

Landmark Advisory Commission Meeting Minutes

September 13, 2017

Jefferson City Hall

150 N 2nd Street

Council Chambers

Present: Ron Gilles; Mark Manning; Linda Baker; Clede Dawson
Absent: Walt Perry, Council Liaison
Staff: Lissa Davis, City Planner
Visitors: None

1. Meeting was called to order by Mark Manning at 2:10 p.m. There were no public comments.
2. Minutes from August meeting will be considered for approval at the October meeting. Staff was unable to print for a period of time this month.
3. Discussed the Concerts at the Conser. Commissioners were divided on whether or not to pursue alcohol sales as it is designed to be a family event. A firm decision wasn't made at this time. Commission decided to hold the 2018 season on Tuesday evenings for an hour and a half. The 2017 times from 6:00 – 7:30 seemed to be good for attendees. The season will include 6 weekly performances rather than 4.
4. Discussed the Conser House adaptive reuse and Master Plan. Linda said that without people with a passion it will never happen. We need a process, hence a Master Plan. She distributed a Draft Conser House Master Plan outline addressing items to take into consideration when preparing it. Commission agreed that the Plan needs to be done by a professional. Directed staff to look into funding opportunities we could tap into.

After the August meeting, an RFP for the ILS was received from Preservation Solutions LLC, out of Boise ID. Staff reviewed the RFP and felt the firm's qualifications and experience would be best for the City. A contract was drawn up and we are awaiting its signed return.

5. Discussed Christmas at the Conser House. Linda suggested doing something different than the City does for its tree lighting event. Directed staff to include Katherine Pitman, Library Director in the planning, specifically asking if she could flex her hours to allow the use of the side room as well as being the Story Teller. Staff will report back at the next meeting.

Discussed local recognitions. Decided on quarterly. Still need to develop criteria. Allow winners to decline. Put winners on the City website. Need to develop a release form/hold harmless. Staff will ask Greg if there is a generic form legal has provided for past use.

6. Presented Commission with a NPS Certificate recognizing the City's status as Affiliate level member of the Main Street Program. Ron took it to see if he can frame it.

Meetings set for October 11 and November 8, 2017.

7. There being no further discussion, motion to adjourn was made by Cleda Dawson and seconded by Mark Manning. Meeting adjourned at 3:00 pm.

Minutes approved this 8 day of Nov., 2017

Mark Manning
Mark Manning, Chair

Attest:

Lissa Davis
Lissa Davis, Planner