

HISTORIC PRESERVATION COMMISSION

Meeting Minutes

Date of Meeting: **August 15, 2018**

Time of Meeting: Regular meeting **7:30 PM**

Meeting Location: **Webster Groves City Hall, 4 E Lockwood Ave**

	Present	Absent
MEMBERS (5):		
Katie Ortwerth (Chair)		X
Faye Betts	X	
Barbara Homeier	X	
Anne Kelly (RS)	X	
Mike McClorey		X
Patrick Murphy	X	
Bill Stancil (VC)	X	
Amanda Clark (A)	X	
Doug Stanley (A)		X
COUNCIL LIAISON:		
Laura Arnold, Council Member (E)	X	
STAFF:		
Mike Harney, Building Commissioner (E)		X
Mara Perry	X	

PUBLIC HEARINGS: NONE

REGULAR MEETING:

1. Approval of Minutes – April 30, 2018 (new version).
 - a. Motion by Patrick Murphy to approve the April 30, 2018 minutes; seconded by Bill Stancil; all members concurred.
 - b. The April 30, 2018 minutes were approved by unanimous vote.
2. Approval of Minutes – May 16, 2018
 - a. Motion by Faye Betts to approve the May 16, 2018 minutes, subject to correction of noted typographical error; seconded; all members concurred.
 - b. The May 16, 2018, subject to noted correction, were approved by unanimous vote.
3. Approval of Minutes – June 20, 2018
 - a. Motion by Anne Kelly to approve the June 20, 2018 minutes; seconded by Patrick Murphy; all members concurred.
 - b. The June 20, 2018 minutes were approved by unanimous vote.
4. Approval of Minutes – July 18, 2018
 - a. Motion by Anne Kelly to approve the July 18, 2018 minutes; seconded by Patrick Murphy; all members concurred.
 - b. The July 18, 2018 minutes were approved by unanimous vote.
5. City Attorney - Nathan Nickolaus- Procedures and Sunshine Law
 - a. HPC debriefing by City attorney regarding Sunshine Law requirements, procedure, and HPC compliance.
 - b. The HPC thanked Mr. Nickolaus for his informative presentation.
6. Code Changes
 - a. The link to information for this item in the meeting agenda circulated before the meeting did not work. Hard copies provided at the meeting.

- b. Anne Kelly moved to table discussion about potential code changes until the next meeting so that the provided information can be reviewed. Patrick Murphy seconded the motion; all voted in favor and the item was tabled until next meeting.

7. Lecture Series

a. Committee (Murphy) –

- i. Patrick Murphy advises that the next meeting is August 22, 2018. Ideas about lecture topics and potential speakers were discussed, with a consensus among HPC members that the topic of historic preservation should be presented from different perspectives, beyond the more traditional asthenic-focused appeal. 3 different names discussed as potential speakers/panelists.

b. Dates -

- i. January or February were discussed as the possible timeframe for the lecture series.

8. Budget Update

a. Historic Tree display & Douglas Manor marker

- i. Maura Perry has reviewed the bids and paperwork for both projects; further clarification needed as to the costs set forth in the Tree Display bids in order to understand the difference between the totals of the bids. One of the bids for the Douglas Manor marker contains a typographical error in the total amount; correct documentation is needed.
- ii. Bill Stancil to take the lead on gathering the required bid information/clarification.
- iii. Anne Kelly moved to table this item so the necessary information can be acquired; seconded by Patrick Murphy; all HPC members voted in favor and the item was tabled until next meeting with

OTHER BUSINESS:

- Council member Laura Arnold noting that Molly Metzger of the St. Louis County Affordable House Task Force will be speaking on 9/13/18 at 8:30 pm.
- HPC's regular monthly meetings will now be at 6:30 pm, rather than 7:30

Motion to adjourn the meeting by Bill Stancil; seconded by Patrick Murphy; all voted in favor and the HPC meeting was adjourned.

NEXT MEETING: Wednesday September 19, 2018, **6:30 pm**

Individuals who require an accommodation (sign language, interpreter, listening devices, etc.) to participate in the meeting should contact the City Clerk at 314-963-5318 (fax number 314-963-7561) or Relay Missouri at 1-800-735-2966 (TDD) at least two working days prior to the meeting.

- A. State of the Commission Address
- B. Increase availability of information through electronic media
 - 1. Social media
 - 2. WGHS web page
 - 3. WGHPC web page
 - 4. Radio Station KWRH
 - 5. W/K Times
 - b. Community Connection
 - c. Eye on Webster
 - d. Letter to the Editor
 - 6. WG facebook page
- C. Identify 3-4 properties on the “at risk” list for potential designation
- D. Create a Landmark Designation Plaque (maybe contributing buildings in a Historic District)
- E. Consider historic tree with leaves denoting landmarks and districts
- F. Continue Lecture Series (select dates/speakers/topics)
 - 1. Identify list of groups to contact regarding the lecture series
 - 2. Expand bullet point “history of WG” on Historical Society Web page and place on CoWG web page
 - 3. Place photos on web site (credit to photographer)
 - 4. Post list of books available at WG Library that were written about WG