



## Historic Preservation Board

**Date:** October 3, 2017

**Time:** 6:00 p.m.

**Location:** Lower Level Council Chambers – 57 E. First Street

Members Present	Members Absent	Staff Present	Guests
Laura Schaffer-Metcalf, Ed.D., Chair Greg Marek Louise Swann Janice Gennevois, Vice-Chair Brandon Benzing	Annalisa Alvrus, Ph.D. Milagros Zingoni	Kim Steadman Lauren Allsopp John Wesley Renee Stehlin	Daniel Beisell John Stehlin Amy Mahoney Mike Shores Vic Linoff

1. Call meeting to order

Chair Schaffer-Metcalf called the meeting to order at 6:03 p.m.

2. Approval of the September 5, 2017 regular meeting minutes

Board member Marek requested clarification on the naming of the “*Advisory Workgroup*”. Chair Schaffer-Metcalf stated that was the name the *workgroup* was given. It is a convenience term, not an official term and can be renamed. No request was made for renaming the *workgroup*.

First motion made by Chair Schaffer-Metcalf to approve the minutes and seconded by Vice-chair Gennevois.

Motion carried 5-0. (Board members Alvrus and Zingoni, absent)

3. Miscellaneous items from the audience

No items from the audience. Chair Schaffer-Metcalf thanked the audience for attending.

4. Updates from the *workgroups* for restoring the position of a dedicated, full-time Historic Preservation Officer (HPO)

(a) Education *Workgroup*: (Vice-Chair Gennevois and Board members Marek and Benzing)

Chair Schaffer-Metcalf opened with clarification on the names of the *workgroups*, the names are not restrictive and can be renamed. Chair Schaffer-Metcalf stated the Education *Workgroup*'s goal is providing information, conversations, discussions and dialogue about understanding what the goal is.

Board member Benzing informed the board that the *workgroup* has met and had discussions on the approach, options, talking points, document and when to meet Mayor and City Manager. Clarification was requested as to who is creating the document and talking points. Discussion continued on the approach that should be taken, when and how they would meet with the council members.

(b) Advisory *Workgroup*:

Chair Shaffer-Metcalf stated will have the document finished and distributed to board members. Vice-Chair Janice Gennevois suggested that the *Workgroup*'s get on the City Council agenda in the coming months. Board member Marek suggested that it would be premature and we should meet with the Mayor, Council members and City Manager first.

5. Updates and other information from the Historical Writing Contest

Chair Schaffer-Metcalf stated that she has sent 49 e-mails and has not received any inquiries and will contact Mesa schools.

6. Updates on ongoing items:

- a. Neon Grant
- b. Downtown Grant

The RFP has been prepared for both Neon and Downtown grants and staff member Kim Steadman will be sending out this week.

c. Sirrine House Update

Staff member Kim Steadman updated the board on the availability and parameters of holding meetings at the Sirrine House which is operated by the Arizona Museum of Natural History. Available with limited space, estimated 12 people, no chairs available. Due to space restrictions would be best used for closed meetings. Kim Steadman will confirm question regarding fees.

d. Future Board meetings in current or proposed Historic Districts

Staff member Allsopp stated flyers and posters are ready for the November 7<sup>th</sup> meeting. Duke Manor and Flying Acres included. The meeting to be held at the City of Mesa Council Chambers. Suggestion was made to move the board members' chairs closer to the audience for the meeting.

e. Updates on request awards for the Video Contest

Staff member Kim Steadman updated the board. The Mesa Arts Center is open to the idea of presenting an award at an event. Mr. Steadman will contact the webmaster regarding the format required for posting video submissions online.

f. Certificated of Appropriateness

i. 148 N. Pomeroy

Staff members Steadman and Allsopp have worked with the applicant on the design. A Certificate of Appropriateness has been issued.

7. Updates on Museums, Exhibits, committees and Events related to Historic Preservation

No updates at this time.

8. Board Member comments, questions and future agenda items

Board member Benzing asked for clarification on the document being prepared.

Staff member Allsopp mentioned the flyers are prepared and ready for distribution.

Chair Schaffer-Metcalf explained the process of the presentation for the residents attending the November 7<sup>th</sup> meeting.

9. Adjournment

First motion by Chair Schaffer-Metcalf at 6:38 p.m. to adjourn the meeting.

Board member Benzing seconded the motion.

Motion carried 5-0. (Board members Alvrus and Zingoni, absent)

Supporting data is available for public review in the Planning Division,  
Municipal Building, 55 N. Center St., Mesa, Arizona 85201

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