



City of Columbia, Missouri

Meeting Minutes

Historic Preservation Commission

Tuesday, March 5, 2019

7:00 PM

Regular Meeting

Conference Room 1B

Columbia City Hall

701 E. Broadway

I. CALL TO ORDER

Amanda Staley-Harrison - Acting Chair, Mark Wahrenbrock - Secretary

Present: 6 - Mark Wahrenbrock, Mary Kaye Doyle, DeAnna Walkenbach, Amanda Staley Harrison, Trevor Harris and Melissa Hagen

Absent: 1 - Pat Fowler

II. APPROVAL OF AGENDA

Commissioner Walkenbach motioned to approve the minutes as distributed.

Commissioner Doyle seconded and the motion passed unanimously by voice vote.

III. APPROVAL OF MINUTES

Commissioner Harris moved to approve the agenda as distributed.

Commissioner Walkenbach seconded and the motion passed unanimously by voice vote.

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Attachments: [HPC MINUTES 02052019](#)

IV. PUBLIC COMMENT

V. COMMISSION UPDATES & INFORMATION SHARING

Commissioner Harris indicated that a home in his neighborhood, located at 1101 Sunset Lane, was undergoing a much-needed remodel.

VI. STAFF REPORT

A. North-Central Historic Survey Phase II Updates

Staff Liaison Palmer indicated that he had received two qualified bids for the North-Central Phase II Historic Survey. Bids were from Wood Environment & Infrastructure Solutions of Jefferson City and Keenoy Preservation of St. Louis. Commissioners scored the two bids based on Experience & References, the bidder's ability to maintain the project schedule, the bidder's ability to provide the services requested, etc...

Commissioner Harris moved to select Keenoy Preservation due to similarity of work experience and past involvement in City of Columbia projects.

Commissioner Walkenback seconded and the motion passed unanimously by voice vote.

B. Demolition Permit Applications

Liaison Palmer presented a demolition permit application for the property located at 318 West Boulevard, and Commissioner Walkenback volunteered to contact the property owner for any potential salvage opportunities.

Commissioner Staley-Harrison moved to close review of the application.

Commissioner Walkenback seconded and the motion passed unanimously by voice vote.

VII. OLD BUSINESS

A. April 6th Preservation Plan Public Engagement Meeting

Commissioners discussed ministerial items in regards to the upcoming public engagement meeting.

The meeting will take place April 6, 2019 at the Second Baptist Church, 407 East Broadway beginning with a meet-and-greet at 9:45 AM. The meeting will begin at 10:00 AM and end at 12:00 PM. The Commission has secured Jessica Macey to lead the facilitated discussion.

B. Rock Quarry Scenic Roadway Plan Letter of Support

Attachments: [Rock Quarry Scenic Overlay Support Letter](#)

Commissioners discussed the letter prepared by Commissioner Fowler and forwarded to the Planning & Zoning Commission for consideration at their March 7th work session meeting. Commissioners planned to attend the meeting to answer any questions.

C. Allocating Funds for National Trust for Historic Preservation & Preservation Leadership Forum

This item was tabled for further investigation & research.

D. Allocating Funds for Commissioner Name Tags

Attachments: [CoMo Name Badge](#)

Commissioner Staley-Harrison presented name tag designs to the Commission, as approved by the City Community Relations Department. She indicated that the cost would be roughly \$10 per badge, and that it would be best to order badges that do not include names so they can be reused by future commission members.

Commissioner Staley-Harrison moved to approve spending up to \$100 on commission badges.

Commissioner Doyle seconded and the motion passed 3 - 2.

Yes: 4 - Doyle, Walkenbach, Staley Harrison and Hagen

No: 2 - Wahrenbrock and Harris

Absent: 1 - Fowler

VIII. NEW BUSINESS

A. Allocating Funds for Smithton and Rock Quarry Scenic Roadway Plaques

Commissioner Staley-Harrison presented the Commission with a proof of the Smithton plaque designed by members of the Bicentennial Committee. She indicated that the cost would be roughly \$2,500.

Rock Quarry Scenic Roadway plaque discussion was tabled until Commissioner Fowler is present.

Commissioner Doyle moved to approve the expenditure of up to \$2,500 for the purchase of the Smithton plaque.

Commissioner Walkenback seconded and the motion passed unanimously by voice vote.

B. Future Technical Skills Workshops

Commissioner Harris proposed the use of an RFP process to search for professionals interested in conducting technical workshops in the future. No other action was taken at this time.

C. 'Columbia in 1820' Walking Tour for July 4, 2020

Commissioners discussed the potential walking tour, but no action was taken on the matter at this time.

D. Transfers of Funds (Plaster Workshop, Salvage Sale, & Sale of Replacement Plaques)

Liaison Palmer indicated that funds from the plaster workshop were still held by Parks and Recreation, as the fees were collected through their online portal. A transfer will need to be initiated by P&R. Salvage Sale funds from July 2018, in the amount of \$2,056 still needs to be transferred from the City's General Fund into the New Century Fund. This is on hold until permissions are added to the HPC establishing ordinance and the UDC. Mr. Palmer also indicated that the funds from the sale of replacement plaques, which took place in both 2016 and 2017, were dissolved with the changing fiscal year and absorbed into the General Fund.

IX. GENERAL COMMENTS BY PUBLIC, MEMBERS AND STAFF

X. NEXT MEETING DATE - Tuesday April 2, 2019

XI. ADJOURNMENT

Commissioner Staley-Harrison moved to adjourn.

Commissioner Walkenback seconded and the motion passed unanimously by voice vote.

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