Minutes of Meeting
Kootenai County Historic Preservation Commission (HPC)
Wednesday, June 19, 2019
3:00 PM

A. Call to Order

The meeting was called to order by Chairman Robert Singletary at 3:04 p.m.

1. Opening Protocols:
No protocols were made.

2. Roll Call:
Present were Chairman Robert Singletary, Commission member Laurie Mauser, and resident Walter Burns, as well as Resource Management Office Director Jody Bieze and Board of County Commissioners’ Communication Manager Nancy Jones, and Recording Secretary Chandra Newberry. Joshua Gore and Russ Brown were excused.

3. Approve Minutes:
Due to not having a quorum, no motion to approve the previous minutes was made.

4. Introduce Guests: There were no guests.

B. Business

1. Garden District Grant Update
   - Robert discussed the fact that there is no Historic Preservation Commission in CDA. Laurie asking if Jody had received any proposals for the garden district. Laurie and Jody had received nothing. The proposal was sent out to three consultants. The Request for Proposal (RFP) verbiage must go through county legal to make sure it doesn’t have to be advertised and ensure no changes are needed. The grant had been approved, but the funds were not yet awarded. Nancy asked if an acceptance has been signed, Laurie believed Jody has signed it.

2. CAMP Update
   - Those present reviewed the success of the recent CAMP event. Robert mentioned that there could be some interest from the city with regard to creating a CLG. The CAMP was co-sponsored by this commission and about 40 people attended.

3. Commission Interviews Update
   - Robert shared that two applicants were currently before the Board of Commissioners for appointment to the commission. One of the new commission applicants, Walter Burns, was present for the meeting. Robert was working with one additional applicant, Jennifer DeRose, to schedule an interview. Nancy Jones reviewed the appointment process with the group.

4. Historic Preservation Budget Narrative
   - Jody Bieze handed out revised narratives that would go in the budget book for the HPC. One was a revised narrative that will be approved by a quorum, representing changes that have been received that reflect the statute and definition of the authority and how funding works. Jody went over the Idaho Code and noted that the group should be called the Historic Preservation Commission instead of the
Historic Society. Robert commented that he would like to study and look at the narratives. Jody noted budget updates that need to be reviewed.

C. **Open Floor**
   During the open floor session, Robert informed the commission that the potential Museum move to the base of Tubbs Hill was progressing and said he would provide more information as updates are announced.

D. **Adjourn**
   There being no further discussion of agenda items or public comment, Chairman Singletary moved that the meeting be adjourned.

   Chairman Robert Singletary adjourned the meeting at 3:53 p.m.

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Chandra Newberry, Recording Secretary