



Planning & Development Services

PLANNING SERVICES NEIGHBORHOOD & COMMUNITY SERVICES

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HISTORIC PRESERVATION COMMISSION (HPC) AGENDA

Wednesday, March 18, 2020, at 6:00 p.m.

911 N. Seventh Avenue, City Council Chambers

City Hall is accessible to persons with disabilities. Program access accommodations may be provided with three (3) days' advance notice by contacting Skyler Beebe at sbeebe@pocatello.us; 208.234.6248 or 5815 South 5th Avenue, Pocatello, ID.

The Historic Preservation Commission is a citizen advisory group to the City Council. They are authorized to conduct a survey of local historic properties, recommend methods and procedures to preserve, restore, maintain, and operate historic properties under the ownership or control of the City; recommend the lease, sale other transfer or disposition of historic properties; participate in the conduct of land use, urban renewal and other planning processes undertaken by governmental agencies; recommend ordinances and provide information for the purposes of historic preservation; promote and conduct an educational program on historic preservation; and review and act upon applications for permits for building alteration, new construction, or demolition within designated historic districts. The Commission also plays a vital role in the City's downtown revitalization efforts. All meetings of the HPC are recorded for record retention and transcription. The following is the official agenda of the Historic Preservation Commission. Discussion and Commission action will be limited to those items on the agenda.

AGENDA ITEM 1: ROLL CALL AND DISCLOSURE OF CONFLICT OF INTEREST AND EX-PARTE CONTACT.

Disclose who was talked to, the basic substance of the conversation, and whether the conversation had any influence. Disclose if there is anything personally or professionally that would not allow an impartial or unbiased decision. Disclose if a site visit was done, location(s) of the visit, and what was seen.

AGENDA ITEM 2: APPROVAL OF MINUTES

The Commission may wish to approve the minutes from the regular meeting on March 4, 2020. **(ACTION ITEM)**

AGENDA ITEM 3: FUNDRAISING

The Commission may wish to discuss the possibility of holding a work session in regards to fundraising.

- A. The Commission may wish to select two members to research local non-profit organizations and get one or two to commit to speak at the fundraising work session to educate the Commission on fundraising processes and best methods. **(ACTION ITEM)**

AGENDA ITEM 4: STONES TO STORIES

The Commission may wish to discuss and begin planning for the Stones to Stories event. **(ACTION ITEM)**

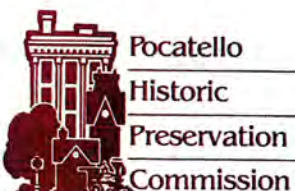
AGENDA ITEM 5: BEFORE ALL HALLOWS EVE AT BRADY CHAPEL

The Commission may wish to discuss and begin planning for the scavenger hunt event. **(ACTION ITEM)**

AGENDA ITEM 6: 2020 IDAHO HERITAGE CONFERENCE

The Commission will hear an update on the 2020 Idaho Heritage Conference. **(ACTION ITEM)**

- A. Select volunteers for Brady Chapel Open House:
 1. One volunteer on September 15, 12-1pm
 2. One volunteer on September 15, 5-7pm
 3. One volunteer on September 16, 12-1pm
- B. Select one volunteer to assist with library display set-up.



HISTORIC PRESERVATION COMMISSION
Minutes for March 4, 2020 at 6:00 p.m.
City Council Chambers, Municipal Building
911 N. 7th Avenue, Pocatello, ID

AGENDA 2

The meeting began at 6:06 P.M.

AGENDA ITEM #1: ROLL CALL AND DISCLOSURE OF CONFLICT OF INTEREST AND EX-PARTE CONTACT

Disclose who was talked to, the basic substance of the conversation, and whether the conversation had any influence. Disclose if there is anything personally or professionally that would not allow an impartial or unbiased decision. Disclose if a site visit was done, location(s) of the visit, and what was seen.

PRESENT: Jacquee Alvord, Donald Elston, Nick Nielson, William Strength (arrived at 6:10 P.M.), and Meagan Sully.

EXCUSED: Latecia Herzog and Kelsey Stenersen.

STAFF: Jim Anglesey and Aceline McCulla.

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 regular meeting on February 5, 2020.

It was Motioned, Seconded, and Carried (**MSC**) (**D. Elston, J. Alvord**) to approve the minutes as written from the regular meeting on February 5, 2020.

AGENDA ITEM #3: FUNDRAISING

The Commission will hear an update on fundraising through a 501 c3.

Anglesey stated he spoke with Jared Johnson, City Attorney and Anne Nichols with the Mayor's Office. Johnson and Nichols stated that City employees or Commission members representing the City cannot be on the board of a 501 c3 that would benefit the City

AGENDA ITEM 4: PRESERVATION IDAHO'S 43rd ANNUAL ORCHIDS & ONIONS

The Commission may wish to discuss the possibility of nominating sites or projects, such as the Brady Chapel, for Preservation Idaho's 43rd Annual Orchids & Onions Awards.

Alvord stated after reading further, that the project or site must be a completed project to qualify for the award. Alvord will seek projects within Pocatello that may qualify, because the Brady Chapel restoration would not be completed by the April 3, 2020, deadline.

AGENDA ITEM 5: 2020 IDAHO HERITAGE CONFERENCE

The Commission will hear an update on the 2020 Idaho Heritage Conference.

Alvord passed out two handouts, the Agenda and Bus Field Trips, which were discussed at the February 19 meeting and available for viewing in the Planning Department. The PIHCC wanted Commission members to come to the event and help where needed. HPC members are needed to open, stay through, and then close the Brady chapel from 12-1 p.m. on September 15 and 16 and from 5-7 p.m. on September 15. One

Commission member would be needed to work with the library to assist with the library display. Alvord will talk with Leeuwrik about her recommendation to invite the CC and Mayor to an Idaho Heritage Conference Committee meeting to discuss if there will be City involvement.

Anglesey will look into any CLG funds to send Commission members to the event at \$89 each.

There was a discussion about in-kind hours. Anglesey would look into the CLG regarding in-kind hours.

Alvord wants to work with newspapers to write an article and generate publicity, and work with PIO McDougall for guidance and assistance.

It was msc (**W. Strength, M. Sully**) to give Alvord permission to move forward with publicity and a news article with media on the event, and work with Logan McDougal, PIO with the City of Pocatello.

With no other business, it was **MSC (M. Sully, J. Alvord)** to adjourn the meeting at 7:00 P.M.

Submitted by: _____ Approved on: _____

Aceline McCulla, Secretary