

Minutes of the June 20, 2014  
Rapid City Historic Preservation Commission Meeting

**Members Present:** Jean Kessloff, Lance Rom, Eric Monroe, Clancy Kingsbury, Shawn Krull, Bill Freytag and Alternates Doug Jones and Jody Speck

**Members Absent:** Sally Shelton

**Others Present:** Sarah Hanzel, Jeanne Nicholson, Patsy Horton, Carla Cushman and Mike Bender

Krull called the meeting to order at 7:30 a.m.

**Approval of the Meeting Agenda**

**Freytag moved to approve the agenda. The motion was seconded by Monroe and carried unanimously.**

**Visitors**

Carla Cushman, City Attorney: Legal perspective/issues on requiring property owners in the historic district to disclose the historic status of the property to potential buyers.

Cushman advised that it would be a great idea to include the historic district designation on the Disclosure Statement but there are several legal hang ups that will not allow that information to be included on the Disclosure Statement. She reviewed the State statutes for the Commission. She encouraged the Commission members to talk to Legislators to lobby for changes to allow the inclusion of the historic district designation on the Disclosure Statement.

In response to a question from Speck, Cushman advised that she reviewed primarily State laws and not Federal laws. She added that she would take a look at the Federal laws.

In response to a question from Kessloff, Cushman stated that she would visit with other cities to see what they do.

Cushman explained that any historic district documents filed at the Pennington County Treasurer's Office would be included on the title search. She added that one these examples would be an historic easement. Additional discussion followed.

Krull stated that the City of Sioux Falls uses an expanded Disclosure Statement and that tax credit documentation would be recorded at the Register of Deeds office.

Cushman added that she would visit with the Register of Deeds office as it relates to how the boundaries of the historic district, if they are filed at the courthouse, would appear on title searches.

Mike Bender, Rapid City Sustainability Committee: Discuss opportunities for partnership, cross marketing, and promotion between HPC and the Sustainability Committee.

Bender reviewed his history as a member of the Historic Preservation Commission and the Rapid City Sustainability Commission. He explained that at the State Historic CLG Conference, he visited with several members of the Historic Preservation Commission and Sarah about developing a partnership

between the Historic Preservation Commission and the Rapid City Sustainability Commission to promote historic preservation. He reviewed posture examples that other communities use and that a sustainability conference is being scheduled in the fall. He added that a great topic at the conference would be historic preservation. Additional discussion followed.

## **Approval of Minutes**

**Monroe moved to approve the June 6, 2014 meeting minutes. The motion was seconded by Rom and carried unanimously.**

## **Treasurer's Report**

### Budget Information – May 31, 2014

Hanzel briefly reviewed the expenditures through May. She informed the Commission that she would be attending a national conference in July and that the remaining funds of the \$2,000 will be used to cover a portion of the expenses.

## **New Business**

### Professionals List and Licensed Contractors

Hanzel briefly reviewed the list of the licensed contractors, the contractor's letter and the professional's information form. She noted that it would cost approximately \$350.00 for postage to mail the letters to the contractors.

Krull added that last May or June, the Commission approved and directed staff to move forward with notifying the contractors about creating a Historic Preservation Project Professional List. He added that the City Attorney has reviewed the proposed documents.

In response to a question from Freytag, Hanzel advised the Project Professionals List – Information Form can be added to the web site.

Jones suggested that the information form should be included with the contractor licensing forms.

In response to a question from Freytag, Hanzel informed the Commission that the Project Professionals List Information will be input into a data base. A brief discussion followed.

**Rom moved to approve the contractor's letter, the information form and the mailing list. The motion was seconded by Kingsbury and carried unanimously.**

Hanzel requested volunteers to help with the mailing. Krull volunteered.

## **Subcommittees Updates**

### Website

Freytag advised that he gave the information from the last meeting to the consultant and they will incorporate it into the website.

### Design Guidelines Subcommittee

Monroe informed the Commission that the subcommittee met last week and that the window pamphlet is close to being completed. He added that it will be brought to the Commission for review in the near future.

Founders Park

Kessloff indicated she had no report to give. Kingsbury advised that Sally Shelton is the Chairperson and that the subcommittee has been contacted by the Parks and Recreation Department and that we are on the contact list for upcoming meetings.

A brief discussion followed regarding the Rapid City Sustainability Committee.

**Freytag moved to adjourn the meeting at 8:22 a.m. The motion was seconded by Monroe and carried unanimously.**