HISTORIC PRESERVATION COMMISSION
Minutes for March 2, 2016 - 6:00 p.m.
City Council Chambers
911 N. 7th Avenue

The meeting began at 6:02 PM.

PRESENT: Jacquee Alvord, Stephanie Christelow, Latecia Herzog (arrived at 6:03 PM) Jeffrey Jimenez (arrived at 6:03 PM), Mary Kuehler, Nick Nielson, Kelsey Stenersen and Michael L Orr.
STAFF: Aceline McCulla and Terri Neu

AGENDA ITEM #1: DISCLOSURE OF CONFLICT OF INTEREST AND EX-PARTE CONTACT
Disclose financial or personal interests in items on the agenda and disclose who was talked to, the basic substance of the conversation and whether the conversation had any influence. Disclose if a site visit was done, location(s) of the visit and what was seen.

None of the Commission members had anything to report.

AGENDA ITEM #2: APPROVAL OF MINUTES
The Commission may wish to approve the minutes from the January 6, February 3, and February 17, 2016 regular meetings and the January 20, 2016, work session.

Motion was made by **Christelow** and seconded by **Alvord** to approve the January 6 Minutes. Motion passed unanimously.

Motion was made by **Christelow** and seconded by **Jimenez** to approve the February 3 Minutes. Motion passed unanimously.

Motion was made by **Kuehler** and seconded by **Alvord** to approve the February 17 Minutes. Motion passed unanimously.

Motion was made by **Christelow** and seconded by **Alvord** to approve the January 20 work session minutes. Motion passed unanimously.

AGENDA ITEM #3: IDAHO DAY
The Commission may wish to finalize plans for Idaho Day presentation.
Alvord stated the event was set up to begin **first** with Jim Johnston making the introduction. **Second,** Council President Steve Brown will present the proclamation to HPC Chair Nick Nielson. **Third,** Jacquee Alvord will explain what Idaho Day means and honoring Pocatello heroes. **Fourth,** Lynn Murdock will begin the honors and present to Rulon Ellis. **Fifth,** Mary Watkins will present to Idaho Purce. **Sixth,** Bob Ellis will present on Tom Whittaker. **Seventh,** Steve Blair will present to James Johnson. **Eighth,** Stephanie Palagi will discuss the First Friday Art Walk Idaho. Ninth, Jim Johnston will give closing remarks.

Alvord stated the Honoring Heroes Awards Committee's selection criteria considered candidates who had given back to Pocatello. **Christelow** asked Alvord if this was being publicized. **Alvord** stated that the Idaho State Journal interviewed her last week and that information was sent out with the press release by the City. **Christelow** commented she had not heard anything about it yet. **Herzog** asked if the luncheon would be held

in the City Council Chambers and clarified, it would be from 12 p.m. to 1 p.m. **Alvord** stated it would be and the presentation would begin as soon as most people were seated. She commented that set up would begin at 11 A.M. and that the funds for the luncheon were coming from the Idaho 150 Funds, the City would not be paying for the luncheon. **Alvord** needed help with table set up, **Nielson** offered to assist with table set up, and **Herzog** stated she would help with clean up.

AGENDA ITEM #4: PROJECT UPDATE

A. Old Town Update – **Neu** stated the next Design Review Committee meeting is next Thursday and Herzog will attend.
   Newsletter – **Neu** stated the next issue would be the spring issue and include the Fort Hall Replica and the Brady Chapel. The archivist at the library offered to help with projects and collect material and information. Due date is April 1. Neu asked Herzog if she would produce a write up on the Brady Chapel. **Herzog** mentioned Pete from the Cemetery Committee was very enthusiastic about the Brady Chapel. **Neu** agreed and commented she also had information. The archivist from the Marshall Library wanted to write a few articles and had information on the buildings in the Downtown district, and he would like to start with the Central Building. **Alvord** stated she had information on the Fort Hall Replica.
B. Greyhound Bus Depot repairs and cleanup – **Neu** spoke with Mayor Blad to clarify a project manager, she was waiting for this information to hopefully submit the grant by April 2016. **Kuehler** asked how the National Register listing application was coming along. **Neu** noted she had sent the application and materials to SHPO; it was in the initial review process. She was waiting to hear from them to complete the official form. The review meeting is April 2016, the application with materials needed to be submitted six weeks prior to the meeting, so we missed it for this year. We will be ready for next year, submit the application the first week of February 2017 for the meeting in April.
C. Student Interns - **Christelow** stated there are two students to work on five projects but wanted to begin the projects early May. She sent Neu the two people's contact information with the project information to present to City Council. The work will take approximately six months to complete.
D. Historic Preservation (HP) Month – **Alvord** stated she was continuing conversations with outlying cities and was trying to get others involved in the presentations. Comments were made to have the Brady Chapel tour prior to the presentation. **Neu** asked if a date was set for the event. **Alvord** did not set a date yet. She mentioned to do it the day Pete L'Orange would be here. **Herzog** clarified that Pete L'Orange would give a talk at the First Friday Art Walk on May 6 and L'Orange would discuss the HP Plan during the same visit. **Alvord** wanted to the have the event at the end of the month. **Neu** stated we were too late to get on the State's Event Calendar. **Herzog** stated she and Neu would give two trolley tours on May 11 at 3:30 PM and 5:15 PM and May 24 at 3:30 PM and 5:15 PM. She mentioned the tour script has been written and the HPC could book the trolley ourselves and we could do two tours, and include the Paradice buildings with the Westside tour. **Christelow** would like to turn this into a fundraiser and make it a two-day event. **Nielson** asked Neu if she would bring all the calendars together to coordinate dates of events and place this item on the next agenda.

AGENDA ITEM #5: CALENDAR OF EVENTS

3/4 – Idaho Day

3/4 – First Friday Art Walk – Lynn Murdock with the museum was working with Jerry at the Whitman for a rotating window display of art in conjunction with the Art walk.

With no other business **Kuehler** motioned and **Alvord** seconded to adjourn the meeting at 6:43 P.M. Motion passed unanimously.

Submitted by: Aceline McCulla Approved on: April 6, 2016

Aceline McCulla, Secretary