

City Commission and Historic Preservation Board Joint Workshop

August 22, 2023

4:00 p.m.

ELECTED OFFICIALS PRESENT:

Adrian Petrilă, Mayor
Mark Grill, Vice Mayor, Commissioner, District 2
Chris Graus, Commissioner, District 1
Chris Marone, Commissioner, District 4

ELECTED OFFICIALS ABSENT:

Ward Friszolowski, Commissioner, District 3

HISTORIC PRESERVATION BOARD MEMBERS PRESENT:

Bill Loughery, Chair
Tia Hockensmith, Vice Chair– entered at 4:10 p.m.
Sean Hurley
Danielle Micklitsch
Holly Young

STAFF PRESENT:

Matthew McConnell, Assistant City Attorney
Amber LaRowe, City Clerk
Jennifer McMahon, Chief Operating Officer

Mayor Petrilă called the workshop to order at 4:00 p.m. followed by the Pledge of Allegiance.

1. DISCUSSION:

a. Resolution 2023-04: Historic Preservation Board

This Resolution was presented to the City Commission after much discussion and deliberation by the Historic Preservation Board.

Chair Loughery started the discussion off by informing the City Commission of the process that staff and the Board underwent over the last year to draft this Resolution that outlines policy directives from the Board to staff on the various items they would like to have the opportunity to review. The directives are outlined in the attached Resolution and Agenda Memorandum.

Discussion:

The Commission discussed how having these policy directives in a Resolution is any different than having them documented in the minutes. It was discussed how these directives should be in one location for staff to find and ensure continuity of informing the Board in perpetuity. Mrs. McMahon mentioned that staff reviewed approximately 20 years' worth of minutes to understand the history of the Board and the Historic District. The items outlined in the Resolution are of the utmost importance at this time; other items can be added as the City/District evolves.

The City Clerk inquired how staff plans to ensure that these policy directives will be followed in perpetuity and not get lost in the stack of records. She suggested that the Resolution be drafted giving the Clerk the direction to codify this into Municode – this will ensure it will not be missed. It was also discussed about having a binder made for every new member to include any policies, ordinances, and resolutions specific to the Board. Vice Chair Hockensmith suggested adding the information to the Historic Preservation Board page of the City's website.

The only requested change to the Resolution, other than grammatical errors, was to change "Pass-A-Grille Overlay" to "Historic District". It was also requested to attach a map to the Resolution to show defined boundaries.

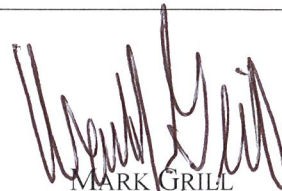
Mayor Petrila requested that, in the future, if an advisory board or committee requests something like this, a joint workshop is scheduled prior to being placed on a City Commission agenda for approval.

Mayor Petrila adjourned the meeting at 5:05 p.m.

MINUTES APPROVED: SEPTEMBER 26, 2023



AMBER LAROWE
CITY CLERK



MARK GRILL
VICE MAYOR