

HISTORIC PRESERVATION COMMISSION

Minutes for April 21, 2021 at 6:00 p.m.
City Council Chambers, Municipal Building
911 N. 7th Avenue, Pocatello, ID

The meeting began at 6:00 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, Ruta Casabianca, Latecia Herzog, Nick Nielson.

EXCUSED: Donald Elston, Elizabeth Fore, and Marty Vizcarra.

STAFF: Jim Anglesey, John Banks, Aceline McCulla, and Brent McLane.

Chair Nielsen stated he would have to abstain from agenda item 3A, but due to limited Commission members present, this item would need to be moved to the May 5, 2021 meeting.

AGENDA ITEM #2: APPROVAL OF MINUTES

The Commission may wish to approve the meeting minutes from April 7, 2021.

It was moved by **J. Alvord** and seconded by **L. Herzog** to approve the meeting minutes, as written, from April 7, 2021. Those in favor: Jacquee Alvord, Ruta Casabianca, Latecia Herzog, Nick Nielson. Unanimous. Motion carried.

AGENDA ITEM #3: CERTIFICATE OF APPROPRIATENESS

3A. Nick Nielson of Nielson Law Office, PLLC has submitted an application for a certificate of appropriateness for door signage at 242 W. Lewis Street, the Block Building.

Due to Chair Neilson abstaining from this agenda item, the Commission lost its quorum, this agenda item will be moved to May 5, 2021.

3B. Kristi Payne has submitted an application for a certificate of appropriateness for window and wall signage at 144 N. Main Street, the Fisher Building.

Jason Young of SignUp Signs and Graphics, Pocatello stated there is a window decal and a 13-foot high projected wall sign, which will be anchored in the transom area with guide wire and into the brick mortar where possible.

It was moved by **L. Herzog** and seconded by **J. Alvord** to approve the certificate of appropriateness request by Kristi Payne for window and wall signage at 144 N. Main Street, the Fisher Building as presented with the installation as presented, and to authorize Chair Nielson to sign the Certificate of Appropriateness. Those in favor: Jacquee Alvord, Ruta Casabianca, Latecia Herzog, Nick Nielson. Unanimous. Motion carried.

AGENDA ITEM 4: BRADY CHAPEL CENTENNIAL CAMPAIGN

4A. The Commission may wish to discuss & finalize the campaign plan document.

- Update & Discussion on restoration estimates.

Anglesey asked for an update in the bid numbers from **Herzog**. **Herzog** asked that the construction materials should be increased by 30%.

It was moved by **J. Alvord** and seconded by **L. Herzog** to approve the plan with the adjustment of thirty percent (30%) increases on construction materials. Those in favor: Jacquee Alvord, Ruta Casabianca, Latecia Herzog, Nick Nielson. Unanimous. Motion carried.

- Update & Discussion on project administrator / construction management.

Herzog agreed to be the project administrator for the Brady Chapel restoration project and get bids and prepare for a construction project manager to handle the coordination of the restoration.

It was moved by **J. Alvord** and seconded by **R. Casabianca** to appoint Latecia Herzog to be the project administrator for the Brady Chapel Restoration Project and create a contract with the P&R and approved by City Council. Those in favor: Jacquee Alvord, Ruta Casabianca, Latecia Herzog, Nick Nielson. Unanimous. Motion carried.

B. The Commission may wish to discuss and coordinate plans for funding & events. (ACTION ITEM)

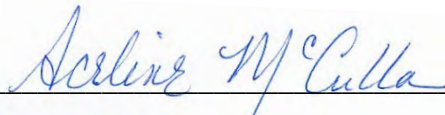
- Discussion on grants and funding

Casabianca stated she would work on grants. **Alvord** stated she and Leeuwrik had approached the Portneuf Valley Partners (PVP) about a 501c3 partnership to help with fundraising and getting grants that require a 501c3 status. **Alvord** will talk with Rick Cheatum, a board member of PVP and inquire on a partnership. **Herzog** stated she would forward the Idaho Power Grant requirements email to Casabianca. Herzog would approach the mortuary businesses in the area for \$10,000 to include a number of future uses, once the Chapel has been restored and a Certificate of Occupancy has been issued for public use. Restrooms are a topic that needs to be addressed and a spot identified, possibly two porta potties per event with a maximum occupancy. **John Banks** recommended the Commission and staff come before the City Council and address the grants, use, and all these topics with the plan and itemized list to move forward. Banks will get Herzog the threshold amount for construction bids.

- Event Planning for Memorial Day open house, summer gala and scavenger hunt.

With the lack of HPC members, this will be moved to the May 5 meeting.
The Commission chose August 26 as the date for the Gala Event.

With no other business, it was moved by **L. Herzog** and seconded by **R. Casabianca** to adjourn the meeting at 7:27 P.M. Those in favor: Jacquee Alvord, Ruta Casabianca, Latecia Herzog, Nick Nielson. Unanimous. Motion carried.

Submitted by:  Approved on: May 5, 2021
Aceline McCulla, Secretary