

To: Historic Landmarks Board

From: James Reitz (AICP) Senior Planner
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Re: November 26 Agenda

Date: November 21, 2019



Memorandum

ACTION ITEMS

- A. **Funding Alternatives:** Mark and Bill will report on their findings to date.
- B. **Editorial Calendar:** Kelsey will provide an update.
- C. **Photo Contest:** Progress report.

INFORMATION ITEMS

Downtown District Nomination: Ms. Painter reports that she is continuing with her research, including further review of the survey and context statement, and the state's requirements. She is consulting with SHPO staff about the two proposed areas of the district and has requested a clarification from them on the issue of a discontinuous district. She is planning to come back in December to take photos and research historic photos for the nomination.

Preservation Grants: For FY 19-20, four grants totaling \$4,000 have been approved; \$1,000 remains available. One new grant request has been filed, but it requires a site inspection to determine if the project is grant-eligible. George and I are working on scheduling that appointment. If the project is eligible, it will be on the December agenda.

Annual Report: Staff has inquired as to the date and format for the annual report and reception. To date, no direction has been given.

December 17 Agenda (NOTE: the meeting will be held on the third Tuesday): Alternative funding, editorial calendar, photo contest, annual report preparation, 2020 work plan, (and tentatively: downtown district consultant report).

2019-20 CALENDAR - UPCOMING AGENDA ITEMS

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

January 28, 2020

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

February 25, 2020

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

March 24, 2020 (fourth Tuesday)

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

April 28, 2020

- ☐ Select Stewart Award recipient
- ☐ Preservation Month / photo contest

May 11, 2020 (City Council Meeting)

- ☐ Historic Month Proclamation
- ☐ Honor Stewart Award recipient
- ☐ Honor photo contest winners

May 26, 2020

- ☐ Review July-December 2019 Editorial Calendar

June 23, 2020 (fourth Tuesday)

- ☐ National Night Out planning (August 4)
- ☐ Adopt July-December 2019 Editorial Calendar

July 28, 2020

- ☐ National Night Out planning (August 4)
- ☐ Chalk Art Festival planning (September 12)

August 21, 2020

- ☐ Chalk Art Festival planning (September 12)
- ☐ Public Safety Open House planning (October 10)

September 22, 2020 (fourth Tuesday)

- ☐ Public Safety Open House planning (October 10)

October 27, 2020

- ☐ Photo contest

November 24, 2020

- ☐ Photo contest