

**CITY OF MITCHELL
MITCHELL HISTORIC PRESERVATION COMMISSION
CARNEGIE RESOURCE CENTER, 119 W 3RD AVE
AGENDA: JUNE 20, 2017 5:15 PM**

- 1. CALL TO ORDER**
- 2. Approval Of Agenda**
- 3. Approval Of Minutes: May 2, 2017**

Documents:

[HPCMINUTES522017.PDF](#)

- 4. Welcome New Members And Thank Jordan Metzger For His Service**
- 5. Finalization And Distribution Of Historic Walking Tour Brochure**
- 6. Update On Grant Extension**
- 7. Update On New Grant For 2017-2018**
- 8. Other Business & Reports**
- 9. ADJOURNMENT**

**CITY OF MITCHELL
HISTORIC PRESERVATION COMMISSION
MINUTES, MAY 2, 2017**

NOT APPROVED

Vice-Chairman Metzger called the meeting to order at 5:15 pm in the Carnegie Resource Center at 119 W 3rd Avenue, Mitchell, SD

Members Present: Pooley, Metzger, Swensen, Collins, Clark (Logan late) ex-officio Putnam

Approval of Agenda: Motion by Pooley, seconded by Swenson to approve the agenda. All members present voting aye, motion carried.

Approval of Minutes: Motion by Swenson, seconded by Clark to approve the minutes of 4/24/2017 meeting. All members present voting aye.

Review of Historic Walking Tour Brochure: Metzger and Swenson continue to refine and update the draft. Metzger has received quotes from printing from McLeods, UPS & S & M Printing. The commission discussion distribution strategies and possibly finding sponsors to help off-set some of the costs for publication. The commission will be looking at possible electronic applications, QR Codes and other technology to distribute the guide.

Extension: Putnam has been in communication with SHPO about the progress and they indicated that we can ask for an extension of time to explore our options. He will do so. We may also have asked for additional publication costs in the next grant as well. Putnam will again consult with SHPO for guidance.

Discussion of Possible Historic Design Standards. Putnam has been researching a community standards and the person he talked to will send him components of a document that may be formatted to our needs. We will also look to eliminate some redundancy and improve readability. This will be a project for quite some time.

Other Business: The commission discussed future members of the commission. A name has been proposed to the mayor and we will see if that person is acceptable. We may need a couple more. We can have up to 10 by state law.

Logan found some old annual reports from past HPC materials. Putnam will take a look and see what is required and send minutes to the state office.

The meeting was adjourned at 6:15 pm.

Chairman

Date