



# City of Round Rock

## Meeting Minutes

### Historic Preservation Commission Work Session

Tuesday, September 19, 2023

#### A. CALL MEETING TO ORDER

*The Historic Preservation Commission for the City of Round Rock met on Tuesday, September 19, 2023 at the Rabb House, 151 So. A.W. Grimes Blvd. Chairperson Whitaker called the session to order at 4:00 p.m.*

#### B. ROLL CALL

**Present** 7 - Chairman Sharon Whitaker  
Vice Chair Pamela Anderson  
Commissioner Tammy Conrad  
Commissioner Adrian Neely  
Commissioner Richard Parson  
Commissioner Audrey Simmons  
Commissioner Andrew Wolfe

**Absent** 0

*Commissioner Wolfe arrived at 4:18 p.m. during item D.1. Commissioner Anderson attended virtually over Microsoft Teams, arriving during item F.1.*

#### C. ELECTION OF OFFICERS:

##### C.1 Consider the nomination and election of a Chairperson.

**A motion was made by Commissioner Simmons and seconded by Commissioner Neely to nominate and elect Commissioner Whitaker for Chair of the 2023-2024 Historic Preservation Commission. There were no other nominations. The motion carried by the following vote:**

**Aye:** 5 - Chairman Whitaker  
Commissioner Conrad  
Commissioner Neely  
Commissioner Parson  
Commissioner Simmons

**Nay:** 0

**Absent:** 2 - Vice Chair Anderson  
Commissioner Wolfe

##### C.2 Consider the nomination and election of a Vice-Chair.

**A motion was made by Commissioner Whitaker and seconded by Commissioner Neely to**

**nominate and elect Commissioner Anderson for Vice-Chair of the 2023-2024 Historic Preservation Commission. There were no other nominations. The motion carried by the following vote:**

**Aye:** 5 - Chairman Whitaker  
Commissioner Conrad  
Commissioner Neely  
Commissioner Parson  
Commissioner Simmons

**Nay:** 0

**Absent:** 2 - Vice Chair Anderson  
Commissioner Wolfe

**D. PRESENTATIONS:**

- D.1** Consider a presentation by the Texas Historical Commission's Certified Local Government Coordinator, Community Heritage Development Division.

*The Texas Historical Commission's Certified Local Government Coordinator Kelly Little made a presentation regarding the Certified Local Government program and applying the Secretary of the Interior's Standards to the evaluation of Certificates of Appropriateness.*

- D.2** Consider an update from Round Rock Preservation.

*Round Rock Preservation President Judy Anderson made a presentation regarding the organization's mission, structure, and planned activities.*

**E. LOCAL LEGENDS:**

- E.1** Consider an action concerning selection of the 2023 Local Legends.

*Planner Kerstin Harding gave an overview of the Local Legend program and the new Local Legend selection guidelines adopted by the City Council on June 9, 2022. Under the new selection guidelines the HPC is to select no more than two Local Legends per year:*

*1) A person or members of a family, living or deceased, whose contributions to the City of Round Rock were preferably at least 30 years ago, particularly those that tell the story of the early history of Round Rock; and*

*2) A place, business, group, institution, publication, or organization. Places, businesses, groups, institutions, publications and organizations are recognized for their substantial contributions to the culture and history of the City.*

*Ms. Harding reviewed the 1 new nomination and 2 re-nominations received in 2023 and 13 nominations from between 2018-2022 to be reconsidered.*

**A motion was made by Commissioner Parson, seconded by Commissioner Wolfe, to select Old Town for Local Legend No. 2. The motion carried by the following vote:**

**Aye:** 6 - Chairman Whitaker  
Commissioner Conrad  
Commissioner Neely  
Commissioner Parson  
Commissioner Simmons  
Commissioner Wolfe

**Nay:** 0

**Absent:** 1 - Vice Chair Anderson

**A motion was made by Commissioner Conrad, seconded by Commissioner Parson, to select Chris and Linda Perez for Local Legend No. 1. The motion carried by the following vote:**

**Aye:** 6 - Chairman Whitaker  
Commissioner Conrad  
Commissioner Neely  
Commissioner Parson  
Commissioner Simmons  
Commissioner Wolfe

**Nay:** 0

**Absent:** 1 - Vice Chair Anderson

**F. COMMISSION GOALS:**

- F.1** Consider an update on the Historic Preservation Commission's currently adopted goals and a presentation and discussion regarding the development of its FY2024 goals.

*Principal Planner Joelle Jordan, with assistance from Planners Lily Park and Kerstin Harding and Intern Laura Shaffer, reviewed progress on the FY 2023 HPC Goals. One of these goals was to research the development of a land acknowledgement, and Commissioners discussed wording changes to two draft land acknowledgement texts that had been provided in the meeting packet. Staff then asked the Commissioners for goals to include in a list for FY 2024, which the HPC would adopt at its next meeting.*

**G. ADJOURNMENT**

*There being no further business, Chairman Whitaker adjourned the meeting at 8:25. Respectfully submitted, Kerstin Harding*

**POSTING CERTIFICATION OF AMENDED AGENDA**