

**Summary Minutes**  
**City of Sedona**  
**Historic Preservation Commission Meeting**  
**Vultee Conference Room, 102 Roadrunner Drive, Building 106, Sedona, Arizona**  
**Monday, January 9, 2017 – 4:00 p.m.**

**1. Call to order, Pledge of Allegiance, roll call**

Chair Unger called the meeting to order at 4:00 p.m., led the Pledge of Allegiance and requested roll call.

**Roll Call:**

**Commissioners Present:** Chair Brynn Burkee Unger, Vice Chair Ann Jarmusch and Commissioners Jack Fiene, Kurt Gehlbach, Allyson Holmes and Steve Segner. Commissioner Derek Pfaff was unexcused

**Staff Members Present:** Warren Campbell, Audree Juhlin and Donna Puckett

**Councilor(s) Present:** Councilor Scott Jablow

**2. Commission and Staff announcements**

Warren Campbell announced that we are expecting an email in the next week or two letting us know that registration for the HP Conference is open, and we like to register early for the savings and get rooms booked before they sell out. Everyone except Commissioner Gehlbach expressed interest in attending, but please send an email to Donna in the next week letting her know that you definitely can attend. Again, the dates are June 14-16 and we think we will be able to fund any who would like to go, but a new policy is either in place or being put in place that if you decide to cancel after we sign you up and make payments, you may be called upon to pony up, so please confirm those dates.

Vice Chair Jarmusch indicated that the landmarked property off of Schnebly Hill Road is for sale for \$6.5 million, and she didn't know if that is common knowledge. Commissioner Segner commented that is the Gassaway House and Commissioner Gehlbach noted that they dropped the price recently. Chair Unger pointed out that the Commission can't really discuss it, because it is not on the agenda; however, we can place it on a future agenda or send a note to Donna and she can send it to the Commission for information purposes. As a reminder, when there is something not on the agenda, you can make an announcement, but there cannot be a discussion about it.

**3. Approval of the December 12, 2016 minutes**

Chair Unger requested a motion to approve the minutes.

**MOTION:** *Vice Chair Jarmusch moved to approve the minutes. Commissioner Holmes seconded the motion. VOTE: Motion carried six (6) for and zero (0) opposed. Commissioner Derek Pfaff was unexcused*

**4. PUBLIC FORUM:** *(This is the time for the public to comment on matters not listed on the agenda. The Commission may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date.)*

*Chair Unger opened the public forum and, having no public present, closed the public forum.*

**5. Discussion/possible action regarding the development of a Historic Resource Recognition Program**

Vice Chair Jarmusch noted that she was going to send her draft again, but she left town for the holidays without the laptop and got home late last night. Commissioner Fiene asked if this is an action item for the Commissioners, because the minutes mentioned that he had worked with historic properties before and could contact other agencies or jurisdictions about this type of program, which he is willing to do, but he didn't want to do anything until he was told that it is an action item.

Warren Campbell explained that is research that you want to bring to the table, and Vice Chair Jarmusch will provide the document that she prepared, so we can have a conversation under a topic worded like this. We word the agenda discussion/possible action to cover all the bases, so we avoid the inability to talk about it, but that would be conducting research to be prepared to bring examples. Commissioner Fiene indicated that he could do that.

Chair Unger confirmed that this item would be on every agenda this year, and Warren Campbell indicated yes, until directed otherwise or until formal action is taken on the program.

**6. Discussion/possible action regarding field training of new and existing members on how to conduct a historic resource survey**

Chair Unger indicated that this is something that we probably don't want to do until the weather is a little warmer. She then asked if this will be put on the agenda for future dates and Warren Campbell asked if the intent was to hold it during a regular Monday meeting or identify a special date, because he has to look for cars and set up vehicles for one group or two groups, etc. Chair Unger stated that the Commission had discussed having the whole group do it, because at the end of the day, we have had people on the Commission who haven't walked through those processes and it wouldn't be a bad idea to refresh ourselves, but it would depend on whether or not we could do it at 4:00 p.m. and go through it in two hours.

Commissioner Segner stated that last time we took one-half day and went to different properties, but we can't do it in an hour. We classified it as a field trip or something so it didn't have to be recorded; however, Donna Puckett noted that the Commissioners weren't together in one vehicle, and the Chair agreed that we didn't have a quorum together. Audree Juhlin pointed out that we couldn't have the Commissioners in separate vehicles convening at one site; you would have to do separate sites, but you could do a site visit and have everybody there, and we would take notes.

Chair Unger indicated that is what she would do. She wouldn't worry about it not being recorded, because it is something that maybe is a good thing to have a record of anyway. She doesn't see the Commission doing it until the weather is a little warmer. Warren explained that he would need to know some of the properties they are thinking of, so he can try to coordinate access. He could probably get the Commission to the Pumphouse, the Ninger House and the Ranger Station, and Commissioner Segner added that the Gassaway House should probably be looked at. Chair Unger then recalled when they came to the Commission to replace their roof, but that might be one we should look at; she doesn't know how many Commissioners have seen it. There are a lot of them that the whole Commission hasn't seen. Most of us have seen the Historic Society building at Jordan Park and the U.S. Forest buildings.

Commissioner Segner asked how many there are and Chair Unger stated 23. The Commissioner then indicated that the Commission could probably drive by at least half of them in a half day. The Chair explained that the Commission would at least want to go over the details of one or two of them, because in the long-run, we want all of the Commissioners to take two or three of them and detail what we think are the most important parts of the buildings and why they were landmarked.

Commissioner Segner suggested the second week in March and Warren indicated that March 13<sup>th</sup> would be that meeting date. Chair Unger then suggested meeting from 1:00 p.m. to 5:00 p.m., and after we have trained everybody, we should be able to review other properties without staff.

Commissioner Gehlbach asked if at that point we would also handle the training regarding the photography, etc., so if we do go out in various groups in the future, we can get the right photography. Chair Unger explained that photographing the relevant pieces of the property is something we will be talking about, and we also will be discussing the elements we look for in making a decision about a property being viable. If we are looking at landmarking a property, we have to complete all of the questions on the sheet and we will go over that too.

Donna Puckett asked if the Chair would want to include the assessment of the Rigby property or the one they were wanting to landmark, and Chair Unger clarified she was thinking of the Babbitt property. She would love to do the Rigby property, but we haven't gotten a good reception on that property. The Babbitt family invited us in to take pictures and discuss it, so it might be easier to do. Kathy Levin set up that meeting with the Babbitt family, but she doesn't know if she left that information for staff, so that is one we could consider. She could see us doing the Gassaway and the Babbitt property. She then asked if staff would suggest another one and Warren suggested that he and the Chair meet offline to develop a tour, and the Chair agreed.

Commissioner Fiene asked if the Commission has looked at all of the Madole properties and the Chair indicated yes. We actually had him go with us and look at them before he passed away. He had one that he really wanted to have landmarked, but they may be working on it right now and we may not be able to landmark it, because we don't know how many changes they did; it is on the back of Sky Mountain. We have looked at most of them on Madole Road, and unfortunately, most of them had been changed so much we couldn't landmark them, but we could possibly recognize all of those homes in the program we were just discussing. Commissioner Fiene asked like a small district, and Chair Unger indicated yes and noted that a number of years ago the Commission photographed the first one on the left, because that was one of his favorite places; the construction was really interesting. He had wrapped a metal band all the way around the outside of the upper structure of the house and that held the thing together, so it was one of his favorites for that reason, but the owners didn't want to landmark it. The other Madole home we wanted to landmark is near the historic Jordan Ranch and the homeowners have kept the exterior and interior true, but they have not come back saying they want to landmark it. Right now, we have two on our "to be landmarked" list and it would be nice to get some others, but we want the best examples.

Warren Campbell noted that we might be straying a little from the field training discussion. We have March 13<sup>th</sup> picked. He and the Chair will work on a schedule and tour, and we will look at 1:00 p.m. to 6:00 p.m. for the time being.

## **7. Discussion/possible direction regarding the Commission's Draft Work Plan for Fiscal Year 2017/2018**

Warren referenced the updated copy of the draft plan that was provided to the Commissioners, and Chair Unger pointed out that the Commission is basically looking at FY18 that starts next summer, which is the budget that the city has to construct now. Audree Juhlin explained that we are also reviewing it for two other reasons besides preparing a proposed draft budget for the Commission. One is to ensure we got the FY17 accomplishments correct or if there is something we are missing. Two, are there any performance measures that we should add. As previously explained, the city is going to performance-based budgeting, so everything will largely be based on our performance.

Chair Unger referenced the objectives and noted that we talked about implementing the U.S.F.S. Ranger Station Master Plan, and we discussed a get-together this year for that. She then asked if that would end up being part of the accomplishments and Audree Juhlin stated it will be in next year's accomplishments. In the performance measures for FY17, there is one for Civic Pride/Educational Events and that is for last year's May event. The Chair then asked if anything

needed to be put into the objectives, and Warren referenced the third bullet point under FY17 Accomplishments. Audree Juhlin noted that is implementing the Master Plan; it is there. The Chair then asked if there should be something in the FY18 objectives to reflect that we try to do something every year; she would rather not leave it out.

Commissioner Gehlbach asked if there is any way to kick that off all together with the Ranger Station, and the Chair explained that this year, we are going to do it in May, which is our Historic Preservation Month and it is the 100<sup>th</sup> anniversary. Audree Juhlin indicated that for FY18, we will include, "Hold at least one Civic Price/Educational Event during the budget year", but not specific to May, so if you want to have it at Commissioner Segner's place in September, you can do it. Commissioner Segner stated to plug it in and we can fill it in later. The Chair agreed that is easier than tying it to one month.

Chair Unger asked if that needed to be added to the Performance Measures and Audree Juhlin pointed out that it is in there in the fourth item. We can expand it to say, "Appreciation/educational event". The Chair stated that it looks good and hopefully doesn't give us too many things to do.

Vice Chair Jarmusch referenced number two for Historic Resource Recognition Awards in FY18 and asked if that is because we thought we would issue this new program and issue two awards per year. Chair Unger explained that the Commission could do more than two; we didn't want to put in a number that we couldn't accomplish. Commissioner Fiene recalled that the Commission discussed one commercial and one residential. Chair Unger agreed and indicated that staff's recommendation was that we not stretch ourselves too far and put something there that we can't achieve. Vice Chair Jarmusch also recalled that we said that we didn't want to dilute it with too many and the Chair agreed.

Commissioner Gehlbach noted that the Commission doesn't have a lot of time to promote anything, so when we are involved in things like the open house and Ranger Station, are we able to present the Master Plan at that time, is the recognition taken care of at that time, and is the Chamber of Commerce involved so we could promote this from a very large standpoint? Chair Unger indicated that the Commission had planned . . . , Warren Campbell interrupted to ask if we are moving to the next agenda item, and the Chair indicated yes and asked if there was anything else to add to the work plan. Hearing no response, the Chair stated that we would move on to agenda item 8.

**8. Discussion/possible direction regarding the Ranger Station 100-year Anniversary/Historic Landmark Recognition/History Month celebration in May 2017**

In response to Commissioner Gehlbach's question, Warren Campbell indicated that there is a staff working group of Vice Chair Jarmusch and Commissioner Holmes who volunteered to dedicate time to the recognition party, and all of those elements can be part of that. He can help in getting boards made to show the Master Plan, and any awards the Commission wants to give out, but it will be on the Commission's shoulders to find the people who should receive the awards, what the awards will look like, etc. He will help with purchasing within budgetary means, but it is a lot of work on the Commission's behalf; the working group is going to make a lot of the decisions.

Commissioner Holmes asked if it would be necessary to draw up guidelines for the awards before we start the program, so it is consistent from year to year as to what we are looking for, and the Chair indicated yes. The Commissioner then asked if that would be something that the working group would do or would that be part of the Commission's work plan.

Warren Campbell indicated that is what the Commission would be discussing under number agenda item 5, once we get Vice Chair Jarmusch's document and Commissioner Fiene's research. Commissioner Fiene then asked if Parks & Rec will get involved with this too, and Warren indicated that they may play a role, but it depends on what the staff working group decides to do.

Chair Unger added that she has a question about advertising and how we get things out there; will we need to know the budget to get ads in the paper? We can probably get some free copy in the newspaper and Vice Chair Jarmusch may be able to help with that, but in terms of advertising and if the Chamber of Commerce would be interested would be the other question.

Commissioner Segner asked what the Commission is trying to accomplish, are we trying to say it is 100-years-old, yea; or, are we trying to say it is 100-years-old, and it is turning into a park, etc. Audree Juhlin stated that is what the Commission needs to decide. Commissioner Segner indicated that we are going to spend \$1 million to fix it up, so it seems that it ought to be an event that says here it is and here is what it is going to be. Here is the Master Plan, the Mayor comes out and does something, so everybody gets excited about it. He also doesn't think we have time to give an award this year, and the Chair agreed. Commissioner Segner added that we can do that next year; this year we need to create the criteria.

Commissioner Gehlbach suggested recognizing everybody during the event, and Commissioner Segner agreed and explained that we usually invite everybody who has a historic building, and we can get with the Parks Department to fund some stuff. Warren Campbell stated that we do have some money, which he will discuss with the working group, and we have space for one more person to serve on the working group, so email him if you are interested.

Chair Unger stated that the Commission wants it to be not only recognizing it, but that it also is transitioning into what the city has purchased it to be. Commissioner Segner then said to put him on the committee, get somebody from Parks & Rec, and let's get it done. Audree Juhlin clarified that Commissioner Segner would need to send an email or get with Warren after the meeting.

Vice Chair Jarmusch stated that she would rather have a plan before going to Parks & Rec, and Commissioner Segner clarified that he was just saying to include them, because we need to get them in the loop. Commissioner Gehlbach noted that they could also share in the cost of it. Warren Campbell explained that we believe we have \$4,000 - \$5,000, so we have funds available to make it a great recognition event for not only the 23 landmarked properties, but also to celebrate this property's history.

Commissioner Segner asked when they are going to break ground on the park, and Audree Juhlin explained that this will move forward through the next budget process. We will submit a Capital Improvement Program concept paper to the Council, and it will outline the next five years' possible phasing of it. We may get zero dollars or some dollars; we don't know until the budget process happens. Warren suggested that the most that might be done by May is the removal of the greenhouse and some of the concrete pads and sheds. There will be no grading taking place. The Commissioner then asked if the design has been firmed up or if it is still kind of iffy. Warren Campbell indicated that it is firmed up; they are doing construction drawings. Commissioner Segner then suggested taking a picture and putting in a big sign to say "Coming - Future of Sedona" with an artist's rendering of the park. There should be an action when you do something.

Commissioner Gehlbach suggested starting the action after the party, because we might need those cement pads for the venue, and if they see you doing something with the ground after that, that is a great starting point. We just need a kick-off; we need a big venue.

Chair Unger indicated that she doesn't know how much that will damage the ability to have an event there, and Warren noted that the concrete pads are way on the southeast side. The Chair added that she didn't think that would hurt it, but if they started to do grading, it might be more awkward although we don't want to slow down the process. Warren Campbell stated that we could mark where some of the things would be, etc. Commissioner Gehlbach asked if there are utilities on the property now, and Warren stated that they are not hooked up; they've been disconnected.

Chair Unger indicated that this will probably be a daytime event and it probably should be on a weekend to draw more people. Commissioner Gehlbach noted that it becomes a little more

complicated when you don't have electricity, because now you will have 10,000-watt generators sitting around the property. Warren Campbell noted that we will have to appropriately prepare for those needs.

Commissioner Segner again asked why the Commission is doing this, and Chair Unger stated to make the community aware of what is going on. Audree Juhlin added that it turns 100-years-old and to her that is the primary thing. It is a celebration of 100 years of history that can't be overlooked. Commissioner Segner indicated that there then has to be a story to tell – it is 100-years-old and here is the history and why it is important. We are going to celebrate it, have a walk-through so people can see it, and the future plans of what it is going to be. Commissioner Gehlbach then added not to forget a thank you to all who are part of the historic preservation, etc. There are many things we could accomplish to promote the town and historic preservation.

Commissioner Segner agreed and explained that he just doesn't like to do things because there is money in the budget. Audree Juhlin clarified that staff is finding the money; it is not a budgeted item and Commissioner Segner indicated that he doesn't think it will be much; there just has to be enough reason for people to go see it. Audree Juhlin stated that the unveiling of the plan is a huge thing that we can put on a big board. Chair Unger added that it was interesting to see how many people showed up when the city asked people to come and look at it. She was impressed with the people that came and had something to say.

Commissioner Holmes noted that all of the pickleball people will be there. Commissioner Gehlbach indicated that he has had an opportunity to speak with many of the people on the HPC in regards to their homes, etc., and they don't have a lot of confidence in us with regards to a few things, especially the recognition, so when you look at a big venue like this, you can go crazy with it, but it is a good way to introduce a change, and then we just have to stay consistent in whatever we choose to do. As long as we are consistent, they are happy. Chair Unger clarified with the owners, not HPC, and Commissioner Gehlbach stated yes.

Commissioner Fiene asked if we know where the construction trailer will be located, and Audree Juhlin explained that we don't even have approval from the City Council to move forward with any construction. The Commissioner then stated okay, because we would have like a meter on a stick, because wherever that construction trailer is going to be, we have electricity. Audree clarified that we won't have anything like that. By July 1<sup>st</sup>, we may have some money in the budget, but not in May. Warren Campbell stated that we can plan on generators, so we can overcome that.

Commissioner Segner stated that is committee work, so we should form a committee and do it. Chair Unger stated that she doesn't see it costing a lot of money, but she agrees people haven't seen anything for a long time and the homeowners haven't seen what we do, so this is something to help them understand that we are there for more than window dressing for the city. One of the problems is that they still don't know that we have that much history and most don't know that there is a building that is 100-years-old. When you get the community to understand that there are things here that are that old and they have been preserved by us, we can have a stronger voice

Commissioner Holmes agreed and added that it is also important to recognize those owners who are preserving it themselves too; they are functioning more than we are in the preservation of those buildings and she would like to show the Commission's appreciation. Commissioner Segner noted that we did that at his thing last year, but Commissioner Holmes added that we need to do that every year. Commissioner Segner stated that he enjoyed doing it, but nobody came, so it is what it is, and we do need to recognize them every year and invite them to something. We should have a big sign that says the future home of . . . , and if it is the oldest building in Sedona, then we should recognize it and have some history ready for the newspaper, so they can publish stories about it at the same time. We just need to have a committee meeting, bullet point it, and do it.

Commissioner Gehlbach added this large venue is a great kick-off, but we need to stay consistent so we don't lose their attention. Chair Unger added that this could give us the jump-off for being in the public eye more often, because we were landmarking buildings.

Warren Campbell stated that he will get with the working group and there will be an item on the next agenda for them to point out what decisions we are making. Vice Chair Jarmusch added that for the record, the event at Steve's place was lovely and she wouldn't say that nobody came; we had maybe a third of the owners represented. Commissioner Segner noted that there were a lot of people from the Owenby Ditch, which was great and he is happy to do it every year.

Audree Juhlin pointed out that part of the problem is five of the owners are out-of-state and five are city-owned. Chair Unger noted that is 10 out of 23, so for half of them, you aren't going to get that much. Vice Chair Jarmusch commented that is why Councilor Jablow was there, and the Chair indicated that the Commission will look forward to hearing how this goes.

**9. Discussion/possible direction regarding Article 3, Section 303 and Article 15 amendments of the Sedona Land Development Code scheduled for City Council action on January 10, 2017.**

Chair Unger stated that is tomorrow and she is hoping all of the Commissioners can show up. Commissioner Holmes asked about the time and Warren stated that we are pretty late on the agenda, so it will be well after 4:30 p.m. Audree Juhlin explained that if the Commission collectively directs staff to present the outcome of this meeting, the Commission could make a statement that the Commission strongly encourages the Council to approve these amendments.

Commissioner Segner indicated that he thinks everybody would be happy with that. Audree then explained that then the Commission doesn't have to show up and staff can speak on the Commission's behalf. Vice Chair Jarmusch indicated that it is important that the Commissioners show up if we can. Chair Unger asked if it would be 6:30 p.m. or 7:00 p.m., and Audree Juhlin explained that we don't want to tell you that it is going to be more like 7:30 p.m. or 8:00 p.m., and then Council could adjust the agenda so it comes up at 5:00 p.m.

Chair Unger recalled that the concern was that P&Z voted four to three, so it was recommended that we try to be involved to ensure that the Council knows that we do have skin in the game and that this is important to the Commission, so she would like to see if we can have at least one of us there, but if it starts being 9:00 p.m., you can bet she won't be there.

Commissioner Holmes asked if we know why P&Z didn't support it completely and Chair Unger indicated that there was concern that the addition of the Certificate of No Effect would mean that this Commission wouldn't have as much say in certain instances as we currently do. Audree Juhlin explained that the other issue was that one of the Commissioners felt that the Commission wasn't qualified and needed education on historic preservation before they could discuss this ordinance. Commissioner Holmes asked if they felt that HPC's work was moot from the start, because we didn't know what we were talking about, and Warren Campbell clarified the Commissioner felt the members of the P&Z Commission didn't; they weren't insulting your skill set.

Commissioner Segner stated that the vote is done and we won, so just go there and say whatever we've got to say, because that late in the evening, they don't want to grind on something like this in a Council meeting. Warren Campbell indicated that staff summarized P&Z's action in three bullet points: 1) They needed more time to become better educated in historic preservation before taking action, 2) They thought the city should do more to encourage historic preservation efforts, like a policy-type discussion, and 3) The recommendation of a CNE did not provide the HPC with enough review authority and placed too much responsibility on staff. We discussed that staff will bring the Chair or designee in when we have one.

Commissioner Holmes commented that it then was very supportive of the general idea; however, Commissioner Segner stated no, they were basically saying that they don't know anything, so they

don't want to vote on it. We are the experts; they aren't the experts. Chair Unger clarified that the person who was complaining felt that the P&Z could be better educated about it. Commissioner Segner indicated that he understood, but HPC is the expert, not them; they don't have to know. They just have to know that they trust us; we have gone through all of this and spent months on this, and it is just thank you very much, you've voted so let's move on.

Donna Puckett added that in her opinion, she will not be surprised if there is at least one P&Z Commissioner there to speak. Chair Unger stated that is why one of the HP Commissioners should be there too. Commissioner Segner stated that if Chair Unger can't be present, he will go. Audree then indicated that the projected timeframe for it to be heard is around 7:30 p.m. Vice Chair Jarmusch indicated that she is definitely going to be there, and she is planning to speak if anybody wants to tell her what to say. Commissioner Segner indicated she should just tell them that we are the experts and we spent a lot of time on this, so we stand by our decision. The Vice Chair added that she wanted to introduce it generally with how we have worked to promote preservation and streamline procedures to work to the benefit of the owners, and make them clearer for owners, staff and the Commission – a win-win. Commissioner Segner stated that the Commission discussed the whole idea that we are giving responsibility to staff, but it won't be abused. We are confident that staff will consult us when they feel it is out of their skill set.

Audree Juhlin clarified that for any Certificate of No Effect, staff will consult with the Chair or designee, and Warren pointed out that was one of the checks and balances that was put in place. Commissioner Gehlbach noted that when we speak to the homeowners who have attempted to have things done; they gave up and they're done, and they don't have a lot of good to say about us. Commissioner Segner stated that they were asking the wrong questions and looking for handouts, when there wasn't one to give them. There was a miscommunication over a period of time, like they said they needed to fix this and we said no, because we've never had a program to fix that. Then, we kind of backed off and said we aren't giving any money, because they were coming up with some really dumb stuff like not wanting to pay for their garage door.

Chair Unger pointed out that is sort of beyond where we should be with this discussion about a different subject matter, but we can discuss how we present ourselves with the public in the future.

Chair Unger summarized that she and Vice Chair Jarmusch are going to try to attend, and Commissioner Segner indicated that if they can't make it, he will come.

**10. Discussion regarding future meeting dates and future agenda items [Bring your Calendars]**  
• **February 13, 2017**

Warren Campbell indicated that if tomorrow night goes successfully, staff may have an excellent candidate for the CNE, so we could be contacting the Chair after 30 days. The Chair then asked if that would be in lieu of a Certificate of Appropriateness and staff indicated yes.

The Chair asked if a meeting is needed in February; we approved the Work Program, unless we need to discuss the recognition program, but she feels we shouldn't do anything with it for the event in May. Commissioner Holmes agreed, but stated it is not too soon to start working on the guidelines, so her suggestion is to have a meeting in February to work on the guidelines. Chair Unger referenced the restriction on the amount of staff time taken; however, Audree Juhlin explained that the Commission just needs to ensure it is a productive meeting and be prepared to bust it out in an hour. Commissioner Segner then stated that February will just be on the awards program

Warren Campbell stated the date would be February 13th and the Chair emphasized that the Commission will need the information from Vice Chair Jarmusch and Commissioner Fiene, and it should be passed to Donna before the 13<sup>th</sup>. We need to make progress.



Vice Chair Jarmusch asked about meeting on the May event and Warren Campbell explained that he will coordinate something. The Chairman pointed out that the March 13<sup>th</sup> meeting has already been set up, and Warren Campbell confirmed that the Commissioners would be available on February 13<sup>th</sup>.

**11. Adjournment**

Chair Unger requested a motion to adjourn.

***MOTION: Commissioner Segner moved to adjourn. Commissioner Holmes seconded the motion. VOTE: Motion carried six (6) for and zero (0) opposed. Commissioner Derek Pfaff was unexcused***

*The meeting adjourned at 5:01 p.m.*

I certify that the above is a true and correct summary of the meeting of the Historic Preservation Commission held on January 9, 2017.

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Donna A. S. Puckett, *Administrative Assistant*

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Date