

Meeting Minutes of the
City and Borough of Juneau
Historic Resources Advisory Committee

Wednesday, June 1, 2011
CBJ Community Development
4th Floor, Conference Room
5:00 PM – 6:30 PM

Members:

<u> X </u> Steven Winker (Chair)	<u> X </u> Gerald Gotschall (Vice-Chair)	<u> X </u> Connie Munro
<u> X </u> Shauna McMahon (Secretary)	<u> Abs </u> Rico Worl	<u> Abs </u> Myra Gilliam
<u> X </u> Marie Darlin	<u> X </u> Gary Gillette	<u> X </u> Lawrence Hayden

Staff: Jane Lindsey (CBJ, Juneau-Douglas City Museum)

 X Laura Boyce (CBJ Community Development)

 X Kelly Keenan (CBJ Community Development)

- I. Call to Order: 5:00 pm
- II. Approval of Agenda: 2 agenda items were requested and unanimously approved:
1) window coverings update 2) graffiti on Treadwell Office Building.
- III. Approval of Minutes: Approved with a correction
Clarification in New Business narratives re ordinance
Marie Darlin motioned, Lawrence Hayden motioned 2nd.
- IV. Public Testimony on Non-agenda Items: none
- V. Old Business
 - 1. Grant Updates (CBJ staff)

Laura Boyce mentioned that she submitted a Certified Local Government proposal for a smart phone application feasibility study. She received word that this proposal was not selected for final award. It was suggested a revised proposal with a more direct application approach (versus feasibility study) may gain increased competitiveness. Gary Gillette recommended that CBJ staff contact Jo Atkinson at Office of History and Archaeology to give overview of next Certified Local Government grant opening at next HRAC meeting.

Ms. Boyce also mentioned the contractor began work in the second phase of the Historic Properties inventory

2. Clarification of CBJ Historic Preservation Ordinance Public Comment Process

Laura Boyce mentioned that the August meeting of HRAC will be held in the Assembly Chambers and will serve as the public meeting on the ordinance. The ordinance will be key agenda item, but regular agenda items will be discussed as well. Gary Gillette suggested that the ordinance should be the first agenda item so that the public does not have to wait through more administrative and routine agenda items.

3. Confirmation of Annual Retreat Date: Saturday, September 17, 2011

Laura Boyce mentioned proposed retreat day of September 17. HRAC Committee members confirmed approval of that date.

VI. New Business

1. Elections

Myra Gilliam, Gerald Gotschall, and Shauna McMahon were reappointed by the CBJ assembly to the HRAC seats. HRAC Committee members unanimously chose to defer elections of chair, vice chair, and recorder to the retreat or September HRAC meeting.

2. Review Draft Agenda Items for Annual Retreat

Kelly Keenan presented an early draft retreat agenda and committee members made suggestions.

-Agenda item recommendations

Shauna McMahon suggested that goals & priorities discussion/SWOT be early in the retreat so given due time. Gerald Gotschall mentioned that item order could be 1st item at retreat. Marie Darlin indicated that "training" might be eliminated since no new boardmembers. Marie Darlin and Gary Gillette offered that time on Annual Report Review be minimized and recommended the annual report be available prior to retreat. It was also suggested that the JDCM Long Range Plan be revisited at the retreat.

-Attendees and Location

Inviting the CBJ Park and Recreation director to the retreat was recommended. Paulette (?) was suggested as a presenter at the HRAC retreat. Connie Munro asked about putting the retreat on the CBJ scanner. Boardmembers confirmed that Douglas Library was good proposed retreat site and had been good venue previously. Laura Boyce will verify Douglas Library availability for the Saturday 9/17/11 date.

3. Window Coverings

Steve Winker mentioned that the window coverings are included in Tourism Best Management Practices (TBMP)(see agreement #74.) In response, Gary Gillette recommended that any HRAC draft letter re window dressing should be copied to Kirby Day as TBMP representative. There may also be opportunity to work directly with Kirby Day to bring HRAC window dressing concerns to greater light. The TBMP was described and Connie Munro mentioned her concern with preventing bait and switch activities by vendors in the tourism industry.

4. Treadwell Office Building vandalism

Recent graffiti at the Treadwell Office Building was noted and photographs presented. Practicalities and concerns of enforcing codes regarding vandalism were discussed by HRAC members.

VI. Next Regular Meeting

1. Wednesday, Aug 3, 2011, at 5:00pm at CBJ Assembly Chambers.

VII. Adjournment: 6:00 pm