

DIXON HISTORIC PRESERVATION COMMISSION

CITY HALL
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Minutes of the Commission meeting of August 3, 2015

- 1. Call to order.** In the absence of Chairperson John McLane, who had been called away unexpectedly, the meeting was called to order by Vice-Chairperson Duane Paulsen in Council Chambers at 130p.
- 2. Roll call.** Commissioners present were James Higby, Greg Langan, and Duane Paulsen, constituting a quorum.
- 3. Approval of minutes.** Minutes of the meeting of July 20, 2015 have been distributed electronically, and printed copies have been distributed to all persons present at today's meeting. **Greg Langan moved, and Duane Paulsen seconded, that the minutes be approved as printed and read. Voting Aye: Higby, Langan, and Paulsen. Voting Nay: None. Motion carried.**
- 4. Notices and communications.**
 - a. Included in the revised meeting agenda packet were five documents:
 - i. a copy of a 20150720 letter on Commission stationery from the Commission to City Manager Nord stating the two motions passed by the Commission at its meeting earlier that same day (1p);
 - ii. an excerpt from the 20150720 City Council agenda indicating that the terms of the three Commissioners whose terms end on 20150831 are recommended by Mayor Arellano for extension to August 31, 2018 (1p);
 - iii. email correspondence between Commission Secretary Higby and City Manager Nord over the period beginning 20150720 and ending on 20150724 (2p);
 - iv. email correspondence between City Manager Nord and Commission Secretary Higby beginning and ending on 20150731 (2p, one blank); and
 - v. a proposal from Morley Sign Co., including specifications and estimated cost, of a turnkey installation of historic signage at the Town Square Block (2p).
 - b. Along with the above documents a full-size mock-up of the historic signage proposed for the Town Square Block was on display and available for inspection and comment by the Commission.
- 5. Public comment.** There were no comments by the public.
- 6. Old business.** The Commission reviewed the status of its three historic signage projects:
 - a. The City Manager's office has contacted several property owners advising them that they can apply to pick up their signs and install them themselves or arrange with private contractors to have them installed. As of this writing, City Hall and 214 West First Street have confirmed.

b. Minor modifications have been approved and made to the signage proposed for the Town Square Block, and Tom Houck of Willett, Hofmann has furnished a full-size mock-up of the finished sign. The Commissioners deem it a very attractive sign, worthy of installation.

c. City Manager Nord has not yet responded to our request that he secure a bid for a bronze plaque intended to be installed on or near the INU Power Plant.

d. Commissioner Langan shared a memo he will send to City Manager Nord wherein he suggests that the mountings for the three plaques at Reagan Peace Park be fashioned out of steel, not concrete, as was the original plan proposed by the Peace Park Commission years ago.

7. New business.

a. Due to the absence of two of the five Commissioners, **Greg Langan moved, and Duane Paulsen seconded, that the Commission table the election of its officers until such time as a complete complement of Commissioners is present. Voting Aye: Langan, Paulsen, and Higby. Voting Nay: None. Motion carried.**

b. It is the consensus of the Commission that the design of proposed signage for the Town Square Block has been optimized for its intended purpose. **James Higby moved, and Greg Langan seconded, that the Commission turn over to City Manager Nord for his evaluation and recommendations the materials relative to the proposed historic signage for the Town Square Block. Voting Aye: Paulsen, Higby, and Langan. Voting Nay: None. Motion carried.**

c. The Commission is concerned about the way in which the bronze signage project has evolved, but understands the advice from the City Attorney. **Greg Langan moved, and Duane Paulsen seconded, that, in response to City Manager Nord's July 24, 2015 email to Commission Secretary Higby, in which he stated that "the city is not going to be involved, in any way, with the plaque installation," the Commission follow the directive therein by not involving itself in any way with the installation of any historic signage. Voting Aye: Higby, Langan, and Paulsen. Voting Nay: None. Motion carried.**

[Note: The Secretary has composed and sent a letter to City Manager Nord advising him of the above actions, with Mayor Li Arellano copied in.]

d. In other discussion, Commissioner Langan expressed concern that the new Mayor and City Council may not be fully apprised of this Commission's role vis-à-vis the listing of our downtown historic district on the National Register of Historic Places. He will draft a short history of the listing, and Commissioner Higby will review the ordinance. Both will report their findings at a future meeting.

e. The next meeting of the Commission will take place August 24, 2015 at 130p in Council Chambers.

8. Adjournment. James Higby moved, and Greg Langan seconded, that the meeting be adjourned. Voting Aye: Langan, Paulsen, and Higby. Voting Nay: None. Motion carried, and the meeting was adjourned at 229p.

Respectfully submitted by James Higby, Secretary
Dixon Historic Preservation Commission