

APPROVED JANUARY 12TH

**CITY OF EDMONDS
HISTORIC PRESERVATION COMMISSION
SUMMARY MINUTES**

December 8, 2011

CALL TO ORDER AND ROLL CALL

Chair Vogel called the meeting of the Edmonds Historic Preservation Commission to order at 5:35 p.m. in the 3rd Floor Conference Room of City Hall, 121 – 5th Avenue North. He read the Commission's mission statement.

COMMISSIONERS PRESENT

Larry Vogel, Chair
Jennifer Anttila
Christine Deiner-Karr
John Dewhirst
Andy Eccleshall
Eric Norenberg
Michael Plunkett

STAFF PRESENT

Diane Cunningham, Administrative Assistant

OTHERS PRESENT

Gerry Tays, Citizen

COMMISSIONERS ABSENT

Fred Bell
Sue Bauer, Vice Chair (excused)
Steve Waite (excused)

READING/APPROVAL OF MINUTES

COMMISSIONER ECCLESHALL MOVED TO APPROVE THE COMMISSION MEETING MINUTES OF NOVEMBER 10, 2011 AS WRITTEN. COMMISSIONER DEWHIRST SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

AGENDA ADDITIONS/CHANGES

The agenda was accepted as presented.

REQUESTS FROM THE AUDIENCE

No one in the audience expressed a desire to address the Commission during this portion of the meeting.

DISCUSSION WITH COMMISSION APPLICANTS

The Commission had a brief discussion with Commission applicant, Gerry Tays, to learn more about why he is interested in serving on the Historic Preservation Commission and what he would like to accomplish as a Commissioner. Mr. Tays said he had the opportunity to initiate a historic preservation program for the State of Washington. Now that he is retired, he wants to share what he learned with the community. He said he would like to promote public awareness about the need for historic preservation. He also shared his ideas for encouraging property owners to place their properties on the Register.

The Commission noted that there are five highly-qualified applicants for the two vacant Commission positions. They discussed approaching the City Council with a request to increase the number of Commissioners so that all candidates could be appointed.

COMMISSIONER ECCLESHALL MOVED THAT COUNCIL MEMBER PLUNKETT APPROACH THE CITY COUNCIL WITH A REQUEST TO INCREASE THE NUMBER OF MEMBERS ON THE HISTORIC PRESERVATION COMMISSION TO TWELVE (12). COMMISSIONER DEINER-KARR SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

The Commission discussed the process for appointing new Commissioners as outlined in the ordinance. Council Member Plunkett agreed to present the Commission's request to the City Council for approval as soon as possible. The Commission agreed to interview the remaining candidates at their next meeting and forward a recommendation to the Mayor and City Council. There was some concern that a quorum of Commissioners might not be available at the January 12th meeting. Ms. Cunningham agreed to contact the City Clerk to find out if Chair Vogel could participate in the meeting via speaker phone if a quorum is unavailable otherwise.

COMMITTEE REPORTS

Report on Meeting with the Edmonds Center for the Arts Board

Commissioner Waite was not present to report on his meeting with the Edmonds Center for the Arts Board. The report was rescheduled to the January 12th meeting agenda.

OTHER REPORTS

Edmonds South Snohomish County Historical Society

Commissioner Bell was not present to report on the activities of the Edmonds South Snohomish County Historical Society.

NEW BUSINESS

No new business was scheduled on the agenda.

UNFINISHED BUSINESS

Update on Business Cards

Commissioner Deiner-Karr reported that the Commission's business card template has been completed. The cards will be printed once the new Commissioners have been appointed.

Extended Distribution of Calendars

Council Member Plunkett reported that the City Council was pleased with the beautiful calendar created by the Commission. Commissioners Norenberg, Eccleshall and Anttila were commended for their efforts.

Chair Vogel reported that Commissioner Eccleshall was contacted by a reporter from *THE EVERETT HERALD*, who asked why the Commission decided to give the calendars away. He reminded the Commission that because the calendar was paid for with public funds, it would not be appropriate to charge the public a second time.

Ms. Cunningham provided a sample of the new walking tour brochure, which is currently being printed. She noted that after printing the brochure, there is still \$300 remaining in the fund that was allocated to the Commission by the City Council. The Commission discussed using the remaining money to mail calendars to specific individuals and organizations.

APPROVED

COMMISSIONER ECCLESHALL MOVED THAT THE REMAINING FUNDS BE USED TO PURCHASE PRE-PAID ENVELOPES FROM THE UNITED STATES POSTAL SERVICE TO MAIL THE CALENDARS TO AS DETERMINED APPROPRIATE. COMMISSIONER DEINER-KARR SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

The Preservationist

Commissioner Eccleshall reported on current plans to celebrate the centennial of the Edmonds Police Department in October. He suggested it would be appropriate for the summer edition of *THE PRESERVATIONIST* to feature the Police Department. The remaining Commissioners concurred.

Presentation to City Council, Planning Board and Architectural Design Board

Commissioner Dewhirst agreed to attend the next City Council meeting to announce the calendar and advise where citizens can obtain free copies. Commissioner Eccleshall agreed to present calendars to the Planning Board on December 14th. Commissioner Norenberg said he would present calendars to the Architectural Design Board on December 21st.

ACTION ITEMS

No action items were scheduled on the agenda.

HISTORIC PRESERVATION CHAIR COMMENTS

Chair Vogel complimented the Commissioners responsible for producing the calendar. He expressed his belief that it would go far towards the Commission's goal of raising awareness and promoting historic preservation in Edmonds.

Chair Vogel indicated he would be unavailable to chair the January 12th meeting, and Vice Chair Bauer's term expires at the end of December. Commissioner Eccleshall agreed to chair the meeting.

HISTORIC PRESERVATION COMMISSIONER COMMENTS

Council Member Plunkett congratulated the Commissioners on a successful year. The Commissioners agreed it would be appropriate for Commissioner Dewhirst to provide a report to the City Council on their 2011 activities. The report could indicate that there are now 13 properties on the Register, an additional survey of historic properties was completed, the walking tour brochure was updated and reprinted, and historic calendars were designed and printed for free distribution. In addition, there are more candidates for the Commission than there are positions available. It would also be appropriate to thank the City Council for the funds they allocated to the Commission.

Commissioner Anttila commented that she has enjoyed her participation on the Commission. The Commissioners thanked her for her service. They commended each other for the significant amount of work they accomplished in 2011 and discussed the need to identify a list of projects to accomplish in 2012. They also thanked Ms. Cunningham for her staff support.

ADJOURNMENT

The meeting was adjourned at 6:40 p.m.

APPROVED