formally create the district. These actions include adoption of a subsequent resolution, conducting a public hearing on the proposed RHID, and adoption of an ordinance formally establishing the district.

After adoption of the initiating Resolution, City staff will notify Harvey County and USD 373 of the proposed project. Both entities are required participants in the RHID process, and formal requests related to the creation of the district will be brought before each entity as part of the RHID process.

**FINANCIAL IMPLICATIONS:**

None at this time.

**RECOMMENDATION:**

Staff recommends adoption of the Resolution initiating the Reinvestment Housing Improvement District process for the subject property.

**RESOLUTION NO. G-\_\_\_\_\_**

**A RESOLUTION MAKING CERTAIN FINDINGS AND DETERMINATIONS AS TO THE NEED FOR HOUSING WITHIN THE CITY OF NEWTON, KANSAS, AND SETTING FORTH THE LEGAL DESCRIPTION OF REAL PROPERTY PROPOSED TO BE DESIGNATED AS A REINVESTMENT HOUSING INCENTIVE DISTRICT (RHID) WITHIN THE CITY GENERALLY LOCATED AT 900 MEADOWBROOK DRIVE IN NEWTON.**

**WHEREAS**, K.S.A. 12-5241 *et seq.* (the " Act") authorizes any city incorporated in accordance with the laws of the State of Kansas (the "State") to designate reinvestment housing incentive districts within such city; and

**WHEREAS**, prior to such designation the Governing Body of such city shall conduct a housing needs analysis to determine what, if any, housing needs exist within its community; and

**WHEREAS**, after conducting such analysis, the Governing Body of such city may adopt a resolution making certain findings regarding the establishment of a rural housing incentive district and providing the legal description of property to be contained therein; and

**WHEREAS**, after publishing such resolution, the Governing Body of such city shall send a copy thereof to the Secretary of Commerce of the State (the "Secretary") requesting that the Secretary agree with the finding contained in such resolution; and

**WHEREAS**, if the Secretary agrees with such findings, such city may proceed with the establishment of a reinvestment housing incentive district within such city and adopt a plan for the development or redevelopment of housing and public facilities in the proposed district; and

**WHEREAS**, the City of Newton, Kansas (the " City"), has an estimated population of 18,602 and is located in Harvey County, Kansas, which has an estimated population of 34,024 and therefore constitutes a city as said term is defined in this act; and

**WHEREAS**, the Governing Body of the City has performed a Housing Study and Needs Assessment dated May 31, 2019 and a 2023 Housing Assessment (the "Needs Analyses") copies of which is on file in the office of the City Clerk; and

**WHEREAS**, based on the Needs Analyses, the Governing Body of the City proposes to commence proceedings necessary to create an RHID in accordance with the provisions of the Act.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the City of Newton Kansas, as follows:

**SECTION 1.** The Governing Body has adopted and incorporated by reference the Needs Analyses as part of this Resolution, copies of which is on file in the office of the City Clerk;

based on a review of said Needs Analysis makes the following findings and determinations.

**SECTION 2.** The Governing Body hereby finds and determines that there is a shortage of quality housing of various price ranges in the City despite the best efforts of public and private housing developers.

**SECTION 3.** The Governing Body hereby finds and determines that the shortage of quality housing can be expected to persist and that additional financial incentives are necessary in order to encourage the private sector to construct or renovate housing in the City.

**SECTION 4.** The Governing Body hereby finds and determines that the shortage of quality housing is a substantial deterrent to future economic growth and development in the City.

**SECTION 5.** The Governing Body hereby finds and determines that the future economic wellbeing of the City depends on the Governing Body providing additional incentives for the construction or renovation of quality housing in the City.

**SECTION 6.** Based on the findings and determinations contained in Sections 1 through 5 of this Resolution, the Governing Body proposes to establish a Reinvestment Housing Incentive District (RHID) pursuant to the Act, within boundaries of the real estate legally described in Exhibit A-1 and depicted in the map in EXHIBIT A-2 attached hereto.

**SECTION 7.** This Resolution shall take effect after its adoption and publication once in the official City newspaper.

**APPROVED AND ADOPTED** by the Governing Body of the City of Newton, Kansas, this 23<sup>th</sup> day of June, 2026.

\_\_\_\_\_  
Rich Stinnett, Mayor

ATTEST:

\_\_\_\_\_  
Denise R. Duerksen, City Clerk

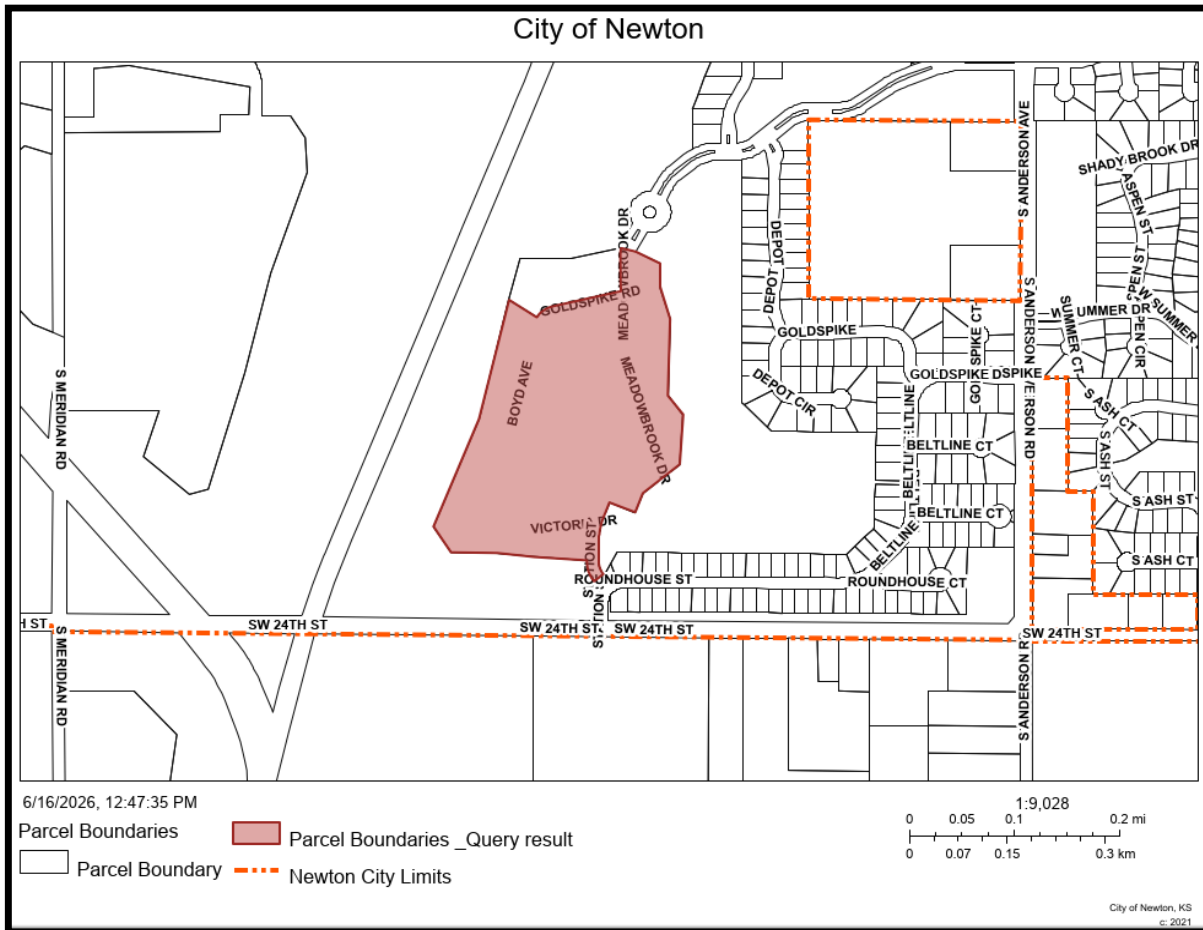
## Exhibit A-1

### Legal Description:

*All that part of the South Half (S/2) of Section Thirty (30), Township Twenty-three (23) South, Range One (1) East of the 6th P.M., Harvey County, Kansas, lying East of the right of way of the AT & SF Railway, EXCEPT that portion platted as Sand Creek Station Golf Course, an Addition to Newton, Harvey County, Kansas, AND EXCEPT that portion platted as Sand Creek Station, an Addition to Newton, Harvey County, Kansas, AND EXCEPT that portion platted as Sand Creek Station 5th Addition to the City of Newton, Harvey County, Kansas, AND EXCEPT beginning at the Northeast corner of the SE1/4 of said Section 30; thence South 920.00 feet along the East line of the SE1/4; thence West 1097.01 feet; thence North parallel with the East line of said SE1/4 921.34 feet to a point on the North line of said SE1/4; thence Easterly along the North line of said SE1/4, 1097.02 feet to the point of beginning, AND EXCEPT Beginning at the most southerly southwest corner of Meadowbrook as dedicated in Sand Creek Station, an Addition to Newton, Harvey County, Kansas, said most southerly southwest corner also being the southeast corner of Reserve "GC-1" as platted in Sand Creek Station Golf Course, an Addition to Newton, Harvey County, Kansas; thence S78°04'25"W along the south line of said Reserve "GC-1", 254.37 feet to a deflection corner in said south line; thence S89°36'43"W along the south line of said Reserve "GC-1", 262.22 feet to the southwest corner of said Reserve "GC-1", said southwest corner also being a point on the east line of Reserve "GC-2" as platted in said Sand Creek Station Golf Course; thence S13°34'20"W along the east line of said Reserve "GC-2", 220.59 feet; thence S57°40'37"E, 165.69 feet to a point on a non-tangent curve to the right; thence northeasterly and easterly along said curve, through a central angle of 44°40'09" and having a radius of 130.00 feet, an arc distance of 101.35 feet, (having a chord length of 98.80 feet bearing N54°39'28"E), to the point of tangency of said curve; thence N76°59'33"E, 352.53 feet to a point on a non-tangent curve to the right; thence northerly along said curve, through a central angle of 07°24'13" and having a radius of 330.00 feet, an arc distance of 42.64 feet, (having a chord length of 42.61 feet bearing N04°05'23"W), to the point of tangency of said curve; thence N00°23'17"W, 145.57 feet to the point of curvature of a tangent curve to the right; thence northerly along said curve, through a central angle of 10°29'30" and having a radius of 180.00 feet, an arc distance of 32.96 feet, (having a chord length of 32.91 feet bearing N04°51'28"E), to the point of beginning.*

Exhibit A-2

RHID Map





---

**TO:** City Commission  
**FROM:** Zach McHatton  
**DATE:** June 23, 2026  
**SUBJECT:** RHID Blaine St / SE 10th Street Memo

---

**PURPOSE:**

The agenda item before the City Commission requests consideration of a Resolution initiating the creation of a Reinvestment Housing Improvement District (RHID) for property located east of S. Blaine Street and northwest of the SE 10th Street. Adoption of this Resolution represents the first formal step in the statutory process required to establish an RHID and is necessary to advance the proposed housing project.

Pursuant to K.S.A. 12-5244, the RHID process begins with adoption of a Resolution by the Governing Body that makes specific findings and determinations regarding the need for the type of housing proposed within the City. The Resolution also includes the legal description of the property where the project would occur. Approval of this item does not create the district or authorize financing. It documents the City's determination that the proposed project addresses identified housing needs and should proceed through the remaining steps of the RHID process.

Following adoption, the Resolution, along with a complete copy of the City's 2019 Housing Study and Needs Assessment, will be submitted to the Secretary of the Kansas Department of Commerce for review and approval, as required by statute. Upon receiving approval from the Department of Commerce, staff will return to the City Commission to request additional actions necessary to formally create the district. These actions include adoption of a subsequent resolution, conducting a public hearing on the proposed RHID, and adoption of an ordinance formally establishing the district.

After adoption of the initiating Resolution, City staff will notify Harvey County and USD 373 of the proposed project. Both entities are required participants in the RHID process, and formal requests related to the creation of the district will be brought before each entity as part of the RHID process.

**FINANCIAL IMPLICATIONS:**

None at this time.

**RECOMMENDATION:**

Staff recommends adoption of the Resolution initiating the Reinvestment Housing Improvement District process for the subject property.

**RESOLUTION NO. G-\_\_\_\_\_**

**A RESOLUTION MAKING CERTAIN FINDINGS AND DETERMINATIONS AS TO THE NEED FOR HOUSING WITHIN THE CITY OF NEWTON, KANSAS, AND SETTING FORTH THE LEGAL DESCRIPTION OF REAL PROPERTY PROPOSED TO BE DESIGNATED AS A REINVESTMENT HOUSING INCENTIVE DISTRICT (RHID) WITHIN THE CITY GENERALLY LOCATED AT THE INTERSECTION OF SOUTHEAST 10<sup>TH</sup> STREET AND SOUTH BLAINE STREET IN NEWTON.**

**WHEREAS**, K.S.A. 12-5241 *et seq.* (the " Act") authorizes any city incorporated in accordance with the laws of the State of Kansas (the "State") to designate reinvestment housing incentive districts within such city; and

**WHEREAS**, prior to such designation the Governing Body of such city shall conduct a housing needs analysis to determine what, if any, housing needs exist within its community; and

**WHEREAS**, after conducting such analysis, the Governing Body of such city may adopt a resolution making certain findings regarding the establishment of a rural housing incentive district and providing the legal description of property to be contained therein; and

**WHEREAS**, after publishing such resolution, the Governing Body of such city shall send a copy thereof to the Secretary of Commerce of the State (the "Secretary") requesting that the Secretary agree with the finding contained in such resolution; and

**WHEREAS**, if the Secretary agrees with such findings, such city may proceed with the establishment of a reinvestment housing incentive district within such city and adopt a plan for the development or redevelopment of housing and public facilities in the proposed district; and

**WHEREAS**, the City of Newton, Kansas (the " City"), has an estimated population of 18,602 and is located in Harvey County, Kansas, which has an estimated population of 34,024 and therefore constitutes a city as said term is defined in this act; and

**WHEREAS**, the Governing Body of the City has performed a Housing Study and Needs Assessment dated May 31, 2019 and a 2023 Housing Assessment (the "Needs Analyses") copies of which is on file in the office of the City Clerk; and

**WHEREAS**, based on the Needs Analyses, the Governing Body of the City proposes to commence proceedings necessary to create an RHID in accordance with the provisions of the Act.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the City of Newton Kansas, as follows:

**SECTION 1.** The Governing Body has adopted and incorporated by reference the Needs

Analyses as part of this Resolution, copies of which is on file in the office of the City Clerk; based on a review of said Needs Analysis makes the following findings and determinations.

**SECTION 2.** The Governing Body hereby finds and determines that there is a shortage of quality housing of various price ranges in the City despite the best efforts of public and private housing developers.

**SECTION 3.** The Governing Body hereby finds and determines that the shortage of quality housing can be expected to persist and that additional financial incentives are necessary in order to encourage the private sector to construct or renovate housing in the City.

**SECTION 4.** The Governing Body hereby finds and determines that the shortage of quality housing is a substantial deterrent to future economic growth and development in the City.

**SECTION 5.** The Governing Body hereby finds and determines that the future economic wellbeing of the City depends on the Governing Body providing additional incentives for the construction or renovation of quality housing in the City.

**SECTION 6.** Based on the findings and determinations contained in Sections 1 through 5 of this Resolution, the Governing Body proposes to establish a Reinvestment Housing Incentive District (RHID) pursuant to the Act, within boundaries of the real estate legally described and depicted in EXHIBIT A attached hereto.

**SECTION 7.** This Resolution shall take effect after its adoption and publication once in the official City newspaper.

**APPROVED AND ADOPTED** by the Governing Body of the City of Newton, Kansas, this 23<sup>th</sup> day of June, 2026.

\_\_\_\_\_  
Rich Stinnett, Mayor

ATTEST:

\_\_\_\_\_  
Denise R. Duerksen, City Clerk

**EXHIBIT A**

Legal Description: *Lot 16, Block 10, Fox Ridge Addition, City of Newton, Harvey County, Kansas.*





---

**TO:** City Commission  
**FROM:** Zach McHatton  
**DATE:** June 23, 2026  
**SUBJECT:** RHID South Kansas Ave / SE 11th Street Memo

---

**PURPOSE:**

The agenda item before the City Commission requests consideration of a Resolution initiating the creation of a Reinvestment Housing Improvement District (RHID) for property located east of South Kansas Ave and north of the SE 11th Street. Adoption of this Resolution represents the first formal step in the statutory process required to establish an RHID and is necessary to advance the proposed housing project.

Pursuant to K.S.A. 12-5244, the RHID process begins with adoption of a Resolution by the Governing Body that makes specific findings and determinations regarding the need for the type of housing proposed within the City. The Resolution also includes the legal description of the property where the project would occur. Approval of this item does not create the district or authorize financing. It documents the City's determination that the proposed project addresses identified housing needs and should proceed through the remaining steps of the RHID process.

Following adoption, the Resolution, along with a complete copy of the City's 2019 Housing Study and Needs Assessment, will be submitted to the Secretary of the Kansas Department of Commerce for review and approval, as required by statute. Upon receiving approval from the Department of Commerce, staff will return to the City Commission to request additional actions necessary to formally create the district. These actions include adoption of a subsequent resolution, conducting a public hearing on the proposed RHID, and adoption of an ordinance formally establishing the district.

After adoption of the initiating Resolution, City staff will notify Harvey County and USD 373 of the proposed project. Both entities are required participants in the RHID process, and formal requests related to the creation of the district will be brought before each entity as part of the RHID process.

**FINANCIAL IMPLICATIONS:**

None at this time.

**RECOMMENDATION:**

Staff recommends adoption of the Resolution initiating the Reinvestment Housing Improvement District process for the subject property.

**RESOLUTION NO. G-\_\_\_\_\_**

**A RESOLUTION MAKING CERTAIN FINDINGS AND DETERMINATIONS AS TO THE NEED FOR HOUSING WITHIN THE CITY OF NEWTON, KANSAS, AND SETTING FORTH THE LEGAL DESCRIPTION OF REAL PROPERTY PROPOSED TO BE DESIGNATED AS A REINVESTMENT HOUSING INCENTIVE DISTRICT (RHID) WITHIN THE CITY GENERALLY LOCATED NORTHEAST OF THE INTERSECTION OF SOUTH KANSAS AVENUE AND SOUTHEAST 11<sup>TH</sup> STREET.**

**WHEREAS**, K.S.A. 12-5241 *et seq.* (the " Act") authorizes any city incorporated in accordance with the laws of the State of Kansas (the "State") to designate reinvestment housing incentive districts within such city; and

**WHEREAS**, prior to such designation the Governing Body of such city shall conduct a housing needs analysis to determine what, if any, housing needs exist within its community; and

**WHEREAS**, after conducting such analysis, the Governing Body of such city may adopt a resolution making certain findings regarding the establishment of a rural housing incentive district and providing the legal description of property to be contained therein; and

**WHEREAS**, after publishing such resolution, the Governing Body of such city shall send a copy thereof to the Secretary of Commerce of the State (the "Secretary") requesting that the Secretary agree with the finding contained in such resolution; and

**WHEREAS**, if the Secretary agrees with such findings, such city may proceed with the establishment of a reinvestment housing incentive district within such city and adopt a plan for the development or redevelopment of housing and public facilities in the proposed district; and

**WHEREAS**, the City of Newton, Kansas (the " City"), has an estimated population of 18,602 and is located in Harvey County, Kansas, which has an estimated population of 34,024 and therefore constitutes a city as said term is defined in this act; and

**WHEREAS**, the Governing Body of the City has performed a Housing Study and Needs Assessment dated May 31, 2019 and a 2023 Housing Assessment (the "Needs Analyses") copies of which is on file in the office of the City Clerk; and

**WHEREAS**, based on the Needs Analyses, the Governing Body of the City proposes to commence proceedings necessary to create an RHID in accordance with the provisions of the Act.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the City of Newton Kansas, as follows:

**SECTION 1.** The Governing Body has adopted and incorporated by reference the Needs

Analyses as part of this Resolution, copies of which is on file in the office of the City Clerk; based on a review of said Needs Analysis makes the following findings and determinations.

**SECTION 2.** The Governing Body hereby finds and determines that there is a shortage of quality housing of various price ranges in the City despite the best efforts of public and private housing developers.

**SECTION 3.** The Governing Body hereby finds and determines that the shortage of quality housing can be expected to persist and that additional financial incentives are necessary in order to encourage the private sector to construct or renovate housing in the City.

**SECTION 4.** The Governing Body hereby finds and determines that the shortage of quality housing is a substantial deterrent to future economic growth and development in the City.

**SECTION 5.** The Governing Body hereby finds and determines that the future economic wellbeing of the City depends on the Governing Body providing additional incentives for the const ruction or renovation of quality housing in the City.

**SECTION 6.** Based on the findings and determinations contained in Sections 1 through 5 of this Resolution, the Governing Body proposes to establish a Reinvestment Housing Incentive District (RHID) pursuant to the Act, within boundaries of the real estate legally described and depicted in EXHIBIT A attached hereto.

**SECTION 7.** This Resolution shall take effect after its adoption and publication once in the official City newspaper.

**APPROVED AND ADOPTED** by the Governing Body of the City of Newton, Kansas, this 23<sup>th</sup> day of June, 2026.

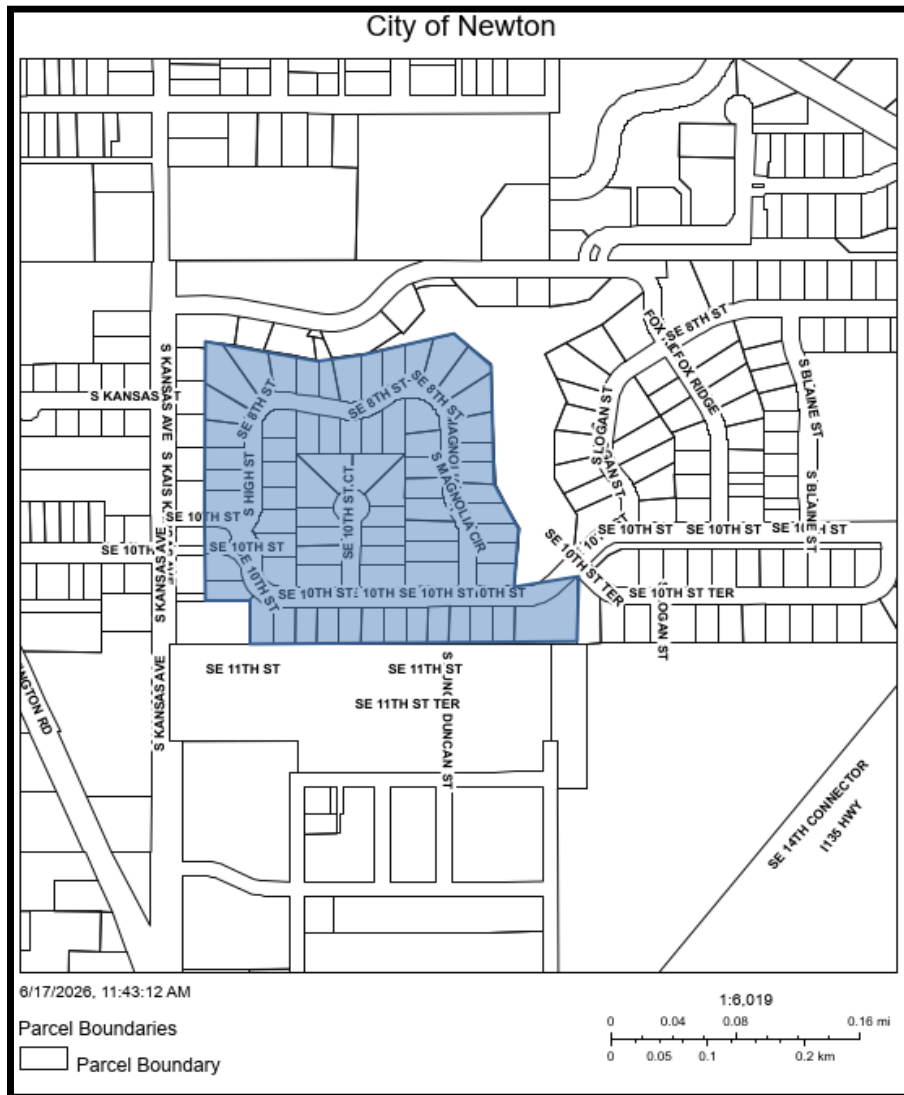
\_\_\_\_\_  
Rich Stinnett, Mayor

ATTEST:

\_\_\_\_\_  
Denise R. Duerksen, City Clerk

**EXHIBIT A**

Legal Description: *The eastern half of Reserve A, southern half of Reserve C; Reserve D; Lots 1 – 24, Block 1; Lots 1 – 32, Block 2; Lots 1 – 14, Block 3, Fox Ridge Addition, City of Newton, C Harvey County, Kansas.*





# City of Newton

## Street Closing and/or Special Event Application

For a Street Closure: City Clerk's office must receive completed form with a permit fee of \$25.00 at least 1 Month for "thoroughfares" and 1 week for "block parties" prior to the event. **\*the \$25.00 application fee is not subject to be waived**

For a Special Event: Submit this application with permit fee of \$25.00 to: City of Newton, City Clerk's Office, 201 East 6th Street, PO Box 426, Newton, KS 67114 **\*the \$25.00 application fee is not subject to be waived**

Name of Event: \_\_\_\_\_ Date of Event: \_\_\_\_\_  
 Event: \_\_\_\_\_ Street Closure Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_  
 Event Location(s): \_\_\_\_\_ Event Start Time: \_\_\_\_\_ Event End Time: \_\_\_\_\_  
 Estimated Attendance: \_\_\_\_\_ Is this a public or private event? Public Private  
 Will your event be in a City Park? Yes No If yes, what park? \_\_\_\_\_  
 Type of event: Festival Parade Carnival Block Party Concert Run/Walk Other \_\_\_\_\_  
 Is this an annual event? Yes No Will there be an admission fee for the event? Yes No  
 Application Organization: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_  
 Event Organizer: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_  
 Secondary Contact Person (Optional): \_\_\_\_\_  
 Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

### STREET CLOSING

Proposed Street Closure: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
 Proposed Street Closure: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
 Proposed Street Closure: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
 Proposed Street Closure: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

\* The City of Newton is required to submit K-15/Main Street closure requests to KDOT for approval.

### PUBLIC WORKS SUPPORT SERVICES

for public events only – to reserve a water meter, call 284-6080

**\*picnic tables and trash containers are not available for residential block parties**

Are you requesting traffic cones? Yes No Number of traffic cones: \_\_\_\_\_  
 Are ornamental flags to be displayed on Main Street? American Flag Welcome Flag Alternate both  
 Are you requesting picnic tables? Yes No Number of tables: \_\_\_\_\_ Location: \_\_\_\_\_  
 Are you requesting snow fencing? Yes No Location: \_\_\_\_\_  
 Does the event require the use of electricity provided by the City? Yes No Location: \_\_\_\_\_  
 Does the event require the use of water provided by the City? Yes No Location: \_\_\_\_\_  
 Does the event need trash/recycling container? Yes No Number of containers: \_\_\_\_\_ Location: \_\_\_\_\_

**Request to waive fees:** Yes No **\*the \$25.00 application fee is not subject to be waived**

### SECURITY & LAW ENFORCEMENT FIRE/EMS SUPPORT SERVICE

**\*Emergency Services are not subject to be waived.**

Are you requesting law enforcement services from the Newton Police Department? If yes, check all that apply.  
 Event Security Parade Escort (Rolling Road Block) Traffic Control  
 Will private security be used at the event? Yes No Volunteers Security Service  
 Private Security Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Will Emergency Services have vehicle access in the event of an emergency? Yes No  
 Will a first aid station be provided? Yes No Location: \_\_\_\_\_  
 Are you requesting fire or emergency medical support for the event? Yes No **\*See Fee Schedule**  
 If yes, check all that apply: Fire Standby EMS Standby Special Hazard

Duly signed by: Gail Danin Name: \_\_\_\_\_

City of Newton  
Administration Office  
201 E. 6th St. Newton, KS 67114  
316-284-6001  
Fax: 316-284-6090  
dduerksen@newtonkansas.com

Date organizer notified of approval or decline: \_\_\_\_\_ Approved      Declined  
Signed by: \_\_\_\_\_ Date: \_\_\_\_\_

NPD and Fire/EMS service fees, when applicable, can be estimated and provided to the applicant prior to the event.

**Cancellation Information:** Permit fee, service charges and any security deposits are reimbursed if the event is cancelled, denied, or postponed and given that public property is left in good condition and without damage, and all City invoices are paid. Failure to comply with restrictions imposed automatically forfeits any fees paid. All fees subject to change without notice.

**FIRE/EMS & LAW ENFORCEMENT FEE SCHEDULE**

call 284-6030 to arrange for dedicated police services  
call 284-6060 to arrange for dedicated fire/EMS services

<b>Event Security:</b> Fees may be applicable to any event charging admission or requiring officer overtime compensation. Rates are per officer/per hour.	Dedicated Police Officer	\$40/hour
	Dedicated Reserve Officer	\$20/hour
<b>Parade escort/rolling roadblock</b>		\$170/event
<b>Special Attention:</b> Quoted		
<b>EMS Standby</b>	Dedicated	\$100/hour
<b>Fire Standby</b>	Dedicated	\$100/hour
<b>Fire or EMS Standby</b>	In-service	No charge
<b>Special Hazard:</b> Quoted		

**PUBLIC WORKS FEE SCHEDULE**

**Street/Lane Closing:** traffic control planning, detour routing, set-up & take down of all traffic control devices to conform to MUTCD.

- Arterial/Collector, Residential \$20/block

**Sanitation Service:** delivery, removal, one tipping & materials disposal. Recycling is a standard feature with this service.

- Standard service \$7.00/cart

- Additional tip fee \$3.50/cart

**Crowd Control Fence:** includes utility locate service, set-up & take-down. (Subject to availability)

- \$0.25/lineal foot

**Utilities:** where available. Fees based on actual usage.

- Electric \$40/day

- Water \$5.95/100 c.f. **(to reserve a water meter call 316-284-6080)**

**Equipment Rental:** subject to availability.

- Barricades \$5.00 ea.

- Traffic cone \$2.00 ea.

- Message Board \$50/day

- Picnic tables \$5.00 ea.

**Site Cleanup**

- Grounds crew \$150/hr.

- Street Cleaning \$75/hr.



May 26, 2026

Public Works Director

The Harvey County KS Fair Association requests the following services and/or equipment for the Harvey County Free Fair, which will run July 30<sup>th</sup> – August 9<sup>th</sup>.

1. Police Escort - Parade
  - The parade will begin at 5:30 PM on Saturday, August 8<sup>th</sup>. It will start at W First St heading east and go north on Grandview to the Athletic Park and around the park.
2. Welcome Flags along Main St
  - We ask that the Welcome and American flags be up between July 30<sup>th</sup>-August 9, 2026. As discussed, the Welcome, American, and Newton flags can be alternated.
3. Emergency Vehicles - Demo Derby
  - We ask that the fire equipment and an ambulance standby during the Demolition Derby on Sunday, August 9<sup>th</sup>, 2026, starting at 6:30 PM. We would like to have our Demolition Derby Committee Chair meet with the fire department representative to make plans for locations etc.
  - Garret McKinney will serve as a liaison between the fire department and the fair for this event if possible.
4. Barricades
  - We would like pedestrian crossing signs on First St between the livestock building and the rodeo arena along with 4 officers to direct traffic.
  - Would also like barricades to block off entrance to the parking lot north of the football field to have kiddie pedal pull on Saturday Morning, August 1, 2026.
5. Snow Fence
  - We ask that a snow fence be put along First St on the south side where the carnival sits clear to the west Demolition Derby drive with appropriate breaks by Wednesday, July 29, 2026. Also, along Grandview from the corner of First St and Grandview to the drive that goes west. This would need to stay in place until August 10.
6. Picnic Tables / Trash Cans
  - Please move 15 tables onto the green area east of the 4-H building by Thursday, July 30, 2026.
  - Please move some trash cans in the park for Market in the Park on Saturday, August 8, 2026.
  - Market in the Park will be located near the gazebo and statue in the park.
7. Fire Hydrant at First St and Grandview
  - Please put a meter and hose on the hydrant at First St and Grandview so we can get water for the Demolition Derby (Fair association will come in to pay for the meter rental prior to the fair).

We appreciate the cooperation between the City of Newton and the Harvey County KS Fair Association and look forward to another Harvey County Free Fair this summer.

If you have any questions, please contact us.

Gail Lanier, President

(316) 772-6129

Heather Koehn, Vice President  
(316) 215-1411

Lori Hurst, Secretary  
(620) 755-6430

**2026 Harvey Co. FAIR 4-H / Open SCHEDULE**  
**Exhibits Close 10 pm July 31, Aug. 1-3**

<b>Date</b>	<b>Time</b>	<b>Event</b>
<b>Wed., July 29</b>		
	6 pm	Set up of 4-H, Commercial Buildings and Livestock Barn
<b>Thurs., July 30</b>		
	4-6 pm	4-H Food Judging 4-H Sewing and Textiles 4-H & Open Rocketry, 4-H Robotics, & 4-H Building Block Judging
	5:30 – 6:30 pm	4-H & Open Woodworking Check In
	6 – 7 pm	Sheep & Meat Goat –Check in
	6 – 9 pm	Rabbit & Poultry Check In
	6:30 – 8:30 pm	Swine – Check in & weigh in – All Swine must be on the grounds.
	6:30 pm	4-H & Open Woodworking Judging
	6:45 pm	Small Engines & Electricity Judging
	7 – 9 pm	Early Check in for Open Class (except Dept. F – Crops, Garden & Floriculture AND Div. 100 Open Class Foods)
<b>Fri., July 31</b>		
	8 – 10 am	Exhibit Check In (Check Dept. for specific check in times.)
	8 – 10 am	Exhibit Check In – Family & Consumer Sciences Division
	8 – 10 am	Open & 4-H Floriculture, Horticulture + Crop check in
	8 – 10 am	Sheep and Goat Weigh In
	8 – 11 am	4-H & Open Poultry Check in
	8:30 – 10 am	4-H Photography Judging
	10 a.m.	4-H Breeding Beef Check In Open and 4-H Geology, followed by Entomology Judging
	10:30 am	4-H Project Displays, Posters & Notebooks Judging Open Family & Consumer Sciences Division Judging
	11 am	4-H Market Beef Weigh In
	11 am	4-H & Open Judging begins for the following: Crops, Garden, Floriculture & Forestry Veggie Garden Judging
	Noon	4-H Booths and Banner Judging 4-H Arts & Crafts & Fiber Arts Judging
	12:30 pm	4-H FFA Poultry Show
	2 pm	4-H Rabbit Show
	4 – 8 pm	4-H Foods Silent Auction
	5:30 pm	4-H Swine Judging
	8 pm	Newton Saddle Club Rodeo

<b>Sat., Aug 1</b>		
	8 am	Livestock Judging Registration
	8:30 am	Livestock Judging Competition
	9 – 11 am	Ag Fest
	9:15 am	Pedal Pull Registration, Athletic Park
	10 am	Pedal Pull Contest

	10:30 am	Registration for Turtle Races, Athletic Park
	11 am	Turtle Races Mud Volleyball registration
	Noon	Mud Volleyball Tournament starts
	1 pm	Bucket Calf Interviews
	2:30 pm	Bucket Calf Show
	4 pm	Dog Costume Contest / Bucket Calf Costume Contest
	4:30 pm	Fashion Revue – 4-H Building
	5 pm	4-H & Open Sheep Judging, Showmanship Sheepless Sheep Showmanship 4-H & Open Breeding Meat Goat followed by 4-H Market & Showmanship
	8 pm	Saddle Club Rodeo
<b>Sun., Aug 2</b>		
	8 am	Farm Bureau/MKC Breakfast
	8:30 am	4-H & Open Dairy Cattle and Dairy Goat Show
	9 am	4-H & Open Beef Show
	1 pm	Youth Horticulture Judging
	4 pm	Round Robin Practice
	4 pm	Poultry & Rabbit Clean Up
	5 pm	Non-Sale Livestock released
<b>Mon., Aug 3</b>		
	12:45 pm	Registration for Barnyard Olympics
	1 pm	Barnyard Olympics
	4 – 6 pm	All other exhibits released
	4:30 pm	Round Robin Showmanship Contest
	6 pm	Watermelon Feed
	6:30 pm	Announcement of Judging Contests & Round Robin Winners
	7 pm	4-H Livestock & Champion 4-H Food Auction
<b>Tues., Aug. 4</b>		
	5 pm	Clean up 4-H Building & Livestock Barn
<b>Aug 6-9</b>	6 – 10 pm	Carnival
<b>Thurs., Aug. 6</b>	5 pm	Food Trucks
	7:30 pm	Concert –(bring lawn chair)
<b>Fri., Aug. 7</b>	5 pm	Food Trucks
	7:30 pm	Concert – (bring lawn chair)
<b>Sat., Aug 8</b>	9 am – 4 pm	Harvey County Market in the Park
	5:30 pm	Parade – on West First Street
	8 pm	Newton Saddle Club Bulls and Barrels
<b>Sun., Aug 9</b>		
	6:30 pm	Demo Derby
	6- 9 pm	Carnival