

APPROVED MINUTES
MASON COUNTY HISTORIC PRESERVATION COMMISSION

Thursday, May 10, 2012

Mason County Court House, Building 1, 415 N 5th St. Shelton, WA

Members Present: Marty Harrell, Stephanie Neil, Rick Calvin, David Corliss, Brian Avery, Teva Yount

Excused Absence: Stan Graham

Staff: Michael MacSems, Mason County

I. Call to Order

Meeting was called to order by Rick Calvin at 2:00 p.m.

Ms. Neil was selected as the note taker for the day.

Reviewed draft minutes from April 12, 2012. A motion was made by Ms. Harrell to accept the minutes, seconded by Mr. Corliss and carried unanimously.

II. New Business

Discuss Summer 2012 Preservation Grant Cycle

The grant cycle ends June 30th. Mr. MacSems reported that he has prepared a press release. The Board of County Commissioners should approve it on May 21st and it will go out on May 22nd. Mr. Calvin stated there would be opportunities to help people understand the grant application process on May 11 and 20.

Office Move

Mr. MacSems reported that his office will be moved to the old Simpson Credit Union Building at 426 W Cedar St. sometime later this year. There is a room in that building that we will be able to use for meetings.

III. Old Business

Follow up discussion on Open Public Meetings and Records Training

Members who attended the training were Mr. Graham, Mr. Calvin, Ms. Harrell, Ms. Yount, and Mr. Corliss. They reported that there was a lot of good info presented and it helped clarify the Open Public Meeting Act and commissioner responsibilities. We need to be cautious of discussions by email and if there is a question hold a public meeting.

CAMP Training

Mr. Calvin attended and reported that it was well worth it. He will pass on more info later that he got on a thumb drive but didn't bring to this meeting. Most of the people attending were from the city of Everett or Snohomish County planning departments, historic preservation commissioners, Certified Local Governments, and DAHP staff. Some of the major discussions were around public fear of government, special valuation, and historic register properties.

Follow up discussion of possible on-line Historic Register application

Ms. Yount emailed the county webmaster and said we want to put a web-based form up. She asked if other groups have forms to fill out on-line? Mr. MacSems will ask the webmaster. Ms. Yount will get more info on what programs are needed if we want to build our own database.

Discussion of June 7th CLG Grant interview and related topics

Mr. Calvin and Mr. MacSems will be attending the interview in person at DAHP's office. There will be approximately 10 minutes for a presentation and some questions. Mr. Calvin is planning on showing a map with ideas for future surveys. DAHP staff questioned whether we had seen the Washington maritime survey. Mr. Calvin said they seemed to miss a lot and this survey would add more information. The priority criteria for the grants are for survey and inventory. Mr. Calvin suggested we offer matching funds if need to help with getting the grant. The commission previously discussed adding from our funds for the survey. Ms. Yount made a motion to use up to \$5,000 of our funds if required for the maritime survey. Ms. Harrell seconded the motion and it passed unanimously.

Discussion of Historic Preservation Month 2012

The flyer advertising HPM events went out in today's Journal, this is later than expected because it takes longer to print the flyers so Mr. Calvin took out the Matlock Old Timer's event. Mr. Calvin, Mr. Corliss, and Mr. Avery attended the Matlock Old Timers festival. Mr. MacSems will email the flyer to members so we can post around town.

Discussion of May 11th and 20th Harstine Island Events

We are invited for a private event on May 11th. There will be a potluck at 6:00 p.m. and we will give a presentation from 7:00-7:20.

The public is invited on May 20th and it will be about 1.5 hours. We may need to do some planning for food. Ms. Harrell made a motion to authorize up to \$100 for coffee and refreshments. Ms. Yount seconded the motion and it passed unanimously. Mr. Calvin will talk to Sandy and see what they need.

Mr. Calvin talked about our presentation. He will do an introduction, acknowledgement of different groups in the room, present Forrest Cooper, and there will be a sign board from the 5th anniversary event. Mr. Cooper will do a small presentation about the neon sign project. Mr. Calvin went through a power point presentation that included the ordinance, commission, register of historic places, criteria for historic register, how to get properties on the local register, benefits of listing, heritage grant program, grant project categories, who can apply, historic house/site plaque program, and special valuation. He suggested that we might want to consider purchasing a projector for the future (right now we are using Rick's personal projector).

IV. Other Commission Discussion

Correspondence

We received the Washington Historic Trust magazine.

Financial Statement

The commission reviewed the financial statement. Mr. MacSems will ask for Kathy Nelson (bookkeeper) to come to a meeting sometime and go through the financial statement with us so we can better understand it.

V. Next Meeting Date: June 14, 2012

VI. Meeting Adjournment

A motion was made by Ms. Harrell to adjourn the meeting at 3:50, seconded by Mr. Corliss, and passed unanimously.

Respectfully submitted by Stephanie Neil, Commission Member