



Planning & Development Services

PLANNING SERVICES NEIGHBORHOOD & COMMUNITY SERVICES

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**HISTORIC PRESERVATION COMMISSION (HPC)
SPECIAL MEETING AGENDA
Tuesday, July 27, 2021, 5:00p.m.
911 N. Seventh Avenue, City Council Chambers**

Limited in-person attendance is allowed, but due to COVID-19 guidelines, strict social distancing measures are in place. INDIVIDUALS ARE ENCOURAGED, BUT NOT REQUIRED, TO WEAR MASKS/FACE COVERINGS.

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.

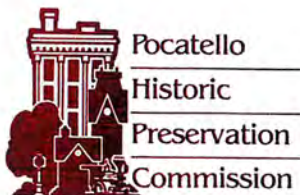
AGENDA ITEM 1: ROLL CALL

***** WORK SESSION *****

THE BRADY CHAPEL CENTENNIAL CAMPAIGN PLAN

The Commission may wish to discuss and coordinate plans for funding & events.

- Event Planning for the Summer Gala: August 26, 2021, 5-7pm



Gala Event Check List for August 26, from 5-7 PM

CoChairs for Gala Event: Ruta & Latecia		
Description	Who is reaching out for service/supply	Name of Member or Company with signed letter of commitment with donation value
Volunteers- set up with Just Serve - 8 servers / bus people & P/U tables-chairs	Marty	Marty will get trailer & crew to pick up tables & chairs and set them up
Food to feed 50 people & boards for silent auction	Nick	5-6 Boards (Discuss 7.27 Meeting to clarify)
Wine for 50 people & 6 oz cups	Latecia \$ / Aceline-Donations	
Sparkling Cider & Water for 50 people	Latecia \$ / Aceline-Donations	
Alcohol License for Special Event - apply for and obtain	Latecia	
2 porta potties - 1 handicap accessible required minimum	Donald	
Flowers and floral bases for 13 guest tables	Ruta - self purchase	
Person(S) creating center pieces	Ruta & volunteers	
70 Chairs guests/donation table	Ruta - Donated	Grace Lutheran Donated
13 round tables for 8 guests each table	Ruta - Donated	Grace Lutheran Donated
6 rectangle tables for food/beverage/board silent auction	Ruta - Donated	Grace Lutheran Donated
1 table for taking donations	Ruta - Donated	Grace Lutheran Donated
13 round and 7 rectangle table linens	Aceline - Donated - they will wash P/U 8/24 - D/O 8.27	AlSCO Donation Campaign Linens (13) 84" Round & (7)-71" for rec Wendy Seamans 208.785.3000
Pavilion Tent (if really necessary)	Marty ???	
Chamber music - Trent Clegg contact	Elizabeth ??? & Jacque	

Description	Who is reaching out for service/supply	Name of Member or Company with signed letter of commitment with donation value
Gala Possible Invite List	Separate Worksheet	
Keynote Speaker(s)	Latecia / Ruta	split
AIA Idaho 501c3 to run money through	Latecia	Confirmed
Follow up on guests for donation purposes	Latecia	
Ice and Coolers okay'd by Tami Iasonides in Water Dept.	Aceline - Donated	Upstairs above Engineering
Ice for drinking and to keep beverages cool	Aceline - Donations	Chris - Arctic Circle -2 coolers full - 3PM p/u Amanda - McDonalds S 5 Ave - 2 Coolers full 3:30 P P/U will confirm by 7/26
Paradice presentation 10-15 minutes	Nick Okayed	
Photographer for guests	Linda's professional friend	
Acknowledgments cards or ideas for all donors	discuss at 8/5 meeting	
MC for event	Marty recommended ?????	