



MINUTES
Preservation Commission
Monday, February 10, 2019
City Hall/Civic Center – 7:00 p.m.

1. **Roll Call:** Mr. Wren called the meeting to order at 7:05 p.m.

Members Present: Clark, Wren, Norris-Price, Zurlinden and Ittner

Members Absent: Benedict, Brown, McCreary

Staff Present: Brightharp

Guests: Kirsten Matthews, Alexis Colbert

2. **Approval of Minutes:** Mr. Zurlinden moved to and was seconded by Ms. Ittner to approve the minutes of January 13, 2020.

The motion to approve the minutes passed with a unanimous voice vote.

3. **Communication and Reports:**

- a) Educational and Technical Assistance Committee- No Report
- b) Nomination and Hardship Committee

- 1. Met on February 6th to continue working on letter to owners of homes and other structures on the list of Potential Places to be Designated. Ms. Brightharp stated that that list has been narrowed down to 13 homes. Mr. Wren stated that the committee has met and will create a letter asking of the homes would like to be designated locally.

- c) Work Plan Committee

- 1. Met on January 17th and 22nd to review and edit the current work plan. Ms. Brightharp stated that the committee has renamed and reorganized sections of the work plan to encourage productivity within the sub-committees and for the cub-committees to come up with their own work plan. There was then a discussion on what would be on the work plans for the sub-committees.
 - 2. Review Goals, Objectives, and Actions section of the Preservation Plan (provided in packets)

- d) Annual Work Plan Monthly Review

- 1. February
 - i. Preservation Awards Program: Promote In Advance. Mr. Wren stated that he would like each commissioner to have at least one nomination for the Preservation award.
 - ii. Develop Work Plan - 2020/2021
 - 2. March
 - i. Preservation News

- ii. Preservation Awards Program: Nominations Due
 - iii. Preservation Awards Program: Select award recipients at the March 16th meeting.
 - iv. Commissioners Review Work Plan Draft. Mr. Wren stated that if the sub-committees could met before the next Preservation meeting and have a work plan, then their work plan could be added to the master work plan for Preservation Commission.
- 3. April
 - i. Conduct Annual Meeting and Election of Officers
 - ii. Approve Work Plan for Next Year
- 4. May
 - i. Preservation News - Communique Article
 - ii. National Preservation Month Activity (Carbondale Preservation Month and Founders Day)
 - iii. Promote Carbondale's History/Preservation Recognition (more outreach)
- e) Certificate of Appropriateness Committee- No Report
- f) Founders' Park Subcommittee- There was a meeting on January 16th to update the brochure.
- g) Preservation Month Subcommittee
 - a. Met on February 6th to continue plans for Preservation Month 2020. Mr. Wren stated that the events will be a flag raising ceremony/ Picnic, Gala for the Preservation Award recipients, Historic Bike Ride with Bike Month. There was a discussion on the route for the bike ride.

4. **Comments by the Public, Commission Members, or Staff**

Ms. Brightharp stated that it would be helpful to use the Preservation Plan when working on the sub-committees work plan. Mr. Zurlinden handed out a list of historic homes (pre 1940's) that are on the market for anyone who is interested in owning a historic home. Ms. Brightharp asked Ms. Norris-Price if she could help update the age and architectural reference in Carbondale through her work. Ms. Norris-Price stated she doesn't have a way to look up a house block by block. Ms. Ittner stated that the last update was done by the commission. There was then a discussion on how best to update the list of Historic Home. Mr. Zurlinden stated that Carbondale Chamber inherited old pictures of Carbondale and wanted to know if the Commission would like to look at the pictures before the Chamber sells them. Mr. Wren stated that he looked through the pictures and will scan them into the records.

5. **Adjournment:**

Ms. Ittner moved to adjourn the meeting and was seconded by Mr. Zulinden at 7:35 p.m.