



# City of Round Rock

## Meeting Minutes

### Historic Preservation Commission Work Session

Tuesday, September 17, 2024

#### A. CALL MEETING TO ORDER

The Historic Preservation Commission for the City of Round Rock met on Tuesday, September 17, 2024 at the Round Rock Public Library at 200 E. Liberty Ave. Chairperson Whitaker called the session to order at 4:00 p.m.

#### B. ROLL CALL

**Present** 6 - Chairman Sharon Whitaker  
Vice Chair Pamela Anderson  
Commissioner Tammy Conrad  
Commissioner Shagufta Ellam  
Commissioner Richard Parson  
Commissioner Andrew Wolfe

**Absent** 1 - Commissioner Audrey Simmons

Commissioner Wolfe arrived at 4:10 p.m. during item D.1.

#### C. ELECTION OF OFFICERS:

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

Commissioner Conrad moved to nominate Commissioner Parson for Chairperson. There was no second and the motion died.

Commissioner Anderson motioned to nominate Commissioner Whitaker for Chairperson. There was no second and the motion died.

Chairperson Whitaker then moved on to Item D.1 with the intent of revisiting the elections later in the meeting.

**After Item D.1 was completed a motion was made by Commissioner Anderson and seconded by Commissioner Wolfe to reconsider the nomination and election of a Chairperson.**

**Aye:** 6 - Chairman Whitaker  
Vice Chair Anderson  
Commissioner Conrad  
Commissioner Ellam  
Commissioner Parson  
Commissioner Wolfe

**Nay:** 0

**Absent:** 1 - Commissioner Simmons

Commissioner Anderson moved and Commissioner Wolfe seconded to nominate Commissioner Whitaker for Chair. Commissioner Conrad began to make a motion to nominate Commissioner Parson but City Attorney Stephanie Sandre informed the Commission that once a motion is made and seconded it is either discussed or voted on. Commissioner Conrad asked how the commission would vote between multiple nominees and Ms. Sandre replied that the chair asks for additional nominations and the Commissioners would vote between nominees.

**Commissioner Anderson nominated Commissioner Whitaker for Chairperson.**

**Commissioner Ellam nominated Commissioner Anderson for Chairperson.**

**Commissioner Conrad nominated Commissioner Parson for Chairperson.**

**Parson:** 2 - Commissioner Conrad  
Commissioner Parson

**Anderson:** 4 - Chairman Whitaker  
Vice Chair Anderson  
Commissioner Ellam  
Commissioner Wolfe

**Whitaker:** 0 -

**Absent:** 1 - Commissioner Simmons

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

**A motion was made by Commissioner Anderson to nominate Commissioner Whitaker for Vice-Chair.**

**Commissioner Conrad moved to nominate Commissioner Parson for Vice-Chair, but Commissioner Parson declined the nomination.**

**Commissioner Parson moved to nominate Commissioner Conrad for Vice-Chair, but Commissioner Conrad declined the nomination.**

**Aye:** 6 - Chairman Whitaker  
Vice Chair Anderson  
Commissioner Conrad  
Commissioner Ellam  
Commissioner Parson  
Commissioner Wolfe

**Nay:** 0

**Absent:** 1 - Commissioner Simmons

**D. PRESENTATIONS:**

**D.1** Consider discussion and possible action regarding the reading of a Land Acknowledgement Statement at Historic Preservation Commission meetings.

City Attorney Stephanie Sandre described the Mayor and Council's suggestion that a proclamation for Indigenous Peoples Day be read at a Council meeting each October instead of the HPC reading the Land Acknowledgment at each HPC meeting. There was discussion about the decision to adopt the Land Acknowledgment and read it at each meeting was made, how the wording of the Land Acknowledgement had been determined, and the prospect of Council making the proclamation.

**A motion was made by Commissioner Ellam and seconded by Commissioner Wolfe to accept the recommendation of the Mayor and Council to have a proclamation read for Indigenous Peoples Day instead of stating the Land Acknowledgement at HPC meetings.**

**There was discussion about how the wording of the Land Acknowledgement had been crafted and whether the HPC would be allowed to review the text of the proclamation. Commissioner Conrad moved to amend the motion that the Indigenous Peoples' Day proclamation would be worded with input from this commission. There was no second and the amendment died.**

**The motion carried by the following vote:**

**Aye:** 4 - Chairman Whitaker  
Vice Chair Anderson  
Commissioner Ellam  
Commissioner Wolfe

**Nay:** 2 - Commissioner Conrad  
Commissioner Parson

**Absent:** 1 - Commissioner Simmons

**After further discussion a motion was made by Commissioner Ellam and seconded by Commissioner Anderson for the HPC to review the wording after the 2024 proclamation and to invite comment from the groups mentioned in the proclamation before proposing any wording changes for the following year's proclamation. The motion did not pass.**

**Aye:** 3 - Chairman Whitaker  
Vice Chair Anderson  
Commissioner Ellam

**Nay:** 1 - Commissioner Parson

**Absent:** 1 - Commissioner Simmons

**Abstain:** 2 - Commissioner Conrad  
Commissioner Wolfe

Vice-chair Anderson requested that this be a future agenda item.

**D.2** Consider an update from the Parks and Recreation Department.

Parks Development Manager Katie Baker gave update on current projects including Heritage Trail, the Stagecoach Inn, a downtown creekfront park and the Town Green (aka Water Tower Park).

Chair Whitaker called for a quick break at 6:10 and the meeting resumed at 6:15.

**D.3** 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 for 2025.

**E. LOCAL LEGENDS:**

**E.1** Consider an action concerning selection of the 2024 Local Legends.

Planner Kerstin Harding gave an overview of the Local Legend program and the Local Legend selection guidelines adopted by the City Council on June 9, 2022. Under the selection guidelines the HPC is to select 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 received in 2024 and 10 nominations to be reconsidered, received between 2019-2023. The presentation date will be October 24, 2024.

**A motion was made by Commissioner Anderson, seconded by Commissioner Ellam, to select the Flats Neighborhood for Local Legend No. 2. The motion carried by the following vote:**

- Aye:** 6 - Chairman Whitaker  
Vice Chair Anderson  
Commissioner Conrad  
Commissioner Ellam  
Commissioner Parson  
Commissioner Wolfe

**Nay:** 0

**Absent:** 1 - Commissioner Simmons

**A motion was made by Commissioner Conrad, seconded by Commissioner Wolfe, to select Sam Loving for Local Legend No. 1. The motion carried by the following vote:**

**Aye:** 5 - Chairman Whitaker  
Vice Chair Anderson  
Commissioner Conrad  
Commissioner Parson  
Commissioner Wolfe

**Nay:** 1 - Commissioner Ellam

**Absent:** 1 - Commissioner Simmons

Chair Whitaker called for a dinner break at 6:40 and the meeting resumed at 7:10.

**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 FY2025 goals.

Principal Planner Joelle Jordan, with assistance from Planners Lily Park and Kerstin Harding, reviewed progress on the FY 2024 HPC Goals. Principal Planner Jordan then described an upcoming project to modify standards in the mixed-use zoning districts, which would have a significant impact on the designated and undesignated historic properties in these districts. She also noted that the Council’s adopted Strategic Plan includes an item relating to Old Town. Staff then asked the Commissioners for goals to include in a list for FY 2025, which the HPC would vote on at a later date.

**G. ADJOURNMENT**

There being no further business, Chairman Whitaker adjourned the meeting at 8:36. Respectfully submitted, Kerstin Harding

**POSTING CERTIFICATION**