

To: Historic Landmarks Board

From: James Reitz (AICP) Senior Planner
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Re: May 21 Agenda

Date: May 14, 2019

Memorandum

ACTION ITEMS -

- A. Photo Contest** – Larissa will provide an update. The awards presentation has been scheduled for the May 28th Council meeting.
- B. Editorial Calendar** – Kelsey will provide an update. On the agenda for next month will be a discussion of topics for the July-December period.
- C. June 17 Chamber Lunch Presentation** – To be decided is who is making the presentation, and what support materials (if any) need to be developed.

INFORMATION ITEMS -

Preservation Grants: For FY 2018-19, the City Council awarded the Board **\$7,975**. No new requests have been filed. There remains **\$181** available.

CEP Application: The review committee met on April 18 to hear sponsor presentations, and awarded \$4,769 for the preservation grant program.

SHPO Grant: Notice of approval of the grant request was received April 30th. The contract documents were received May 13th and staff is proceeding with their processing.

Downtown District: Once the SHPO contract paperwork is completed, staff will issue the request for proposals (RFP) to solicit bids from interested consultants to prepare the downtown district nomination. The Board should appoint a subcommittee (of not more than 2 members) to work with staff on selecting the consultant. This could include up to three daytime meetings, one of which would be to conduct the interviews.

Senate Bills 927 and 929: SB 927 (owner consent) has been referred to two additional committees (Rules, and Ways and Means). SB 929 (tax credits) has also been referred to another committee (Tax Expenditures). No hearings for either bill are currently scheduled.

June 25 Agenda: July-December editorial calendar, begin planning for National Night Out (August 8th), preservation grant requests (if needed).

2019-20 CALENDAR - UPCOMING AGENDA ITEMS

June 25, 2019

- ☐ National Night Out planning (August 6)
- ☐ Adopt July-December 2019 Editorial Calendar

July 23, 2019 (fourth Tuesday)

- ☐ National Night Out planning (August 6)
- ☐ Chalk Art Festival planning (September 14)

August 21, 2019

- ☐ Chalk Art Festival planning (September 14)
- ☐ Public Safety Open House planning (October 12)

September 24, 2019

- ☐ Public Safety Open House planning (October 12)

October 22, 2019 (fourth Tuesday)

- ☐ No items scheduled

November 26, 2019

- ☐ No items scheduled

December 17, 2019 (third Tuesday)

- ☐ Prepare annual report and presentation for January boards and commissions reception (not to exceed 5 minutes)
- ☐ Discuss 2020 work plan
- ☐ Prepare January-June 2020 Editorial Calendar
- ☐ Photo Contest planning

January 28, 2020

- ☐ Review and adopt 2020 work plan
- ☐ Review and adopt January-June 2020 Editorial Calendar
- ☐ Photo contest planning
- ☐ Annual officer elections

February 25, 2020

- ☐ Begin CEP application preparation
- ☐ Mock Design Review Hearing
- ☐ Photo contest planning

March 24, 2020 (fourth Tuesday)

- ☐ Review and finalize CEP grant application
- ☐ Discuss Select Stewart Award recipient
- ☐ Preservation Month / photo contest planning

April 28, 2020

- ☐ Select Stewart Award recipient
- ☐ Preservation Month / photo contest planning (continued)

May 26, 2020

- ☐ Historic Month Proclamation (May 11 CC meeting)
- ☐ Honor Stewart Award recipient (May 11 CC meeting)
- ☐ Honor photo contest winners (May 11 CC meeting)
- ☐ Review July-December 2019 Editorial Calendar