

CITY OF ARCATA
HISTORIC LANDMARKS COMMITTEE
Meeting Minutes

Arcata City Council Chambers
736 F Street, Arcata

August 21, 2014
Thursday, 4:00 p.m.

- I. **ROLL CALL** – Members: Susan McPherson, Bob Felter, Jill Macdonald and Bill Rich. VICE-CHAIR: DON TUTTLE WAS ABSENT.
- II. **AGENDA MODIFICATION** – GIVEN THE ABSENCE OF THE FORMER CHAIR AND CURRENT VICE CHAIR, MEMBER FELTER VOLUNTEERED TO ACT AS CHAIR PRO-TEM FOR THIS MEETING.
- III. **APPROVAL OF MINUTES** – Meeting of July 17, 2014. APPROVAL OF MINUTES CONTINUED ON A MOTION BY MCPHERSON, A SECOND BY FELTER AND UNANIMOUS APPROVAL TO THE SEPTEMBER MEETING AS THERE WAS NOT A QUORUM OF THOSE PRESENT ON JULY 17th ON AUGUST 21st.
- IV. **ORAL COMMUNICATIONS** – This time is provided for people to address the Committee or submit written communications on matters not on the agenda. At the conclusion of all oral and written communications, the Committee may respond to statements. Any request that requires Committee action will be set by the Committee for a future agenda or referred to staff. NONE.
- V. **ANNOUNCEMENTS AND DISTRIBUTION OF LITERATURE** – Welcome to new Committee Members Macdonald and Rich and Address by Community Development Director, Larry Oetker. DEPUTY DIRECTOR LOYA WELCOMED THE NEW MEMBERS AND PROVIDED REMARKS ON COMMITTEE PURPOSE, RESPONSIBILITIES AND GOALS. MEMBER MCPHERSON STATED THAT SHE’S THE ONLY MEMBER OF THE COMMITTEE WHO LIVES IN AN OLD ARCATA HOUSE.
- VI. **OLD BUSINESS**
 - A. Continue Bayview Survey for Noteworthy or Landmark Eligible Properties (remaining of Suzanne Guerra’s records) THE COMMITTEE REVIEWED THE LAST 42 PROPERTY RECORDS IN SUZANNE GUERRA’S SURVEY PLUS OTHERS.
- VII. **NEW BUSINESS**
 - A. None.
- VIII. **COMMITTEE / STAFF COMMUNICATIONS**
 - A. Member Communications – MCPHERSON ASKED IF THE HLC WOULD BE PROVIDED A RESPONSE TO THE GRAND JURY REPORT. STAFF REPORTED THAT THE CITY COUNCIL WILL BE PROVIDING A COMPREHENSIVE REPORT ON BEHALF OF THE CITY.
 - B. Staff Communication – next agenda will include Election of Officers
- IX. **UPCOMING MEETINGS**
 - A. September 18 – regular meeting (Council Chambers, 4:00)
- X. **FUTURE AGENDA ITEMS**
 - A. Arcata Firehouse, 9th and F Streets
 - B. Design Guidelines for Modern Subdivisions
- XI. **ADJOURNMENT** – ON A MOTION BY MCPHERSON, A SECOND BY MACDONALD, THE COMMITTEE ADJOURNED THE MEETING UNANIMOUSLY AT 5:51 PM.

XII. ATTENDANCE FOR HLC MEETINGS.

2014	Jan 16	Feb 20	Mar 20	Apr 17	May 15	Jun 19	Jul 17	Aug 21	Sep 18	Oct 16	Nov 20	Dec 18						
Bill Rich*					Cancelled			X										
Don Tuttle	X	X	X	X		X	X	O										
Bob Felter	X	X	X	X		X	X	X										
Susan McPherson	X	X	X	X		X	X	X										
Jill Macdonald*								X										

*Members Rich and Macdonald both started on August 21, 2014

Note: CH = Chair __; V-CH = Vice Chair DT. Staff Liaison: AH.

X = present; O = absent; * = no meeting; S = special meeting (not considered regular attendance). Per Section 2204.C of the Arcata Municipal Code, "If any member of a committee is absent for four regularly scheduled meetings in a calendar year, the secretary to the committee shall certify that fact to the Council, and the Council shall thereafter declare the position on the committee to be vacant."

Attest: _____
 Alyson Hunter, HLC Staff Liaison