DRAFT

Members Present: Jennifer Brent, George Cushing, Mark Fischer, Kelsey Trostle, Holly Tsur, Bill Youngs (01 vacancy)
Staff Present: James Reitz
Council Liaison: Peter Truax
Citizens Present: 01 (Gary Eddings)

1. **Call to Order:** Tsur opened the meeting at 6:32 p.m. Mayor Truax was introduced.

2. **Citizen Communication:** None.

3. **Action Items / Discussion:**

   A. **CEP Grant Application:** Tsur noted that a subcommittee of three members was needed to prepare the application; she would chair it. Both Brent and Trostle volunteered; Fischer will be available as an alternate. The subcommittee members agreed to meet sometime in mid-March.

   Mayor Truax reported that although the amount total of funding will be about the same as in the past, the Council has earmarked $40,000 for larger, multi-year projects. That grant could be a one-time award or possibly extended for up to 3 years if the Council feels the project is important enough.

   He further noted that the application will probably remain the same, so the Board could start working on it at this time. Tsur distributed a sheet of the proposed application information.

   B. **Alternative Funding Sources:** Youngs said that he and Fischer had not been able to meet but they had communicated and will start working on generic information for a grant application i.e., information about the Board and its activities and goals that would be needed for any application. He has also approached his employer (an architectural and engineering firm) about a possible grant, and he and Fischer are also still working on the gala event concept.

   Staff was asked about the possibility of a Main Street Program and/or urban renewal district grant. Reitz replied that the City was at the very lowest level of the Main Street Program and no grants were available at that level. While the urban renewal district has some funding available, it is not a large amount and any grants would have to be awarded only to those buildings in the district, which does not encompass any of the historic districts.

   C. **Photo Contest:** Brent confirmed that the contest will be announced in the City's utility bills in March. Youngs provided multiple copies of the posters to be distributed around town, one of which is in Spanish. He also volunteered to work with a couple of his work associates to develop a Spanish language application for inclusion on the HLB webpage.

   Cushing said that he had promoted the contest at the Chamber of Commerce luncheon. He further noted that Melody Haveluck has confirmed that Lost Wax Records, Plum Hill Vineyards, The Pink Spoon, Scottie's Drive-in, Pizza Schmizza and the *News-Times* are all contributing prizes. Mr. Eddings said that the FHFG would offer a tour of the A. T. Smith house but that the available dates would be dependent on when the house is properly staged for other events.

4. Old Business/New Business:

A. Approval of Historic Landmarks Board Meeting Minutes. **The meeting minutes of January 28, 2020 were approved as submitted.**

B. Council Liaison Report. Mayor Truax noted the recent passing of Councilor Ron Thompson and the process to be followed to fill his seat. He said that the Council hopes to have a new member appointed by the end of April, and that the Board may then get a new Council liaison.

The recent Boards and Commissions dinner was discussed; he and Cushing both described it as a great success. Both thought that was a good decision to separate the dinner from the reports, which will now be scattered throughout the year.

C. FHFG Report. Gary Eddings said the Friends were beginning to plan a quilt show fund-raiser, and that the annual house tour date had not been set yet. He further reported that the plaque committee was still discussing the criteria to be used to decide which buildings should receive a plaque: at present, they are considering any house over 75 years old if it has survived with only minor charges, but some members would prefer to recognize only those homes located in a historic district or on the National Register.

D. Staff Update. Reitz said that consultant Diana Painter was completing the final edits of the Downtown Historic District nomination application, and that it will be submitted to SHPO by March 1st. SHPO staff will review the application and return it to the City and consultant for corrections. When that is done, staff will schedule a report to the City Council and request their permission to proceed with the nomination process. Assuming an affirmative decision, SHPO will proceed with contacting of the property owners in the district and scheduling the application for review by the State Advisory Committee on Historic Preservation (SACHP). Only after the SACHP has approved the nomination will it be sent to the National Park Service for consideration. Reitz advised that the Board's participation in the application was largely complete.

5. Adjournment: The February 25, 2020 meeting adjourned at 8:10 p.m.

These minutes respectively submitted by George Cushing, Secretary