

CITY OF ARCATA
HISTORIC LANDMARKS COMMITTEE
Meeting Minutes

Arcata City Council Chambers
736 F Street, Arcata

April 16, 2015
Thursday, 4:00 p.m.

- I. ROLL CALL** – Chair: Don Tuttle, Members: Susan McPherson, Jill Macdonald. Vice Chair: Bob Felter and Bill Rich were absent.
- II. APPROVAL OF MINUTES** – Minutes of the February 19, 2015, meeting. *The Committee did not have a quorum of members present on February 19, 2015, in order to approve the minutes. On a motion by McPherson and a second by Macdonald, the Committee continued the approval of the minutes to the May meeting. (Vote: Yes-3, No-0, Abstain-0)*
- III. ORAL COMMUNICATIONS** – This time is provided for people to address the Committee or submit written communications on matters not on the agenda. At the conclusion of all oral and written communications, the Committee may respond to statements. Any request that requires Committee action will be set by the Committee for a future agenda or referred to staff. *None.*
- IV. ANNOUNCEMENTS AND DISTRIBUTION OF LITERATURE** *None.*
- V. OLD BUSINESS**
- A. Review outcomes from February 26th Study Session with the City Council. *The Committee felt that the Study Session went well and were generally happy with the Council's interest and participation. Staff to follow up with Council on recording Landmark disclosures on individual property titles.*
- B. Start preparing for Bayview Neighborhood Outreach/Educational Meeting:
1. Possible Dates – suggest regular Thursday HLC night. Other options? *The Committee asked Staff to contact Ms. Heitzman to see about her availability in order to start narrowing down dates.*
 2. Facilitator – Cindy Heitzman from California Preservation Foundation? Other? *See above.*
 3. Topics –
 - i. Incentives
 - ii. Pride of Ownership
 - iii. Other Ways to Retain the Cultural Landscape of Older Neighborhoods
- C. Owner of 974 10th St interested in being nominated for Landmark. *The Committee asked Staff to begin nomination process.*
- VI. NEW BUSINESS**
- VII. COMMITTEE / STAFF COMMUNICATIONS**
- A. Member Communications
- B. Staff Communication – CPF Webinar on Windows, May 5th
- VIII. UPCOMING MEETINGS**
- A. May 21, 2015, regular HLC Meeting, 4:00 PM
- IX. FUTURE AGENDA ITEMS** - The purpose of this item is for Staff and the Commission to request and prioritize items to be placed on future agendas. No deliberation of the items will be conducted, nor will any action take place, other than whether a specific item will be included on a future agenda.

A. Design Guidelines for Modern Subdivisions

X. **ADJOURNMENT** By order of the Chair, the meeting was adjourned at 4:37 PM.

XI. **ATTENDANCE FOR HLC MEETINGS.**

2015	Jan 15	Feb 19	Feb 26 SS w/ CC	Mar 19	Apr 16	May 21	Jun 18	Jul 16	Aug 20	Sep 17	Oct 15	Nov 19	Dec 17
Bill Rich	O	X	X	Cancelled	O								
Don Tuttle	X	X	X		X								
Bob Felter	O	X	X		O								
Susan McPherson	X	X	X		X								
Jill Macdonald	X	O	X		X								

As of 10/16/14, CH = DT; V-CH = BF. Staff Liaison: AH. X = present; O = absent; S = special meeting (not considered regular attendance). Per Section 2204.C of the Arcata Municipal Code, "If any member of a committee is absent for four regularly scheduled meetings in a calendar year, the secretary to the committee shall certify that fact to the Council, and the Council shall thereafter declare the position on the committee to be vacant."

Alyson Hunter, Staff Liaison, Alyson Hunter, Senior Planner