



City of Round Rock

Meeting Minutes

Historic Preservation Commission

Tuesday, May 19, 2026

A. CALL MEETING TO ORDER

The Historic Preservation Commission for the City of Round Rock met on Tuesday, May 19, 2026 in the City Council Chambers located at 221 E. Main Street. Chair Parson called the session to order at 6:00 p.m.

B. ROLL CALL

Present 5 - Vice Chair Sharon Whitaker
Commissioner Shagufta Ellam
Chairman Richard Parson
Commissioner Audrey Simmons
Commissioner Andrew Wolfe

Absent 2 - Commissioner Tammy Conrad
Commissioner Gavin Peterson

C. PLEDGES OF ALLEGIANCE

D. CITIZEN COMMUNICATION

There were no citizens wishing to speak at this meeting.

E. APPROVAL OF MINUTES:

E.1 Consider approval of the minutes of the April 21, 2026 Historic Preservation Commission Meeting.

A motion was made by Vice-Chair Whitaker and seconded by Commissioner Ellam to approve the minutes of the April 21, 2026 Historic Preservation Commission meeting as presented.

The motion carried by the following vote:

Aye: 5 - Vice Chair Whitaker
Commissioner Ellam
Chairman Parson
Commissioner Simmons
Commissioner Wolfe

Nay: 0

Absent: 2 - Commissioner Conrad
Commissioner Peterson

F. TAX EXEMPTIONS:

F.1 Consider a recommendation regarding applications for the 2026 partial tax exemptions for historically significant sites.

Planner Kerstin Harding summarized the tax exemption program, the applications received, and the results of the 2026 tax exemption inspections. The reviewing Commissioners had assigned failing ratings to 3 of the 51 applying properties that they felt had not met the maintenance requirement for the exemption.

One property had a list of significant maintenance items that had been noted since before 2022, and although some progress had been made by 2025, no progress on the remaining items had been made since the previous year's inspection. The second property had a significant maintenance item that had not been addressed since 2021 and another item that had not been addressed for two years because was considering selling the property and was evaluating whether it would be better to make the repairs before listing or leave them to the future owner to complete to their own preference. The third property had several items noted since 2022, although the current owner had only purchased it in late 2024 and planned to address the issues when he scheduled work for a separate project. The Commissioners that completed initial reviews of these applications had assigned a Fail rating because no progress had been made in the previous year.

A motion was made by Commissioner Ellam and seconded by Vice-Chair Whitaker to approve the recommendation for the 2026 historic tax exemptions as presented in Exhibit A with no changes. The motion carried by the following vote:

Aye: 5 - Vice Chair Whitaker
Commissioner Ellam
Chairman Parson
Commissioner Simmons
Commissioner Wolfe

Nay: 0

Absent: 2 - Commissioner Conrad
Commissioner Peterson

G. PLANNER REPORT:

- G.1** Consider a monthly update by staff and Commissioners relating to historic preservation projects, goals, events and activities.

Ms. Harding presented an update on recent Preservation Month events, the upcoming deadline for 2026 Local Legend nominations, and Commissioner training opportunities.

H. ADJOURNMENT**POSTING CERTIFICATION**