

**CITY OF ARCATA**  
**HISTORIC LANDMARKS COMMITTEE**  
Meeting Minutes

Arcata City Council Chambers  
736 F Street, Arcata

October 15, 2015  
Thursday, 4:00 p.m.

- I. **ROLL CALL** – Chair: Don Tuttle, Vice Chair: Bob Felter, Members: Bill Rich. Jill Macdonald was absent.
- II. **APPROVAL OF MINUTES** – Approval of the September 17, 2015, draft minutes and the September 17<sup>th</sup> Special Meeting draft minutes. *On a motion by Rich and a second by Felter, the September 17<sup>th</sup> minutes were unanimously approved. On a motion by Rich and a second by Felter, the September 17<sup>th</sup> special meeting minutes were unanimously approved. (Both votes: Yes-3, No-0, Abstain-0)*
- III. **ORAL COMMUNICATIONS** – None.
- IV. **ANNOUNCEMENTS AND DISTRIBUTION OF LITERATURE**
  - A. Staff provided the Committee an update on the status of the Historic & Design Review Commission
  - B. Member Rich updated the Committee on recent concerns of the local Tribal Historic Preservation Officers (THPOs) regarding the Lindsey House and the Sunset Terrace Multi-Family project
  - C. Member Felter announced that he'll be meeting with retired local architect of import, Marvin Trump, to talk about a possible honorarium, and that he's been maintaining the wood wagon wheels of the cannon at the Vet's Hall
- V. **OLD BUSINESS**
  - A. Recap of Bayview Neighborhood Meeting – general opinion was that it went really well, need microphone if we do it again, there were some good points raised about new construction on vacant land should still require DR and residents need to unify to address parking concerns with HSU directly.
  - B. Provide recommendation to City Council on the Mills Act – the members felt that the draft staff report was appropriate for forwarding to the City Council and asked staff to proceed.
- VI. **NEW BUSINESS** - None
- VII. **COMMITTEE / STAFF COMMUNICATIONS**
  - A. Member Communications – Member Rich inquired about the status of the interpretive signs at the Sports Complex/7<sup>th</sup> Street and along the Rail with Trail. Staff reported that no progress has been made since last report.
  - B. Staff Communications – draft OHP article. Members present recommended forwarding the article onto OHP.
- VIII. **UPCOMING MEETINGS**
  - A. November 19, 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
  - B. Interpretive Signage Update
- X. **ADJOURNMENT** The Chair adjourned the meeting at 4:47 pm.

**XI. ATTENDANCE FOR HLC MEETINGS.**

2015	Jan 15	Feb 19	Feb 26 SS w/	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	X	X	X	X	X	X		
Don Tuttle	X	X	X		X	X	X	X	X	X	X		
Bob Felter	O	X	X		O	X	X	X	X	X	X		
Susan McPherson	X	X	X		X	X	O	X					
Jill Macdonald	X	O	X		X	O	X	O	X	O	O		

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."

XII. Alyson Hunter 11/20/15, Staff Liaison, Alyson Hunter, Senior Planner