



## Heritage Commission Meeting Minutes

**Meeting Date:** February 6, 2024

**Location:** Council Chambers, City Hall

**Commissioners Present:** Deborah Twyman, Lee Argo, Sam Rushay, Mark Scherer, and Duane Stephens

**Commissioners Absent:** Carol Dage, Josh Guldner, Robert Prunte, Jr., and Cori Tharp

**Staff:** Wendy Shay, Historic Preservation Manager

### **I. AGENDA**

It was moved by Mr. Scherer, seconded by Mr. Stephens, and approved 4-0 (Rushay abstained) to accept the agenda for February 6, 2024 with the addition of a discussion of the 2024 Preserve Independence Awards review process under “Discussion & Action Items.”

### **II. MINUTES**

It was moved by Mr. Scherer, seconded by Mr. Argo, and approved 4-0 (Rushay abstained) to accept the January 4, 2024 meeting minutes.

### **III. DISCUSSION & ACTION ITEMS**

#### **A. Design Guidelines Update**

Ms. Shay provided information related to updating the current design guidelines. Commissioners participated in a brief discussion. Updating the COA Matrix, using district examples, and online assistance were discussed.

Ms. Shay confirmed that a committee would be formed to thoroughly discuss potential changes and to make recommendations. Commissioners Rushay, Twyman, Argo, and Scherer volunteered for the committee. Several public meetings will also be held.

#### **B. 2024 Preserve Independence Awards**

Ms. Shay provided an overview of the nomination process.

#### **IV. REPORTS & COMMENTS**

##### **A. Public Comment**

No members of the public were present.

##### **B. Heritage Commission**

The Commission inquired about various properties within the local historic district. Ms. Shay provided updates.

##### **C. Staff**

Ms. Shay commented on upcoming planning meetings for the celebration of Preservation Month in May 2024.

#### **V. ADJOURN**

It was moved by Mr. Scherer, seconded by Mr. Argo, and approved 4-0 (Rushay abstained) to adjourn.