

**Brookings Historic Preservation Commission
December 10, 2020 Minutes**

A meeting of the Brookings Historic Preservation Commission was held on Thursday, December 10, 2020 in City Hall. Members present: Janet Merriman, Angela Boersma, Janet Gritzner, Tom Thaden, Carrie Kuhl. Present via virtual meeting was Jessica Garcia-Fritz. Greg Heiberger and Andrew Royer were absent. Also present was Mike Struck, Community Development Director and Ryan Miller, City Planner.

Chairperson Merriman called the meeting to order at 6:00 p.m. A motion was made by Gritzner and seconded by Boersma to approve the agenda. All present voted yes, motion carried.

Motion by Boersma, seconded by Weiss to approve the minutes from November 12, 2020 meeting. All present voted yes, motion carried.

Discussion on Preservation Plan Workshop #2 Survey Results

Winter & Company compiled the results from the online survey of Workshop #2 and BHPC reviewed the results with the following discussion:

- Question 5 is most appropriate vision statement pertaining to the role of BHPC. Other questions seem to align more as strategies underneath this vision statement. Missing the education component in statement #5. Vision statement needs to be more clear and concise.
- Need to establish goals with strategies to implement the goals.
- Question 18: It is challenging for the city to get volunteers to commit time and to get engagement for the BHPC and its other volunteer boards. HOA's would be more realistic avenue to achieve historic district representation.
- Question 30: Design guidelines are the more desirable want/need from citizen input. SDSU Construction Management and Architecture Dept./faculty have not been consulted for their availability to provide technical assistance. References to these SDSU programs should be deleted or carefully worded as neither program has been consulted for their availability or interest in providing historic assistance.

Discussion on Historic Preservation Awards

Discussion on recognizing owners for being good stewards of their buildings. Propose staff and executive committee identify projects and acknowledge owners who went through the 11.1 Review Process and send a formal letter thanking them for following the process and reinvesting in their property.

Staff Updates

National Park Service Annual Report due January 31st. At the January meeting, commission needs to identify goals and objects for the upcoming year.

Election of 2021 Officers

Boersma motion, Kuhl seconded to nominate Garcia-Fritz as chair and Weiss as Vice Chair. All present voted aye.

Future Meeting Schedule & Time

- Next meeting is scheduled for January 14, 2021 at 6:00 p.m.

Motion by Kuhl, seconded by Boersma to adjourn at 7:10 p.m.

Janet Merriman, Chairperson

Mike Struck, Community Development Director