

Minutes of the November 9, 2016
Rapid City Historic Preservation Commission Meeting

Members Present: Eric Monroe, Ali DeMersseman, Clancy Kingsbury, Tim Smith, John Riker and Alternates Chris Wehrle and Brittany Neiles

Members Absent: Alternate Carol Saunders

Others Present: Sarah Hanzel, Jeanne Nicholson, and Ritchie Nordstrom, City Council Liaison

Monroe called the meeting to order at 7:48 a.m.

Approval of Meeting Agenda

Hanzel requested to add the Introduction of New Members and Timesheets as items under New Business.

DeMersseman moved to approve the agenda with the noted additions. The motion was seconded by Kingsbury and carried unanimously.

New Business

Hanzel introduced Brittany Neiles and reviewed her professional background. Hanzel informed the Commission that Carol Saunders has been appointed as an alternate and that Nate Nelson has resigned from the Commission. She noted that she has informed the Mayor's office about Nelson's resignation.

Review Historic Preservation Commission Websites and discuss future online educational programming

Hanzel reviewed the two Historic Preservation websites and noted that they are not used very much. She noted that the City's new website does not include the 11.1 Review process but it could be added. She also reviewed the associated costs for the two websites.

DeMersseman suggested that the 11.1 Review process be added to the City's website and that the Commission consider other methods of social media for promoting historic preservation in Rapid City.

In response to a question from Nordstrom, Hanzel advised that TDG's report shows declining use of picturercpast.com, which was started in 2012. She advised that Robert Sharp & Associates will do an analysis report for \$85 if the Commission's decides to have one done. She noted that they indicated that there are not a lot of user numbers. A brief discussion followed.

Riker expressed his opinion that publishing documents on the City's website would be the easiest and most cost effective way to inform the public about the historic preservation requirements.

DeMersseman and Neiles volunteered to look at other options that would be available.

Hanzel stated that no action is necessary until the next meeting. She noted she will look at the process for terminating the contracts and websites.

Discuss educational outreach strategy for 2016-17 grant funds and Preservation Month taking place in May

Hanzel briefly reviewed the available grant funds and noted that \$6,000 is available for workshops, training, education outreach, etc. She noted that the Commission needs to consider the projects they would like to work on during the current grant period.

In response to a question from Riker, Hanzel explained that the Draft Report of the East of 5th Street Survey could be available in March or April and could possibly be tied into the month of May for Preservation Month.

DeMersseman suggested that we could organize walking tours of the downtown area and east of 5th Street area and possibly do some workshops for home improvements.

Hanzel suggested that another training session could be held for local contractors. She added that the contractors could receive education credits for the training.

Monroe reminded the Commission that the public will need to be informed about the Downtown Façade Restoration Program if and when it is approved. A brief discussion followed.

Downtown Façade Restoration Program

Hanzel explained that Kingsbury made a presentation to the Vision Fund Committee for \$50,000 for the Downtown Façade Restoration Program. She thanked the board members who worked on this presentation. A brief discussion followed.

Open House Media – Darrell Shoemaker

Hanzel stated that Darrell Shoemaker has prepared a press release for the open house for the East of 5th Architectural Survey. Hanzel reminded the Commission members to attend the open house being held from 4:30 – 6:30 pm. on Wednesday, November 16, 2016, at 201 Main Street.

Time Sheets

Hanzel reminded the Commission that each member needs to complete a timesheet for hours spent working on historic preservation. She added it is necessary to have matching dollars for the requested grant funds. Additional discussion followed.

Hanzel reminded the Commission that the next meeting will be on December 14, 2016 due to the Thanksgiving holiday.

11.1 Reviews – Summary from October 18 to October 31, 2016

No reviews were available.

Treasurer's Report

No update was available.

Approval of Minutes

DeMersseman moved to approve the October 26, 2016 meeting minutes. The motion was seconded by Riker and carried unanimously.

Kingsbury moved to adjourn the meeting at 8:26 a.m. The motion was seconded by DeMersseman and carried unanimously.