

**MINUTES**  
**HISTORIC DISTRICT DESIGN REVIEW MEETING**  
**January 15, 2014**

**Call to Order/Roll Call.** The meeting was called to order at 8:05 a.m. by Chair Gail Duman. Members present included Kata Bulinski, Jo Marlette, Ann Mehaffy, Chris Storz, Dawn Coles and staff Kendra VanCleave.

**Approval of Minutes.** The Commission reviewed the minutes of the June 19, 2013 meeting. Upon the MOTION by Coles, seconded by Mehaffy, with all in favor, the minutes of the June 19, 2013 meeting were APPROVED.

**BIG DEAL Grant update.** VanCleave gave an update on the grant funds from 2012-2013 fiscal year. She indicated that there was a \$5,895 budget available and the Commission awarded \$5,880 to businesses downtown. VanCleave also stated that for the 2013-2014 fiscal year there was a \$5,000 budget for grants. Mehaffy asked if there was an ordinance that would allow these funds to be allocated to other Commissions. VanCleave stated she would check on that.

**CLG Grant.** Duman commented that CLGs (Certified Local Government) can apply for grants from State Historic Preservation Office (SHPO), which require a 50/50 match, but staff and volunteer time can be included in that match. She noted that last year funds for a \$14,500 grant were earmarked to fix the Carnegie Library steps. VanCleave mentioned that she and Val Hysong would apply for the grant which was due February 28, 2014. VanCleave also stated that there have been suggestions made to replace 3 windows in upstairs at City Hall. Mehaffy commented that she was agreeable to any projects fixing City Hall. The group was of the same opinion. Storz asked if the funds could include the County Courthouse. Duman replied that it would since it is a historic building and is in the Historic District.

**Radio Shack hanging signs.** Duman stated that Radio Shack had put up small hanging signs and had not come before Design Review. VanCleave said she sent a letter along with an application and has not heard back yet. Duman suggested giving them a call. The group agreed. VanCleave said she would make the call following up on the letter.

**Continuation of banner sign discussion.** Duman commented that she intended to get with City Manager, Mike Kee since the last meeting to go over ordinances to get them straightened out since each one says something different, but it was during the City water issue and was put aside. She added that she will again schedule to meet with Mr. Kee. Mehaffy suggested that maybe these signs could fall under the sandwich board sign ordinance which charges a lifetime fee of \$50 then maybe business owners could choose to use one or the other.

**Other business.** Duman indicated that there were three vacancies on the Commission. She suggested that once those were filled they should have a meeting every couple months to refresh the members even if there were no applications to approve. Bulinski suggested that having a training session for the new volunteers would behoove the board. Duman added that a binder should be assembled for the new volunteers when they are appointed and would get a list of contents to VanCleave.

VanCleave stated that the Building Department is in the process of doing compliance at 1805 Main Street which is currently being used by Joyce Fagenstrom. She also stated that it was mentioned that in addition to building code issues there may be Design Review concerns for a park bench, planting accessories and sign being displayed on the sidewalk that did not come through Design Review. Bulinski added that it was very visible from a pedestrian standpoint. The group agreed to follow up on the issues when the Building

Department conducts its compliance inspection. Mehaffy mentioned that maybe items such as park benches and planters could also fall under the ordinance for storing personal property on the right-of-way.

Bulinski questioned if *A Corner On Health* had applied for a A-board sign. VanCleave stated that she would look into that.

**Next Meeting.** February 5th, 2014 (if necessary).

**Adjourn.** With no other business to discuss, the meeting was ADJOURNED at 8:31 a.m.