

Brookings Historic Preservation Commission
August 13, 2020 Minutes

A meeting of the Brookings Historic Preservation Commission was held on Thursday, August 13, 2020 in City Hall. Members present: Janet Merriman, Tom Thaden, and Janet Gritzner. Present via phone was Carrie Kuhl, Greg Heiberger, Jessica Garcia-Fritz, and Matthew Weiss. Angela Boersma and Andrew Royer were absent. Also present was Mike Struck, Community Development Director and Marcia Boyle and Nore Winter of Winter & Company via Go To Meeting.

Chairperson Merriman called the meeting to order at 6:03 p.m. A motion was made by Gritzner and seconded by Weiss to approve the agenda. All present voted yes, motion carried.

Motion by Gritzner, seconded by Thaden to approve the minutes from July 9, 2020. All present voted yes, motion carried.

Updates on 11.1 Reviews

Struck provided an overview of projects that were recently approved by the State Historic Preservation Office (SHPO) including:

616 3rd Street – deck on rear of home
618 6th Avenue – demolition of home (explosion/fire)
708 8th Street – new foundation
903 4th Street – porch roof

Discussion on Historic Preservation Plan Update

Marcia Boyle, Winter & Company, went over the virtual community outreach plan with the commission concerning the next phase of the preservation plan update. Brief presentations for each area of the virtual workshop are being prepared and a survey monkey will be coordinated to flow with the workshop. Benefit of a virtual workshop is participants can attend at their convenience and will be able to stop and start back up where they left off. Disclaimer, only one device can be utilized per survey.

Garcia-Fritz suggested the sequence could be changed to ensure appropriate groupings of questions, subject areas, etc. A reference in the presentation to SDSU architectural and construction management programs is acceptable as long as it is not taking work away from an architect.

Boyle targeted September 1st as a potential Go Live date for the virtual workshop. Survey will be updated and sent to BHPC members to review prior to Go Live date.

Discussion ensued on marketing/advertising the Preservation Plan Update virtual workshop. Struck indicated the use of social media by the city will be one of the primary means of promoting the virtual workshop, but will also rely upon BHPC members to assist in promoting as well as look to other city partners for assistance.

Boyle and Winter left the meeting.

BHPC Events

Waiting to hear back from the Chamber on the Festival of Lights event, which the BHPC has partnered with in the past for the trolley rides.

Subcommittee Discussion/Project Updates

Gritzner and Thaden are willing to start coordinating plaques in the University Residential Historic District.

Discussion on the Mayor's Awards. Request a list of projects from the past year to review.

Executive Committee/Staff Updates

The City received a donation from a Nebraska couple in honor of Pat Fishback. Funds are dedicated to Historic Preservation and BHPC will need to determine how best to utilize the funds in the future.

Future Meeting Schedule & Time

- Next meeting is tentatively scheduled for September 10, 2020 at 6:00 p.m.

Motion by Garcia-Fritz, seconded by Weiss to adjourn the meeting at 7:15 p.m.

Janet Merriman, Chairperson

Mike Struck, Community Development Director