

## Historic Preservation Commission

### September 17, 2019 Annual Work Session Minutes

#### A. Call to Order

The meeting was called to order at 6:00 p.m.

#### B. Roll Call

**Present:** Chair Pamela Sue Anderson, Vice-Chair Sharon Whitaker, Commissioner Patti Jordan, Commissioner Shirley Marquardt, Commissioner Richard Parson, Commissioner Tina Steiner, and Commissioner Andrew Wolfe

**Absent:** None

**Staff present:** Principal Planner Joelle Jordan, Planning Intern Nicole Haggerty and Planning Tech Kerstin Harding

**Also present:** Local Legend Selection Committee Chair Jen Henderson

In order to make the best use of Local Legend Selection Committee Chair Jen Henderson's time, Chair Anderson suggested moving the Election of Officers (Items C.1 and C.2) until after Items D.1, E.1 and E.2

#### D. Local Legends

##### D.1 Consider an action concerning the Local Legend Selection Committee's recommended recipients of the 2019 Local Legend Awards.

Principal Planner Joelle Jordan outlined the Local Legend Award selection process, including the four selection criteria that were provided to the public with the nomination forms, before recent Committee Guidelines were approved. This year's Selection Committee has 10 members, and the committee considered some carryover nominations from previous years in addition to nominations received in 2019. The recipients must be confirmed by the HPC, and then the Selection Committee will contact the recipients and prepare the award presentation in the fall.

Selection Committee Chair Jen Henderson noted that seven new nominations were received in 2019, and another nine nominations from previous years were also reconsidered. From these the Committee selected three honorees: Faye Johnson, the Sauls Family, and the Tonkawa Indians. Individual members of the Sauls family had been nominated in 2018 and 2019, and the Committee decided to honor them together.

Chair Anderson thanked the Committee for their work, and commented that the Committee's info to the HPC hadn't included the descriptions usually included about each honoree. Ms. Jordan explained that the summary that is usually provided to HPC is what is sent for the honorees' approval and presented to the City Council. For the HPC to approve the presentation in time to be awarded in early November it would need to hold a special called meeting. After some discussion it was decided that the HPC could appoint a member to approve the summaries in its place.

**Motion:** by Commissioner Wolfe and Second by Commissioner Parson to approve the three Local Legends the Committee has selected, pending that summaries are provided to the HPC by September 30 and reviewed by staff, Commissioner Parson and Commissioner Steiner.

**Vote:** Aye: Chair Anderson, Vice-Chair Whitaker, Commissioner Jordan, Commissioner Marquardt, Commissioner Parson, Commissioner Steiner, and Commissioner Wolfe. Nay: none. The vote was 7-0.

#### E. Presentations

##### E.1 Consider a presentation regarding guidelines for the Local Legend Selection Committee.

Ms. Jordan explained that the HPC had adopted Selection Committee Guidelines for the 2019 awards because the Committee had requested clarification on earlier informal guidance on. How many Legends to name each year and how to categorize them. The HPC discussed the matter and created a set of Guidelines, but because it was late in the nomination period the guidelines were adopted only

for the 2019 Local Legend selections. After going through the 2019 selection process, Ms. Jordan said she thought the three selection criteria given were overly limiting and she wasn't sure that they were necessary.

Selection criteria per the 2019 guidelines to the selection committee:

- 1. A contemporary person whose contribution will be realized for a significant number of years yet to come
- 2. Ideally, a person whose significance was made 40 years or earlier from the current calendar year; however, it may be more recent if a candidate from this era is not apparent.
- 3. An object, place, thing, event or some other entity valuable to the city's history.

Commissioner Marquardt had sent notes for inclusion in the meeting packets and explained that after much consideration she was undecided about the categorization of the Honorees, but she felt strongly about a Local Legend of the Year award and a Local Legend Historic Asset of the year award. Chair Anderson said that she preferred the way it had been done in the past, and Vice-Chair Whitaker was afraid that if the rules were too narrow it would reduce interest in being on the Selection Committee. Many of the Commissioners were concerned that the *selection* criteria in the guidelines for the Committee differed from the *nomination* criteria given in material provided to the public.

Selection Committee Chair Henderson noted that having 10 members this year had made scheduling meetings difficult and suggested limiting it to 5-7 members. She had also been asked whether Selection Committee members needed to be Round Rock residents or just have knowledge of Round Rock history.

**E.2 Consider a presentation from the 2018-2019 Chair and staff concerning meeting procedures.**

Chair Anderson reviewed meeting procedures and etiquette. She asked the Commissioners to be prepared for meetings and visit subject properties. She also reminded the Commissioners that they may not discuss cases with the applicant before the meeting and should use staff as a resource if they have questions about the case.

Chair Anderson returned to Agenda Items C.1 and C.2.

**C. Election of Officers**

**C.1 Consider the nomination and election of a Chairman.**

**Motion:** by Commissioner Jordan and Second by Commissioner Marquardt to nominate Commissioner Sharon Whitaker as Chair of the 2019-2020 Historic Preservation Commission.

**Vote:** Aye: Chair Anderson, Vice-Chair Whitaker, Commissioner Jordan, Commissioner Marquardt, Commissioner Parson, Commissioner Steiner, and Commissioner Wolfe. Nay: none. The vote was 7-0.

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

**Motion:** by Commissioner Whitaker and Second by Commissioner Steiner to nominate Commissioner Sharon Whitaker as Chair of the 2019-2020 Historic Preservation Commission.

**Vote:** Aye: Chair Anderson, Vice-Chair Whitaker, Commissioner Jordan, Commissioner Marquardt, Commissioner Parson, Commissioner Steiner, and Commissioner Wolfe. Nay: none. The vote was 7-0.

Newly elected Chair Whitaker conducted the remainder of the meeting.

**E.3 Consider a presentation from Round Rock Preservation regarding activities planned for the coming year.**

Round Rock Preservation (RRP) President Shirley Marquardt gave an overview of the organization and its goals of preservation, public education, heritage tourism, and community partnerships. She announced the group's activities scheduled for the remainder of 2019 and anticipated another fundraiser in the first quarter of 2020. RRP has asked to meet bimonthly with City staff to review progress on the restoration and future use of the Stagecoach Inn. Chair Whitaker agreed that there is significant tourism potential for the Old Town area.

**E.4 Consider a presentation regarding the development of the City's 2030 Historic Preservation Plan.**

Ms. Jordan noted that the list of implementation strategies had been updated from what was in the meeting packet and had been distributed at the beginning of the meeting. The aim for the work session was to edit the implementation strategies during discussion, and an updated draft Preservation Plan would be prepared for approval at the next HPC meeting.

Ms. Haggerty gave a brief recap of the development of the Preservation Plan to this point. The draft plan incorporates a good deal of public input from an online poll posted during Preservation Month last May, which showed that although only about half of respondents knew that the City has a historic preservation program, almost all thought it was an important or very important program. Respondents' highest-priority concern was the preservation of city-owned historic properties. The HPC also received input on preservation-related concerns from the Directors of the Library and the Williamson Museum at its August 20, 2019 meeting.

Ms. Haggerty noted that the preservation program has grown substantially since the previous Preservation Plan in 2010. The current draft Preservation Plan has a list of goals and recommendations, but there is a need to narrow the list and be more specific about what the preservation program should attempt to accomplish over the next decade.

The Commission discussed modifications to the list of implementation strategies, with edits to be presented for a vote at the next HPC meeting.

Chair Whitaker announced a ten-minute break.

**E.5 Consider a presentation regarding the development of the Historic Preservation Commission's goals for FY 2019-2020.**

Ms. Jordan noted that the HPC's FY 2018-2019 Goals were provided in the meeting packet. The mission statement and the four overarching goals (Preservation, Public Education, Heritage Tourism and Community Partnerships) don't change from year to year, but the specific goals do. The Commissioners discussed the previous year's goals, and staff recorded edits. The revised document will be presented at the next HPC meeting for adoption as the HPC goals for 2019-2020.

**F. Adjournment**

The meeting adjourned at 10:10 p.m.

Respectfully Submitted,



**Kerstin Harding**  
Planning Technician