

**CITY OF MITCHELL
MITCHELL HISTORIC PRESERVATION COMMISSION AGENDA
Carnegie Resource Center, 119 W 3rd Ave
Mitchell, SD 57301
DATE: September 20, 2017, 5:15 pm**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. Approval Of Agenda**
- 4. Approval Of Minutes:**
 - Documents:
 - [HPCMINUTES6202017.PDF](#)
- 5. Discussion Distribution Plan Of Walking Tour Brochures**
- 6. Update On New Grant For 2017-2018**
- 7. Discussion Of A Plan To Inform Businesses About Historic Incentives**
- 8. Other Business & Reports (Mitchell Main Street & Beyond)**
- 9. SCHEDULE NEXT MEETING**
- 10. ADJOURNMENT**

**CITY OF MITCHELL
HISTORIC PRESERVATION COMMISSION
MINUTES, JUNE 20, 2017**

NOT APPROVED

Chairman Logan called the June 20, 2017 meeting to order at 5:15 pm at the Carnegie Resource Center, 119 W 3rd Avenue, Mitchell, SD

Members Present: Logan, Swenson, Clark, Metzger, Jirsa, Buechler, Pooley, and Putnam

Members Absent: Johnston and Collins

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

Approval of Minutes: Motion by Pooley, seconded by Jirsa to approve the minutes of the 5/2/2017 meeting. All members present voting aye, motion carried.

Welcome New Members: The commission welcomed the newly appointed members to the commission Larry Jirsa and Jen Johnston (absent). Jordan Metzger is resigning from the commission, because as he is moving to the Sioux Falls area. The commission recognized his dedication and commitment to the hard work in producing the Walking Historic Brochure. Metzger introduced Phil Ramsey to be his replacement. Logan will be contacting the mayor and asking for the appointment.

Finalization & Distribution of the brochure. Metzger received the best quote from McLeods at \$1,500, which is the amount of the grant. We will also be looking at making the brochure in a PDF and post on various community websites and applications. We are looking into QR codes. We may be looking for future sponsorships on the next publications.

Update on Grant Extension. Putnam reported that we have received an extension of the 2016 -2017 grant it will expire July 31.

Update on New Grant: Putnam reported we have received a \$2,000 grant for 2017-2018. Most of it must be used for publication and a portion is allocated for travel costs to a conference. Also, the HPC must match it with in-kind hours.

Other Business: The commission discussed the possibility of having Mayor Toomey, City Attorney Johnson and Code Enforcement London attend a future meeting. The discussion may be how the HPC may partner with the city in encouraging improvements in the downtown area. The next meeting date will be determined by the availability of our guest.

Chairman Logan adjourned the meeting at 6:15 pm.

Chairman

Date