

## DIXON HISTORIC PRESERVATION COMMISSION

CITY HALL  
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Minutes of the Commission meeting of April 18, 2012 (revised)

The meeting was called to order in Council Chambers at City Hall at 143p by John McLane, Chair, and recorded by James Higby, acting Secretary. Commissioners present were James Higby, Greg Langan, John McLane, and Duane Paulsen. Also in attendance was Josh Albrecht, and there was a cameo appearance by Mayor Burke.

The stated purpose of the meeting was to familiarize ourselves with the existing historic preservation ordinance and evaluate a number of its provisions.

1. Per ordinance requirements, the following were unanimously elected as Commission officers: **Duane Paulsen will serve as Vice-Chair, and James Higby will serve as Secretary. John McLane had assumed the office of Chair several months ago, and will continue in that capacity.**
2. A communication from the Mayor's office, which summarizes the dates of appointment of the current Commissioners, as well as the expiration dates of their terms, was examined. It was found that three of the present Commissioners do indeed live within the City of Dixon, in accordance with ordinance section 6-18-3-A. While various alternative residency requirements were discussed, the consensus was that there is no urgency for any change in the present wording of section 6-18-3-A.
3. It was additionally observed that the term of one of the current Commissioners had expired on January 31, 2012, and that the terms of three more Commissioners will expire during the remainder of 2012. These observations led to discussions of both term length and term limits. After the Commission had discussed both of these concepts at considerable length, **Greg Langan moved, and Duane Paulsen seconded, that the Commission recommend that City Council modify [section 6-18-3-C. of] the ordinance to provide for universal three-year terms. The motion carried by unanimous voice vote.**
4. Immediately following that decision, **Greg Langan moved, and James Higby seconded, that the Commission recommend that City Council modify [section 6-18-3-C. of] the ordinance to eliminate term limits. The motion carried by unanimous voice vote.**
5. Due to the importance of the Commission's work, several Commissioners iterated the importance of regular attendance at meetings by as many Commissioners as possible.
6. It has been noted by one of us [Higby] that the current ordinance contains miscellaneous errors of clarity, syntax, spelling, grammar, mechanics, and consistency. While these errors are indeed minor, our desire is that the ordinance be the best that it can be. Therefore, the Commission will review these details at our next meeting, which will likely be held in May 2012.
7. The Commission continues the learning process vis-à-vis compliance with the Open Meetings Act. It will be our intention to notify both the Commissioners and the Mayor's office of our meeting dates, times, locations, and agendas in a timely fashion. Likewise, complete and accurate minutes of each meeting will be distributed to the Commissioners and the Mayor's office as soon as possible after a meeting. **Our assumption is that it will be the responsibility of the Mayor's office to handle publication of these meeting notices, agendas, and minutes in accordance with the requirements of the Open Meetings Act.**
8. Greg Langan moved, and Duane Paulsen seconded, that the meeting be adjourned. Adjournment then occurred at 258p.

Respectfully submitted by James Higby, Secretary